



**SHIRE OF MENZIES**

# **Agenda**

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

**27 MAY 2021**

**Commencing at 1.00pm**

**At Menzies**

## **DISCLAIMER**

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

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

## **FINANCIAL INTEREST**

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

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

### **Councillors should declare an interest:**

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

A member who has declared an interest must not:

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

Councillor Attendance  
Shire of Menzies Council Meetings 2020/2021

Council Meeting Date	Attended in Person	Electronic Attendance	Leave of Absence	Apologies	Absent
26 November 2020	Cr G Dwyer Cr I Baird Cr J Dwyer Cr K Mader	Cr J Lee (MAC Office) Cr V Ashwin (MAC Transportable)			
17 December 2021	Cr G Dwyer Cr I Baird Cr J Dwyer Cr K Mader			Cr J Lee Cr V Ashwin	
28 January 2021	Cr G Dwyer Cr K Mader Cr S Baird	Cr J Dwyer - Kambalda Cr J Lee - MAC Office Cr I Baird -Wongary	Cr J Dwyer Cr V Ashwin		
25 February 2021	Cr G Dwyer Cr I Baird Cr J Dwyer Cr K Mader	Cr J Lee- MAC Office	Cr V Ashwin	Cr S Baird	
25 March 2021	Cr G Dwyer Cr I Baird Cr J Dwyer Cr K Mader Cr J Lee Cr S Baird		Cr V Ashwin		
29 April 2021	Cr G Dwyer Cr J Dwyer Cr K Mader	Cr I Baird – PT Office Cr J Lee- MAC Office		Cr S Baird	

# TABLE OF CONTENTS

## ORDINARY COUNCIL MEETING 27 MAY 2021

1. DECLARATION OF OPENING	7
2. ANNOUNCEMENT OF VISITORS	7
3. RECORD OF ATTENDANCE	7
4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	7
5. PUBLIC QUESTION TIME	7
6. APPLICATIONS BY MEMBERS	7
7. DECLARATIONS OF INTEREST	7
8. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS	7
9. CONFIRMATION/RECEIVAL OF MINUTES	7
10. PETITIONS/DEPUTATIONS/PRESENTATIONS	8
11. ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSION	8
12. REPORTS BY OFFICERS	9
12.1 FINANCE REPORTS	9
12.1.1 Finance Report – April 2021	9
12.1.2 List of Payments for the Month of April 2021	63
12.1.3 Monthly Investment Report April 2021	71
12.2 ADMINISTRATION REPORTS	75
12.2.1 Draft Amended Policy 5.1 – Acting Chief Executive Officer	75
12.2.2 Differential Rates FY21/22	79
12.2.3 Fees and Charges FY 21/22	87
12.2.4 Menzies Properties	95
12.2.5 Upurli Upurli Nguratja Native Title Claim	97
12.2.6 Chief Executive Officer Interim Probation Performance Review	103
12.2.7 Attendance at KBCCI Women’s Leadership Forum – Cr J Dwyer	117
12.2.8 Local Laws Review – Shire of Menzies	119
12.2.9 Changes to Senior Management Positions	133
12.2.10 New Policy 4.13 – Asset Management	137
12.2.11 Draft Replacement Policy 6.1 – Work Health and Safety	143

13. INFORMATION REPORTS	149
13.1 INFORMATION REPORTS	149
13.1.1 Actions Performed Under Delegation for April 2021	149
13.1.2 WHS Activities for April 2021	179
13.1.3 Menzies EHO Report for April 2021	181
13.1.4 Community Services Report for April 2021	183
13.1.5 Compliance Calendar for April 2021	187
13.1.6 March Quarter Compliance Audit Report	189
14. ELECTED MEMBER MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	197
15. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING	197
16. CONFIDENTIAL REPORTS	197
17. NEXT MEETING	197
18. CLOSURE OF MEETING	197

INTENTIONALLY LEFT BLANK

**1 DECLARATION OF OPENING**

The President declared the meeting open at \_\_\_\_\_ pm.

**2 ANNOUNCEMENT OF VISITORS**

**3 RECORD OF ATTENDANCE**

**Present**

<b>Councillors:</b>	<b>Cr G Dwyer</b>	<b>Shire President</b>
	<b>Cr I Baird</b>	<b>Deputy Shire President</b>
	<b>Cr J Dwyer</b>	
	<b>Cr J Lee</b>	
	<b>Cr K Mader</b>	
	<b>Cr S Baird</b>	

<b>Staff:</b>	<b>Mr B Joiner</b>	<b>Chief Executive Officer</b>
	<b>Ms S Mik</b>	<b>Executive Officer</b>

**4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

**5 PUBLIC QUESTION TIME**

**6 APPLICATIONS BY MEMBERS**

**7 DECLARATIONS OF INTEREST**

**8 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**

**9 CONFIRMATION / RECEIVAL OF MINUTES**

9.1.1 CONFIRMATION of the Minutes of the Ordinary Council Meeting held on 29 April 2021.  
*(Provided under Separate Cover)*

9.1.2 CONFIRMATION of the Minutes of the Special Council Meeting held on 06 May 2021.  
*(Provided under Separate Cover)*

**COUNCIL DECISION:**

<b>Council Resolution Number</b>	
----------------------------------	--

<b>Moved</b>		<b>Seconded</b>	
--------------	--	-----------------	--

That the minutes of the Ordinary Meeting of Council held on Thursday 29 April 2021 and the Special Council Meeting held on Thursday 06 May 2021 be confirmed as a true and correct record.

<b>Carried</b>	
----------------	--

**10 PETITIONS / DEPUTATIONS / PRESENTATIONS**

**11 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

**COUNCIL DECISION:**

<b>Council Resolution Number</b>	
----------------------------------	--

<b>Moved</b>		<b>Seconded</b>	
--------------	--	-----------------	--

That the President's Report for the month of April 2021 be received.

<b>Carried</b>	
----------------	--

**12 REPORTS OF OFFICERS**

## 12.1 FINANCE REPORTS

### 12.1.1 Finance Report – April 2021

<b>12.1.1 FINANCE REPORT – APRIL 2021</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	<b>FIN.551.1</b>
<b>DATE OF REPORT</b>	<b>12 May 2021</b>
<b>AUTHOR</b>	<b>R Hawkins</b>
<b>RESPONSIBLE OFFICER</b>	<b>CEO Brian Joiner</b>
<b>DISCLOSURE OF INTEREST</b>	<b>NIL</b>
<b>ATTACHMENT</b>	<b>Monthly Financial Report for the period ending 30 April 2021</b>

#### **SUMMARY:**

Statutory Financial Reports are submitted to Council as a record of financial activity for the year to 30 April 2021.

#### **BACKGROUND:**

The Financial Management *Regulation 34* requires Local Government entities to prepare each month a Statement of Financial Activity reporting on the sources and application of funds, as set out in the Annual Budget under *Regulation 22(1)(d)*:

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

#### **COMMENT:**

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

#### **CONSULTATION:**

Nil

**STATUTORY AUTHORITY:**

*Local Government Act 1995 Section 6.4  
Local Government (Financial Management) Regulation 1996, 34*

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

As detailed in the attachment.

**RISK ASSESSMENT:**

Nil

**STRATEGIC IMPLICATIONS:**

*14.3 Active civic leadership achieved*

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

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION:**

That Council receive the Statement of Financial Activity for the period ending 30 April 2021 as attached and note any material differences.

**COUNCIL DECISION:**

<b>Council Resolution Number</b>	
----------------------------------	--

<b>Moved</b>		<b>Seconded</b>	
--------------	--	-----------------	--

<b>Carried</b>	
----------------	--



**SHIRE OF MENZIES**

**MONTHLY FINANCIAL REPORT  
(Containing the Statement of Financial Activity)  
For the Period Ended 30 April 2021**

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

**TABLE OF CONTENTS**

Monthly Summary Information	2 - 3
Statement of Financial Activity by Program	4
Statement of Financial Activity By Nature or Type	5
Statement of Capital Acquisitions and Capital Funding	6
Note 1      Significant Accounting Policies	7
Note 2      Explanation of Material Variances	8-9
Note 3      Net Current Funding Position	10
Note 4      Cash and Investments	11
Note 6      Receivables	12
Note 7      Cash Backed Reserves	13
Note 9      Rating Information	14
Note 11     Grants and Contributions	15
Note 13     Details of Capital Acquisitions	16-18

**Shire of Menzies  
Information Summary  
For the Period Ended 30 April 2021**

## Key Information

### Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*.

### Overview

Summary reports and graphical progressive graphs are provided on pages 2 - 3.

### Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 April 2021 of \$3,180,573.

### Items of Significance

The material variance adopted by the Shire of Menzies for the 2020/21 year is plus (+) or minus (-) of 10% for items greater than \$25,000 variance. 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 material variance is disclosed in Note 2.

Income & Expenditure		Annual Budget	YTD Budget	YTD Actual
Operating Grants, Subsidies and Contributions	84%	\$ 1,559,202	\$ 1,299,280	\$ 1,309,865
Non-operating Grants, Subsidies and Contributions	27%	\$ 2,620,494	\$ 2,183,710	\$ 703,167
	<b>48%</b>	<b>\$ 4,179,696</b>	<b>\$ 3,482,990</b>	<b>\$ 2,013,032</b>
Rates Levied	98%	\$ 3,562,400	\$ 2,968,660	\$ 3,504,719
Materials & Contracts	88%	(\$1,286,014)	(\$1,070,000)	(\$1,135,021)
Capital Projects				
Infrastructure Assets - Roads	18%	(\$200,000)	(\$166,650)	(\$36,113)
Infrastructure Assets - Other	0%	(\$157,445)	(\$81,200)	(\$681)

*% Compares current ytd actuals to annual budget*

Financial Position		This Time Last Year	30 Apr 2021
Adjusted Net Current Assets	68%	\$ 4,711,200	\$ 3,181,606
Cash and Equivalent - Unrestricted	74%	\$ 3,791,501	\$ 2,807,617
Cash and Equivalent - Restricted	133%	\$ 8,924,857	\$ 11,912,400
Receivables - Rates	81%	\$ 879,735	\$ 709,544
Receivables - Other	-1327%	\$ 25,139	-\$ 333,628
Payables	128%	\$ 68,171	\$ 87,209

*% 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.

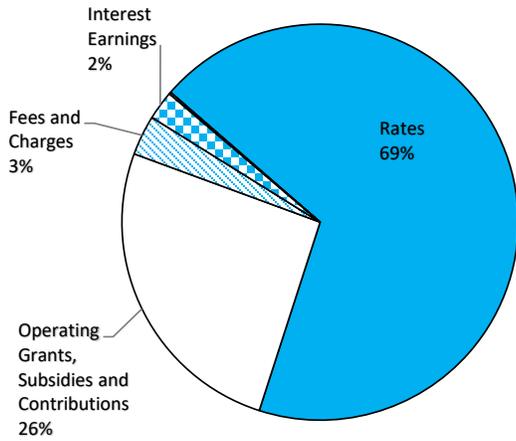
## Preparation

Prepared by: Rhona Hawkins

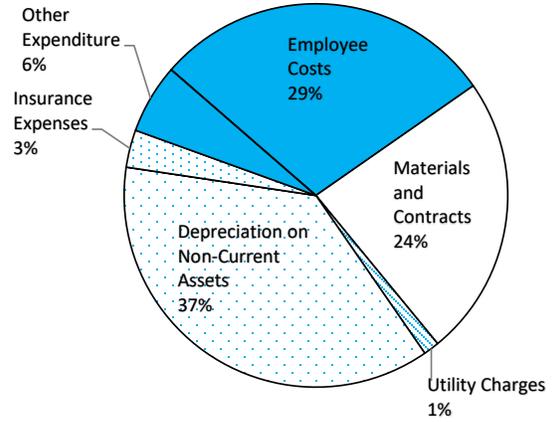
Date Prepared: 12 May 2021

**Shire of Menzies  
Information Summary  
For the Period Ended 30 April 2021**

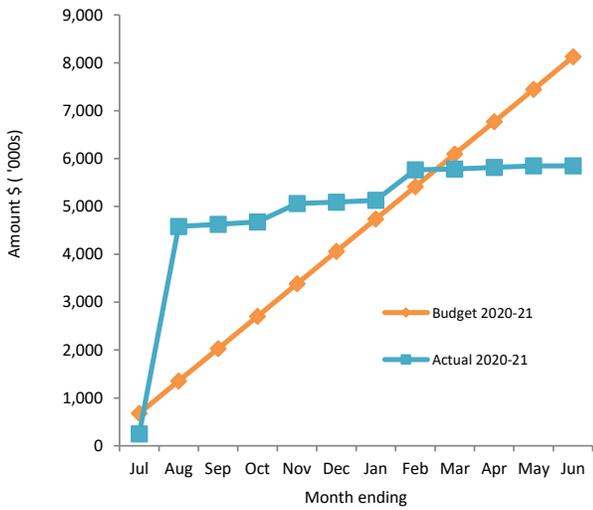
**Operating Revenue**



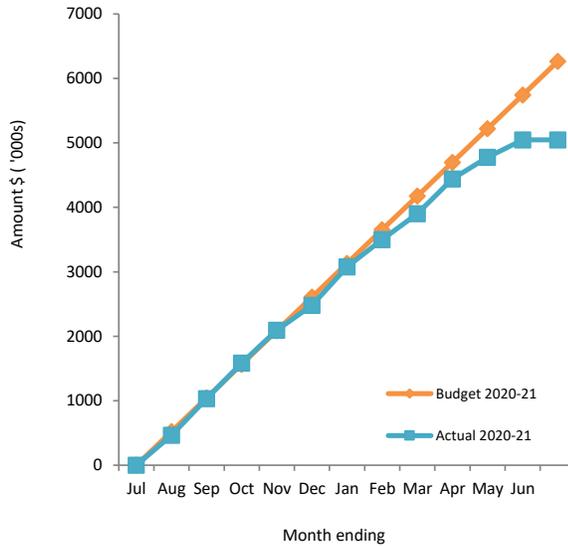
**Operating Expenditure**



**Budget Operating Revenues -v- Actual (Refer Note 2)**



**Budget Operating Expenses -v- YTD Actual (Refer Note 2)**



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

**SHIRE OF MENZIES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30 April 2021**

	Note	Amended Annual Budget	YTD Amended Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Opening Funding Surplus(Deficit)</b>	3	\$ 1,357,350	\$ 1,357,350	\$ <b>1,390,732</b>	\$ 33,382	2%	
<b>Revenue from operating activities</b>							
Governance		24,385	20,310	24,285	3,975	20%	
General Purpose Funding - Rates	9	3,562,400	2,968,660	3,504,719	536,059	18%	
General Purpose Funding - Other		1,342,922	1,119,060	1,159,489	40,429	4%	
Law, Order and Public Safety		14,812	12,330	11,510	(820)	(7%)	
Health		300	250	0	(250)	(100%)	
Education and Welfare		0	0	0	0		
Housing		65,700	54,730	42,682	(12,048)	(22%)	
Community Amenities		32,039	26,680	16,841	(9,839)	(37%)	
Recreation and Culture		800	640	0	(640)	(100%)	
Transport		198,389	165,310	182,985	17,675	11%	
Economic Services		221,609	184,630	130,673	(53,957)	(29%)	▼
Other Property and Services		40,488	33,710	36,893	3,183	9%	
		<b>5,503,844</b>	<b>4,586,310</b>	<b>5,110,077</b>	<b>523,767</b>	<b>11%</b>	<b>▲</b>
<b>Expenditure from operating activities</b>							
Governance		(966,491)	(805,180)	(746,669)	58,511	7%	
General Purpose Funding		(389,784)	(324,710)	(258,412)	66,298	20%	▲
Law, Order and Public Safety		(113,972)	(94,880)	(77,357)	17,523	18%	
Health		(47,117)	(39,250)	(24,973)	14,277	36%	
Education and Welfare		0	0	0	0		
Housing		(174,456)	(145,280)	(128,154)	17,126	12%	
Community Amenities		(335,865)	(279,460)	(225,617)	53,843	19%	▲
Recreation and Culture		(836,300)	(696,500)	(609,271)	87,229	13%	▲
Transport		(2,151,851)	(1,792,980)	(1,844,598)	(51,618)	(3%)	
Economic Services		(1,237,233)	(1,030,510)	(606,894)	423,616	41%	▲
Other Property and Services		(13,610)	(10,890)	(255,296)	(244,406)	(2244%)	▼
		<b>(6,266,678)</b>	<b>(5,219,640)</b>	<b>(4,777,241)</b>	<b>442,399</b>	<b>8%</b>	
<b>Operating activities excluded from budget</b>							
Add back Depreciation		2,279,360	1,899,340	1,766,192	(133,148)	(7%)	
Adjust (Profit)/Loss on Asset Disposal	8	0	0	0	0		
Adjust Provisions and Accruals		0		973	973		
<b>Amount attributable to operating activities</b>		<b>1,516,526</b>	<b>1,266,010</b>	<b>2,100,002</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	11	2,620,494	2,183,710	703,167	(1,480,543)	(68%)	▼
Proceeds from Disposal of Assets	8	0	0	0	0		
Land and Buildings	13	(3,169,314)	(2,586,830)	(757,681)	1,829,149	71%	▲
Plant and Equipment	13	(121,500)	(92,910)	(56,783)	36,127	39%	▲
Infrastructure Assets - Roads	13	(3,774,754)	(2,152,270)	(100,476)	2,051,794	95%	▲
Infrastructure Assets - Drainage	13	0	0	0	0		
Infrastructure Assets - Bridges	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	(200,000)	(166,650)	(36,113)	130,537	78%	▲
Infrastructure Assets - Parks and Ovals	13	(157,445)	(81,200)	(681)	80,519	99%	▲
Infrastructure Assets - Airports	13	0	0	0	0		
Infrastructure Assets - Sewerage	13	0	0	0	0		
Infrastructure Assets - Other	13	(275,000)	(170,810)	(5,348)	165,462	97%	▲
<b>Amount attributable to investing activities</b>		<b>(5,077,519)</b>	<b>(3,066,960)</b>	<b>(253,914)</b>	<b>2,813,046</b>	<b>92%</b>	<b>▲</b>
<b>Financing Activities</b>							
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	3,451,703	2,362,850	0	(2,362,850)	(100%)	▼
Transfer from Restricted Cash		0	0	0	0		
Repayment of Debentures	10	0	0	0	0		
Transfer to Reserves	7	(1,248,060)	83,280	(56,246)	(139,526)	168%	
<b>Amount attributable to financing activities</b>		<b>2,203,643</b>	<b>2,446,130</b>	<b>(56,246)</b>	<b>(2,502,376)</b>	<b>102%</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>0</b>	<b>2,002,530</b>	<b>3,180,573</b>			

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

**SHIRE OF MENZIES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 30 April 2021**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus (Deficit)</b>	3	1,357,350	1,357,350	<b>1,390,732</b>	33,382	2%	
<b>Revenue from operating activities</b>							
Rates	9	3,562,400	2,968,660	3,504,719	536,059	18%	▲
Operating Grants, Subsidies and Contributions	11	1,559,202	1,299,280	1,309,865	10,585	1%	
Fees and Charges		210,889	175,630	166,755	(8,875)	(5%)	
Interest Earnings		141,640	118,010	120,809	2,799	2%	
Other Revenue		29,713	24,730	7,930	(16,800)	(68%)	
Profit on Disposal of Assets	8	0	0	0	0		
		<b>5,503,844</b>	<b>4,586,310</b>	<b>5,110,077</b>	<b>523,767</b>	<b>11%</b>	<b>▲</b>
<b>Expenditure from operating activities</b>							
Employee Costs		(1,826,054)	(1,521,220)	(1,381,403)	139,817	9%	
Materials and Contracts		(1,286,014)	(1,070,000)	(1,135,021)	(65,021)	(6%)	
Utility Charges		(98,065)	(81,590)	(63,454)	18,136	22%	
Depreciation on Non-Current Assets		(2,279,360)	(1,899,340)	(1,766,192)	133,148	7%	
Insurance Expenses		(139,211)	(115,940)	(150,908)	(34,968)	(30%)	▼
Other Expenditure		(637,974)	(531,550)	(280,263)	251,287	47%	▲
Loss on Disposal of Assets	8	0	0	0	0		
		<b>(6,266,678)</b>	<b>(5,219,640)</b>	<b>(4,777,241)</b>	<b>442,399</b>	<b>8%</b>	
<b>Operating activities excluded from budget</b>							
Add back Depreciation		2,279,360	1,899,340	1,766,192	(133,148)	(7%)	
Adjust (Profit)/Loss on Asset Disposal	8	0	0	0	0		
Adjust Provisions and Accruals		0		973	973		
<b>Amount attributable to operating activities</b>		<b>1,516,526</b>	<b>1,266,010</b>	<b>2,100,002</b>	<b>833,992</b>		
<b>Investing activities</b>							
Grants, Subsidies and Contributions	11	2,620,494	2,183,710	703,167	(1,480,543)	(68%)	▼
Proceeds from Disposal of Assets	8	0	0	0	0		
Land and Buildings	13	(3,169,314)	(2,586,830)	(757,681)	1,829,149	(71%)	
Plant and Equipment	13	(121,500)	(92,910)	(56,783)	36,127	(39%)	
Infrastructure Assets - Roads	13	(3,774,754)	(2,152,270)	(100,476)	2,051,794	(95%)	
Infrastructure Assets - Drainage	13	0	0	0	0		
Infrastructure Assets - Bridges	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	(200,000)	(166,650)	(36,113)	130,537	(78%)	
Infrastructure Assets - Parks and Ovals	13	(157,445)	(81,200)	(681)	80,519	(99%)	
Infrastructure Assets - Airports	13	0	0	0	0		
Infrastructure Assets - Sewerage	13	0	0	0	0		
Infrastructure Assets - Other	13	(275,000)	(170,810)	(5,348)	165,462	(97%)	
<b>Amount attributable to investing activities</b>		<b>(5,077,519)</b>	<b>(3,066,960)</b>	<b>(253,914)</b>	<b>2,813,046</b>	<b>92%</b>	
<b>Financing Activities</b>							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Advances to Community Groups		0	0	0	0		
Transfer from Reserves	7	3,451,703	2,362,850	0	(2,362,850)	(100%)	▼
Repayment of Debentures	10	0	0	0	0		
Transfer to Reserves	7	(1,248,060)	83,280	(56,246)	(139,526)	168%	
<b>Amount attributable to financing activities</b>		<b>2,203,643</b>	<b>2,446,130</b>	<b>(56,246)</b>	<b>(2,502,376)</b>	<b>102%</b>	
<b>Closing Funding Surplus (Deficit)</b>	3	<b>0</b>	<b>2,002,530</b>	<b>3,180,573</b>			

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.  
Refer to Note 2 for an explanation of the reasons for the variance.

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

**SHIRE OF MENZIES**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 30 April 2021

**Capital Acquisitions**

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Budget YTD Budget (d)	Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	757,681	0	2,586,830	3,169,314	757,681	(1,829,149)
Plant and Equipment	13	56,783	0	92,910	121,500	56,783	(36,127)
Infrastructure Assets - Roads	13	100,476	0	2,152,270	3,774,754	100,476	(2,051,794)
Infrastructure Assets - Drainage	13	0	0	0	0	0	0
Infrastructure Assets - Bridges	13	0	0	0	0	0	0
Infrastructure Assets - Footpaths	13	36,113	0	166,650	200,000	36,113	(130,537)
Infrastructure Assets - Parks and Ovals	13	681	0	81,200	157,445	681	(80,519)
Infrastructure Assets - Airports	13	0	0	0	0	0	0
Infrastructure Assets - Sewerage	13	0	0	0	0	0	0
Infrastructure Assets - Other	13	5,348	0	170,810	275,000	5,348	(165,462)
<b>Capital Expenditure Totals</b>		<b>957,082</b>	<b>0</b>	<b>5,250,670</b>	<b>7,698,013</b>	<b>957,082</b>	<b>(4,293,588)</b>
<b>Capital acquisitions funded by:</b>							
Capital Grants and Contributions				2,183,710	2,620,494	703,167	
Other (Disposals & C/Fwd)				0	0	0	
Council contribution - Cash Backed Reserves							
Building Reserve Accumulation				0	1,098,433	0	
Plant Reserve Accumulation				0	72,000	0	
Roads Reserve Accumulation				0	600,000	0	
Main Street Reserve Accumulation				0	0	0	
Staff Amenities Reserve Accumulation				0	420,000	0	
Caravan Park Reserve Accumulation				0	150,000	0	
Bitumen Reserve Accumulation				0	0	0	
Niagara Dam Reserve Accumulation				0	85,000	0	
Waste Management Reserve Accumulation				0	0	0	
Former Post Office Reserve Accumulation				0	410,000	0	
Council contribution - operations				3,066,960	2,242,086	253,914	
<b>Capital Funding Total</b>				<b>5,250,670</b>	<b>7,698,013</b>	<b>957,082</b>	

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 1: Significant Accounting Policies**

The Shire of Menzies adopts its significant accounting policies at the time of adopting its annual budget. Significant accounting policies are set in relation to the following:

- a) Basis of preparation
- b) Prior year actual balances
- c) Rounding off figures
- d) Comparative figures
- e) Budget comparative figures
- f) Forecast fair value adjustments
- g) Rates, grants, donations & other contributions
- h) Goods and services tax (GST)
- i) Superannuation
- j) Cash and cash equivalents
- k) Trade and other payables
- l) Inventories
- m) Fixed assets
- n) Fair value of assets and liabilities
- o) Financial instruments
- p) Impairment of assets
- q) Trade and other payables
- r) Employee benefits
- s) Borrowing costs
- t) Provisions
- u) Leases
- v) Investments in associates
- x) Interests in joint arrangements
- y) Current and non-current classification

There have been no changes to the Shire of Menzies significant accounting policies since adopting the 2020/21 Annual Budget.

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 2: Explanation of Material Variances**

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

The material variance adopted by Council for the 2020/21 year is plus (+) or minus (-) of 10% for items greater than \$25,000 variance.

Year to date (YTD) Budgets have not been amended during the Budget Review process therefore Timing issues will occur.

Reporting Program	YTD Budget	YTD Actual	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>			\$	%			
General Purpose Funding- Rates	2,968,660	3,504,719	536,059	18%	▲	Timing	YTD Actuals vs Amended Annual Budget is tracking as expected
General Purpose Funding- Other	1,119,060	1,159,489	40,429	4%	▲	Timing	YTD Actuals vs Amended Annual Budget is tracking as expected
Housing	54,730	42,682	(12,048)	(22%)	▲	Timing	Budget has been loaded into accounting system and apportioned over twelve months.
Economic Services	184,630	130,673	(53,957)	(29%)	▲	Permanent	CRC Income lower than anticipated.
<b>Operating Expense</b>							
Governance	(805,180)	(746,669)	58,511	7%	▲	Permanent	CEO termination payout.
General Purpose Funding	(324,710)	(258,412)	66,298	20%	▲	Timing	Rates write-offs have not occurred as anticipated in the Budget.
Law, Order and Public Safety	(94,880)	(77,357)	17,523	18%	▲	Timing	
Health	(39,250)	(24,973)	14,277	36%	▲	Timing	
Housing	(145,280)	(128,154)	17,126	12%	▲	Timing	Housing maintenance has not occurred in accordance with the Budget.
Community Amenities	(279,460)	(225,617)	53,843	19%	▲	Timing	Operational services higher than anticipated for this time of year.
Recreation and Culture	(696,500)	(609,271)	87,229	13%	▲	Timing	Budget has been loaded into accounting system and apportioned over twelve months.
Transport	(1,792,980)	(1,844,598)	(51,618)	(3%)	▲	Timing	Road Maintenance higher than anticipated at Budget preparation.
Economic Services	(1,030,510)	(606,894)	423,616	41%	▲	Timing	Noxious weed control not commence at this stage. Caravan Park maintenance higher than the twelve month apportionment.
Other Property and Services	(10,890)	(255,296)	(244,406)	(2244%)	▲	Timing	1st instalment of Insurance paid and not apportioned over twelve months. Allocations are to be reviewed.
<b>Capital Revenues</b>							

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 2: Explanation of Material Variances**

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

The material variance adopted by Council for the 2020/21 year is plus (+) or minus (-) of 10% for items greater than \$25,000 variance.

Year to date (YTD) Budgets have not been amended during the Budget Review process therefore Timing issues will occur.

Reporting Program	YTD Budget	YTD Actual	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Grants, Subsidies and Contributions	2,183,710	703,167	(1,480,543)	(68%)	▲	Timing	
<b>Capital Expenses</b>							
Land and Buildings	(2,586,830)	(757,681)	1,829,149	71%	▲	Timing	Capital expenditure has not occurred in accordance with the Budget upload.
Plant and Equipment	(92,910)	(56,783)	36,127	39%	▲	Timing	Capital expenditure has not occurred in accordance with the Budget upload.
Infrastructure Assets - Roads	(2,152,270)	(100,476)	2,051,794	95%	▲	Timing	Capital expenditure has not occurred in accordance with the Budget upload.
Infrastructure Assets - Footpaths	(166,650)	(36,113)	130,537	78%	▲	Timing	Capital expenditure has not occurred in accordance with the Budget upload.
Infrastructure Assets - Parks and Ovals	(81,200)	(681)	80,519	99%	▲	Timing	Capital expenditure has not occurred in accordance with the Budget upload.
Infrastructure Assets - Other	(170,810)	(5,348)	165,462	97%	▲	Timing	Capital expenditure has not occurred in accordance with the Budget upload.
<b>Financing</b>							
Transfer from Reserves	-	-	2,362,850	(100%)	▲	Timing	Capital expenditure has not occurred in accordance with the Budget upload.
Transfer to Reserves	83,280	(56,246)	0	168%	▲	Timing	Capital expenditure has not occurred in accordance with the Budget upload.

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2020	30 Apr 2020	30 Apr 2021
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	1,045,697	3,791,501	2,807,617
Cash Restricted - Conditions over Grants	11	0	0	0
Cash Restricted	4	11,856,154	8,924,857	11,912,400
Receivables - Rates	6	863,375	879,735	709,544
Receivables - Other	6	(100,699)	25,139	(333,628)
Interest / ATO Receivable/Trust				
Inventories		13,623	11,011	77,314
		13,678,151	13,632,244	15,173,247
<b>Less: Current Liabilities</b>				
Payables		(435,801)	(68,171)	(87,209)
Provisions Leases		(3,985)	(9,565)	(3,985)
Provisions Leave		(197,106)	(129,659)	(197,106)
		(636,892)	(207,395)	(288,300)
Less: Cash Reserves	7	(11,856,154)	(8,924,857)	(11,912,400)
Less: Unspent Grants			0	0
Add: Loan Current		0	0	0
Add: Lease Current		3,985	9,565	3,985
Less: SSL Repayments		0	0	0
Add: Leave Reserve		201,643	201,643	205,074
Adjustment				
<b>Net Current Funding Position</b>		<b>1,390,732</b>	<b>4,711,200</b>	<b>3,181,606</b>

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 4: Cash and Investments**

	Unrestricted	Restricted	Trust	Total Amount	Institution
	\$	\$	\$	\$	
<b>(a) Cash Deposits</b>					
Cash At Bank	773,795			773,795	NAB
Cash At Call - Bank	2,032,502			2,032,502	NAB
Municipal Fund Term Deposits	0			0	NAB
Cash at Reserve - Bank		8,658,191		8,658,191	NAB
Reserve Fund Term Deposits		3,254,210		3,254,210	NAB
Trust Fund Bank			0	0	NAB
Petty Cash Float	1,320			1,320	
<b>Total</b>	<b>2,807,617</b>	<b>11,912,400</b>	<b>0</b>	<b>14,720,017</b>	

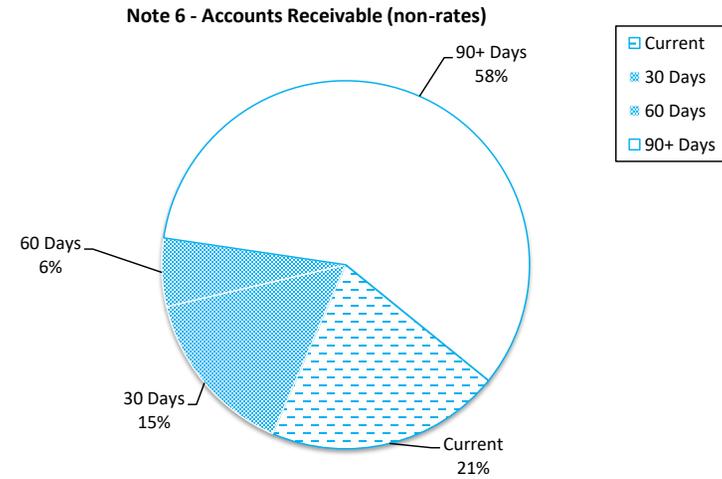
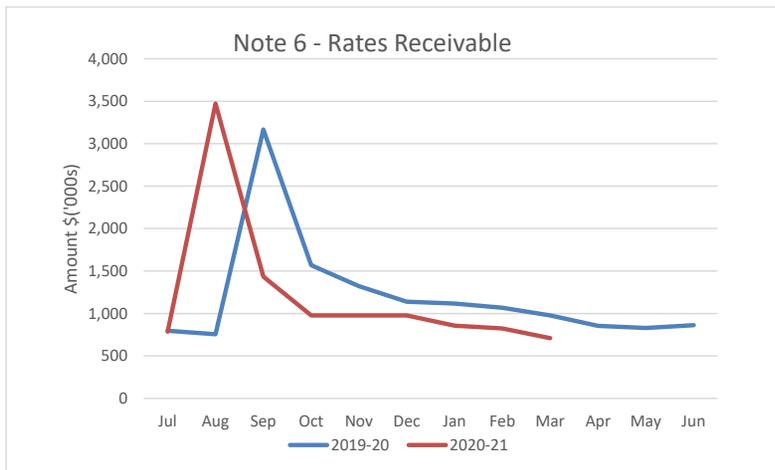
**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 6: Receivables**

Receivables - Rates Receivable	30 Apr 2021	30 June 2020
	\$	\$
Opening Arrears Previous Years	863,375	794,305
Levied this year	3,524,092	3,476,331
Less Collections to date	3,677,923	3,407,262
Equals Current Outstanding	709,544	863,375
<b>Net Rates Collectable</b>	<b>709,544</b>	<b>863,375</b>
% Collected	83.83%	79.78%

Receivables - General	Current	30 Days	60 Days	90+ Days	Totals
	\$	\$	\$	\$	\$
Sundry Debtors	2,884	2,072	836	8,166	13,958
Rates - Pensioner Rebate Claimed					65
<b>Balance per Trial Balance</b>					
Sundry Debtors					14,023
<b>Total Receivables General Outstanding</b>					<b>14,023</b>

Amounts shown above include GST (where applicable)



**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 7: Cash Backed Reserve**

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve - Accumulation	205,074		973	(1,724)	0	0	0	203,350	206,047
Building Reserve Accumulation	2,795,090		13,268	(23,774)	0	1,098,433	0	3,869,749	2,808,357
Plant Reserve Accumulation	1,946,393		9,235	(16,370)	0	72,000	0	2,002,023	1,955,628
Roads Reserve Accumulation	2,755,425		13,072	(23,183)	0	600,000	0	3,332,242	2,768,496
Main Street Reserve Accumulation	140,456		664	(1,181)	0	0	0	139,275	141,120
Staff Amenities Reserve Accumulation	575,564		2,728	(4,847)	0	420,000	0	990,717	578,291
TV Reserve Accumulation	17,889		85	(150)	0	0	0	17,739	17,974
Caravan Park Reserve Accumulation	431,416		2,048	(3,626)	0	150,000	0	577,790	433,463
Bitumen Reserve Accumulation	603,847		2,863	(5,079)	0	0	0	598,768	606,710
Rates Creditors Reserve Accumulation	51,144		242	(1,148,488)	0	616,270	0	(481,074)	51,386
Niagara Dam Reserve Accumulation	1,252,493		5,940	(10,525)	0	85,000	0	1,326,968	1,258,432
Water Park Reserve Accumulation	299,813		1,423	(2,524)	0	0	0	297,289	301,237
Waste Management Reserve Accumulation	59,515		281	(499)	0	0	0	59,016	59,796
Former Post Office Reserve Accumulation	418,407		1,985	(3,517)	0	410,000	0	824,890	420,392
Commercial Enterprise Reserve - Accumulation	101,210		478	(857)	0	0	0	100,353	101,688
Land Purchase Reserve - Accumulation	202,420		962	(1,716)	0	0	0	200,704	203,382
	<b>11,856,154</b>	<b>0</b>	<b>56,246</b>	<b>(1,248,060)</b>	<b>0</b>	<b>3,451,703</b>	<b>0</b>	<b>14,059,797</b>	<b>11,912,400</b>

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 30 April 2021

**Note 9: Rating Information**

RATE TYPE	Rate in	Number of Properties	Rateable Value	YTD Actual				Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
<b>Differential General Rate</b>	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
GRV - Residential	0.0862	40	2,500,428	215,537	0	0	215,537	214,694	0	0	214,694
GRV - Vacant	0.0864	204	20,956	1,811	(310)	0	1,501	1,811	0	0	1,811
UV - Mining	0.1655	282	15,472,156	2,560,642	(393)	-355	2,559,894	2,561,176	50,000	0	2,611,176
UV - Pastoral	0.0829	27	826,983	68,557	0	0	68,557	67,750	0	0	67,750
UV - Other	0.0829	64	307,900	25,525	0	0	25,525	24,978	0	0	24,978
UV - Exploration	0.1500	451	3,082,413	462,362	4,015	3,005	469,382	467,552	0	0	467,552
UV - Prospecting	0.1477	269	463,848	68,510	5,033	1,124	74,667	63,039			63,039
<b>Sub-Totals</b>		<b>1,337</b>	<b>22,674,684</b>	<b>3,402,943</b>	<b>8,345</b>	<b>3,775</b>	<b>3,415,063</b>	<b>3,401,000</b>	<b>50,000</b>	<b>0</b>	<b>3,451,000</b>
<b>Minimum Payment</b>	\$										
GRV - Residential	200.00	8	5,537	1,600	0	0	1,600	2,200	0	0	2,200
GRV - Vacant	200.00	200	41,081	40,000	0	0	40,000	40,000	0	0	40,000
UV - Mining	200.00	54	34,031	10,800	0	0	10,800	12,000	0	0	12,000
UV - Pastoral	200.00	4	4,638	800	0	0	800	1,400	0	0	1,400
UV - Other	200.00	1	100	200	0	0	200	600	0	0	600
UV - Exploration	200.00	141	45,622	28,200	0	0	28,200	37,400	0	0	37,400
UV - Prospecting	200.00	73	49,913	14,600	0	0	14,600	17,800	0	0	17,800
<b>Sub-Totals</b>		<b>481</b>	<b>180,922</b>	<b>96,200</b>	<b>0</b>	<b>0</b>	<b>96,200</b>	<b>111,400</b>	<b>0</b>	<b>0</b>	<b>111,400</b>
		<b>1,818</b>	<b>22,855,606</b>	<b>3,499,143</b>	<b>8,345</b>	<b>3,775</b>	<b>3,511,263</b>	<b>3,512,400</b>	<b>50,000</b>	<b>0</b>	<b>3,562,400</b>
Movement in Excess Rates							0				0
Discounts							0				0
<b>Amount from General Rates</b>							<b>3,511,263</b>				<b>3,562,400</b>
Write Offs							0				0
Ex-Gratia Rates							0				0
Specified Area Rates							0				0
<b>Totals</b>							<b>3,511,263</b>				<b>3,562,400</b>

**Comments - Rating Information**

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 30 April 2021

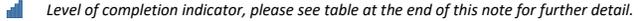
**Note 11: Grants and Contributions**

	Grant Provider	Type	Opening	Amended Budget		YTD	Annual	Post	Expected	YTD Actual
			Balance	Operating	Capital	Budget	Budget	Variations	Expected	Revenue
			(a)				(d)	(e)	(d)+(e)	
				\$	\$	\$				\$
<b>General Purpose Funding</b>										
GEN PUR - Financial Assistance Grant - General	WALGGC	Operating	0	772,046	0	643,370	772,046		772,046	665,019
GEN PUR - Financial Assistance Grant - Roads	WALGGC	Operating	0	425,376	0	354,480	425,376		425,376	370,327
GEN PUR - Grant Funding	LRCI	Non-operating	0	0	378,633	315,520	378,633		378,633	248,839
GEN PUR - Contributions & Donations		Operating	0	0	0	0	0		0	0
GEN PUR - Other Income	Landgate	Operating	0	0	0	0	0		0	441
<b>Governance</b>										
OTH GOV - Reimbursements		Operating	0	22,727	0	18,930	22,727		22,727	22,727
<b>Law, Order and Public Safety</b>										
ESL BFB - Operating Grant	Dept. of Fire & Emergency Serv.	Operating	0	6,522	0	5,430	6,522		6,522	4,247
<b>Community Amenities</b>										
COM AMEN - Grants		Non-operating		0	50,000	41,660	50,000		50,000	0
<b>Recreation and Culture</b>										
REC - Grants		Non-operating	0	0	150,000	125,000	150,000		150,000	0
OTH CUL - Grants - Other Culture		Non-operating	0	0	0	0	0		0	10,328
<b>Transport</b>										
ROADC - Regional Road Group Grants (MRWA)	Main Roads WA	Non-operating	0	0	563,780	469,810	563,780		563,780	292,000
ROADC - Roads to Recovery Grant	Commonwealth Gvt	Non-operating	0	0	700,626	583,850	700,626		700,626	152,000
ROADC - Other Grants - Roads/Streets	Main Roads WA	Non-operating	0	0	230,000	191,660	230,000		230,000	0
ROADM - Street Lighting Subsidy		Operating	0	1,713	0	1,420	1,713		1,713	1,713
ROADM - Direct Road Grant (MRWA)	Main Roads WA	Operating	0	194,321	0	161,930	194,321		194,321	178,900
<b>Economic Services</b>										
TOUR - Grants	Main Roads WA	Non-operating	0	0	547,455	456,210	547,455		547,455	0
<b>Other Property &amp; Services</b>										
OTH ECON - Community Resource Centre Income		Operating	0	80,000	0	66,660	80,000		80,000	127
OTH ECON - Community Resource Centre Grant		Operating	0	2,500	0	2,080	2,500		2,500	2,500
OTH ECON - Grants	Indue, DPIRD	Operating	0	35,709	0	29,750	35,709		35,709	27,592
ADMIN - Reimbursements	DFES	Operating	0	11,610	0	9,670	11,610		11,610	11,608
<b>TOTALS</b>			<b>0</b>	<b>1,559,202</b>	<b>2,620,494</b>	<b>3,482,990</b>	<b>4,179,696</b>	<b>0</b>	<b>4,179,696</b>	<b>2,013,032</b>
<b>SUMMARY</b>										
Operating	Operating Grants, Subsidies and Contributions		0	1,559,202	0	1,299,280	1,559,202	0	1,559,202	1,309,865
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	0	0	0	0	0	0	0
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	2,620,494	2,183,710	2,620,494	0	2,620,494	703,167
<b>TOTALS</b>			<b>0</b>	<b>1,559,202</b>	<b>2,620,494</b>	<b>3,482,990</b>	<b>4,179,696</b>	<b>0</b>	<b>4,179,696</b>	<b>2,013,032</b>

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 13: Capital Acquisitions**

% of  
Completion

Assets	Job	YTD Actual			Budget			
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
								
<b>Buildings</b>								
<b>Education &amp; Welfare</b>								
0.00	Seniors Centre	BC060	1,000	0	1,000	350,000	291,660	(290,660)
<b>Education &amp; Welfare Total</b>			<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>350,000</b>	<b>291,660</b>	<b>(290,660)</b>
<b>Housing</b>								
0.00	CEO's House - Lot 1 (37-39) Reid St - Building (Capital)	BC001	0	0	0	20,000	16,660	(16,660)
0.00	MFA's House - Lot - 1085 (39) Mercer St - Building (Capital)	BC002	0	0	0	15,000	12,500	(12,500)
1.00	MWS House Lot 165 (25) Onslow St - Building (Capital)	BC003	5,500	0	5,500	5,500	4,580	920
0.00	Lot 91 (40) Mercer St - Building (Capital)	BC004	0	0	0	47,000	39,160	(39,160)
0.00	Lot 93 (36) Mercer St - Building (Capital)	BC005	0	0	0	10,000	8,330	(8,330)
0.00	Lot 1086 (41) Mercer St - Building (Capital)	BC006	0	0	0	15,000	0	0
0.00	Duplex Lot 12a Walsh St (North Unit) - Building (Capital)	BC007	0	0	0	45,000	37,500	(37,500)
1.00	Duplex Lot 12b Walsh St (South Unit) - Building (Capital)	BC008	0	0	0	0	0	0
0.73	New Staff House 2020 - Building (Capital)	BC009	372,437	0	372,437	509,900	424,910	(52,473)
0.00	New 2x1 Staff House - Building (Capital)	BC010	1,100	0	1,100	240,000	200,000	(198,900)
0.35	Teachers Unit Lot 1090 (53a) (14a) Walsh St - Building (Capital)	BC015	6,365	0	6,365	18,000	15,000	(8,635)
0.00	Teachers Unit Lot 1090 (53b) (14b) Walsh St - Building (Capital)	BC016	0	0	0	18,000	15,000	(15,000)
0.00	Unit Lot 45 (29a) Shenton (Front) - Building (Capital)	BC017	0	0	0	7,500	6,250	(6,250)
0.00	Unit Lot 45 (29b) Shenton (Back) - Building (Capital)	BC018	0	0	0	18,000	15,000	(15,000)
0.00	Lot 1089 (57) Walsh St Rental - Building (Capital)	BC019	0	0	0	22,000	18,330	(18,330)
0.01	Old Post Office House Lot 102 (33) Walsh St - Building (Capital)	BC020	3,015	0	3,015	500,000	416,660	(413,645)
0.00	New Caravan Park Unit	BC021A	0	0	0	378,633	315,520	(315,520)
1.00			0	0	0	0	0	0
1.00			0	0	0	0	0	0
1.00			0	0	0	0	0	0
<b>Housing Total</b>			<b>388,416</b>	<b>0</b>	<b>388,416</b>	<b>1,869,533</b>	<b>1,545,400</b>	<b>(1,156,984)</b>
<b>Community Amenities</b>								
1.00	Niagra Toilet Block (Septic) - Building (Capital)	BC041	0	0	0	0	0	0
1.04	Truck Bay Ablution Block - Building (Capital)	BC048	164,335	0	164,335	158,070	131,700	32,635
<b>Community Amenities Total</b>			<b>164,335</b>	<b>0</b>	<b>164,335</b>	<b>158,070</b>	<b>131,700</b>	<b>32,635</b>
<b>Recreation And Culture</b>								
0.00	Town Hall (Hall) - Building (Capital)	BC026	0	0	0	50,000	41,660	(41,660)
1.00	Town Hall (Admin) - Building (Capital)	BC027	0	0	0	0	0	0
1.00	Youth Centre - Building (Capital)	BC036	0	0	0	0	0	0
<b>Recreation And Culture Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>41,660</b>	<b>(41,660)</b>
<b>Transport</b>								
1.00	Depot - Building (Capital)	BC037	36,770	0	36,770	36,770	30,640	6,130
0.00	Workshop - Enclosed Carport	BC037A	0	0	0	50,000	0	0
<b>Transport Total</b>			<b>36,770</b>	<b>0</b>	<b>36,770</b>	<b>86,770</b>	<b>30,640</b>	<b>6,130</b>
<b>Economic Services</b>								
	Caravan Park Unit (Disabled) - Building (Capital)	BC021	94,277	0	94,277	139,941	116,610	(22,333)
	Lady Shenton/CRC Lot 41 (37) Shenton St - Building (Capital)	BC028	1,000	0	1,000	300,000	250,000	(249,000)
	Church Hall Lot 8 (50) Shenton St - Building (Capital)	BC030	45,900	0	45,900	25,000	20,830	25,070
	Station Masters House Goongarrie - Building (Capital)	BC031	729	0	729	0	0	729

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 13: Capital Acquisitions**

% of  
Completion

	Assets	Job	YTD Actual			Budget		
			New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance
			\$	\$	\$	\$	\$	\$
	Caravan Park Ablution Blocks - Building (Capital)	BC038	0	0	0	0	0	0
	Shelter at Lake Ballard - Building (Capital)	BC046	16,661	0	16,661	25,000	20,830	(4,169)
0.01	Mercer Street Caravan Park Infrastructure	BC050	1,000	0	1,000	150,000	125,000	(124,000)
	Shelter and BBQ Niagara Dam	BC131	7,592	0	7,592	15,000	12,500	(4,908)
	<b>Economic Services Total</b>		<b>167,159</b>	<b>0</b>	<b>167,159</b>	<b>654,941</b>	<b>545,770</b>	<b>(378,611)</b>
0.24	<b>Buildings Total</b>		<b>757,681</b>	<b>0</b>	<b>757,681</b>	<b>3,169,314</b>	<b>2,586,830</b>	<b>(1,829,149)</b>
	<b>Plant &amp; Equipment (inc Furniture)</b>							
	<b>Governance</b>							
0.00	Administration Communications Equipment	C0141	0	0	0	10,000	8,330	(8,330)
0.00	Software and Systems	C0142	0	0	0	25,000	20,830	(20,830)
	<b>Governance Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>35,000</b>	<b>29,160</b>	<b>(29,160)</b>
	<b>Transport</b>							
0.00	Minor Plant Purchases	C0127	0	0	0	15,000	12,500	(12,500)
1.00	Mechanics Vehicle	CP013	32,840	0	32,840	33,000	27,500	5,340
0.00	Test and Tag System	C1217	0	0	0	6,000	5,000	(5,000)
1.04	Auto Tyre Changer	C1218	6,230	0	6,230	6,000	5,000	1,230
0.00	Bore Trailer	C1219	0	0	0	10,000	0	0
	<b>Transport Total</b>		<b>39,070</b>	<b>0</b>	<b>39,070</b>	<b>70,000</b>	<b>50,000</b>	<b>(10,930)</b>
0.37	<b>Plant &amp; Equipment Total</b>		<b>39,070</b>	<b>0</b>	<b>39,070</b>	<b>105,000</b>	<b>79,160</b>	<b>(40,090)</b>
	<b>Infrastructure Assets - Roads</b>							
	<b>Transport</b>							
0.00	Program Reseal	C1213	0	0	0	200,000	0	0
0.01	Menzies North West Rd (R2R)	R2R007	10,727	0	10,727	1,100,000	916,660	(905,933)
0.39	Tjuntjunjarra Access Rd (R2R)	R2R049	73,635	0	73,635	190,000	158,330	(84,695)
0.00	Sundry Roads Capex	RC000	0	0	0	647,000	0	0
0.00	Pinjin Rd (Capital)	RC001	0	0	0	345,000	0	0
0.00	Evanston Menzies Rd (Capital)	RC008	0	0	0	450,000	375,000	(375,000)
1.00	Connie Sue Rd (Capital)	RC048	5,754	0	5,754	5,754		5,754
0.04	Tjuntjunjarra Access Rd (Capital)	RC049	8,619	0	8,619	240,000		8,619
0.00	Tjuntjunjarra Internal Roads Program	RC249	0	0	0	100,000	83,330	(83,330)
0.00	Menzies North West Rd (RRG)	RRG007	205	0	205	121,000	100,830	(100,625)
0.00	Evanston Menzies Rd (RRG)	RRG008	205	0	205	255,000	212,500	(212,295)
0.00	Yarri Rd (RRG)	RRG039	205	0	205	121,000	100,830	(100,625)
1.00	Menzies North West Rd - Flood Damage	RFD007	1,126	0	1,126	0	0	1,126
	<b>Transport Total</b>		<b>100,476</b>	<b>0</b>	<b>100,476</b>	<b>3,774,754</b>	<b>1,947,480</b>	<b>(1,847,004)</b>
0.03	<b>Infrastructure Roads Total</b>		<b>100,476</b>	<b>0</b>	<b>100,476</b>	<b>3,774,754</b>	<b>1,947,480</b>	<b>(1,847,004)</b>

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 13: Capital Acquisitions**

% of  
Completion

Assets	Job	YTD Actual			Budget		
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance
		\$	\$	\$	\$	\$	\$
<b>Footpaths</b>							
<b>Transport</b>							
1.00	Wilson St - Footpath Capital	FC031	7,280	0	7,280	0	7,280
0.48	Onslow St - Footpath Capital	FC047	24,093	0	24,093	50,000	(17,567)
0.07	Mercer St - Footpath Capital	FC053	3,725	0	3,725	50,000	(37,935)
1.00	Shenton St - Footpath Capital	FC100	1,015	0	1,015	0	1,015
0.00	Footpath Construction General (Budgeting Only)	FC000	0	0	0	100,000	(83,330)
	<b>Transport Total</b>		<b>36,113</b>	<b>0</b>	<b>36,113</b>	<b>200,000</b>	<b>(130,537)</b>
0.18	<b>Footpaths Total</b>		<b>36,113</b>	<b>0</b>	<b>36,113</b>	<b>200,000</b>	<b>(130,537)</b>
<b>Infrastructure Assets - Parks and Ovals</b>							
<b>Recreation and Culture</b>							
0.00	Drink Fountain in Park	PC036	0	0	0	10,000	0
0.00	Hand Wash at BBQ Area Water Park	PC112	0	0	0	10,000	0
0.00	Tjuntjunjarra Playground	PC113	0	0	0	97,445	(81,200)
0.00	Rodeo Grounds Infrastructure	C0113	0	0	0	40,000	0
1.00	Tree Planting	C0117	681	0	681	0	681
	<b>Transport Total</b>		<b>681</b>	<b>0</b>	<b>681</b>	<b>157,445</b>	<b>(80,519)</b>
0.00	<b>Infrastructure Parks and Ovals Total</b>		<b>681</b>	<b>0</b>	<b>681</b>	<b>157,445</b>	<b>(80,519)</b>
<b>Other Infrastructure</b>							
<b>Community Amenities</b>							
0.01	Cometvale Cemetery Fence	C0103	456	0	456	50,000	456
0.00	Tjuntjunjarra Cemetery Shade	C0104	0	0	0	50,000	(41,660)
1.00	Grid Replacement Program	C0124	0	0	0	0	0
	<b>Community Amenities Total</b>		<b>456</b>	<b>0</b>	<b>456</b>	<b>100,000</b>	<b>(41,204)</b>
<b>Transport</b>							
0.00	Town Dam Upgrade	C0121	0	0	0	20,000	16,660
0.00	Bores to Support Road Works	C0123	0	0	0	50,000	(41,660)
0.00	Kookynie Airstrip Extension	C0126	0	0	0	20,000	0
1.07	Banners and Signage	C0128	17,713	0	17,713	16,500	3,963
	<b>Transport Total</b>		<b>17,713</b>	<b>0</b>	<b>17,713</b>	<b>106,500</b>	<b>(54,357)</b>
<b>Economic Services</b>							
0.06	Niagra Dam Capital Works	C0131	4,893	0	4,893	85,000	(65,937)
	<b>Economic Services Total</b>		<b>4,893</b>	<b>0</b>	<b>4,893</b>	<b>85,000</b>	<b>(65,937)</b>
0.08	<b>Other Infrastructure Total</b>		<b>23,061</b>	<b>0</b>	<b>23,061</b>	<b>291,500</b>	<b>(161,499)</b>
0.12	<b>Capital Expenditure Total</b>		<b>957,082</b>	<b>0</b>	<b>957,082</b>	<b>7,698,013</b>	<b>(4,088,798)</b>



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

SHIRE OF MENZIES  
F.I.S  
FINANCIAL INFORMATION  
SCHEDULE AS  
@ 30/04/2021



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.

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>General Purpose Funding</b>		<b>REVIEW PERCENTAGES</b>				
<b>Rates</b>						
<b>Operating Income</b>						
3030120	RATES - Instalment Admin Fee Received	-\$5,500.00	-\$4,580.00	-\$5,280.00	-\$700.00	15.28%
3030121	RATES - Account Enquiry Charges	\$0.00	\$0.00	\$0.00	\$0.00	
3030122	RATES - Reimbursement of Debt Collection Costs	-\$1,000.00	-\$830.00	\$0.00	\$830.00	-100.00%
3030123	RATES - Special Payment Arrangement	\$0.00	\$0.00	\$0.00	\$0.00	
3030130	RATES - Rates Levied - Synergy	-\$3,562,400.00	-\$2,968,660.00	-\$3,504,718.95	-\$536,058.95	18.06%
3030135	RATES - Other Income Relating To Rates	\$0.00	\$0.00	\$0.00	\$0.00	
3030138	RATES - Discount on Rates Levied	\$0.00	\$0.00	\$0.00	\$0.00	
3030139	RATES - Movement in Excess Rates	\$0.00	\$0.00	\$0.00	\$0.00	
3030140	RATES - Ex-Gratia Rates	\$0.00	\$0.00	\$0.00	\$0.00	
3030145	RATES - Penalty Interest Received	-\$77,000.00	-\$64,160.00	-\$50,249.79	\$13,910.21	-21.68%
3030146	RATES - Instalment Interest Received	-\$5,500.00	-\$4,580.00	-\$5,568.65	-\$988.65	21.59%
3030147	RATES - Pensioner Deferred Interest Received	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Rates Operating Income Total</b>		<b>-\$3,651,400.00</b>	<b>-\$3,042,810.00</b>	<b>-\$3,565,817.39</b>	<b>-\$523,007.39</b>	<b>17.19%</b>
<b>Rates</b>						
<b>Operating Expenditure</b>						
2030100	RATES - Employee Costs	\$53,904.00	\$44,910.00	\$45,364.17	\$454.17	1.01%
2030103	RATES - Uniforms	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2030104	RATES - Training & Development	\$2,500.00	\$2,080.00	\$0.00	-\$2,080.00	-100.00%
2030105	RATES - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2030106	RATES - Fringe Benefits Tax	\$0.00	\$0.00	\$0.00	\$0.00	
2030107	RATES - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2030108	RATES - Other Employee Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2030109	RATES - Travel & Accommodation	\$2,500.00	\$2,080.00	\$0.00	-\$2,080.00	-100.00%
2030110	RATES - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2030111	RATES - Rates Incentive Scheme	\$0.00	\$0.00	\$0.00	\$0.00	
2030112	RATES - Valuation Expenses	\$3,000.00	\$2,500.00	\$5,730.26	\$3,230.26	129.21%
2030113	RATES - Title/Company Searches	\$1,000.00	\$830.00	\$17.00	-\$813.00	-97.95%
2030114	RATES - Debt Collection Expenses	\$15,000.00	\$12,500.00	\$1,059.15	-\$11,440.85	-91.53%
2030115	RATES - Printing and Stationery	\$1,000.00	\$820.00	\$100.00	-\$720.00	-87.80%
2030116	RATES - Postage and Freight	\$1,000.00	\$830.00	\$554.64	-\$275.36	-33.18%
2030117	RATES - Doubtful Debts Expense	\$0.00	\$0.00	\$0.00	\$0.00	
2030118	RATES - Rates Write Off	\$200,000.00	\$166,660.00	\$141,202.48	-\$25,457.52	-15.28%
2030119	RATES - Seizure of Land	\$5,000.00	\$4,160.00	\$1,064.38	-\$3,095.62	-74.41%
2030120	RATES - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2030121	RATES - Information Technology	\$100.00	\$80.00	\$0.00	-\$80.00	-100.00%
2030122	RATES - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2030130	RATES - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2030140	RATES - Advertising & Promotion	\$1,000.00	\$830.00	\$0.00	-\$830.00	-100.00%
2030141	RATES - Subscriptions & Memberships	\$100.00	\$80.00	\$0.00	-\$80.00	-100.00%
2030152	RATES - Consultants	\$20,000.00	\$16,660.00	\$8,250.00	-\$8,410.00	-50.48%
2030165	RATES - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2030185	RATES - Legal Expenses (not recoverable)	\$0.00	\$0.00	\$0.00	\$0.00	
2030186	RATES - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2030187	RATES - Other Expenses Relating To Rates	\$600.00	\$490.00	\$0.00	-\$490.00	-100.00%
2030198	RATES - Staff Housing Costs Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
2030199	RATES - Administration Allocated	\$46,541.76	\$38,780.00	\$30,151.28	-\$8,628.72	-22.25%
		\$0.00	\$0.00	\$0.00	\$0.00	
<b>Rates Operating Expenditure Total</b>		<b>\$353,745.76</b>	<b>\$294,700.00</b>	<b>\$233,493.36</b>	<b>-\$61,206.64</b>	<b>-20.77%</b>
<b>General Purpose</b>						
<b>Operating Income</b>						
3030200	GEN PUR - Contributions & Donations	\$0.00	\$0.00	\$0.00	\$0.00	
3030201	GEN PUR - Reimbursements	-\$100.00	-\$80.00	\$0.00	\$80.00	-100.00%
3030202	GEN PUR - Commissions	\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
3030210	GEN PUR - Financial Assistance Grant - General	-\$772,046.00	-\$643,370.00	-\$665,018.50	-\$21,648.50	3.36%
3030211	GEN PUR - Financial Assistance Grant - Roads	-\$425,376.00	-\$354,480.00	-\$370,327.25	-\$15,847.25	4.47%
3030212	GEN PUR - Royalties for Regions - CLGF (Individual)	\$0.00	\$0.00	\$0.00	\$0.00	
3030213	GEN PUR - Royalties for Regions - CLGF (Regional)	\$0.00	\$0.00	\$0.00	\$0.00	
3030220	GEN PUR - Charges - Photocopying / Faxing	-\$200.00	-\$160.00	-\$172.73	-\$12.73	7.96%
3030221	GEN PUR - Charges - Sale Of Electoral Rolls, Minutes, Loca	\$0.00	\$0.00	\$0.00	\$0.00	
3030222	GEN PUR - Charges - Secretarial Services	\$0.00	\$0.00	\$0.00	\$0.00	
3030223	GEN PUR - Special Payment Arrangement Fee	\$0.00	\$0.00	\$0.00	\$0.00	
3030235	GEN PUR - Other Income	-\$1,200.00	-\$1,000.00	-\$1,045.42	-\$45.42	4.54%
3030245	GEN PUR - Interest Earned - Reserve Funds	-\$50,000.00	-\$41,660.00	-\$56,245.96	-\$14,585.96	35.01%
3030246	GEN PUR - Interest Earned - Municipal Funds	-\$5,000.00	-\$4,160.00	-\$5,580.29	-\$1,420.29	34.14%
3030247	GEN PUR - Penalty Interest - Sundry Debtors	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		<b>-\$1,253,922.00</b>	<b>-\$1,044,910.00</b>	<b>-\$1,098,390.15</b>	<b>-\$53,480.15</b>	<b>5.12%</b>
<b>General Purpose</b>						
<b>Operating Expenditure</b>						
2030211	GEN PUR - Bank Fees & Charges	\$5,000.00	\$4,160.00	\$4,701.93	\$541.93	13.03%
2030213	GEN PUR - Interest on Overdraft	\$0.00	\$0.00	\$0.00	\$0.00	
2030214	GEN PUR - Rounding	\$10.00	\$0.00	\$0.00	\$0.00	
2030252	GEN PUR - Grants Consultant	\$0.00	\$0.00	\$0.00	\$0.00	
2030291	GEN PUR - Loss on FV Valuation of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2030299	GEN PUR - Administration Allocated	\$31,027.84	\$25,850.00	\$20,216.90	-\$5,633.10	-21.79%
		\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Expenditure Total</b>		<b>\$36,037.84</b>	<b>\$30,010.00</b>	<b>\$24,918.83</b>	<b>-\$5,091.17</b>	<b>-16.96%</b>
<b>General Purpose Funding Total Income</b>		<b>-\$4,905,322.00</b>	<b>-\$4,087,720.00</b>	<b>-\$4,664,207.54</b>	<b>-\$576,487.54</b>	<b>14.10%</b>
<b>General Purpose Funding Total Expenditure</b>		<b>\$389,783.60</b>	<b>\$324,710.00</b>	<b>\$258,412.19</b>	<b>-\$66,297.81</b>	<b>-20.42%</b>

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>Governance</b>						
<b>Members of Council</b>						
<b>Operating Income</b>						
3040100	MEMBERS - Contributions & Donations	\$0.00	\$0.00	\$0.00	\$0.00	
3040101	MEMBERS - Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	
3040110	MEMBERS - Grant Funding - Members	\$0.00	\$0.00	\$0.00	\$0.00	
3040120	MEMBERS - Council Chamber Hire	\$0.00	\$0.00	\$0.00	\$0.00	
3040135	MEMBERS - Other Income	\$0.00	\$0.00	\$0.00	\$0.00	
3040190	MEMBERS - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		\$0.00	\$0.00	\$0.00	\$0.00	
<b>Members of Council</b>						
<b>Operating Expenditure</b>						
2040100	MEMBERS - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2040103	MEMBERS - Uniforms	\$1,000.00	\$830.00	\$0.00	-\$830.00	-100.00%
2040104	MEMBERS - Training & Development	\$46,000.00	\$38,330.00	\$660.00	-\$37,670.00	-98.28%
2040105	MEMBERS - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2040106	MEMBERS - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2040107	MEMBERS - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2040108	MEMBERS - Other Employee Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2040109	MEMBERS - Members Travel and Accommodation	\$25,000.00	\$20,830.00	\$16,534.31	-\$4,295.69	-20.62%
2040110	MEMBERS - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2040111	MEMBERS - Mayors/Presidents Allowance	\$19,864.00	\$16,550.00	\$16,553.30	\$3.30	0.02%
2040112	MEMBERS - Deputy Mayors/Presidents Allowance	\$4,966.00	\$4,130.00	\$4,138.40	\$8.40	0.20%
2040113	MEMBERS - Members Sitting Fees	\$75,870.00	\$63,220.00	\$60,180.18	-\$3,039.82	-4.81%
2040114	MEMBERS - Communications Allowance	\$7,700.00	\$6,410.00	\$6,094.93	-\$315.07	-4.92%
2040115	MEMBERS - Printing and Stationery	\$400.00	\$330.00	\$0.00	-\$330.00	-100.00%
2040116	MEMBERS - Election Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2040120	MEMBERS - Communication Expenses	\$5,000.00	\$4,160.00	\$0.00	-\$4,160.00	-100.00%
2040121	MEMBERS - Information Systems	\$3,000.00	\$2,500.00	\$0.00	-\$2,500.00	-100.00%
2040122	MEMBERS - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2040129	MEMBERS - Donations to Community Groups	\$5,000.00	\$4,160.00	\$3,193.50	-\$966.50	-23.23%
2040130	MEMBERS - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2040140	MEMBERS - Advertising & Promotions	\$100.00	\$80.00	\$0.00	-\$80.00	-100.00%
2040141	MEMBERS - Subscriptions & Publications	\$800.00	\$660.00	\$0.00	-\$660.00	-100.00%
2040152	MEMBERS - Consultants	\$1,000.00	\$830.00	\$0.00	-\$830.00	-100.00%
2040165	MEMBERS - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2040185	MEMBERS - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2040186	MEMBERS - Expensed Minor Asset Purchases	\$5,000.00	\$4,160.00	\$0.00	-\$4,160.00	-100.00%
2040187	MEMBERS - Other Expenses	\$200.00	\$160.00	\$185.26	\$25.26	15.79%
2040188	MEMBERS - Chambers Operating Expenses	\$1,800.00	\$1,490.00	\$69.00	-\$1,421.00	-95.37%
2040189	MEMBERS - Chambers Building Maintenance	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2040191	MEMBERS - Loss on Disposal of Asset	\$0.00	\$0.00	\$0.00	\$0.00	
2040192	MEMBERS - Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	
2040198	MEMBERS - Staff Housing Costs Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
2040199	MEMBERS - Administration Allocated	\$310,278.40	\$258,560.00	\$201,008.55	-\$57,551.45	-22.26%
<b>Operating Expenditure Total</b>		\$513,478.40	\$427,800.00	\$308,617.43	-\$119,182.57	-27.86%
<b>Other Governance</b>						
<b>Operating Income</b>						
3040200	OTH GOV - Contributions & Donations	\$0.00	\$0.00	\$0.00	\$0.00	
3040201	OTH GOV - Reimbursements	-\$24,385.00	-\$20,310.00	-\$24,284.90	-\$3,974.90	19.57%
3040202	OTH GOV - Commissions	\$0.00	\$0.00	\$0.00	\$0.00	
3040210	OTH GOV - Grant Funding - Council	\$0.00	\$0.00	\$0.00	\$0.00	
3040220	OTH GOV - Fees & Charges	\$0.00	\$0.00	\$0.00	\$0.00	
3040235	OTH GOV - Other Income	\$0.00	\$0.00	\$0.00	\$0.00	
		\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>Operating Income Total</b>		<b>-\$24,385.00</b>	<b>-\$20,310.00</b>	<b>-\$24,284.90</b>	<b>-\$3,974.90</b>	<b>19.57%</b>
<b>Other Governance</b>						
<b>Operating Expenses</b>						
2040200	OTH GOV - Employee Costs	\$261,298.00	\$217,740.00	\$326,703.91	\$108,963.91	50.04%
2040203	OTH GOV - Uniforms	\$1,000.00	\$830.00	\$0.00	-\$830.00	-100.00%
2040204	OTH GOV - Training & Development	\$5,000.00	\$4,160.00	\$0.00	-\$4,160.00	-100.00%
2040205	OTH GOV - Recruitment	\$25,000.00	\$20,830.00	\$25,847.78	\$5,017.78	24.09%
2040206	OTH GOV - Fringe Benefits Fax (FBT)	\$9,656.00	\$8,040.00	\$0.00	-\$8,040.00	-100.00%
2040207	OTH GOV - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2040208	OTH GOV - Other Employee Expenses	\$100.00	\$80.00	\$0.00	-\$80.00	-100.00%
2040209	OTH GOV - Travel and Accommodation	\$2,000.00	\$1,660.00	\$553.00	-\$1,107.00	-66.69%
2040210	OTH GOV - Motor Vehicle Expenses	\$17,000.00	\$14,160.00	\$14,695.64	\$535.64	3.78%
2040211	OTH GOV - Civic Functions, Refreshments & Receptions	\$4,000.00	\$3,330.00	\$2,769.75	-\$560.25	-16.82%
2040212	OTH GOV - Public Relations Expense	\$0.00	\$0.00	\$0.00	\$0.00	
2040213	OTH GOV - Indigenous Affairs	\$0.00	\$0.00	\$0.00	\$0.00	
2040215	OTH GOV - Printing and Stationery	\$250.00	\$200.00	\$0.00	-\$200.00	-100.00%
2040216	OTH GOV - Postage and Freight	\$500.00	\$410.00	\$144.30	-\$265.70	-64.80%
2040220	OTH GOV - Communication Expenses	\$0.00	\$0.00	\$12.72	\$12.72	
2040221	OTH GOV - Information Systems	\$4,080.00	\$3,400.00	\$3,060.00	-\$340.00	-10.00%
2040222	OTH GOV - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2040223	OTH GOV - LGIS Risk Expenditure	\$2,000.00	\$1,660.00	\$0.00	-\$1,660.00	-100.00%
2040230	OTH GOV - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2040240	OTH GOV - Advertising & Promotion	\$500.00	\$410.00	\$494.87	\$84.87	20.70%
2040241	OTH GOV - Subscriptions & Memberships	\$32,650.00	\$27,200.00	\$32,739.31	\$5,539.31	20.37%
2040250	OTH GOV - Consultancy - Statutory	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2040251	OTH GOV - Consultancy - Strategic	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2040252	OTH GOV - Other Consultancy	\$15,000.00	\$12,500.00	\$9,777.74	-\$2,722.26	-21.78%
2040265	OTH GOV - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2040270	OTH GOV - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2040284	OTH GOV - Audit Fees	\$0.00	\$0.00	\$0.00	\$0.00	
2040285	OTH GOV - Legal Expenses	\$20,000.00	\$16,660.00	\$1,151.80	-\$15,508.20	-93.09%
2040286	OTH GOV - Expensed Minor Asset Purchases	\$5,000.00	\$4,160.00	\$0.00	-\$4,160.00	-100.00%
2040287	OTH GOV - Other Expenses	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2040291	OTH GOV - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2040292	OTH GOV - Depreciation	\$15,451.00	\$12,870.00	\$0.00	-\$12,870.00	-100.00%
2040298	OTH GOV - Staff Housing Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
2040299	OTH GOV - Administration Allocated	\$31,027.84	\$25,850.00	\$20,100.84	-\$5,749.16	-22.24%
<b>Operating Expenses Total</b>		<b>\$453,012.84</b>	<b>\$377,380.00</b>	<b>\$438,051.66</b>	<b>\$60,671.66</b>	<b>16.08%</b>
<b>Governance Total Income</b>		<b>-\$24,385.00</b>	<b>-\$20,310.00</b>	<b>-\$24,284.90</b>	<b>-\$3,974.90</b>	<b>19.57%</b>
<b>Governance Total Expenditure</b>		<b>\$966,491.24</b>	<b>\$805,180.00</b>	<b>\$746,669.09</b>	<b>-\$58,510.91</b>	<b>-7.27%</b>

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>Law, Order &amp; Public Safety</b>						
<b>Fire Prevention</b>						
<b>Operating Income</b>						
3050100	FIRE - Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	
3050101	FIRE - Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	
3050102	FIRE - Commissions	\$0.00	\$0.00	\$0.00	\$0.00	
3050110	FIRE - Grants	\$0.00	\$0.00	\$0.00	\$0.00	
3050120	FIRE - Charges - Fire Prevention	\$0.00	\$0.00	\$0.00	\$0.00	
3050135	FIRE - Other Income	\$0.00	\$0.00	\$0.00	\$0.00	
3050140	FIRE - Fines and Penalties	\$0.00	\$0.00	\$0.00	\$0.00	
3050145	FIRE - Interest	\$0.00	\$0.00	\$0.00	\$0.00	
3050190	FIRE - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		\$0.00	\$0.00	\$0.00	\$0.00	
<b>Fire Prevention</b>						
<b>Operating Expenditure</b>						
2050100	FIRE - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2050110	FIRE - Motor Vehicle Expenses	\$13,427.00	\$11,180.00	\$13,317.98	\$2,137.98	19.12%
2050113	FIRE - Fire Prevention and Planning	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2050130	FIRE - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2050187	FIRE - Other Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	
2050188	FIRE - Building Operations	\$0.00	\$0.00	\$1,943.08	\$1,943.08	
2050192	FIRE - Depreciation	\$3,550.00	\$2,950.00	\$2,708.30	-\$241.70	-8.19%
2050199	FIRE - Administration Allocated	\$7,756.96	\$6,460.00	\$5,025.29	-\$1,434.71	-22.21%
<b>Operating Expenditure Total</b>		\$25,233.96	\$21,000.00	\$22,994.65	\$1,994.65	9.50%
<b>Animal Control</b>						
<b>Operating Income</b>						
3050220	ANIMAL - Pound Fees	-\$50.00	-\$40.00	\$0.00	\$40.00	-100.00%
3050221	ANIMAL - Animal Registration Fees	-\$100.00	-\$80.00	-\$100.00	-\$20.00	25.00%
<b>Operating Income Total</b>		-\$150.00	-\$120.00	-\$100.00	\$20.00	-16.67%
<b>Animal Control</b>						
<b>Operating Expenditure</b>						
2050200	ANIMAL - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2050203	ANIMAL - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2050204	ANIMAL - Training & Development	\$0.00	\$0.00	\$0.00	\$0.00	
2050205	ANIMAL - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2050206	ANIMAL - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2050207	ANIMAL - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2050208	ANIMAL - Other Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2050209	ANIMAL - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2050210	ANIMAL - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2050212	ANIMAL - Animal Destruction	\$100.00	\$80.00	\$0.00	-\$80.00	-100.00%
2050215	ANIMAL - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2050216	ANIMAL - Ranger Services	\$29,100.00	\$24,250.00	\$0.00	-\$24,250.00	-100.00%
2050220	ANIMAL - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2050221	ANIMAL - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2050222	ANIMAL - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2050230	ANIMAL - Insurance Expenses (Other Than Buildings)	\$0.00	\$0.00	\$0.00	\$0.00	
2050240	ANIMAL - Advertising & Promotion	\$0.00	\$0.00	\$0.00	\$0.00	
2050241	ANIMAL - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2050252	ANIMAL - Consultants	\$300.00	\$250.00	\$20,370.00	\$20,120.00	8048.00%
2050265	ANIMAL - Animal Care Day Menzies	\$5,000.00	\$4,160.00	\$1,340.91	-\$2,819.09	-67.77%
2050270	ANIMAL - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2050284	ANIMAL - Audit Fees	\$0.00	\$0.00	\$0.00	\$0.00	
2050285	ANIMAL - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
2050286	ANIMAL - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2050287	ANIMAL - Other Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	
2050288	ANIMAL - Animal Pound Operations	\$100.00	\$80.00	\$0.00	-\$80.00	-100.00%
2050289	ANIMAL - Animal Pound Maintenance	\$100.00	\$80.00	\$0.00	-\$80.00	-100.00%
2050291	ANIMAL - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2050292	ANIMAL - Depreciation	\$1,255.00	\$1,040.00	\$1,043.69	\$3.69	0.35%
2050298	ANIMAL - Staff Housing Costs Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
2050299	ANIMAL - Administration Allocated	\$31,027.84	\$25,850.00	\$20,100.84	-\$5,749.16	-22.24%
<b>Operating Expenditure Total</b>		<b>\$66,982.84</b>	<b>\$55,790.00</b>	<b>\$42,855.44</b>	<b>-\$12,934.56</b>	<b>-23.18%</b>

**Other Law, Order & Public Safety**

**Operating Expenditure**

2050300	OLOPS - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2050303	OLOPS - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2050304	OLOPS - Training & Development	\$0.00	\$0.00	\$0.00	\$0.00	
2050305	OLOPS - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2050306	OLOPS - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2050307	OLOPS - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2050308	OLOPS - Other Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2050309	OLOPS - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2050310	OLOPS - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2050311	OLOPS - CCTV Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	
2050312	OLOPS - LEMC Support	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2050313	OLOPS - Community Emergency Services	\$4,250.00	\$3,540.00	\$6,481.16	\$2,941.16	83.08%
2050314	OLOPS - Crime Prevention Strategies	\$0.00	\$0.00	\$0.00	\$0.00	
2050315	OLOPS - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2050316	OLOPS - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2050317	OLOPS - Relief Ranger Services	\$0.00	\$0.00	\$0.00	\$0.00	
2050320	OLOPS - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2050321	OLOPS - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2050322	OLOPS - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2050330	OLOPS - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2050340	OLOPS - Advertising & Promotion	\$0.00	\$0.00	\$0.00	\$0.00	
2050341	OLOPS - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2050352	OLOPS - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2050370	OLOPS - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2050385	OLOPS - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2050386	OLOPS - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2050389	OLOPS - Building Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	
2050391	OLOPS - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2050392	OLOPS - Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	
2050398	OLOPS - Staff Housing Costs Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
2050399	OLOPS - Administration Allocated	\$7,756.96	\$6,460.00	\$5,025.29	-\$1,434.71	-22.21%
<b>Operating Expenditure Total</b>		<b>\$12,506.96</b>	<b>\$10,410.00</b>	<b>\$11,506.45</b>	<b>\$1,096.45</b>	<b>10.53%</b>

**Emergency Services Levy - Bush Fire Brigade**

**Operating Income**

3050500	ESL BFB - Contribution	\$0.00	\$0.00	\$0.00	\$0.00	
3050502	ESL BFB - Admin Fee/Commission	-\$4,000.00	-\$3,330.00	-\$4,000.00	-\$670.00	20.12%
3050510	ESL BFB - Operating Grant	-\$6,522.00	-\$5,430.00	-\$4,246.50	\$1,183.50	-21.80%
3050515	ESL BFB - Capital Grant	\$0.00	\$0.00	\$0.00	\$0.00	
3050516	ESL BFB - Other Grants	\$0.00	\$0.00	\$0.00	\$0.00	
3050545	ESL BFB - Non-Payment Penalty Interest	-\$4,140.00	-\$3,450.00	-\$3,163.94	\$286.06	-8.29%
3050590	ESL BFB - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		<b>-\$14,662.00</b>	<b>-\$12,210.00</b>	<b>-\$11,410.44</b>	<b>\$799.56</b>	

**Emergency Services Levy - Bush Fire Brigade**

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>Operating Expenditure</b>						
2050507	ESL BFB - Clothing & Accessories	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2050530	ESL BFB - Insurance Expenses	\$5,164.00	\$4,300.00	\$0.00	-\$4,300.00	-100.00%
2050565	ESL BFB - Maintenance Plant & Equipment	\$0.00	\$0.00	\$0.00	\$0.00	
2050566	ESL BFB - Maintenance Vehicles/Trailers/Boats	\$0.00	\$0.00	\$0.00	\$0.00	
2050569	ESL BFB - Plant & Equipment \$1,200 to \$5,000 per item	\$0.00	\$0.00	\$0.00	\$0.00	
2050586	ESL BFB - Plant & Equipment < \$1,200 per item	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2050587	ESL BFB - Other Goods and Services	\$0.00	\$0.00	\$0.00	\$0.00	
2050588	ESL BFB - Utilities, Rates & Taxes	\$584.00	\$480.00	\$0.00	-\$480.00	-100.00%
2050589	ESL BFB - Maintenance Land & Buildings	\$2,500.00	\$2,080.00	\$0.00	-\$2,080.00	-100.00%
2050591	ESL BFB - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2050599	ESL BFB - Administration Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Expenditure Total</b>		\$9,248.00	\$7,680.00	\$0.00	-\$7,680.00	-100.00%
<b>Law, Order &amp; Public Safety Total Income</b>		-\$14,812.00	-\$12,330.00	-\$11,510.44	\$819.56	-6.65%
<b>Law, Order &amp; Public Safety Total Expenditure</b>		\$113,971.76	\$87,200.00	\$77,356.54	-\$9,843.46	-11.29%

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>Health</b>						
<b>Other Health</b>						
<b>Operating Income</b>						
3070400	HEALTH - Contributions & Donations	\$0.00	\$0.00	\$0.00	\$0.00	
3070401	HEALTH - Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	
3070402	HEALTH - Commissions	\$0.00	\$0.00	\$0.00	\$0.00	
3070410	HEALTH - Grants	\$0.00	\$0.00	\$0.00	\$0.00	
3070420	HEALTH - Health Regulatory Fees & Charges	-\$300.00	-\$250.00	\$0.00	\$250.00	-100.00%
3070421	HEALTH - Health Regulatory Licenses	\$0.00	\$0.00	\$0.00	\$0.00	
3070422	HEALTH - Health Officer Services Charged Out	\$0.00	\$0.00	\$0.00	\$0.00	
3070435	HEALTH - Other Income	\$0.00	\$0.00	\$0.00	\$0.00	
3070440	HEALTH - Health Regulatory Fines and Penalties	\$0.00	\$0.00	\$0.00	\$0.00	
3070445	HEALTH - Interest	\$0.00	\$0.00	\$0.00	\$0.00	
3070490	HEALTH - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		-\$300.00	-\$250.00	\$0.00	\$250.00	-100.00%
<b>Other Health</b>						
<b>Operating Expenditure</b>						
2070400	HEALTH - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2070403	HEALTH - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2070404	HEALTH - Training & Development	\$0.00	\$0.00	\$0.00	\$0.00	
2070405	HEALTH - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2070406	HEALTH - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2070407	HEALTH - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2070408	HEALTH - Other Employee Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2070409	HEALTH - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2070410	HEALTH - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2070411	HEALTH - Contract EHO	\$18,000.00	\$15,000.00	\$16,163.15	\$1,163.15	7.75%
2070412	HEALTH - Analytical Expenses	\$360.00	\$300.00	\$180.00	-\$120.00	-40.00%
2070413	HEALTH - Control Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2070415	HEALTH - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2070416	HEALTH - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2070420	HEALTH - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2070421	HEALTH - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2070422	HEALTH - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2070430	HEALTH - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2070440	HEALTH - Advertising & Promotion	\$0.00	\$0.00	\$0.00	\$0.00	
2070441	HEALTH - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2070452	HEALTH - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2070465	HEALTH - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2070470	HEALTH - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2070485	HEALTH - Legal Expenses	\$10,000.00	\$8,330.00	\$0.00	-\$8,330.00	-100.00%
2070486	HEALTH - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2070487	HEALTH - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2070488	HEALTH - Building Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2070489	HEALTH - Building Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	
2070491	HEALTH - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2070498	HEALTH - Staff Housing Costs Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
2070499	HEALTH - Administration Allocated	\$7,756.96	\$6,460.00	\$5,025.29	-\$1,434.71	-22.21%
<b>Operating Expenditure Total</b>		\$36,116.96	\$30,090.00	\$21,368.44	-\$8,721.56	-28.98%
<b>Other Health</b>						
<b>Operating Income</b>						
3070700	OTH HEALTH - Contributions & Donations	\$0.00	\$0.00	\$0.00	\$0.00	
3070701	OTH HEALTH - Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	
3070710	OTH HEALTH - Grants	\$0.00	\$0.00	\$0.00	\$0.00	
3070720	OTH HEALTH - Fees & Charges	\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
3070735	OTH HEALTH - Other Income	\$0.00	\$0.00	\$0.00	\$0.00	
3070790	OTH HEALTH - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
		\$0.00	\$0.00	\$0.00	\$0.00	
<b>Other Health</b>						
<b>Operating Expenditure</b>						
2070700	OTH HEALTH - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2070703	OTH HEALTH - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2070704	OTH HEALTH - Training & Development	\$0.00	\$0.00	\$0.00	\$0.00	
2070705	OTH HEALTH - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2070706	OTH HEALTH - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2070707	OTH HEALTH - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2070708	OTH HEALTH - Other Employee Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2070709	OTH HEALTH - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2070710	OTH HEALTH - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2070715	OTH HEALTH - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2070716	OTH HEALTH - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2070720	OTH HEALTH - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2070721	OTH HEALTH - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2070722	OTH HEALTH - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2070730	OTH HEALTH - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2070740	OTH HEALTH - Advertising & Promotion	\$0.00	\$0.00	\$0.00	\$0.00	
2070741	OTH HEALTH - Subscriptions & Membership	\$0.00	\$0.00	\$0.00	\$0.00	
2070750	OTH HEALTH - Nurse Expenses	\$11,000.00	\$9,160.00	\$3,604.61	-\$5,555.39	-60.65%
2070752	OTH HEALTH - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2070765	OTH HEALTH - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2070770	OTH HEALTH - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2070799	OTH HEALTH - Administration Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Expenditure Total</b>		\$11,000.00	\$9,160.00	\$3,604.61	-\$5,555.39	-60.65%
<b>Health Total Income</b>		-\$300.00	-\$250.00	\$0.00	\$250.00	-100.00%
<b>Health Total Expenditure</b>		\$47,116.96	\$39,250.00	\$24,973.05	-\$14,276.95	-36.37%

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>Housing</b>						
<b>Staff Housing</b>						
<b>Operating Income</b>						
3090101	STF HOUSE - Staff Rental Reimbursements	-13,000.00	-10,830.00	-11,329.00	-499.00	4.61%
3090110	STF HOUSE - Grant Income	\$0.00	\$0.00	\$0.00	\$0.00	
3090120	STF HOUSE - Fees & Charges	\$0.00	\$0.00	\$0.00	\$0.00	
3090135	STF HOUSE - Other Income	-500.00	-410.00	\$0.00	\$410.00	-100.00%
3090190	STF HOUSE - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		<b>-13,500.00</b>	<b>-11,240.00</b>	<b>-11,329.00</b>	<b>-\$89.00</b>	<b>0.79%</b>

<b>Staff Housing</b>						
<b>Operating Expenditure</b>						
2090111	STF HOUSE - Rental Property Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2090122	STF HOUSE - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2090165	STF HOUSE - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2090170	STF HOUSE - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2090185	STF HOUSE - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2090186	STF HOUSE - Expensed Minor Asset Purchases	\$10,000.00	\$8,330.00	\$0.00	-\$8,330.00	-100.00%
2090187	STF HOUSE - Other Expenses	\$160.00	\$130.00	\$1,720.00	\$1,590.00	1223.08%
2090188	STF HOUSE - Staff Housing Building Operations	\$55,000.00	\$45,800.00	\$25,828.57	-\$19,971.43	-43.61%
2090189	STF HOUSE - Staff Housing Building Maintenance	\$104,665.00	\$87,200.00	\$20,717.76	-\$66,482.24	-76.24%
2090191	STF HOUSE - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2090192	STF HOUSE - Depreciation	\$79,711.00	\$66,420.00	\$47,624.78	-\$18,795.22	-28.30%
2090198	STF HOUSE - Staff Housing Costs Recovered	-\$236,036.00	-\$196,690.00	-\$89,486.70	\$107,203.30	-54.50%
2090199	STF HOUSE - Administration Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Expenditure Total</b>		<b>\$13,500.00</b>	<b>\$11,190.00</b>	<b>\$6,404.41</b>	<b>-\$4,785.59</b>	<b>-42.77%</b>

<b>Other Housing</b>						
<b>Operating Income</b>						
3090201	OTH HOUSE - Rental Reimbursements	-\$52,000.00	-\$43,330.00	-\$31,353.18	\$11,976.82	-27.64%
3090210	OTH HOUSE - Grant Income	\$0.00	\$0.00	\$0.00	\$0.00	
3090235	OTH HOUSE - Other Income	-\$200.00	-\$160.00	\$0.00	\$160.00	-100.00%
3090240	OTH HOUSE - Fines & Penalties	\$0.00	\$0.00	\$0.00	\$0.00	
3090245	OTH HOUSE - Interest	\$0.00	\$0.00	\$0.00	\$0.00	
3090290	OTH HOUSE - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		<b>-\$52,200.00</b>	<b>-\$43,490.00</b>	<b>-\$31,353.18</b>	<b>\$12,136.82</b>	<b>-27.91%</b>

<b>Other Housing</b>						
<b>Operating Expenditure</b>						
2090211	OTH HOUSE - Rental Property Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2090215	OTH HOUSE - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2090216	OTH HOUSE - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2090222	OTH HOUSE - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2090230	OTH HOUSE - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2090240	OTH HOUSE - Advertising & Promotion	\$0.00	\$0.00	\$0.00	\$0.00	
2090241	OTH HOUSE - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2090252	OTH HOUSE - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2090265	OTH HOUSE - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2090270	OTH HOUSE - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2090285	OTH HOUSE - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2090286	OTH HOUSE - Expensed Minor Asset Purchases	\$10,000.00	\$8,330.00	\$0.00	-\$8,330.00	-100.00%
2090287	OTH HOUSE - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2090288	OTH HOUSE - Building Operations	\$15,000.00	\$12,480.00	\$16,311.07	\$3,831.07	30.70%
2090289	OTH HOUSE - Building Maintenance	\$34,000.00	\$28,320.00	\$35,654.08	\$7,334.08	25.90%
2090291	OTH HOUSE - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2090292	OTH HOUSE - Depreciation	\$39,900.00	\$33,250.00	\$29,582.97	-\$3,667.03	-11.03%
2090299	OTH HOUSE - Administration Allocated	\$62,055.68	\$51,710.00	\$40,201.68	-\$11,508.32	-22.26%

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
	<b>Operating Expenditure Total</b>	\$160,955.68	\$134,090.00	\$121,749.80	-\$12,340.20	-9.20%
	<b>Housing Total Income</b>	-\$65,700.00	-\$54,730.00	-\$42,682.18	\$12,047.82	-22.01%
	<b>Housing Total Expenditure</b>	\$174,455.68	\$145,280.00	\$128,154.21	-\$17,125.79	-11.79%

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>Community Amenities</b>						
<b>Sanitation General</b>						
<b>Operating Income</b>						
3100100	SAN - Contributions & Donations	\$0.00	\$0.00	\$0.00	\$0.00	
3100101	SAN - Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	
3100102	SAN - Commissions/Royalties	\$0.00	\$0.00	\$0.00	\$0.00	
3100110	SAN - Grants	\$0.00	\$0.00	\$0.00	\$0.00	
3100120	SAN - Domestic Refuse Collection Charges	-\$16,009.00	-\$13,340.00	-\$16,390.82	-\$3,050.82	22.87%
3100121	SAN - Domestic Services (Additional)	\$0.00	\$0.00	\$0.00	\$0.00	
3100125	SAN - Domestic Recycling Service	\$0.00	\$0.00	\$0.00	\$0.00	
3100126	SAN - Domestic Recycling Services (additional)	\$0.00	\$0.00	\$0.00	\$0.00	
3100127	SAN - Domestic Additional Pick Up	\$0.00	\$0.00	\$0.00	\$0.00	
3100135	SAN - Other Income	\$0.00	\$0.00	\$0.00	\$0.00	
3100190	SAN - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		-\$16,009.00	-\$13,340.00	-\$16,390.82	-\$3,050.82	22.87%
<b>Sanitation General</b>						
<b>Operating Expenditure</b>						
2100100	SAN - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2100103	SAN - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2100104	SAN - Training & Development	\$0.00	\$0.00	\$0.00	\$0.00	
2100105	SAN - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2100106	SAN - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2100107	SAN - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2100108	SAN - Other Employee Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100109	SAN - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2100110	SAN - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100111	SAN - Waste Collection	\$73,150.00	\$60,900.00	\$59,700.59	-\$1,199.41	-1.97%
2100112	SAN - Waste Disposal	\$0.00	\$0.00	\$0.00	\$0.00	
2100113	SAN - Waste Recycling	\$0.00	\$0.00	\$0.00	\$0.00	
2100114	SAN - Regional Waste	\$0.00	\$0.00	\$0.00	\$0.00	
2100115	SAN - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2100116	SAN - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2100117	SAN - General Tip Maintenance	\$36,065.00	\$30,040.00	\$37,902.39	\$7,862.39	26.17%
2100118	SAN - Purchase of Bins (Sulo and Other)	\$2,000.00	\$1,660.00	\$0.00	-\$1,660.00	-100.00%
2100120	SAN - Communication Expenses	\$2,160.00	\$1,800.00	\$0.00	-\$1,800.00	-100.00%
2100121	SAN - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2100122	SAN - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2100130	SAN - Insurance Expenses (Other Than Buildings)	\$0.00	\$0.00	\$0.00	\$0.00	
2100140	SAN - Advertising & Promotion	\$0.00	\$0.00	\$0.00	\$0.00	
2100141	SAN - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2100152	SAN - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2100165	SAN - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2100185	SAN - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100186	SAN - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2100187	SAN - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100188	SAN - Building Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2100189	SAN - Building Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	
2100191	SAN - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2100192	SAN - Depreciation	\$8,650.00	\$7,200.00	\$7,187.29	-\$12.71	-0.18%
2100199	SAN - Administration Allocated	\$31,028.00	\$25,850.00	\$20,100.84	-\$5,749.16	-22.24%
<b>Operating Expenditure Total</b>		\$153,053.00	\$127,450.00	\$124,891.11	-\$2,558.89	-2.01%
<b>Sanitation Other</b>						
<b>Operating Income</b>						
3100200	SAN OTH - Commercial Collection Charge	-\$14,880.00	-\$12,400.00	\$0.00	\$12,400.00	-100.00%
3100201	SAN OTH - Commercial Collection Charge (Additional)	\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
3100202	SAN OTH - Commercial Tipping Charge	\$0.00	\$0.00	\$0.00	\$0.00	
3100203	SAN OTH - Non-Rateable Collection Charge	\$0.00	\$0.00	\$0.00	\$0.00	
3100204	SAN OTH - Non Rateable Collection Charge (Additional)	\$0.00	\$0.00	\$0.00	\$0.00	
3100206	SAN OTH - Non-Rateable Additional Pick Up	\$0.00	\$0.00	\$0.00	\$0.00	
3100207	SAN OTH - Commercial Additional Pick Up	\$0.00	\$0.00	\$0.00	\$0.00	
3100210	SAN OTH - Grant Income	\$0.00	\$0.00	\$0.00	\$0.00	
3100220	SAN OTH - Fees & Charges	\$0.00	\$0.00	\$0.00	\$0.00	
3100235	SAN OTH - Other Income	\$0.00	\$0.00	\$0.00	\$0.00	
3100290	SAN OTH - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		<b>-\$14,880.00</b>	<b>-\$12,400.00</b>	<b>\$0.00</b>	<b>\$12,400.00</b>	<b>-100.00%</b>

<b>Sanitation Other</b>						
<b>Operating Expenditure</b>						
2100200	SAN OTH - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2100203	SAN OTH - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2100204	SAN OTH - Training & Development	\$0.00	\$0.00	\$0.00	\$0.00	
2100205	SAN OTH - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2100206	SAN OTH - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2100207	SAN OTH - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2100208	SAN OTH - Other Employee Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100209	SAN OTH - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2100210	SAN OTH - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100211	SAN OTH - Waste Collection	\$8,575.00	\$7,140.00	\$5,002.38	-\$2,137.62	-29.94%
2100212	SAN OTH - Waste Disposal	\$0.00	\$0.00	\$1,107.27	\$1,107.27	
2100213	SAN OTH - Waste Recycling	\$0.00	\$0.00	\$0.00	\$0.00	
2100214	SAN OTH - Purchase of Street Bins	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2100215	SAN OTH - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2100216	SAN OTH - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2100220	SAN OTH - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100221	SAN OTH - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2100222	SAN OTH - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2100230	SAN OTH - Insurance Expenses (Other Than Buildings)	\$0.00	\$0.00	\$0.00	\$0.00	
2100240	SAN OTH - Advertising & Promotion	\$0.00	\$0.00	\$0.00	\$0.00	
2100241	SAN OTH - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2100252	SAN OTH - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2100265	SAN OTH - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2100285	SAN OTH - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100286	SAN OTH - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2100287	SAN OTH - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100288	SAN OTH - Building Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2100289	SAN OTH - Building Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	
2100291	SAN OTH - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2100292	SAN OTH - Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	
2100299	SAN OTH - Administration Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Expenditure Total</b>		<b>\$9,075.00</b>	<b>\$7,550.00</b>	<b>\$6,109.65</b>	<b>-\$1,440.35</b>	<b>-19.08%</b>

<b>Sewerage</b>						
<b>Operating Income</b>						
3100300	SEW - Contributions & Donations	\$0.00	\$0.00	\$0.00	\$0.00	
3100301	SEW - Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	
3100310	SEW - Grants	\$0.00	\$0.00	\$0.00	\$0.00	
3100320	SEW - Waste Water Charges	\$0.00	\$0.00	\$0.00	\$0.00	
3100321	SEW - Septic Tank Inspection Fees	-\$200.00	-\$160.00	\$0.00	\$160.00	-100.00%
3100335	SEW - Other Income	-\$450.00	-\$370.00	-\$450.55	-\$80.55	21.77%
3100390	SEW - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		<b>-\$650.00</b>	<b>-\$530.00</b>	<b>-\$450.55</b>	<b>\$79.45</b>	<b>-14.99%</b>

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>Sewerage</b>						
<b>Operating Expenditure</b>						
2100300	SEW - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2100303	SEW - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2100304	SEW - Training & Development	\$0.00	\$0.00	\$0.00	\$0.00	
2100305	SEW - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2100306	SEW - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2100307	SEW - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2100308	SEW - Other Employee Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100309	SEW - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2100310	SEW - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100311	SEW - Waste Water Treatment	\$0.00	\$0.00	\$0.00	\$0.00	
2100330	SEW - Insurance Expenses (Other Than Buildings)	\$0.00	\$0.00	\$0.00	\$0.00	
2100341	SEW - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2100352	SEW - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2100365	SEW - Maintenance/Operations	\$2,000.00	\$1,630.00	\$1,464.90	-\$165.10	-10.13%
2100386	SEW - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2100387	SEW - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100388	SEW - Building Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2100389	SEW - Building Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	
2100391	SEW - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2100392	SEW - Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	
2100399	SEW - Administration Allocated	\$31,027.84	\$25,850.00	\$20,100.84	-\$5,749.16	-22.24%
<b>Operating Expenditure Total</b>		<b>\$33,027.84</b>	<b>\$27,480.00</b>	<b>\$21,565.74</b>	<b>-\$5,914.26</b>	<b>-21.52%</b>
<b>Town Planning and Regional Development</b>						
<b>Operating Income</b>						
3100620	PLAN - Planning Application Fees	-\$500.00	-\$410.00	\$0.00	\$410.00	-100.00%
<b>Operating Income Total</b>		<b>-\$500.00</b>	<b>-\$410.00</b>	<b>\$0.00</b>	<b>\$410.00</b>	
<b>Town Planning and Regional Development</b>						
<b>Operating Expenditure</b>						
2100600	PLAN - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2100603	PLAN - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2100604	PLAN - Training & Development	\$0.00	\$0.00	\$0.00	\$0.00	
2100605	PLAN - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2100606	PLAN - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2100607	PLAN - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2100608	PLAN - Other Employee Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100609	PLAN - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2100610	PLAN - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100615	PLAN - Printing and Stationery	\$1,000.00	\$830.00	\$0.00	-\$830.00	-100.00%
2100616	PLAN - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2100620	PLAN - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100621	PLAN - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2100622	PLAN - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2100630	PLAN - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100640	PLAN - Advertising & Promotion	\$5,000.00	\$4,160.00	\$778.25	-\$3,381.75	-81.29%
2100641	PLAN - Subscription & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2100650	PLAN - Contract Town Planning	\$0.00	\$0.00	\$0.00	\$0.00	
2100652	PLAN - Consultants	\$40,000.00	\$33,330.00	\$9,502.00	-\$23,828.00	-71.49%
2100653	PLAN - Scheme Amendments	\$1,000.00	\$830.00	\$0.00	-\$830.00	-100.00%
2100665	PLAN - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2100685	PLAN - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100686	PLAN - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2100687	PLAN - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100688	PLAN - Building Operations	\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
2100689	PLAN - Building Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	
2100691	PLAN - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2100692	PLAN - Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	
2100698	PLAN - Staff Housing Costs Recovered	\$0.00	\$0.00	\$0.00	\$0.00	
2100699	PLAN - Administration Allocated	\$7,756.96	\$6,460.00	\$5,025.29	-\$1,434.71	-22.21%
<b>Operating Expenditure Total</b>		\$54,756.96	\$45,610.00	\$15,305.54	-\$30,304.46	
<b>Other Community Amenities</b>						
<b>Operating Income</b>						
		\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Expenditure</b>						
2100700	COM AMEN - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2100703	COM AMEN - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2100704	COM AMEN - Training & Development	\$0.00	\$0.00	\$0.00	\$0.00	
2100705	COM AMEN - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2100706	COM AMEN - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2100707	COM AMEN - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2100708	COM AMEN - Other Employee Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100709	COM AMEN - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2100710	COM AMEN - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100711	COM AMEN - Cemetery Maintenance/Operations	\$1,650.00	\$1,370.00	\$0.00	-\$1,370.00	-100.00%
2100714	COM AMEN - Other Community Amenity Maintenance	\$0.00	\$0.00	\$348.69	\$348.69	
2100715	COM AMEN - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2100716	COM AMEN - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2100717	COM AMEN - Townscape	\$8,000.00	\$6,660.00	\$528.42	-\$6,131.58	-92.07%
2100720	COM AMEN - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100721	COM AMEN - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2100722	COM AMEN - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2100730	COM AMEN - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100740	COM AMEN - Advertising & Promotion	\$0.00	\$0.00	\$0.00	\$0.00	
2100752	COM AMEN - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2100765	COM AMEN - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2100770	COM AMEN - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2100785	COM AMEN - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100786	COM AMEN - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2100787	COM AMEN - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2100788	COM AMEN - Public Conveniences Operations	\$48,730.00	\$40,460.00	\$39,299.83	-\$1,160.17	-2.87%
2100789	COM AMEN - Public Conveniences Maintenance	\$15,720.00	\$13,010.00	\$12,543.21	-\$466.79	-3.59%
2100791	COM AMEN - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2100792	COM AMEN - Depreciation	\$4,095.00	\$3,410.00	\$0.00	-\$3,410.00	-100.00%
2100799	COM AMEN - Administration Allocated	\$7,757.00	\$6,460.00	\$5,025.29	-\$1,434.71	-22.21%
<b>Operating Expenditure Total</b>		\$85,952.00	\$71,370.00	\$57,745.44	-\$13,624.56	-19.09%
<b>Community Amenities Total Income</b>		-\$32,039.00	-\$13,340.00	-\$16,841.37	-\$3,050.82	26.25%
<b>Community Amenities Total Expenditure</b>		\$335,864.80	\$279,460.00	\$225,617.48	-\$53,842.52	-19.27%

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>Recreation &amp; Culture</b>						
<b>Public Halls &amp; Civic Centres</b>						
<b>Operating Income</b>						
3110100	HALLS - Contributions & Donations	\$0.00	\$0.00	\$0.00	\$0.00	
3110101	HALLS - Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	
3110102	HALLS - Commissions	\$0.00	\$0.00	\$0.00	\$0.00	
3110110	HALLS - Grants	\$0.00	\$0.00	\$0.00	\$0.00	
3110120	HALLS - Town Hall Hire	-\$200.00	-\$160.00	\$0.00	\$160.00	-100.00%
3110121	HALLS - Local Hall Hire	\$0.00	\$0.00	\$0.00	\$0.00	
3110122	HALLS - Lease/Rental Income	\$0.00	\$0.00	\$0.00	\$0.00	
3110135	HALLS - Other Income	-\$100.00	-\$80.00	\$0.00	\$80.00	-100.00%
3110190	HALLS - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		<b>-\$300.00</b>	<b>-\$240.00</b>	<b>\$0.00</b>	<b>\$240.00</b>	<b>-100.00%</b>
<b>Public Halls &amp; Civic Centres</b>						
<b>Operating Expenditure</b>						
2110100	HALLS - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2110103	HALLS - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2110104	HALLS - Training & Development	\$0.00	\$0.00	\$0.00	\$0.00	
2110105	HALLS - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2110106	HALLS - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2110107	HALLS - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2110108	HALLS - Other Employee Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110109	HALLS - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2110110	HALLS - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110115	HALLS - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2110116	HALLS - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2110120	HALLS - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110121	HALLS - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2110122	HALLS - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2110130	HALLS - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110140	HALLS - Advertising & Promotion	\$0.00	\$0.00	\$0.00	\$0.00	
2110152	HALLS - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2110165	HALLS - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2110170	HALLS - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2110186	HALLS - Expensed Minor Asset Purchases	\$5,000.00	\$4,160.00	\$0.00	-\$4,160.00	-100.00%
2110187	HALLS - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110188	HALLS - Town Halls and Public Bldg Operations	\$25,700.00	\$21,370.00	\$19,682.45	-\$1,687.55	-7.90%
2110189	HALLS - Town Halls and Public Bldg Maintenance	\$30,437.00	\$25,340.00	\$20,291.21	-\$5,048.79	-19.92%
2110191	HALLS - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2110192	HALLS - Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	
2110199	HALLS - Administration Allocated	\$77,569.60	\$64,640.00	\$50,252.19	-\$14,387.81	-22.26%
<b>Operating Expenditure Total</b>		<b>\$138,706.60</b>	<b>\$115,510.00</b>	<b>\$90,225.85</b>	<b>-\$25,284.15</b>	<b>-21.89%</b>
<b>Other Recreation &amp; Sport</b>						
<b>Operating Income</b>						
3110300	REC - Contributions & Donations	\$0.00	\$0.00	\$0.00	\$0.00	
3110301	REC - Reimbursements - Other Recreation	\$0.00	\$0.00	\$0.00	\$0.00	
3110302	REC - Commissions	\$0.00	\$0.00	\$0.00	\$0.00	
3110311	REC - Grants - Kidsport	\$0.00	\$0.00	\$0.00	\$0.00	
3110312	REC - Grants - Regional Talent Program	\$0.00	\$0.00	\$0.00	\$0.00	
3110320	REC - Fees & Charges	-\$100.00	-\$80.00	\$0.00	\$80.00	-100.00%
3110321	REC - Sport Leases and Rentals	\$0.00	\$0.00	\$0.00	\$0.00	
3110322	REC - Oval/Reserve Hire	\$0.00	\$0.00	\$0.00	\$0.00	
3110323	REC - Annual Sporting Group Hire	\$0.00	\$0.00	\$0.00	\$0.00	
3110335	REC - Other Income	-\$100.00	-\$80.00	\$0.00	\$80.00	-100.00%
3110340	REC - Fines & Penalties	\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
3110390	REC - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		<b>-\$200.00</b>	<b>-\$160.00</b>	<b>\$0.00</b>	<b>\$160.00</b>	<b>-100.00%</b>

**Other Recreation & Sport**

**Operating Expenditure**

2110300	REC - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2110303	REC - Uniforms	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2110304	REC - Training & Conferences	\$1,000.00	\$830.00	\$0.00	-\$830.00	-100.00%
2110305	REC - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2110306	REC - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2110307	REC - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2110308	REC - Other Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2110309	REC - Travel & Accommodation	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2110310	REC - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110311	REC - Kids Sport & Activities	\$0.00	\$0.00	\$0.00	\$0.00	
2110312	REC - Regional Talent Program Expense	\$0.00	\$0.00	\$0.00	\$0.00	
2110315	REC - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2110316	REC - Postage and Freight	\$1,000.00	\$830.00	\$0.00	-\$830.00	-100.00%
2110320	REC - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110321	REC - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2110322	REC - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2110330	REC - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110340	REC - Advertising and Promotion	\$0.00	\$0.00	\$0.00	\$0.00	
2110341	REC - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2110352	REC - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2110353	REC - Sports Courts Maintenance/Operations	\$4,470.00	\$3,710.00	\$3,866.33	\$156.33	4.21%
2110355	REC - Water Park Maintenance/Operations	\$52,130.00	\$43,440.00	\$46,430.07	\$2,990.07	6.88%
2110364	REC - Trails & Tracks Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2110365	REC - Parks & Gardens Maintenance/Operations	\$171,486.00	\$142,840.00	\$133,293.61	-\$9,546.39	-6.68%
2110366	REC - Town Sports Oval Maintenance/Operations	\$5,065.00	\$4,190.00	\$4,372.13	\$182.13	4.35%
2110367	REC - Rodeo Grounds Maintenance/Operations	\$2,000.00	\$1,660.00	\$0.00	-\$1,660.00	-100.00%
2110368	REC - Playground Equipment Mtce	\$5,905.00	\$4,910.00	\$4,458.83	-\$451.17	-9.19%
2110369	REC - Community Garden Projects	\$0.00	\$0.00	\$0.00	\$0.00	
2110370	REC - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2110386	REC - Expensed Minor Asset Purchases	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2110387	REC - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110388	REC - Youth Centre Building Operations	\$47,508.00	\$39,570.00	\$37,174.22	-\$2,395.78	-6.05%
2110389	REC - Youth Centre Building Maintenance	\$2,040.00	\$1,690.00	\$3,293.39	\$1,603.39	94.88%
2110391	REC - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2110392	REC - Depreciation	\$39,265.00	\$32,710.00	\$28,939.92	-\$3,770.08	-11.53%
2110399	REC - Administration Allocated	\$124,111.36	\$103,420.00	\$80,403.46	-\$23,016.54	-22.26%
<b>Operating Expenditure Total</b>		<b>\$457,480.36</b>	<b>\$381,030.00</b>	<b>\$342,231.96</b>	<b>-\$38,798.04</b>	<b>-10.18%</b>

**Television & Rebroadcasting**

**Operating Expenditure**

2110400	TV RADIO - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2110403	TV RADIO - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2110404	TV RADIO - Training & Conferences	\$0.00	\$0.00	\$0.00	\$0.00	
2110405	TV RADIO - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2110406	TV RADIO - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2110407	TV RADIO - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2110408	TV RADIO - Other Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2110409	TV RADIO - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2110410	TV RADIO - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110415	TV RADIO - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2110416	TV RADIO - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2110420	TV RADIO - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
2110421	TV RADIO - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2110422	TV RADIO - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2110430	TV RADIO - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110440	TV RADIO - Advertising and Promotion	\$0.00	\$0.00	\$0.00	\$0.00	
2110441	TV RADIO - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2110452	TV RADIO - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2110465	TV RADIO - Re-Broadcasting Maintenance/Operations	\$11,000.00	\$9,160.00	\$6,716.82	-\$2,443.18	-26.67%
2110470	TV RADIO - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2110485	TV RADIO - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110486	TV RADIO - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2110487	TV RADIO - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110488	TV RADIO - Other TV RADIO Facilities Building Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2110489	TV RADIO - Other TV RADIO Facilities Building Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	
2110491	TV RADIO - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2110492	TV RADIO - Depreciation	\$65,900.00	\$54,910.00	\$54,865.36	-\$44.64	-0.08%
2110498	TV RADIO - Staff Housing Costs Recovered	\$0.00	\$0.00	\$0.00	\$0.00	
2110499	TV RADIO - Administration Allocated	\$31,027.84	\$25,850.00	\$20,100.84	-\$5,749.16	-22.24%
<b>Operating Expenditure Total</b>		<b>\$107,927.84</b>	<b>\$89,920.00</b>	<b>\$81,683.02</b>	<b>-\$8,236.98</b>	<b>-9.16%</b>

Libraries						
Operating Expenditure						
2110500	LIBRARY - Employee Costs	\$1,220.00	\$1,010.00	\$142.00	-\$868.00	-85.94%
2110503	LIBRARY - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2110504	LIBRARY - Training & Development	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2110505	LIBRARY - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2110506	LIBRARY - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2110509	LIBRARY - Travel & Accommodation	\$100.00	\$80.00	\$0.00	-\$80.00	-100.00%
2110510	LIBRARY - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110511	LIBRARY - Office Equipment Maintenance	\$100.00	\$80.00	\$0.00	-\$80.00	-100.00%
2110512	LIBRARY - Book Purchases	\$1,000.00	\$830.00	\$0.00	-\$830.00	-100.00%
2110513	LIBRARY - Lost Books	\$0.00	\$0.00	\$0.00	\$0.00	
2110514	LIBRARY - Local History	\$0.00	\$0.00	\$0.00	\$0.00	
2110515	LIBRARY - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2110516	LIBRARY - Postage and Freight	\$200.00	\$160.00	\$0.00	-\$160.00	-100.00%
2110517	LIBRARY - Event Catering	\$0.00	\$0.00	\$0.00	\$0.00	
2110520	LIBRARY - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110521	LIBRARY - Information Technology	\$3,000.00	\$2,500.00	\$0.00	-\$2,500.00	-100.00%
2110541	LIBRARY - Subscriptions & Memberships	\$110.00	\$90.00	\$1,441.27	\$1,351.27	1501.41%
2110560	LIBRARY - General Office Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110570	LIBRARY - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2110586	LIBRARY - Expensed Minor Asset Purchases	\$100.00	\$80.00	\$0.00	-\$80.00	-100.00%
2110587	LIBRARY - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110588	LIBRARY - Library Building Operations	\$30.00	\$20.00	\$0.00	-\$20.00	-100.00%
2110589	LIBRARY - Library Building Maintenance	\$100.00	\$80.00	\$0.00	-\$80.00	-100.00%
2110591	LIBRARY - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2110592	LIBRARY - Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	
2110599	LIBRARY - Administration Allocated	\$7,756.96	\$6,460.00	\$5,025.29	-\$1,434.71	-22.21%
<b>Operating Expenditure Total</b>		<b>\$14,216.96</b>	<b>\$11,800.00</b>	<b>\$6,608.56</b>	<b>-\$5,191.44</b>	<b>-44.00%</b>

Heritage						
Operating Expenditure						
2110600	HERITAGE - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2110603	HERITAGE - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2110604	HERITAGE - Training & Conferences	\$0.00	\$0.00	\$0.00	\$0.00	
2110605	HERITAGE - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2110606	HERITAGE - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2110607	HERITAGE - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
2110608	HERITAGE - Other Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2110609	HERITAGE - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2110610	HERITAGE - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110615	HERITAGE - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2110616	HERITAGE - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2110620	HERITAGE - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110621	HERITAGE - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2110622	HERITAGE - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2110630	HERITAGE - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110640	HERITAGE - Advertising and Promotion	\$0.00	\$0.00	\$0.00	\$0.00	
2110641	HERITAGE - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2110652	HERITAGE - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2110665	HERITAGE - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2110670	HERITAGE - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2110686	HERITAGE - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2110687	HERITAGE - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110688	HERITAGE - Building Operations	\$2,500.00	\$2,070.00	\$709.82	-\$1,360.18	-65.71%
2110689	HERITAGE - Building Maintenance	\$4,150.00	\$3,450.00	\$3,517.73	\$67.73	1.96%
2110691	HERITAGE - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2110692	HERITAGE - Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	
2110699	HERITAGE - Administration Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Expenditure Total</b>		<b>\$6,650.00</b>	<b>\$5,520.00</b>	<b>\$4,227.55</b>	<b>-\$1,292.45</b>	<b>-23.41%</b>

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>Other Culture</b>						
<b>Operating Income</b>						
3110700	OTH CUL - Contributions & Donations - Other Culture	-\$100.00	-\$80.00	\$0.00	\$80.00	-100.00%
3110701	OTH CUL - Reimbursements - Other Culture	\$0.00	\$0.00	\$0.00	\$0.00	
3110702	OTH CUL - Commissions	\$0.00	\$0.00	\$0.00	\$0.00	
3110720	OTH CUL - Fees & Charges	-\$100.00	-\$80.00	\$0.00	\$80.00	-100.00%
3110735	OTH CUL - Other Income	-\$100.00	-\$80.00	\$0.00	\$80.00	-100.00%
3110790	OTH CUL - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		<b>-\$300.00</b>	<b>-\$240.00</b>	<b>\$0.00</b>	<b>\$240.00</b>	<b>-100.00%</b>
<b>Other Culture</b>						
<b>Operating Expenditure</b>						
2110700	OTH CUL - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2110703	OTH CUL - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2110704	OTH CUL - Training & Conferences	\$0.00	\$0.00	\$0.00	\$0.00	
2110705	OTH CUL - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2110706	OTH CUL - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2110707	OTH CUL - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2110708	OTH CUL - Other Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2110709	OTH CUL - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2110710	OTH CUL - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110711	OTH CUL - Australia Day	\$600.00	\$490.00	\$577.26	\$87.26	17.81%
2110712	OTH CUL - ANZAC Day	\$500.00	\$410.00	\$272.47	-\$137.53	-33.54%
2110713	OTH CUL - Indigenous Affairs	\$0.00	\$0.00	\$0.00	\$0.00	
2110714	OTH CUL - Christmas Events	\$40.00	\$30.00	\$40.00	\$10.00	33.33%
2110715	OTH CUL - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2110716	OTH CUL - Postage and Freight	\$50.00	\$40.00	\$0.00	-\$40.00	-100.00%
2110717	OTH CUL - Community Arts	\$0.00	\$0.00	\$0.00	\$0.00	
2110718	OTH CUL - Community Grants Scheme	\$0.00	\$0.00	\$0.00	\$0.00	
2110719	OTH CUL - Menzies School Programs	\$2,500.00	\$2,080.00	\$0.00	-\$2,080.00	-100.00%
2110720	OTH CUL - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110721	OTH CUL - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2110722	OTH CUL - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2110723	OTH CUL - Outback Graves	\$25,000.00	\$20,830.00	\$25,000.00	\$4,170.00	20.02%
2110724	OTH CUL - Artwork Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2110725	OTH CUL - Festival & Events	\$0.00	\$0.00	\$0.00	\$0.00	
2110730	OTH CUL - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2110740	OTH CUL - Advertising and Promotions	\$0.00	\$0.00	\$0.00	\$0.00	
2110741	OTH CUL - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2110742	OTH CUL - Event/Festival Matching Funding	\$0.00	\$0.00	\$0.00	\$0.00	
2110743	OTH CUL - Other Festival Events	\$0.00	\$0.00	\$0.00	\$0.00	
2110744	OTH CUL - Other Grant Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	
2110752	OTH CUL - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2110760	OTH CUL - Tjuntjunjara Community Programs & Events	\$51,500.00	\$42,910.00	\$38,303.63	-\$4,606.37	-10.73%
2110765	OTH CUL - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2110770	OTH CUL - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2110786	OTH CUL - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2110787	OTH CUL - Other Expenses	\$100.00	\$80.00	\$0.00	-\$80.00	-100.00%
2110788	OTH CUL - Building Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2110789	OTH CUL - Building Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	
2110791	OTH CUL - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2110792	OTH CUL - Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	
2110799	OTH CUL - Administration Allocated	\$31,027.84	\$25,850.00	\$20,100.84	-\$5,749.16	-22.24%
<b>Operating Expenditure Total</b>		<b>\$111,317.84</b>	<b>\$92,720.00</b>	<b>\$84,294.20</b>	<b>-\$8,425.80</b>	<b>-9.09%</b>
<b>Recreation &amp; Culture Total Income</b>						
		<b>-\$800.00</b>	<b>-\$640.00</b>	<b>\$0.00</b>	<b>\$640.00</b>	<b>-100.00%</b>

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
	<b>Recreation &amp; Culture Total Expenditure</b>	<b>\$836,299.60</b>	<b>\$696,500.00</b>	<b>\$609,271.14</b>	<b>-\$87,228.86</b>	<b>-12.52%</b>

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>Transport</b>						
<b>Maintenance - Streets, Roads, Bridges</b>						
<b>Operating Income</b>						
3120200	ROADM - Street Lighting Subsidy	-\$1,713.00	-\$1,420.00	-\$1,712.58	-\$292.58	20.60%
3120201	ROADM - Road Contribution Income	\$0.00	\$0.00	\$0.00	\$0.00	
3120202	ROADM - Commissions	\$0.00	\$0.00	\$0.00	\$0.00	
3120210	ROADM - Direct Road Grant (MRWA)	-\$194,321.00	-\$161,930.00	-\$178,900.00	-\$16,970.00	10.48%
3120220	ROADM - Sale of Scrap	\$0.00	\$0.00	\$0.00	\$0.00	
3120235	ROADM - Other Income	-\$2,355.00	-\$1,960.00	-\$2,372.32	-\$412.32	21.04%
3120290	ROADM - Profit on Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
3120390	PLANT - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		<b>-\$198,389.00</b>	<b>-\$165,310.00</b>	<b>-\$182,984.90</b>	<b>-\$17,674.90</b>	<b>10.69%</b>

<b>Streets, Roads, Bridges</b>						
<b>Operating Expenditure</b>						
2120211	ROADM - Road Maintenance - Built Up Areas	\$27,000.00	\$22,490.00	\$30,744.30	\$8,254.30	36.70%
2120212	ROADM - Road Maintenance - Sealed Outside BUA	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2120213	ROADM - Road Maintenance - Gravel Outside BUA	\$195,000.00	\$162,490.00	\$113,966.36	-\$48,523.64	-29.86%
2120214	ROADM - Road Maintenance - Formed Outside BUA	\$362,000.00	\$301,660.00	\$501,632.01	\$199,972.01	66.29%
2120215	ROADM - Bridge Maintenance - Built Up Areas	\$0.00	\$0.00	\$0.00	\$0.00	
2120216	ROADM - Bridge Maintenance - Outside BUA	\$0.00	\$0.00	\$0.00	\$0.00	
2120217	ROADM - Ancillary Maintenance - Built Up Areas	\$83,480.00	\$69,500.00	\$97,415.71	\$27,915.71	40.17%
2120218	ROADM - Ancillary Maintenance - Outside BUA	\$34,520.00	\$28,760.00	\$0.00	-\$28,760.00	-100.00%
2120219	ROADM - Road Build Up Area - Sealed - Flood Damage	\$0.00	\$0.00	\$2,027.07	\$2,027.07	
2120231	ROADM - Litter Control	\$0.00	\$0.00	\$0.00	\$0.00	
2120232	ROADM - Crossover Council Contribution	\$30,000.00	\$24,990.00	\$0.00	-\$24,990.00	-100.00%
2120233	ROADM - Rural Road Numbering Program	\$0.00	\$0.00	\$0.00	\$0.00	
2120234	ROADM - Street Lighting	\$8,200.00	\$6,830.00	\$6,967.22	\$137.22	2.01%
2120235	ROADM - Traffic Signs/Equipment (Safety)	\$565.00	\$470.00	\$377.00	-\$93.00	-19.79%
2120236	ROADM - Bores for Roadworks Maintenance/Operations	\$1,000.00	\$820.00	\$0.00	-\$820.00	-100.00%
2120237	ROADM - Road Grids Maintenance	\$30,500.00	\$25,410.00	\$10,867.93	-\$14,542.07	-57.23%
2120252	ROADM - Consultants	\$40,000.00	\$33,330.00	\$7,881.82	-\$25,448.18	-76.35%
2120270	ROADM - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2120285	ROADM - Legal Expenses	\$10,000.00	\$8,330.00	\$2,235.60	-\$6,094.40	-73.16%
2120286	ROADM - Workshop/Depot Expensed Equipment	\$50,000.00	\$41,660.00	\$0.00	-\$41,660.00	-100.00%
2120287	ROADM - Other Expenses	\$11,000.00	\$9,140.00	\$11,803.35	\$2,663.35	29.14%
2120288	ROADM - Depot Building Operations	\$7,000.00	\$5,830.00	\$6,216.51	\$386.51	6.63%
2120289	ROADM - Depot Building Maintenance	\$7,000.00	\$5,830.00	\$6,318.82	\$488.82	8.38%
2120291	ROADM - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2120292	ROADM - Depreciation	\$1,180,050.00	\$983,360.00	\$996,988.95	\$13,628.95	1.39%
2120298	ROADM - Staff Housing Costs Recovered	\$0.00	\$0.00	\$0.00	\$0.00	
2120299	ROADM - Administration Allocated	\$62,055.68	\$51,710.00	\$40,201.68	-\$11,508.32	-22.26%
<b>Operating Expenditure Total</b>		<b>\$2,139,870.68</b>	<b>\$1,783,020.00</b>	<b>\$1,835,644.33</b>	<b>\$52,624.33</b>	<b>2.95%</b>

<b>Road Plant Purchases</b>						
<b>Operating Expenditure</b>						
2120391	PLANT - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2120399	PLANT - Administration Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Expenditure Total</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

<b>Aerodromes</b>						
<b>Operating Expenditure</b>						
2120600	AERO - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2120603	AERO - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2120604	AERO - Training & Development	\$0.00	\$0.00	\$0.00	\$0.00	
2120605	AERO - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2120606	AERO - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
2120607	AERO - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2120608	AERO - Other Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2120609	AERO - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2120610	AERO - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2120615	AERO - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2120616	AERO - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2120620	AERO - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2120621	AERO - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2120622	AERO - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2120630	AERO - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2120640	AERO - Advertising and Promotions	\$0.00	\$0.00	\$0.00	\$0.00	
2120641	AERO - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2120652	AERO - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2120665	AERO - Airstrip & Grounds Maintenance/Operations	\$4,655.00	\$3,870.00	\$3,103.04	-\$766.96	-19.82%
2120670	AERO - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2120684	AERO - Audit Fees	\$0.00	\$0.00	\$0.00	\$0.00	
2120685	AERO - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2120686	AERO - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2120687	AERO - Other Expenses Relating To Aerodromes	\$0.00	\$0.00	\$0.00	\$0.00	
2120688	AERO - Building Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2120689	AERO - Building Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	
2120691	AERO - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2120692	AERO - Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	
2120698	AERO - Staff Housing Costs Recovered	\$0.00	\$0.00	\$0.00	\$0.00	
2120699	AERO - Administration Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Expenditure Total</b>		<b>\$4,655.00</b>	<b>\$3,870.00</b>	<b>\$3,103.04</b>	<b>-\$766.96</b>	<b>-19.82%</b>

**Water Transport Facilities**

Operating Expenditure						
2120700	WATER - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2120703	WATER - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2120704	WATER - Training & Development	\$0.00	\$0.00	\$0.00	\$0.00	
2120705	WATER - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2120706	WATER - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2120707	WATER - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2120708	WATER - Other Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2120709	WATER - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2120710	WATER - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2120715	WATER - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2120716	WATER - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2120720	WATER - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2120721	WATER - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2120722	WATER - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2120740	WATER - Advertising and Promotions	\$0.00	\$0.00	\$0.00	\$0.00	
2120741	WATER - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2120751	WATER - Contract Services	\$0.00	\$0.00	\$0.00	\$0.00	
2120752	WATER - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2120765	WATER - Town Dam Maintenance/Operations	\$7,325.00	\$6,090.00	\$5,850.52	-\$239.48	-3.93%
2120770	WATER - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2120784	WATER - Audit Fees	\$0.00	\$0.00	\$0.00	\$0.00	
2120785	WATER - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2120786	WATER - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2120787	WATER - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2120788	WATER - Building Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2120789	WATER - Building Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	
2120791	WATER - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2120792	WATER - Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description		Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
2120798	WATER - Staff Housing Costs Recovered		\$0.00	\$0.00	\$0.00	\$0.00	
2120799	WATER - Administration Allocated		\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Expenditure Total</b>			\$7,325.00	\$6,090.00	\$5,850.52	-\$239.48	-3.93%
<b>Transport Total Income</b>			-\$198,389.00	-\$165,310.00	-\$182,984.90	-\$17,674.90	10.69%
<b>Transport Total Expenditure</b>			\$2,151,850.68	\$1,792,980.00	\$1,844,597.89	\$51,617.89	2.88%
<b>Economic Services</b>							
<b>Rural Services</b>							
<b>Operating Income</b>							
3130100	RURAL - Contributions & Donations		\$0.00	\$0.00	\$0.00	\$0.00	
3130101	RURAL - Reimbursements		\$0.00	\$0.00	\$0.00	\$0.00	
3130102	RURAL - Commission		\$0.00	\$0.00	\$0.00	\$0.00	
3130110	RURAL - Grants		\$0.00	\$0.00	\$0.00	\$0.00	
3130120	RURAL - Fees & Charges		\$0.00	\$0.00	\$0.00	\$0.00	
3130135	RURAL - Other Income Relating to Rural Services		\$0.00	\$0.00	\$0.00	\$0.00	
3130140	RURAL - Fines & Penalties		\$0.00	\$0.00	\$0.00	\$0.00	
3130145	RURAL - Interest		\$0.00	\$0.00	\$0.00	\$0.00	
3130190	RURAL - Profit on Disposal of Assets		\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>			\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>Economic Services</b>						
<b>Rural Services</b>						
<b>Operating Expenditure</b>						
2130100	RURAL - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2130103	RURAL - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2130104	RURAL - Training & Development	\$0.00	\$0.00	\$0.00	\$0.00	
2130105	RURAL - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2130106	RURAL - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2130107	RURAL - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2130108	RURAL - Other Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2130109	RURAL - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2130110	RURAL - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130111	RURAL - Noxious Weed Control	\$50,000.00	\$41,650.00	\$911.04	-\$40,738.96	-97.81%
2130115	RURAL - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2130116	RURAL - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2130120	RURAL - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130121	RURAL - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2130122	RURAL - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2130130	RURAL - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130140	RURAL - Advertising and Promotions	\$0.00	\$0.00	\$0.00	\$0.00	
2130141	RURAL - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2130152	RURAL - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2130160	RURAL - Dog Health Program Tjuntjunjara	\$20,000.00	\$16,660.00	\$10,885.00	-\$5,775.00	-34.66%
2130165	RURAL - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2130170	RURAL - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2130185	RURAL - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130186	RURAL - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2130187	RURAL - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130188	RURAL - Building Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2130189	RURAL - Building Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	
2130190	RURAL - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130191	RURAL - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2130192	RURAL - Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	
2130199	RURAL - Administration Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Expenditure Total</b>		<b>\$70,000.00</b>	<b>\$58,310.00</b>	<b>\$11,796.04</b>	<b>-\$46,513.96</b>	<b>-79.77%</b>
<b>Tourism &amp; Area Promotion</b>						
<b>Operating Income</b>						
3130200	TOUR - Contributions & Donations	\$0.00	\$0.00	\$0.00	\$0.00	
3130201	TOUR - Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	
3130202	TOUR - Commission	\$0.00	\$0.00	\$0.00	\$0.00	
3130220	TOUR - Fees & Charges	\$0.00	\$0.00	\$0.00	\$0.00	
3130221	TOUR - Caravan Park Fees	-\$50,000.00	-\$41,660.00	-\$63,810.02	-\$22,150.02	53.17%
3130222	TOUR - Caravan Park Laundry Fees	-\$2,500.00	-\$2,080.00	-\$2,678.16	-\$598.16	28.76%
3130225	TOUR - Visitors Centre Lady Shenton Income	-\$30,000.00	-\$25,000.00	-\$20,665.03	\$4,334.97	-17.34%
3130235	TOUR - Other Income Relating to Tourism & Area Promot	-\$1,000.00	-\$830.00	-\$317.30	\$512.70	-61.77%
3130290	TOUR - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		<b>-\$83,500.00</b>	<b>-\$69,570.00</b>	<b>-\$87,470.51</b>	<b>-\$17,900.51</b>	<b>25.73%</b>
<b>Tourism &amp; Area Promotion</b>						
<b>Operating Expenditure</b>						
2130200	TOUR - Employee Costs	\$66,079.00	\$55,050.00	\$0.00	-\$55,050.00	-100.00%
2130203	TOUR - Uniforms	\$1,000.00	\$830.00	\$0.00	-\$830.00	-100.00%
2130204	TOUR - Training & Development	\$1,000.00	\$830.00	\$0.00	-\$830.00	-100.00%
2130205	TOUR - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2130206	TOUR - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
2130207	TOUR - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2130208	TOUR - Other Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2130209	TOUR - Travel & Accommodation	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2130210	TOUR - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130211	TOUR - Visitor Centre Operations	\$20,800.00	\$17,320.00	\$52,537.92	\$35,217.92	203.34%
2130215	TOUR - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2130216	TOUR - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2130220	TOUR - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130221	TOUR - Information Technology	\$0.00	\$0.00	\$0.00	\$0.00	
2130222	TOUR - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2130230	TOUR - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130235	TOUR - Signage	\$10,000.00	\$8,320.00	\$0.00	-\$8,320.00	-100.00%
2130236	TOUR - Tour Guide	\$100.00	\$80.00	\$0.00	-\$80.00	-100.00%
2130240	TOUR - Public Relations & Area Promotion	\$2,500.00	\$2,080.00	\$3,300.00	\$1,220.00	58.65%
2130241	TOUR - Subscriptions & Memberships	\$12,375.00	\$10,300.00	\$12,375.46	\$2,075.46	20.15%
2130242	TOUR - Events Other	\$100,000.00	\$83,330.00	\$10,000.00	-\$73,330.00	-88.00%
2130243	TOUR - Cyclastic Event	\$100,000.00	\$83,300.00	\$0.00	-\$83,300.00	-100.00%
2130244	TOUR - Rodeo Event	\$0.00	\$0.00	\$0.00	\$0.00	
2130245	TOUR - Astrotourism & Black Sky Projects	\$20,000.00	\$16,660.00	\$0.00	-\$16,660.00	-100.00%
2130252	TOUR - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2130257	TOUR - Old Butcher Shop Maintenance /Operations	\$1,000.00	\$830.00	\$0.00	-\$830.00	-100.00%
2130258	TOUR - Kookynie Townsite and Info Bay Maintenance/Ope	\$4,000.00	\$3,310.00	\$3,442.04	\$132.04	3.99%
2130259	TOUR - Goongarrie Cottages Maintenance/Operations	\$5,350.00	\$4,450.00	\$1,229.89	-\$3,220.11	-72.36%
2130260	TOUR - Niagra Dam Maintenance/Operations	\$9,000.00	\$7,470.00	\$7,707.05	\$237.05	3.17%
2130261	TOUR - Goldern Quest Trail Maintenance/Operations	\$5,000.00	\$4,160.00	\$0.00	-\$4,160.00	-100.00%
2130265	TOUR - Lake Ballard Maintenance/Operations	\$5,000.00	\$4,160.00	\$3,232.14	-\$927.86	-22.30%
2130266	TOUR - Caravan Park General Maintenance/Operations	\$140,000.00	\$116,590.00	\$127,741.46	\$11,151.46	9.56%
2130270	TOUR - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2130285	TOUR - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130286	TOUR - Expensed Minor Asset Purchases	\$8,000.00	\$6,660.00	\$5,326.00	-\$1,334.00	-20.03%
2130287	TOUR - Other Expenses	\$150.00	\$120.00	\$100.00	-\$20.00	-16.67%
2130288	TOUR - Building Operations	\$82,810.00	\$68,940.00	\$71,934.31	\$2,994.31	4.34%
2130289	TOUR - Building Maintenance	\$11,275.00	\$9,370.00	\$8,140.60	-\$1,229.40	-13.12%
2130291	TOUR - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2130292	TOUR - Depreciation	\$145,820.00	\$121,510.00	\$88,769.99	-\$32,740.01	-26.94%
2130299	TOUR - Administration Allocated	\$147,382.24	\$122,810.00	\$95,479.14	-\$27,330.86	-22.25%
<b>Operating Expenditure Total</b>		<b>\$899,141.24</b>	<b>\$748,890.00</b>	<b>\$491,316.00</b>	<b>-\$257,574.00</b>	<b>-34.39%</b>

Building Control						
Operating Income						
3130301	BUILD - Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	
3130302	BUILD - Commission - BSL & CTF	\$0.00	\$0.00	\$0.00	\$0.00	
3130310	BUILD - Grants	\$0.00	\$0.00	\$0.00	\$0.00	
3130320	BUILD - Fees & Charges (including Licences)	-\$1,500.00	-\$1,250.00	-\$1,469.16	-\$219.16	17.53%
3130321	BUILD - Private Swimming Pool Inspection Fees	\$0.00	\$0.00	\$0.00	\$0.00	
3130322	BUILD - Building Officer Charge Out Income	\$0.00	\$0.00	\$0.00	\$0.00	
3130323	BUILD - Building Officer Vehicle Charge Out Income	\$0.00	\$0.00	\$0.00	\$0.00	
3130335	BUILD - Other Income	\$0.00	\$0.00	\$0.00	\$0.00	
3130340	BUILD - Fines & Penalties	\$0.00	\$0.00	\$0.00	\$0.00	
3130345	BUILD - Interest	\$0.00	\$0.00	\$0.00	\$0.00	
3130390	BUILD - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		<b>-\$1,500.00</b>	<b>-\$1,250.00</b>	<b>-\$1,469.16</b>	<b>-\$219.16</b>	<b>17.53%</b>

Building Control						
Operating Expenditure						
2130300	BUILD - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2130303	BUILD - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
2130304	BUILD - Training & Development	\$0.00	\$0.00	\$0.00	\$0.00	
2130305	BUILD - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2130306	BUILD - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2130307	BUILD - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2130308	BUILD - Other Employee Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130309	BUILD - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2130310	BUILD - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130315	BUILD - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2130316	BUILD - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2130320	BUILD - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130321	BUILD - Information Systems	\$0.00	\$0.00	\$0.00	\$0.00	
2130322	BUILD - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2130330	BUILD - Insurance Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130340	BUILD - Advertising & Promotion	\$0.00	\$0.00	\$0.00	\$0.00	
2130341	BUILD - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2130350	BUILD - Contract Building Services	\$0.00	\$0.00	\$0.00	\$0.00	
2130352	BUILD - Consultants	\$18,000.00	\$15,000.00	\$0.00	-\$15,000.00	-100.00%
2130365	BUILD - Maintenance/Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2130370	BUILD - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2130385	BUILD - Legal Expenses	\$15,000.00	\$12,500.00	\$2,943.77	-\$9,556.23	-76.45%
2130386	BUILD - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$0.00	\$0.00	
2130387	BUILD - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130388	BUILD - Building Operations	\$0.00	\$0.00	\$0.00	\$0.00	
2130389	BUILD - Building Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	
2130391	BUILD - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2130392	BUILD - Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	
2130398	BUILD - Staff Housing Costs Recovered	\$0.00	\$0.00	\$0.00	\$0.00	
2130399	BUILD - Administration Allocated	\$31,027.84	\$25,850.00	\$20,100.84	-\$5,749.16	-22.24%
<b>Operating Expenditure Total</b>		<b>\$64,027.84</b>	<b>\$53,350.00</b>	<b>\$23,044.61</b>	<b>-\$30,305.39</b>	<b>-56.80%</b>

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>Economic Development</b>						
<b>Operating Expenditure</b>						
2130651	ECON DEV - NGWG	\$20,000.00	\$16,660.00	\$0.00	-\$16,660.00	
2130652	ECON DEV - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Expenditure Total</b>		<b>\$20,000.00</b>	<b>\$16,660.00</b>	<b>\$0.00</b>	<b>-\$16,660.00</b>	
<b>Other Economic Services</b>						
<b>Operating Income</b>						
3130800	OTH ECON - Contributions & Donations	\$0.00	\$0.00	\$0.00	\$0.00	
3130801	OTH ECON - Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	
3130802	OTH ECON - Commission	\$0.00	\$0.00	\$0.00	\$0.00	
3130810	OTH ECON - Grants	-\$35,709.00	-\$29,750.00	-\$27,592.48	\$2,157.52	-7.25%
3130820	OTH ECON - Commercial Property Lease income	\$0.00	\$0.00	\$0.00	\$0.00	
3130821	OTH ECON - Standpipe Income	-\$3,000.00	-\$2,500.00	-\$3,454.19	-\$954.19	38.17%
3130824	OTH ECON - Community Resource Centre Grant	-\$2,500.00	-\$2,080.00	-\$2,500.00	-\$420.00	20.19%
3130825	OTH ECON - Community Resource Centre Income	-\$80,500.00	-\$67,070.00	-\$127.28	\$66,942.72	-99.81%
3130826	OTH ECON - Post Office Income	-\$9,000.00	-\$7,500.00	-\$8,059.31	-\$559.31	7.46%
3130834	OTH ECON - Other Fees & Charges	\$0.00	\$0.00	\$0.00	\$0.00	
3130835	OTH ECON - Other Income	-\$5,900.00	-\$4,910.00	\$0.00	\$4,910.00	-100.00%
3130890	OTH ECON - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		<b>-\$136,609.00</b>	<b>-\$113,810.00</b>	<b>-\$41,733.26</b>	<b>\$72,076.74</b>	<b>-63.33%</b>
<b>Other Economic Services</b>						
<b>Operating Expenditure</b>						
2130800	OTH ECON - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00	
2130803	OTH ECON - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	
2130804	OTH ECON - Training & Development	\$0.00	\$0.00	\$0.00	\$0.00	
2130805	OTH ECON - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2130806	OTH ECON - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2130807	OTH ECON - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00	
2130808	OTH ECON - Other Employee Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130809	OTH ECON - Travel & Accommodation	\$0.00	\$0.00	\$0.00	\$0.00	
2130810	OTH ECON - Motor Vehicle Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130815	OTH ECON - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00	
2130816	OTH ECON - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00	
2130820	OTH ECON - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130821	OTH ECON - Information Systems	\$0.00	\$0.00	\$0.00	\$0.00	
2130822	OTH ECON - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2130830	OTH ECON - Insurance Expenses (Other Than Buildings)	\$0.00	\$0.00	\$0.00	\$0.00	
2130840	OTH ECON - Advertising & Promotion	\$0.00	\$0.00	\$0.00	\$0.00	
2130841	OTH ECON - Subscriptions & Memberships	\$0.00	\$0.00	\$0.00	\$0.00	
2130851	OTH ECON - COVID Stimulus	\$50,000.00	\$41,660.00	\$0.00	-\$41,660.00	-100.00%
2130852	OTH ECON - Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
2130855	OTH ECON - Community Bus	\$12,200.00	\$10,160.00	\$9,841.94	-\$318.06	-3.13%
2130860	OTH ECON - Community Resource Centre Operations	\$87,500.00	\$72,890.00	\$58,821.34	-\$14,068.66	-19.30%
2130863	OTH ECON - Post Office Operations	\$7,500.00	\$6,230.00	\$5,825.01	-\$404.99	-6.50%
2130865	OTH ECON - Standpipe Maintenance/Operations	\$100.00	\$80.00	\$52.64	-\$27.36	-34.20%
2130870	OTH ECON - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2130885	OTH ECON - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2130886	OTH ECON - Expensed Minor Asset Purchases	\$4,000.00	\$3,330.00	\$0.00	-\$3,330.00	-100.00%
2130887	OTH ECON - Other Expenditure	\$5,000.00	\$4,160.00	-\$168.24	-\$4,328.24	-104.04%
2130888	OTH ECON - Building Operations	\$1,772.00	\$1,470.00	\$1,339.31	-\$130.69	-8.89%
2130889	OTH ECON - Building Maintenance	\$0.00	\$0.00	-\$0.33	-\$0.33	
2130892	OTH ECON - Depreciation	\$8,234.00	\$6,860.00	\$0.00	-\$6,860.00	-100.00%
2130899	OTH ECON - Administration Allocated	\$7,756.96	\$6,460.00	\$5,025.29	-\$1,434.71	-22.21%
<b>Operating Expenditure Total</b>		<b>\$184,062.96</b>	<b>\$153,300.00</b>	<b>\$80,736.96</b>	<b>-\$72,563.04</b>	<b>-47.33%</b>

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
	<b>Economic Services Total Income</b>	<b>-\$221,609.00</b>	<b>-\$184,630.00</b>	<b>-\$130,672.93</b>	<b>\$53,957.07</b>	<b>-29.22%</b>
	<b>Economic Services Total Expenditure</b>	<b>\$1,237,232.04</b>	<b>\$1,013,850.00</b>	<b>\$606,893.61</b>	<b>-\$406,956.39</b>	<b>-40.14%</b>

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>Other Property &amp; Services</b>						
<b>Private Works</b>						
<b>Operating Expenditure</b>						
2140187	PRIVATE - Private Works Expenses	\$2,000.00	\$1,650.00	\$0.00	-\$1,650.00	-100.00%
<b>Operating Expenditure Total</b>		\$2,000.00	\$1,650.00	\$0.00	-\$1,650.00	
<b>Private Works</b>						
<b>Operating Income</b>						
3140120	PRIVATE - Private Works Income	-\$2,000.00	-\$1,660.00	-\$469.09	\$1,190.91	
<b>Operating Income Total</b>		-\$2,000.00	-\$1,660.00	-\$469.09	\$1,190.91	
<b>Administration costs</b>						
<b>Operating Income</b>						
3140200	ADMIN - Contributions & Donations	\$0.00	\$0.00	\$0.00	\$0.00	
3140201	ADMIN - Reimbursements	-\$11,610.00	-\$9,670.00	-\$11,607.76	-\$1,937.76	20.04%
3140202	ADMIN - Commission	\$0.00	\$0.00	\$0.00	\$0.00	
3140210	ADMIN - Grants	\$0.00	\$0.00	\$0.00	\$0.00	
3140220	ADMIN - Fees & Charges	\$0.00	\$0.00	-\$251.46	-\$251.46	
3140235	ADMIN - Other Income Relating to Administration	\$0.00	\$0.00	\$0.00	\$0.00	
3140237	ADMIN - Admin Rebates	\$0.00	\$0.00	\$0.00	\$0.00	
3140290	ADMIN - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		-\$11,610.00	-\$9,670.00	-\$11,859.22	-\$2,189.22	22.64%
<b>Administration costs</b>						
<b>Operating Expenditure</b>						
2140200	ADMIN - Employee Costs	\$390,150.00	\$325,090.00	\$310,776.36	-\$14,313.64	-4.40%
2140203	ADMIN - Uniforms	\$4,000.00	\$3,330.00	\$1,614.16	-\$1,715.84	-51.53%
2140204	ADMIN - Training & Development	\$15,000.00	\$12,500.00	\$4,881.06	-\$7,618.94	-60.95%
2140205	ADMIN - Recruitment	\$10,000.00	\$8,330.00	\$1,714.10	-\$6,615.90	-79.42%
2140206	ADMIN - Fringe Benefits Tax (FBT)	\$9,656.00	\$8,040.00	\$8,237.00	\$197.00	2.45%
2140207	ADMIN - Protective Clothing	\$0.00	\$0.00	\$27.50	\$27.50	
2140208	ADMIN - Other Employee Expenses	\$1,000.00	\$830.00	\$0.00	-\$830.00	-100.00%
2140209	ADMIN - Travel & Accommodation	\$10,000.00	\$8,330.00	\$3,251.52	-\$5,078.48	-60.97%
2140210	ADMIN - Motor Vehicle Expenses	\$0.00	\$0.00	\$5,678.54	\$5,678.54	
2140215	ADMIN - Printing and Stationery	\$35,000.00	\$29,160.00	\$31,727.44	\$2,567.44	8.80%
2140216	ADMIN - Postage and Freight	\$2,500.00	\$2,080.00	\$1,516.02	-\$563.98	-27.11%
2140220	ADMIN - Communication Expenses	\$75,000.00	\$62,500.00	\$65,976.19	\$3,476.19	5.56%
2140221	ADMIN - Information Technology	\$55,000.00	\$45,830.00	\$35,319.78	-\$10,510.22	-22.93%
2140222	ADMIN - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2140226	ADMIN - Office Equipment Mtce	\$1,000.00	\$830.00	\$1,042.03	\$212.03	25.55%
2140227	ADMIN - Records Management	\$2,600.00	\$2,160.00	\$985.97	-\$1,174.03	-54.35%
2140228	ADMIN - Title Searches	\$100.00	\$80.00	\$24.27	-\$55.73	-69.66%
2140230	ADMIN - Insurance Expenses (Other than Bld and W/Com)	\$49,380.00	\$41,150.00	\$101,712.77	\$60,562.77	147.18%
2140240	ADMIN - Advertising and Promotion	\$3,500.00	\$2,910.00	\$9,433.18	\$6,523.18	224.16%
2140241	ADMIN - Subscriptions and Memberships	\$10,000.00	\$8,330.00	\$1,015.45	-\$7,314.55	-87.81%
2140252	ADMIN - Consultants	\$265,000.00	\$220,820.00	\$200,196.66	-\$20,623.34	-9.34%
2140253	ADMIN - Drug and Alcohol Testing	\$10,000.00	\$8,330.00	\$77.27	-\$8,252.73	-99.07%
2140265	ADMIN - Software Licences/Upgrades	\$55,000.00	\$45,830.00	\$40,920.48	-\$4,909.52	-10.71%
2140270	ADMIN - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2140282	ADMIN - Bad Debts Expense	\$0.00	\$0.00	\$0.00	\$0.00	
2140283	ADMIN - Doubtful Debts Expense	\$0.00	\$0.00	\$0.00	\$0.00	
2140284	ADMIN - Audit Fees	\$45,000.00	\$37,500.00	\$0.00	-\$37,500.00	-100.00%
2140285	ADMIN - Legal Expenses	\$25,000.00	\$20,830.00	\$20,182.05	-\$647.95	-3.11%
2140286	ADMIN - Expensed Minor Asset Purchases	\$18,000.00	\$15,000.00	\$2,325.45	-\$12,674.55	-84.50%
2140287	ADMIN - Other Expenses	\$1,000.00	\$830.00	\$800.00	-\$30.00	-3.61%
2140288	ADMIN - Building Operations	\$75,000.00	\$62,480.00	\$22,388.94	-\$40,091.06	-64.17%
2140289	ADMIN - Building Maintenance	\$24,080.00	\$20,040.00	\$7,621.86	-\$12,418.14	-61.97%
2140291	ADMIN - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
2140292	ADMIN - Depreciation	\$135,000.00	\$112,480.00	\$125,215.63	\$12,735.63	11.32%
2140298	ADMIN - Admin Staff Housing Costs Allocated	\$236,036.00	\$196,690.00	\$89,486.70	-\$107,203.30	-54.50%
2140299	ADMIN - Administration Overheads Recovered	-\$1,551,392.00	-\$1,292,820.00	-\$1,005,042.87	\$287,777.13	-22.26%
<b>Operating Expenditure Total</b>		\$11,610.00	\$9,490.00	\$89,105.51	\$79,615.51	838.94%
<b>PWOH Costs</b>						
<b>Operating Income</b>						
3140300	PWO - Long Service Leave Recoup	-\$6,678.00	-\$5,560.00	-\$6,678.50	-\$1,118.50	20.12%
3140301	PWO - Other Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	
3140310	PWO - Grants	\$0.00	\$0.00	\$0.00	\$0.00	
3140390	PWO - Profit on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		-\$6,678.00	-\$5,560.00	-\$6,678.50	-\$1,118.50	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>PWOH Costs</b>						
<b>Operating Expenditure</b>						
2140300	PWO - Employee Costs	\$277,385.00	\$231,140.00	\$199,305.43	-\$31,834.57	-13.77%
2140303	PWO - Uniforms	\$6,035.00	\$5,020.00	\$6,034.54	\$1,014.54	20.21%
2140304	PWO - Training & Development	\$15,000.00	\$12,500.00	\$8,081.67	-\$4,418.33	-35.35%
2140305	PWO - Recruitment	\$500.00	\$410.00	\$4,274.85	\$3,864.85	942.65%
2140306	PWO - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2140307	PWO - Protective Clothing	\$2,000.00	\$1,660.00	\$912.58	-\$747.42	-45.03%
2140308	PWO - Other Employee Expenses	\$745.00	\$620.00	\$745.91	\$125.91	20.31%
2140309	PWO - Travel & Accommodation	\$10,000.00	\$8,330.00	\$0.00	-\$8,330.00	-100.00%
2140310	PWO - Motor Vehicle Expenses	\$50,666.00	\$42,220.00	\$48,262.00	\$6,042.00	14.31%
2140315	PWO - Printing and Stationery	\$2,000.00	\$1,660.00	\$31.95	-\$1,628.05	-98.08%
2140316	PWO - Postage and Freight	\$2,000.00	\$1,660.00	\$755.41	-\$904.59	-54.49%
2140320	PWO - Communication Expenses	\$8,000.00	\$6,660.00	\$5,496.75	-\$1,163.25	-17.47%
2140321	PWO - Information Technology	\$1,000.00	\$830.00	\$0.00	-\$830.00	-100.00%
2140322	PWO - Security	\$0.00	\$0.00	\$0.00	\$0.00	
2140323	PWO - Sick Pay	\$29,779.00	\$24,810.00	\$13,936.95	-\$10,873.05	-43.83%
2140324	PWO - Annual Leave	\$51,986.00	\$43,320.00	\$40,862.65	-\$2,457.35	-5.67%
2140325	PWO - Public Holidays	\$0.00	\$0.00	\$0.00	\$0.00	
2140326	PWO - Long Service Leave	\$0.00	\$0.00	\$0.00	\$0.00	
2140327	PWO - RDO's	\$0.00	\$0.00	\$0.00	\$0.00	
2140328	PWO - Supervision	\$0.00	\$0.00	\$0.00	\$0.00	
2140329	PWO - Insurance Expenses (Except Workers Comp)	\$1,500.00	\$1,250.00	\$0.00	-\$1,250.00	-100.00%
2140330	PWO - OHS and Toolbox Meetings	\$100.00	\$80.00	\$0.00	-\$80.00	-100.00%
2140340	PWO - Advertising and Promotion	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2140341	PWO - Subscriptions & Memberships	\$8,040.00	\$6,690.00	\$8,314.46	\$1,624.46	24.28%
2140352	PWO - Consultants	\$1,000.00	\$830.00	\$0.00	-\$830.00	-100.00%
2140361	PWO - Engineering & Technical Support	\$3,000.00	\$2,500.00	\$0.00	-\$2,500.00	-100.00%
2140365	PWO - Maintenance/Operations	\$139,870.00	\$116,550.00	\$114,670.84	-\$1,879.16	-1.61%
2140370	PWO - Loan Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00	
2140371	PWO Bldg Mtce - Employee Costs	\$81,428.00	\$67,840.00	\$36,926.09	-\$30,913.91	-45.57%
2140372	PWO Bldg Mtce - Uniforms	\$500.00	\$410.00	\$0.00	-\$410.00	-100.00%
2140373	PWO Bldg Mtce - Training & Development	\$5,000.00	\$4,160.00	\$1,123.43	-\$3,036.57	-72.99%
2140374	PWO Bldg Mtce - Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	
2140375	PWO Bldg Mtce - Fringe Benefits Tax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00	
2140376	PWO Bldg Mtce - Protective Clothing	\$100.00	\$80.00	\$0.00	-\$80.00	-100.00%
2140377	PWO Bldg Mtce - Other Employee Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2140378	PWO Bldg Mtce - Travel & Accommodation	\$2,500.00	\$2,080.00	\$0.00	-\$2,080.00	-100.00%
2140379	PWO Bldg Mtce - Motor Vehicle Expenses	\$15,000.00	\$12,500.00	\$0.00	-\$12,500.00	-100.00%
2140380	PWO Bldg Mtce - Expendable Tools	\$10,000.00	\$8,330.00	\$0.00	-\$8,330.00	-100.00%
2140381	PWO Bldg Mtce - Minor Expenses	\$16,000.00	\$13,330.00	\$6,806.20	-\$6,523.80	-48.94%
2140385	PWO - Legal Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
2140386	PWO - Expensed Minor Asset Purchases	\$20,000.00	\$16,660.00	\$4,909.00	-\$11,751.00	-70.53%
2140387	PWO - Other Expenses	\$200.00	\$160.00	\$74.76	-\$85.24	-53.28%
2140391	PWO - Loss on Disposal of Assets	\$0.00	\$0.00	\$0.00	\$0.00	
2140392	PWO - Depreciation	\$22,000.00	\$18,320.00	\$13,344.31	-\$4,975.69	-27.16%
2140393	PWO - LESS Allocated to Works (PWO's)	-\$1,094,112.40	-\$911,760.00	-\$727,403.55	\$184,356.45	-20.22%
2140398	PWO - Staff Housing Costs Allocated	\$0.00	\$0.00	\$0.00	\$0.00	
2140399	PWO - Administration Allocated	\$310,278.40	\$258,560.00	\$201,008.55	-\$57,551.45	-22.26%
<b>Operating Expenditure Total</b>		\$0.00	-\$180.00	-\$11,525.22	-\$11,345.22	6302.90%
<b>Plant Operations</b>						
<b>Operating Income</b>						
3140401	POC - Reimbursements	-\$100.00	-\$80.00	\$0.00	\$80.00	-100.00%
3140410	POC - Fuel Tax Credits Grant Scheme	-\$20,000.00	-\$16,660.00	-\$17,886.00	-\$1,226.00	7.36%
3140420	POC - Fees & Charges	-\$100.00	-\$80.00	\$0.00	\$80.00	-100.00%
		\$0.00	\$0.00	\$0.00	\$0.00	

FIS Financial Information Schedule For the Period Ending  
30 April 2021

COA	Description	Amended Budget	30/04/2021 YTD Budget	30/04/2021 YTD Actual	Variance (\$)	Variance (%)
<b>Operating Income Total</b>		<b>-\$20,200.00</b>	<b>-\$16,820.00</b>	<b>-\$17,886.00</b>	<b>-\$1,066.00</b>	<b>6.34%</b>
<b>Plant Operations</b>						
<b>Operating Expenditure</b>						
2140400	POC - Internal Plant Repairs - Wages & O/Head	\$150,600.00	\$125,490.00	\$122,644.96	-\$2,845.04	-2.27%
2140411	POC - External Parts & Repairs	\$55,000.00	\$45,820.00	\$54,195.74	\$8,375.74	18.28%
2140412	POC - Fuels and Oils	\$100,000.00	\$83,330.00	\$4,741.36	-\$78,588.64	-94.31%
2140413	POC - Tyres and Tubes	\$25,000.00	\$20,830.00	\$14,745.50	-\$6,084.50	-29.21%
2140416	POC - Licences/Registrations	\$6,575.00	\$5,470.00	\$6,573.70	\$1,103.70	20.18%
2140417	POC - Insurance Expenses	\$23,490.00	\$19,570.00	\$23,490.38	\$3,920.38	20.03%
2140418	POC - Expendable Tools / Consumables	\$25,000.00	\$20,820.00	\$272.49	-\$20,547.51	-98.69%
2140419	POC - Cutting Edges	\$6,000.00	\$5,000.00	\$0.00	-\$5,000.00	-100.00%
2140482	POC - Plant Ledger (Historical Reference Only)	\$0.00	\$0.00	\$0.00	\$0.00	
2140483	POC - Jobs (Historical Reference Only)	\$0.00	\$0.00	\$0.00	\$0.00	
2140492	POC - Depreciation	\$476,550.00	\$397,120.00	\$324,296.04	-\$72,823.96	-18.34%
2140494	POC - LESS Plant Operation Costs Allocated to Works	-\$976,812.44	-\$814,010.00	-\$444,147.52	\$369,862.48	-45.44%
2140499	POC - Administration Allocated	\$108,597.44	\$90,490.00	\$70,352.59	-\$20,137.41	-22.25%
<b>Operating Expenditure Total</b>		<b>\$0.00</b>	<b>-\$70.00</b>	<b>\$177,165.24</b>	<b>\$177,235.24</b>	<b>-253193.20%</b>
<b>Salaries and Wages</b>						
<b>Operating Income</b>						
3140501	SAL - Reimbursement - Workers Compensation	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Operating Income Total</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
<b>Operating Expenditure</b>						
2140500	SAL - Gross Salary and Wages	\$1,586,875.00	\$1,322,390.00	\$1,216,190.95	-\$106,199.05	-8.03%
2140501	SAL - LESS Salaries & Wages Allocated	-\$1,586,875.00	-\$1,322,390.00	-\$1,215,640.95	\$106,749.05	-8.07%
<b>Operating Expenditure Total</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$550.00</b>	<b>\$550.00</b>	
<b>Other Property &amp; Services Total Income</b>		<b>-\$40,488.00</b>	<b>-\$33,710.00</b>	<b>-\$36,892.81</b>	<b>-\$3,182.81</b>	<b>9.44%</b>
<b>Other Property &amp; Services Total Expenditure</b>		<b>\$13,610.00</b>	<b>\$9,240.00</b>	<b>\$255,295.53</b>	<b>\$245,505.53</b>	<b>2662.94%</b>
<b>Total Income</b>		<b>-\$5,503,844.00</b>	<b>-\$4,572,970.00</b>	<b>-\$5,110,077.07</b>	<b>-\$536,656.52</b>	<b>11.75%</b>
<b>Total Expenditure</b>		<b>\$6,266,676.36</b>	<b>\$5,193,650.00</b>	<b>\$4,777,240.73</b>	<b>-\$416,959.27</b>	<b>-8.02%</b>

### 12.1.2 List of Payments for the Month of April 2021

<b>12.1.2 LIST OF PAYMENTS FOR THE MONTH OF APRIL 2021</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	<b>NAM 388</b>
<b>DATE OF REPORT</b>	<b>10 MAY 2021</b>
<b>AUTHOR</b>	<b>Carol McAllan – Finance Officer</b>
<b>RESPONSIBLE OFFICER</b>	<b>CEO Brian Joiner</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>Payments for the Month of APRIL</b>

#### **SUMMARY:**

The list of payments made for the Month of April 2021 be received by Council.

#### **BACKGROUND:**

Payments have been made by electronic funds transfer (EFT), direct transfer from 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 Council.

#### **COMMENT:**

The EFT, Direct Debit, Credit Card and Payroll payments that have been made for the Month of April 2021 are attached.

#### **CONSULTATION:**

Rhona Hawkins – Consultant Deputy Chief Executive Officer.

#### **STATUTORY AUTHORITY:**

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

#### **POLICY IMPLICATIONS:**

Policy 4-7 – Creditors – Preparation for Payment

#### **FINANCIAL IMPLICATIONS:**

\$160,126.15 withdrawn from Municipal Bank Account.

#### **RISK ASSESSMENT:**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>

--	--	--

**STRATEGIC IMPLICATIONS:**

**14.3 – Active Civil leadership achieved.**

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

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION:**

That Council receive the list of payments for the Month of April 2021 totalling \$160,126.15 being:

1. Electronic Funds Transfer EFT 5910 – 5941, payments from Municipal Fund totalling \$50,482.24
2. Direct Debit payments from the Municipal Fund totalling \$36,963.71
3. Payroll payments from the Municipal Fund totalling \$72,680.20
4. Credit Card payments of \$378.14 for the Statement Month of March are included in Direct Debits of \$36,963.71

**COUNCIL DECISION:**

<b>Council Resolution Number</b>	
----------------------------------	--

<b>Moved</b>		<b>Seconded</b>	
--------------	--	-----------------	--

<b>Carried</b>	
----------------	--

**Shire of Menzies**  
**Payments for the Month of April 2021**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
		Cheques		\$0.00
		EFT		\$50,482.24
		Direct Debit		\$36,963.71
		Payroll		\$72,680.20
		<b>Total Payments</b>	<hr/> <hr/>	<b>\$160,126.15</b>
		Credit Card Payments (included in Direct Debit)		\$378.14

**Shire of Menzies**  
**Payments for the Month of April 2021**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT5910	19/04/2021	St George Mining Limited	Rates refund for MINING TENEMENT	\$805.77
EFT5911	19/04/2021	Batteries N More	Fire Truck (DFES) 1EJF224 Batteries	\$680.00
EFT5912	19/04/2021	LED Goldfields	DEPOT CONSUMABLES Fluro lights, fuses	\$265.10
EFT5913	19/04/2021	Coolgardie Tyre Service	Haulmore Tri Axle Drop Deck Widener Low Loader 1TUF160 Tyres	\$1,023.00
EFT5914	19/04/2021	Shire of Chapman Valley	PLANNING CONSULTANT Planning Review	\$264.00
EFT5915	19/04/2021	Cloud Collections Pty Ltd	RATES Debt collection	\$233.01
EFT5916	19/04/2021	Corsign	DEPOT CONSUMABLES Reflective tape	\$165.00
EFT5917	19/04/2021	Adecco Australia	ADMIN EMPLOYEE COSTS Relief EA 22 March 2021 to 26 March 2021	\$3,124.84
EFT5918	19/04/2021	KIngwest Resources Limited	Rates refund for MINING TENEMENT	\$83.84
EFT5919	19/04/2021	Esperance Surveys	PLANNING CONSULTANT Drafting and depositing subdivision plan to Landgate	\$2,336.95
EFT5920	19/04/2021	Kimberley Edmeades	39 REID STREET Household goods and Fuel for Vehicle	\$350.36
EFT5921	19/04/2021	Caroline Dwyer	REIMBURSEMENT ADMIN RECRUITMENT Pre employment medical cost	\$80.00
EFT5922	19/04/2021	WA Local Govt Association	INFORMATION TECHNOLOGY Website redesign	\$15,873.00
EFT5923	19/04/2021	Air Liquide Australia Ltd	DEPOT CONSUMABLES Gas cylinder hire	\$28.16
EFT5924	19/04/2021	Bunnings	VARIOUS PROPERTIES Building materials	\$335.80
EFT5925	19/04/2021	Comfort Style	HOUSING 14A WALSH STREET 23 ONSLOW STREET Various Furniture	\$10,329.00
EFT5926	19/04/2021	Toll Transport Pty Ltd	WATER PARK MAINTENANCE Freight for chemicals	\$45.16
EFT5927	19/04/2021	Cybersecure	ADMIN IT Backup Service April 2021	\$309.38
EFT5928	19/04/2021	Department of Water and Environmental Regulation	REFUSE SITE LICENCE Annual Fee for Waste Pond	\$1,218.00
EFT5929	19/04/2021	Department of Housing	REFUND HOUSING AND PET BOND 14a Walsh Street	\$1,560.00
EFT5930	19/04/2021	Goldline Distributors	CARAVAN PARK, CRC, ANZAC DAY Catering and cleaning products	\$1,142.62
EFT5931	19/04/2021	Goldrush Tours	TOURISM Bus tickets sold on consignment	\$45.90
EFT5932	19/04/2021	Harvey Norman Bedding Kalgoorlie	29B SHENTON STREET Mattress	\$999.00
EFT5933	19/04/2021	Marketforce	ADVERTISING West Australian Works Manager	\$4,702.34
EFT5934	19/04/2021	Carol Mcallan	REIMBURSEMENT ADMIN IT WIFI Recharge for checking work emails while on leave	\$20.00
EFT5935	19/04/2021	Shire of Menzies Social Club	Payroll deductions	\$110.00
EFT5936	19/04/2021	Netlogic Information Technology	ADMIN IT Server and PC monitoring	\$179.00
EFT5937	19/04/2021	Office National	ADMIN STATIONERY Various Items	\$426.96
EFT5938	19/04/2021	Kalgoorlie Retravision	TOWN HALL EQUIPMENT Vacuum cleaner	\$398.00
EFT5939	19/04/2021	Tourism Council Western Australia	TRAINING & DEVELOPMENT Tourism Conference for EA	\$990.00
EFT5940	19/04/2021	Moore Stephens	ADMIN CONSULTANT Review and lodge IAS	\$385.00
EFT5941	19/04/2021	Sharlene Mik	BO015 14 A WALSH STREET Housing supplies, bedding kitchen etc	\$1,973.05
<b>TOTAL</b>				<b>\$50,482.24</b>

**Shire of Menzies**  
**Payments for the Month of April 2021**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
DD3939.1	06/04/2021	IOOF Essential Super	Superannuation contributions	\$584.62
DD3939.2	06/04/2021	Aware Super Pty Ltd	Payroll deductions	\$5,678.35
DD3939.3	06/04/2021	Australian Super	Superannuation contributions	\$243.35
DD3945.1	01/04/2021	WESTNET	TOURISM Visitor Centre Internet	\$54.99
DD3950.1	01/04/2021	NAB	ADMINISTRATION Bank fees	\$243.40
DD3952.1	08/04/2021	Telstra - DIRECT DEBIT ONLY	COMMUNICATION EXPENSES Satalitte phones	\$465.14
DD3954.1	08/04/2021	Telstra - DIRECT DEBIT ONLY	COMMUNICATION EXPENSES Office, CRC, works, speed signs	\$8,872.60
DD3956.1	12/04/2021	Telstra - DIRECT DEBIT ONLY	COMMUNICATION EXPENSES Caravan park, RAMMS, works, office data	\$456.99
DD3958.1	20/04/2021	IOOF Essential Super	Superannuation contributions	\$584.62
DD3958.2	20/04/2021	Aware Super Pty Ltd	Payroll deductions	\$6,607.83
DD3958.3	20/04/2021	Australian Super	Superannuation contributions	\$714.04
DD3960.1	21/04/2021	Horizon Power	ROADS MAINTENANCE Streetlights	\$867.09
DD3962.1	07/04/2021	Power ICT Pty Ltd	ADMIN COMMUNICATION EXPENSES Messages on hold	\$75.90
DD3964.1	27/04/2021	Gregory Dwyer	MEMBERS SITTING FEES Pres. G. Dwyer	\$3,364.49
DD3964.2	27/04/2021	Ian Baird	MEMBERS SITTING FEES Deputy Pres. I. Baird	\$1,289.67
DD3964.3	27/04/2021	Rohan S Baird	MEMBERS SITTING FEES Cr. R. Baird	\$875.83
DD3964.4	27/04/2021	Cr Justin Lee	MEMBERS SITTING FEES Cr. J. Lee	\$875.83
DD3964.5	27/04/2021	Vashti Marie Fay Ashwin	MEMBERS SITTING FEES Cr. V. Ashwin	\$875.83
DD3964.6	27/04/2021	Jillian Dwyer	MEMBERS SITTING FEES Cr. J. Dwyer	\$875.83
DD3964.7	27/04/2021	Cr Keith Mader	MEMBERS SITTING FEES Cr. K. Mader	\$875.83
DD3966.1	28/04/2021	Water Corporation	COUNCIL PROPERTIES STREET Water service charges and usage.	\$1,292.70
DD3968.1	29/04/2021	Water Corporation	COUNCIL PROPERTIES- Water service charges	\$88.36
DD3972.1	06/04/2021	NAB	ADMIN CREDIT CARD Accomodation, housewares, newspapers	\$378.14
DD3974.1	29/04/2021	NAB	ADMIN BANK FEES NAB Connect fees	\$36.99
DD3976.1	29/04/2021	Wright Express Australia Pty Ltd	PLANT MAINTENANCE Fuel Card	\$399.07
DD3978.1	30/04/2021	NAB	ADMIN BANK FEES EFTPOS, Bpay, Account fees	\$286.22
<b>TOTAL</b>				<b>\$36,963.71</b>

Shire of Menzies  
Payments for the Month of April 2021

**\$(0.00)**

**Shire of Menzies  
Payments for the Month of April 2021**

<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
		<b>Card No: **** * 6531</b>	
16/03/2021	Activ8me	CEO House Internet	\$70.65
26/02/2021	NAB	Card Fee	
		<b>TOTAL</b>	<b><u>\$70.65</u></b>
		<b>Card No: **** * 2831</b>	
3/03/2021	WA Newspapers	Online Newspapers	\$13.99
22/03/2021	Kmart	CEO House Kitchenware	\$34.50
29/03/2021	The Railway Motel	Accom Norseman - GVROC Meeting	\$250.00
29/03/2021	NAB	Card Fee	\$9.00
		<b>TOTAL</b>	<b><u>\$307.49</u></b>
		Direct Debit (included in Direct Debits)	<b><u>\$378.14</u></b>
07/04/2021	Automatic Drawing	Payroll	\$34,490.34
21/04/2021	Automatic Drawing	Payroll	\$38,189.86
		<b>TOTAL</b>	<b><u>\$72,680.20</u></b>

INTENTIONALLY LEFT BLANK

### 12.1.3 Monthly Investment Report April 2021

<b>12.1.3 MONTHLY INVESTMENT REPORT APRIL 2021</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	<b>FIN.551.1</b>
<b>DATE OF REPORT</b>	<b>12 May 2021</b>
<b>AUTHOR</b>	<b>R Hawkins</b>
<b>RESPONSIBLE OFFICER</b>	<b>CEO Brian Joiner</b>
<b>DISCLOSURE OF INTEREST</b>	<b>NIL</b>
<b>ATTACHMENT</b>	<b>FINANCE</b>

#### **SUMMARY:**

This item recommends Council receives the investment report for the month of April 2021.

#### **BACKGROUND:**

The Chief Executive Officer has delegated authority to invest funds into interest bearing accounts under Delegation 2.5 – Investment of Surplus Funds.

#### **COMMENT:**

Below are the current investments for the Shire of Menzies as at 30/04/21.

<b>INSTITUTION / ACCOUNT TYPE</b>	<b>SUM</b>	<b>TERM</b>	<b>DATE OF MATURITY</b>	<b>INTEREST RATE</b>	<b>RISK ASSESMENT</b>
NAB – Reserve Term Deposit *6210	\$3,274,067.07	60 Days	03/06/2021	0.05%	Medium
NAB – Reserve Term Deposit – *6410	\$8,536,096.97	90 Days	18/07/2021	0.05%	Medium
NAB – Muni TD *2057	\$500,000	90 Days	31/05/2021	0.25%	Medium
NAB – Muni TD *2067	\$1,001,992.22	90 Days	20/05/2021	0.10%	Medium
NAB – Muni TD *6491	\$501,037.30	60 Days	19/06/2021	0.05%	Medium
NAB – Municipal Maximiser	\$29,472.11	Open	Open		Medium
NAB – Reserve Maximiser	\$102,237.07	Open	Open		Medium

#### **CONSULTATION:**

Nil

## **STATUTORY AUTHORITY:**

### ***Local Government Act***

2.7 (2) *Without limiting subsection (1), the council is to —*

- (a) oversee the allocation of the local government's finances and resources; and*
- (b) determine the local government's policies.*

### **3.1. General function**

- (1) The general function of a local government is to provide for the good government of persons in its district.*

### **6.14 Power to invest**

#### ***Local Government (Administration) Regulations***

#### **19C. Investment of money, restrictions on (Act s. 6.14(2)(a))**

- (1) In this regulation —*

**authorised institution** *means —*

- (a) an authorised deposit-taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or*
- (b) the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986;*

- (2) When investing money under section 6.14(1), a local government may not do any of the following —*

- (a) deposit with an institution except an authorised institution;*
- (b) deposit for a fixed term of more than 3 years;*
- (c) invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;*
- (d) invest in bonds with a term to maturity of more than 3 years;*
- (e) invest in a foreign currency.*

## **POLICY IMPLICATIONS:**

Council Policy 4.9 - Investments

Delegation 2.5 – Investment of Surplus Funds

## **FINANCIAL IMPLICATIONS:**

Nil

**RISK ASSESSMENT:**

Risk Statement	Level of Risk	Risk Mitigation Strategy
<p>There is always a certain risk in investment of funds as banking institutions are no longer the stable and unfailing institutions they once were.</p> <p>The proposal is to closely manage the Shire’s investments and avoid the possibility of loss on the investment.</p> <p>At the same time this proposal still seeks the safest and not necessarily the most profitable return on investments</p>	<p>Medium</p>	<p>Close management of investment.</p> <p>Close attention to financial markets and information.</p> <p>Diversity of investments as much as possible.</p>

**STRATEGIC IMPLICATIONS:**

*14.3 Active civic leadership achieved*

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

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION:**

That Council receives the investment report for the month of April 2021.

**COUNCIL DECISION:**

<b>Council Resolution Number</b>	
----------------------------------	--

<b>Moved</b>		<b>Seconded</b>	
--------------	--	-----------------	--

<b>Carried</b>	
----------------	--

INTENTIONALLY LEFT BLANK

## 12.2 ADMINISTRATION REPORTS

### 12.2.1 Draft Amended policy 5.1 – Acting Chief Executive Officer

<b>12.2.1 DRAFT AMENDED POLICY 5.1 – ACTING CHIEF EXECUTIVE OFFICER</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	
<b>DATE OF REPORT</b>	<b>11 May 2021</b>
<b>AUTHOR</b>	<b>Brian Joiner CEO</b>
<b>RESPONSIBLE OFFICER</b>	<b>Brian Joiner CEO</b>
<b>DISCLOSURE OF INTEREST</b>	<b>CEO declares an impartiality interest.</b>
<b>ATTACHMENT</b>	<b>Draft amended policy 5.1 – Acting Chief Executive Officer</b>

#### **SUMMARY:**

This paper provides Council with an amended policy for the approval of CEO leave and persons acting for the CEO while on leave.

#### **BACKGROUND:**

The existing Policy 5.1 refers to a DCEO acting for the CEO while on leave. This position is being abolished and therefore the policy requires changes to reflect the change in organisational structure.

With all senior positions being filled in 2021 there has not been sufficient time for Council to designate specific roles/people as being suitable to act as CEO. The Local Government Act (1995) requires:

A person is not to be employed in the position of CEO unless the council —

- (a) believes that the person is suitably qualified for the position; and
- (b) is satisfied\* with the provisions of the proposed employment contract.

*\* Absolute majority required.*

The current policy does not delegate any responsibility for approval of leave for the CEO. In effect, this means that even single day absences require Council resolution. The draft amendments allow the President to approve leave up to five (5) working days.

#### **COMMENT:**

The changes to the policy provide clarity around approval of leave for the CEO.

For absences of up to five (5) working days there is no designated replacement required for the CEO. For absences over five (5) working days there will still be a requirement for Council approval with Council designating the role/person to act while the CEO is absent.

**CONSULTATION:**

Nil.

**STATUTORY AUTHORITY:**

*Local Government Act (1995) S5.37(2).*

**POLICY IMPLICATIONS:**

Amendment to Policy 5.1 – Acting chief Executive Officer.

**FINANCIAL IMPLICATIONS:**

Nil.

**RISK ASSESSMENT:**

Risk Statement	Level of Risk	Risk Mitigation Strategy
N/A		

**STRATEGIC IMPLICATIONS:**

4.2 An efficient and effective organisation

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

**VOTING REQUIREMENTS:**

Absolute Majority

**OFFICER RECOMMENDATION:**

That Council Adopt amended Policy 5.1 – Acting Chief Executive Officer.

**COUNCIL DECISION:**

<b>Council Resolution Number</b>	
----------------------------------	--

<b>Moved</b>		<b>Seconded</b>	
--------------	--	-----------------	--

<b>Carried</b>	
----------------	--



## **POLICY – 5.1 – Acting Chief Executive Officer**

### **Relevant Delegation**

N/A

---

### **Objective**

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

### **Policy Statement**

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

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

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

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

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

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

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

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

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

### 3. Other Matters:

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

### Amendments to this Policy

Amendments to this policy require a simple majority decision of council.

*N.B. Foreshadowed changes through Section 5.128 Local Government Act 1995 and associated regulations:*

- *Require a policy to be prepared and adopted by absolute majority;*
- *Regulations may prescribe form and content of the policy;*
- *Policy will be required to be published on website and reviewed after each election.*

– End of Policy

COMMENT

Formerly	Policy 5.15 Replaced 29 November 2012	Policy 5.1 Amended 31 August 2017 Policy 5.1 Amended 27 May 2021
Last Reviewed	May 2021	
Next Review Date	May 2022	
Amended	May 2021	
Adopted	31 October 2019 27 May 2021 (Amended)	25 March 2021
Version	3 DRAFT AMENDMENT	

## 12.2.2 Differential Rates FY21/22

<b>12.2.2 DIFFERENTIAL RATES 2021/22 FY</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	
<b>DATE OF REPORT</b>	<b>11 May 2021</b>
<b>AUTHOR</b>	<b>Brian Joiner CEO</b>
<b>RESPONSIBLE OFFICER</b>	<b>Brian Joiner CEO</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>Objects and Reasons for Rating in the Shire of Menzies 2021/2022 Rates Modelling 2021/22 FY</b>

### **SUMMARY:**

The purpose of this report is for Council to adopt the proposed Differential Rates for advertising for the 2021/22 FY.

### **BACKGROUND:**

The rate modelling attached to this report has been based on no increases in any rate category.

In 2020 the State Government requested a zero rate increase due to Covid-19 and this was adopted with the rates set in 2020. Leaving rates unchanged is again considered appropriate at this time as ratepayers and businesses recover from a long period of instability and uncertainty resulting from Covid-19. The Shire is in a strong financial position and has managed expenditure in a way that allows Rates to remain unchanged.

CPI QTR 1 2021 rose by 0.6% with with the annual trimmed mean CPI inflation rate at an all-time low of 1.1% (Source: WA Treasury Corporation).

### **COMMENT:**

Even though the rate in the dollar is the same as 2020/2021 it is still necessary for a local government to give local public notice of its intention to levy differential rates. These rates must be advertised for a period of no less than twenty-one (21) days.

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

The differential rates as proposed meet the requirements of the Local Government Act (1995).

A report will be made to the June Council Meeting detailing any comments or objections to the proposed rates.

### **CONSULTATION:**

Rhona Hawkins – Financial Consultant (A/CFO)

**STATUTORY AUTHORITY:**

*Local Government Act 1995 S6.36(1)*

**POLICY IMPLICATIONS:**

Nil.

**FINANCIAL IMPLICATIONS:**

The Budget for 2021/22 FY incorporates no increases to Rates.

**RISK ASSESSMENT:**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
Council’s statutory reports provide inaccurate financial information.	Low	Internal and external audit. Regular reporting of financial results.
Council does not raise the correct level of income	Low	Council can currently fund its operations and capital works, and has adequate Reserves to draw on if necessary.
Insufficient working capital to meet Council’s financial commitments	Low	
Inability to fund the maintenance, replacement and renewal of infrastructure assets	Low	

**STRATEGIC IMPLICATIONS:**

4.2 An efficient and effective organisation

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

**VOTING REQUIREMENTS:**

Absolute Majority

**OFFICER RECOMMENDATION:**

That Council:

- 1) Adopts the following rates for advertising for the 2021/2022 financial year noting there is a zero increase in each rate categories from 2020/2021:

GRV Vacant Land	Rate in the dollar 8.64c	minimum remain at \$200
GRV Improved Land	Rate in the dollar 8.62c	minimum remain at \$200
UV Mining Lease	Rate in the dollar 16.55c	minimum remain at \$200
UV Exploration Lease	Rate in the dollar 15.00c	minimum remain at \$200
UV Prospecting Lease	Rate in the dollar 14.77c	minimum remain at \$200
UV Other (includes Pastoral and Kookynie Townsite)	Rate in the dollar 8.29c	minimum remain at \$200

- 2) Approves the Objects and Reasons for Rating in the Shire of Menzies 2021/2022 set out in Attachment 1.
- 3) Consider objections received at the June 2021 Ordinary Meeting of Council.

**COUNCIL DECISION:**

<b>Council Resolution Number</b>	
----------------------------------	--

<b>Moved</b>		<b>Seconded</b>	
--------------	--	-----------------	--

<b>Carried</b>	
----------------	--



# Objects and Reasons for Rating in the Shire of Menzies 2021/2022

## INTRODUCTION

The objective of Council's rates is to provide for the net funding requirements of Council's Operational and Capital Budget in order to achieve a balanced budget.

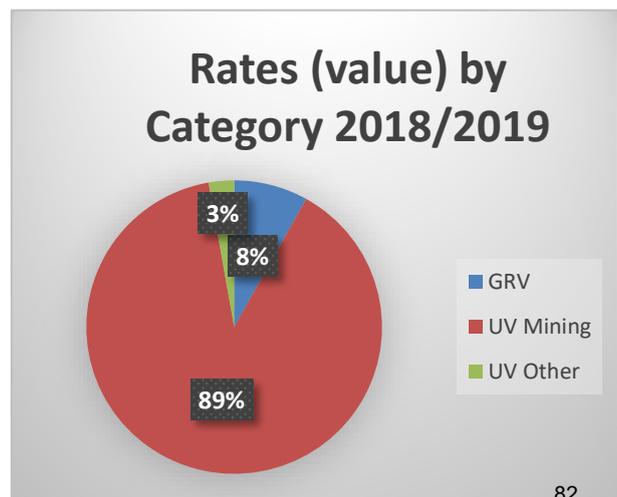
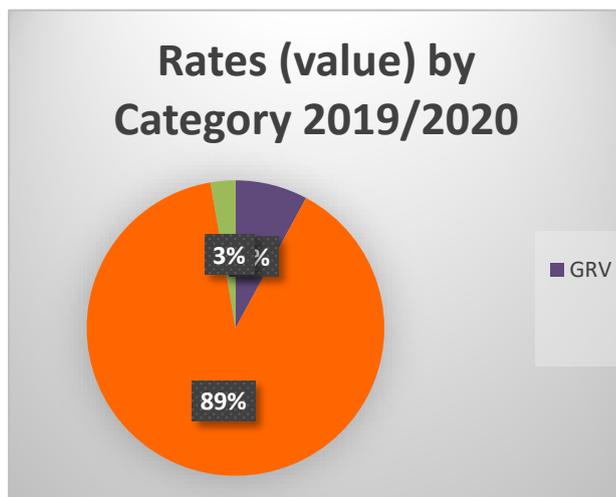
In arriving at the proposed rate in the dollar and minimum payments, Council has taken into consideration many factors and attempted to balance the need for revenue to fund essential services, facilities and infrastructure to the entire community. Given the funding variability from grants and other income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

The declared pandemic has caused Council to consider the current economic situation in Australia and Western Australia in formulating its 2021/2022 budget. The cost of fuel, increased wage costs, and the general rise in business costs all affect local government. The latest WA Treasury Corporation puts the annual trimmed mean CPI inflation rate at 1.1% but this analysis was prepared prior to the economic stimulus packages implemented by the State and Federal Governments in recent budgets.

Local governments have an obligation to consider the economic and social effects of macro and micro economic events on businesses and individuals. Although the economic recovery from Covid-19 has been stronger in Western Australia than other regions, there is still a level of uncertainty surrounding the local and global economy. For these reason Council has chosen to not increase the rate in the dollar on all ratepayers, both business and individuals. This is not in line with the *Long-Term Financial Plan* however Council believes that the desired outcomes from the Plan can still be met with fiscal responsibility.

## RATES – INCOME AND EXPENDITURES

The balance and contribution by each of the categories of ratepayers for the 2020/2021 budget is materially the same as in 2020/2021. Once again, the Minimum for GRV Other has remained at \$200 to encourage owners of vacant lots in town to retain ownership and not surrender the blocks to the shire. The variance in all sectors reflects the changes to the rate in the dollar and the property valuation as set by the Valuer General.



### Rates Increase for 2021/2022.

For 2021/2022 Council has agreed to not increase the overall rate in the dollar. The rate yield from no increase in the dollar will to a small extent be countered by the increase in property valuation increases especially in the mining sector.

### Basis of Rating

Property rates are calculated using the Gross Rental Value (GRV) and Unimproved Value (UV) provided for individual properties by the Valuer General's Office. A property's GRV represents the amount of the gross rental income the land might obtain if it is let on a tenancy from year to year. A property's UV represents the amount the land may reasonably be expected to obtain if it was sold and assuming no improvements to the land.

### Updated Valuations

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

Council's approach for 2021/2022 is to maintain the rate in the dollar the same as in 2020/2021 including the Minimum Rates which will remain at \$200.

GRV Vacant Land	8.64c	minimum \$200
GRV improved Land	8.62c	minimum \$200
UV Mining Lease	16.55c	minimum \$200
UV Exploration Lease	15.00c	minimum \$200
UV Prospecting Lease	14.77c	minimum \$200
UV Other (includes Pastoral and Kookynie Townsite)	8.29c	minimum \$200

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

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

GRV covers properties within the townsite of Menzies and one mining camp. The average townsite non-vacant property rate is \$550 (excludes mining camp). Of the 39 properties in Menzies townsite, only five attract rates in excess of \$500 - three are commercial premises and two are multi residential.

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

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

The Council resolves to apply a minimum of \$200 per property to the 200 properties rated as GRV Vacant to recognize the difficulty of developing land in Menzies. A more onerous rating position may result in properties being surrendered.

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

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

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

**Objects and Reasons for Minimum Rates**

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

Differential Rates For Model 20212022 - 2021-22 Model 1 - ITV      Total Codes 9      Status [CALCULATED]

Code/Description	-----Minimum-----				-----Non-Minimum-----			Total Levied Amount
	No. Of Props	Valuation (UV/GRV)	Levied Amount	Min. Adj.	No. Of Props	Valuation (UV/GRV)	Levied Amount	
00 NON-RATEABLE								
Fixed Amt=0.00 % Uv=0.0000 % Grv=0.0000			Minimum Value=0.00		36	2724		
Last year R.Code=00								
01 GRV - VACANT	198	40769	39600.00	36077.71	4	20956	1810.60	41410.60
Fixed Amt=0.00 % Uv=0.0000 % Grv=8.6400			Minimum Value=200.00					
Last year R.Code=01								
02 GRV	8	5537	1600.00	1122.70	32	2500428	215536.91	217136.91
Fixed Amt=0.00 % Uv=0.0000 % Grv=8.6200			Minimum Value=200.00					
Last year R.Code=02								
09 UV - MINING OPERAT	55	40647	11000.00	4272.88	230	15483049	2562444.61	2573444.61
Fixed Amt=0.00 % Uv=16.5500 % Grv=0.0000			Minimum Value=200.00					
Last year R.Code=09								
10 UV - PASTORAL	4	4638	800.00	415.50	23	826983	68556.89	69356.89
Fixed Amt=0.00 % Uv=8.2900 % Grv=0.0000			Minimum Value=200.00					
Last year R.Code=10								
12 UV - OTHER	1	100	200.00	191.71	63	307900	25524.91	25724.91
Fixed Amt=0.00 % Uv=8.2900 % Grv=0.0000			Minimum Value=200.00					
Last year R.Code=12								
13 UV MINING EXPLORAT	149	120320	29800.00	11752.00	328	3196007	479401.05	509201.05
Fixed Amt=0.00 % Uv=15.0000 % Grv=0.0000			Minimum Value=200.00					
Last year R.Code=13								
14 UV MINING PROSPECT	86	48633	17200.00	10016.91	210	490769	72486.62	89686.62
Fixed Amt=0.00 % Uv=14.7700 % Grv=0.0000			Minimum Value=200.00					
Last year R.Code=14								
99 CATCHCODE								
Fixed Amt=0.00 % Uv=0.0000 % Grv=0.0000			Minimum Value=0.00					
Last year R.Code=99								
Grand Totals	501	260644	100200.00	63849.41	926	22828816	3425761.59	3525961.59

INTENTIONALLY LEFT BLANK

### 12.2.3 Fees and Charges FY21/22

<b>12.2.3 FEES AND CHARGES 2021/22</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	
<b>DATE OF REPORT</b>	<b>11 May 2021</b>
<b>AUTHOR</b>	<b>Brian Joiner CEO</b>
<b>RESPONSIBLE OFFICER</b>	<b>Brian Joiner CEO</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>Schedule of Fees and Charges 2021/22 FY</b>

#### **SUMMARY:**

The purpose of this report is for Council to adopt the proposed Schedule of Fees and Charges for 2021/22 FY.

#### **BACKGROUND:**

Councils are required to set fees and charges every year under the Local Government Act (1995). Adoption of the fees and charges ensures that there is a schedule available at the commencement of the financial year and facilitates finalisation of 2021/22 FY Budget.

#### **COMMENT:**

The Schedule of Fees and Charges for 2021/22 FY is largely unchanged from the previous year. Leaving Fees and Charges unchanged is considered appropriate at this time as ratepayers and businesses recover from a long period of instability and uncertainty resulting from Covid-19. The Shire is in a strong financial position and has managed expenditure in a way that allows Fees and Charges to remain largely unchanged.

The Policy for staff housing was adjusted in accordance with a previous Council resolution in December 2020. It was noted in January 2021 that some rents were not in accordance with the Schedule of Fees and Charges 2020/21, but no action could be taken due to the *Residential Tenancies (COVID-19 Response) Act 2020*. As the restrictions imposed by this Act have now expired the Policy can now be reflected within Fees and Charges. As rents have not risen in the last two (2) years a modest rise in staff housing rents is considered appropriate while incorporating charges for Shire supplied furniture and setting a pet bond.

#### **CONSULTATION:**

Rhona Hawkins – Financial Consultant (A/CFO).

#### **STATUTORY AUTHORITY:**

*Local Government Act 1995 S6.16 (3) Imposition of Fees and Charges*

*Local Government Act 1995 S6.19 Notice of Fees and Charges*

*Local Government Act 1995 S6.17 Setting Level of Fees and Charge*

**POLICY IMPLICATIONS:**

Policy 9.1 – Staff Accommodation – Rental Charges.

**FINANCIAL IMPLICATIONS:**

The Budget for 2021/22 FY incorporates any changes made to the Schedule of Fees and Charges.

**RISK ASSESSMENT:**

Risk Statement	Level of Risk	Risk Mitigation Strategy
Council’s statutory reports provide inaccurate financial information.	Low	Internal and external audit. Regular reporting of financial results.

**STRATEGIC IMPLICATIONS:**

4.2 An efficient and effective organisation

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

**VOTING REQUIREMENTS:**

Absolute Majority

**OFFICER RECOMMENDATION:**

That Council:

1. Adopt the Schedule of Fees and Charges for 2021/22 FY; and
2. Advertise the Schedule of Fees and Charges in accordance with the Local Government Act 1995 with the adoption date of 1 July 2021.

**COUNCIL DECISION:**

<b>Council Resolution Number</b>	
----------------------------------	--

<b>Moved</b>		<b>Seconded</b>	
--------------	--	-----------------	--

<b>Carried</b>	
----------------	--

# SHIRE OF MENZIES



## FEES AND CHARGES

2021/2022

## 2021/2022 FEES AND CHARGES

GENERAL		
Photocopying - per A4 sheet	\$ 0.60	inc GST
Photocopying - per A3 sheet	\$ 0.85	inc GST
Council Meeting Agenda - hard copy. Free at Council Meeting or on website)	\$ 15.00	inc GST
Council Minutes - hard copy with attachments. (Free on website)	\$ 15.00	inc GST
Council Minutes - hard copy without attachments. (Free on website)	\$ 5.00	inc GST
Faxes Sent - minimum charge	\$ 2.20	inc GST
Faxes Received - per sheet	\$ 0.60	inc GST
Rate Refund Admin Fee - per assessment	\$ 25.00	inc GST
Laminating - A4 colour per sheet	\$ 3.50	inc GST
Laminating - A3 colour per sheet	\$ 4.40	inc GST
Orders & Requisitions - per assessment	\$ 65.00	inc GST
Rate Enquiry Fee - per assessment (1-3 enquiries)	\$ 15.00	inc GST
Rate Enquiry Fee - per half hour - bulk enquiries (minimum charge)	\$ 40.00	inc GST
Rate Title Search - for recovery of outstanding rates	\$ 40.00	inc GST
Gravel from Shire pits - per tonne	\$ 0.20	inc GST
Water from Standpipe - per 1,000 litres	\$ 15.00	inc GST
ROOM FOR HIRE		
Room Hire Town Hall & Lady Shenton - per day - alcohol consumed - \$250 bond	\$ 80.00	inc GST
Room Hire Town Hall & Lady Shenton- per day - no alcohol consumed - \$100 bond	\$ 80.00	inc GST
Room Hire Town Hall & Lady Shenton - per day - Community purpose - \$100 bond	\$ -	inc GST
WASTE		
Domestic Refuse Removal - first bin, per annum (issued with rates notice)	\$ 140.00	GST Free
Domestic Refuse Removal - second bin or non rateable properties	\$ 155.00	plus GST
Non Residential Property - 240lt Bin Service (per service)	\$ 168.00	inc GST
Commercial Premises Tip Fee - per annum	\$ 920.00	inc GST
Commercial Waste (per tonne)	\$ 44.24	inc GST
Containers 200L Drums (per tonne) washed and cleaned only	\$ 44.24	inc GST
Asbestos (per tonne)	\$ 76.51	inc GST
Additional fee for waste generated outside Menzies Shire (per tonne)	\$ 170.75	inc GST
Commercial tyres and conveyor belts (per tonne) - local business	\$ 250.00	inc GST
Commercial tyres and conveyor belts (per tonne)-business based outside Menzies	\$ 355.00	inc GST
PRIVATE WORKS (MUST BE APPROVED BY CEO)		
Grader Hire - per hour	\$ 224.00	inc GST
Roller - per hour	\$ 242.00	inc GST
Mercedes Truck & Side Tipper Trailer Hire - per hour	\$ 194.00	inc GST
Mack Truck & Trailer Hire - per hour	\$ 244.00	inc GST
Light Truck - Hino - per hour	\$ 124.00	inc GST
Backhoe - per hour	\$ 120.00	inc GST
Loader - John Deere - per hour	\$ 129.00	inc GST
Mack Truck & Water Cart Hire - per hour	\$ 244.00	inc GST
Skid Steer (Caterpillar) - per hour	\$ 99.00	inc GST
Labour hire - per hour	\$ 55.00	inc GST
Whipper Snipper - per hour	\$ 70.00	inc GST
Lawn Mower - per hour	\$ 64.00	inc GST
<i>Please Note - no dry hire of machinery</i>		
SULLAGE/WASTE REMOVAL		
Oil - no charges if delivered to Menzies Shire Depot	\$ -	
Sewerage deposited in Sewer Ponds - per litre	\$ 0.05	inc GST

**2021/2022 FEES AND CHARGES**

BUS HIRE		
First 100km	\$ 100.00	inc GST
Over 100km - per km rate	\$ 0.90	inc GST
Bond	\$ 200.00	inc GST
Cleaning if required - per hour	\$ 35.00	inc GST
If fuel tank empty - per litre	\$ 1.80	inc GST
Community/medical use for sponsored medical services	No Charge	
CARAVAN PARK		
<i>* Family is defined as "a group of UP TO seven related people (two of whom may be over 18 years of age) i.e. One adult and up to six minors or two adults and up to five minors."</i>		
Non-Powered Site - Day Rate*	\$ 22.00	inc GST
Non-Powered Site - Weekly Rate*	\$ 100.00	inc GST
Powered Site - Day Rate*	\$ 30.00	inc GST
Additional Fee per day for caravans with more than 4 people over the age of 5	\$ 5.00	inc GST
Powered Site - Weekly Rate*	\$ 165.00	inc GST
Chalet - 2 bedrooms 29 Shenton St & 12A & 12B Walsh St	\$ 125.00	inc GST
Chalet - additional days	\$ 70.00	inc GST
Chalet - Bond - Refundable by bank deposit	\$ 150.00	GST Free
Caravan Park Cabins Per Night	\$ 176.00	inc GST
Caravan Park Cabins Extra Nights	\$ 110.00	inc GST
Caravan Park Cabins- Bond - Refundable by bank deposit	\$ 200.00	GST Free
Showers - per person	\$ 5.00	inc GST
Washing Machine - per load	\$ 3.00	inc GST
Dryer - per load	\$ 3.00	inc GST
STAFF HOUSING RENTAL		
Housing Rental - per week. Category 1 - Separate House - 4 bed 2 bath	\$ 100.00	GST Free
Housing Rental - per week. Category 2 - Separate House - 3 bed 2 bath	\$ 80.00	GST Free
Housing Rental - per week. Category 3 - Duplex - 2 bed 1 bath	\$ 50.00	GST Free
Housing Rental - per week. Category A - Furnished or Semi-Furnished.	\$ 20.00	GST Free
Housing Rental - per tenancy. Category B - Pet Bond.	\$ 100.00	GST Free
INTERNET USE (for use of computers at Community Resource Centre)		
15 Minutes	\$ 1.50	inc GST
30 Minutes	\$ 3.00	inc GST
45 Minutes	\$ 4.50	inc GST
60 Minutes	\$ 6.00	inc GST
Full Day Usage	\$ 20.00	inc GST
INTERNET USE - Vouchers for Public Usage		
Guests at the Caravan Park	\$ -	
General Public per 1 hour	\$ 5.00	inc GST
General Public 24 Hour Internet Access	\$ 15.00	inc GST
ADVERTISING IN MENZIES MATTERS		
Quarter Page - per issue	\$ 5.00	inc GST
Half Page - per issue	\$ 10.00	inc GST
Whole Page - per issue	\$ 20.00	inc GST
COMMUNITY POST BOX LEASE		
Small Box - per annum	\$ 25.00	inc GST
Large Box - per annum	\$ 50.00	inc GST

**2021/2022 FEES AND CHARGES**

<b>DOG FEES AND CHARGES - STATUTORY (DOG ACT, 1976)</b>		
Annual Registration - Sterilised Dog or Bitch*	\$ 20.00	inc GST
Annual Registration - Unsterilised Dog or Bitch	\$ 50.00	inc GST
Three Year Registration - Sterilised Dog or Bitch*	\$ 42.50	inc GST
Three Year Registration - Unsterilised Dog or Bitch	\$ 120.00	inc GST
Life Registration - Sterilised Dog or Bitch*	\$ 100.00	inc GST
Life Registration - Unsterilised Dog or Bitch	\$ 250.00	inc GST
Concessions - Guide Dogs	\$ -	
Concessions - Dogs used for Droving/Tending Stock - 25% of Fee	25% of Fee	inc GST
Concessions - Dogs owned by Pensioners - 50% of Fee	50% of Fee	inc GST
Concessions - Registration after 31 May - 50% of Fee	50% of Fee	inc GST
Impounding Fees - As per Dog Act & Regulations	\$ 100.00	inc GST
Impounded Dog - Sustenance and maintenance Fee per day	\$ 20.00	inc GST
Microchipping	At Cost	inc GST
<p><i>* Must sight certificate signed by a Registered Vet, a Statutory Declaration or sight ear tattoo for Sterilisation Concession</i></p> <p><i>All dogs three months of age + must be licenced. Licences are due on November 1 of each year and can be paid at the Shire of Menzies Administraion office during normal office hours.</i></p> <p><i>In respect of every first registration made after 31 May, in any year, only one half of the registration fee shall be payable. Renewals are to take effect from 1 November in any year, within the preceding period period of 21 daysfrom and including 11 October</i></p>		
<b>CAT FEES AND CHARGES - STATUTORY (CAT REGULATIONS 2012)</b>		
Annual Registration	\$ 20.00	inc GST
Three Year Registration	\$ 42.50	inc GST
Life Registration	\$ 100.00	inc GST
Pensioners	50% of Fee	inc GST
Microchipping	At Cost	inc GST
<b>HEALTH</b>		
Lodging House Licence Per Annum	\$ 225.00	GST Free
Lodging House New Registration	\$ 125.00	GST Free
Eating House Application	\$ 120.00	GST Free
Notification of New Food Business	\$ 55.00	GST Free
Registration Fee of New Food Business	\$ 150.00	GST Free
Low Risk Food Business Registration Renewal - Annual	\$ 120.00	GST Free
Medium Risk Food Business Registration Renewal - Annual	\$ 235.00	GST Free
Request for Inspection/Service/Advise - Per Hour	\$ 130.00	inc GST
<b>STATUTORY - HEALTH ACT, 1911</b>		
Septic Tank Application Fee	\$ 118.00	GST Free
Septic Tank Installation Fee	\$ 118.00	inc GST
Septic Tank Inspection Fee	\$ 40.00	inc GST

**2021/2022 FEES AND CHARGES**

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

**2021/2022 FEES AND CHARGES**

<b>BUILDING FEES</b>					
<b>Building Act 2011 - Fees and Levies</b>					
Item	Building Classification	Multiplier	Trigger	Minimum or Set Fee	Application Fee
Certified Application for a Building Permit	1a & 10	0.19%	\$ 48,421	\$ 105.00	GST Free
Certified Application for a Building Permit	1b, 2 - 9	0.09%	\$ 102,222	\$ 105.00	GST Free
Uncertified Building Application	1a & 10	0.32%	\$ 28,750	\$ 105.00	GST Free
Demolition Permit	1a & 10	-	Fixed	\$ 105.00	GST Free
Demolition Permit	1b, 2 - 9	Per storey	Per Storey	\$ 105.00	GST Free
Extend Time which an Occupancy Permit or Building Approval Certificate has Effect	-	-	Fixed	\$ 105.00	GST Free
Occupancy Permit - Completed Building	-	-	Fixed	\$ 105.00	GST Free
Temporary Occupancy Permit - Incomplete Building	-	-	Fixed	\$ 105.00	GST Free
Modification of an Occupancy Permit	-	-	Fixed	\$ 105.00	GST Free
Occupancy Permit for a Permanent Change to Classification	-	-	Fixed	\$ 105.00	GST Free
Occupancy Permit or Building Approval Certificate for Strata or Subdivision	-	\$11.60 / Unit	No. of Units	\$ 115.00	GST Free
Occupancy Permit - Unauthorised Works	-	0.18%	\$ 51,111	\$ 105.00	GST Free
Replace Occupancy Permit for Existing Building			Fixed	\$ 105.00	GST Free
Building Approval Certificate - Unauthorised Building Work	-	0.38%	\$ 24,210	\$ 105.00	GST Free
Building Approval Certificate for Existing Building - Authorised Building Work	-	-	Fixed	\$ 105.00	GST Free
<b>Building Services Levy (BSL) - (Former Builders Registration Board Levy - BRB)</b>					
Item	Building Classification	Value/Quantity		Minimum or Set Fee	
Building Commission Levy (old BRB) under \$45,000	All			\$ 61.65	
Building Commission Levy (old BRB) over \$45,000	All	Value of work x 0.137%			
Building Commission Levy (Unauthorised works ) under \$45,000	All			\$ 123.30	
Building Commission Levy (Unauthorised works) over \$45,000	All	Value of works x 0.274%			
Demolition Permit Application Residential	All			\$ 61.65	
Demolition Permit Application Commercial	All	per storey		\$ 61.65	
Demolition Licence	All	-	= < \$45000	\$ 61.65	
Occupancy Permit Application New Building Work	All	-	Fixed	\$ 61.65	
Occupancy Permit Unauthorised Building Work	All	Value of works x 0.18%		\$ 123.30	
Building Approval Certificate	All			\$ 61.65	
Building Approval Certificate Unauthorised Work	All	Value of works x 0.38%		\$ 61.65	
Authorised Building Work \$45,000 or under	All	-	= < \$45000	\$ 61.65	
<b>Construction Training Fund (CTF) - (Former BCITF Levy)</b>					
Item	Building Classification	Multiplier	Trigger	Minimum or Set Fee	
CTF Levy (old BCITF) over \$20,000	All		Value of work x 0.2%	-	

**General Notes:**

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

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

## 12.2.4 Menzies Properties

<b>12.2.4 MENZIES PROPERTIES</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	
<b>DATE OF REPORT</b>	<b>20 May 2021</b>
<b>AUTHOR</b>	<b>Brian Joiner CEO</b>
<b>RESPONSIBLE OFFICER</b>	<b>Brian Joiner CEO</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>Nil</b>

### **SUMMARY:**

This paper is for Council to consider looking at options for housing stock within the Menzies townsite.

### **BACKGROUND:**

At various times officers become aware of houses that may be available for purchase within the Shire. A property may be available for purchase on Mercer Street that may be suitable for Council staff as it is a 3 bedroom and 1 bathroom residence with enough space on the block for a second house to be built.

Council also has a 4 bedroom and 2 bathroom house on Reid Street that is not utilised and may be attractive if it was placed on the market.

Given the potential price differential between the two properties, Council may be able to sell one house and obtain another with excess funds going into general revenue.

### **COMMENT:**

This is not a commitment to a course of action. Officers believe that obtaining valuations for the two properties would provide sufficient information to determine a proposal for Council consideration.

### **CONSULTATION:**

Nil.

### **STATUTORY AUTHORITY:**

*Local Government Act 1995*

### **POLICY IMPLICATIONS:**

Nil.

### **FINANCIAL IMPLICATIONS:**

Valuations for the two properties will cost approximately \$5,000 which is available under legal expenses.

**RISK ASSESSMENT:**

Risk Statement	Level of Risk	Risk Mitigation Strategy
N/A		

**STRATEGIC IMPLICATIONS:**

4.2 An efficient and effective organisation

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

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION:**

That Council Note the intention to obtain a valuations on two (2) properties in Menzies to provide a report back to Council.

**COUNCIL DECISION:**

<b>Council Resolution Number</b>	
----------------------------------	--

<b>Moved</b>		<b>Seconded</b>	
--------------	--	-----------------	--

<b>Carried</b>	
----------------	--

## 12.2.5 Upurli Upurli Nguratja Native Title Claim

<b>12.2.5 UPURLI UPURLI NGURATJA NATIVE TITLE CLAIM</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	
<b>DATE OF REPORT</b>	<b>11 May 2021</b>
<b>AUTHOR</b>	<b>Brian Joiner CEO</b>
<b>RESPONSIBLE OFFICER</b>	<b>Brian Joiner CEO</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>Letter from the Native Title Tribunal Notice of an application for determination of native title in Western Australia</b>

### **SUMMARY:**

This report provides information regarding a native title claim lodged by the Upurli Upurli Nguratja Native Title Claim Group that incorporates a portion of the Shire of Menzies.

### **BACKGROUND:**

On 31 March 2021 advice was received of a native title claim, WAD281/2020 that affected the Shire of Menzies and the City of Kalgoorlie-Boulder. Details of the claim are contained within the attachments.

### **COMMENT:**

In conjunction with the City of Kalgoorlie-Boulder, the Shire has retained Squire Patton Boggs to act on our behalf. They have filed a Notice of Intention to Become a Party to the native title claim on behalf of the Shire. Squire Patton Boggs currently act on behalf of the Shire in two other native title claims.

### **CONSULTATION:**

Holly Phillips – Chief of Staff (City of Kalgoorlie-Boulder)

### **STATUTORY AUTHORITY:**

*Native Title Act 1993 (Cth)*  
*Local Government Act 1995*

### **POLICY IMPLICATIONS:**

Nil.

### **FINANCIAL IMPLICATIONS:**

Legal costs are budgeted for issues that arise.

**RISK ASSESSMENT:**

Risk Statement	Level of Risk	Risk Mitigation Strategy
Determination affects other non-Indigenous property rights.	Low	Native Title Act 1993

**STRATEGIC IMPLICATIONS:**

4.2 An efficient and effective organisation

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

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION:**

That Council Notes the filing of the native title claim and the engagement of legal representation.

**COUNCIL DECISION:**

<b>Council Resolution Number</b>	
----------------------------------	--

<b>Moved</b>		<b>Seconded</b>	
--------------	--	-----------------	--

<b>Carried</b>	
----------------	--

Reference: WC2020/004

31 March 2021

**Mr Brian Joiner**  
**Chief Executive Officer**  
**Shire of Menzies**  
**124 Shenton Street**  
**MENZIES WA 6436**

By email: [ceo@menzies.wa.gov.au](mailto:ceo@menzies.wa.gov.au); [admin@menzies.wa.gov.au](mailto:admin@menzies.wa.gov.au)

Dear Mr Joiner

**WAD281/2020 Debbie Hansen & Ors on behalf of the Upurli Upurli Nguratja Native Title Claim Group and State of Western Australia (WC2020/004)**

On 2 December 2020, the above native title determination application was filed in the Federal Court of Australia (the Federal Court).

The *Native Title Act 1993* (Cth) (the Act) requires the Federal Court to give the application to the Native Title Registrar (the Registrar) to consider for registration. On 22 January 2021, the Registrar decided to accept the application for registration. This means that details of the application were entered on the Register of Native Title Claims (the Register). The native title claimants can now exercise certain rights under the Act, including the right to negotiate about certain proposed acts in the area covered by the application.

Once the registration decision is made, the Registrar is required to notify certain people and organisations of the details of the application. Under s 66(3)(a) of the Act, those people and organisations include:

- any proprietary interest holders in the area covered by the application;
- any registered native title claimants and registered native title bodies corporate in the area covered by the application;
- any relevant representative Aboriginal and Torres Strait Islander bodies;
- the Commonwealth Minister;
- any relevant local government authorities; and
- any person whose interests may be affected by a determination in relation to the application.

The Shire of Menzies has been identified as a local government authority in the area covered by the above application.

A copy of the public notice is enclosed to provide you with the details of the application. The notice also indicates that under the Act, there can be only one determination of native title for a particular area. If a person with native title rights and interests does not become a party to the application, there may be no other opportunity for the Federal Court, in making its determination, to take into account those native title rights and interests in relation to the area concerned.

The Act requires that the application be notified for a period of three months. The notification day for this application is **21 April 2021**.

If you wish to become a respondent party to this application, you must file a Form 5 (Notice of Intention to become a Party) with the Federal Court **on or before 20 July 2021**, being three months from the notification day. After this date, you will need to seek leave from the Federal Court to become a party. For information regarding how to file a Form 5, please visit the Federal Court's website [www.fedcourt.gov.au](http://www.fedcourt.gov.au) or call (08) 9268 7100.

The National Native Title Tribunal cannot provide legal advice, however should you require further information about native title please email [claimsassistance@nntt.gov.au](mailto:claimsassistance@nntt.gov.au) or visit our website [www.nntt.gov.au](http://www.nntt.gov.au).

If you have any queries, please contact me on the details below.

Yours faithfully



**Claire Smith**

**Senior Officer - Applications**

Telephone (08) 9425 1104

Email [claire.smith@nntt.gov.au](mailto:claire.smith@nntt.gov.au)

Encl. Copy of Public Notice

# Notice of an application for determination of native title in Western Australia

**Notification day: 21 April 2021**



# National Native Title Tribunal

This is an application by a native title claim group which is asking the Federal Court of Australia (Federal Court) to determine that the group holds native title in the area described below.

If you want to become a party to this application, you must file a Form 5 (Notice of Intention to become a Party) with the Federal Court, **on or before 20 July 2021**. Further information regarding how to file a Form 5 is available from [www.fedcourt.gov.au](http://www.fedcourt.gov.au). After **20 July 2021**, you will need to seek leave from the Federal Court to become a party.

Under the *Native Title Act 1993* (Cth) there can be only one determination of native title for a particular area. If a person with native title rights and interests does not become a party to this application, there may be no other opportunity for the Federal Court, in making its determination, to take into account those native title rights and interests in relation to the area concerned.



**Application name:** Debbie Hansen & Ors on behalf of the Upurli Upurli Ngunratja Native Title Claim Tribunal and State of Western Australia

**Federal Court File No:** WAD281/2020

**Date filed:** 2 December 2020

**Registration test status:** The Native Title Registrar has **accepted** this application for registration

**Description:** The application area covers approx. 26,692 sq km and is located on the Trans Australian Railway approx. 100 km east of Kalgoorlie-Boulder

**Relevant LGAs:** City of Kalgoorlie-Boulder and Shire of Menzies

101

**For assistance and further information about this application, call Claire Smith on 08 9425 1104 or visit [www.nntt.gov.au](http://www.nntt.gov.au).**

INTENTIONALLY LEFT BLANK

## 12.2.6 Chief Executive Officer Interim Probation Performance Review

<b>12.2.6 CHIEF EXECUTIVE OFFICER INTERIM PROBATION PERFORMANCE REVIEW</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	
<b>DATE OF REPORT</b>	<b>12 May 2021</b>
<b>AUTHOR</b>	<b>Brian Joiner CEO</b>
<b>RESPONSIBLE OFFICER</b>	<b>Brian Joiner CEO</b>
<b>DISCLOSURE OF INTEREST</b>	<b>CEO declares a financial interest as it deals with terms of his contract</b>
<b>ATTACHMENT</b>	<b>Cornerstone performance assessment</b>

### **SUMMARY:**

This report provides Council with the 3-month interim performance assessment of the CEO conducted by Cornerconsult.

### **BACKGROUND:**

As part of the CEO's contract of employment, a 3-month performance assessment is required to be conducted. The performance assessment was conducted by Cornerconsult being an independent company with experience in performance reviews.

### **COMMENT:**

On 27 June 2019 the *Local Government Legislation Amendment Act 2019* was passed in Parliament with the Reforms introduced on 3 February which addressed new standards for CEO recruitment and selection, performance review and termination. This was adopted by the Shire of Menzies at the OCM 29 April 2021.

The conduct of the CEO performance review is in accordance with Shire of Menzies Policy 5.16:

#### *3.3. Carrying Out a Performance Review*

- (1) A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner.*
- (2) The local government must —*
  - (a) collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner; and*
  - (b) review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on that evidence.*

#### *3.4. Endorsement of Performance Review by Local Government*

*Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.*

3.5. *CEO to be Notified of Results of Performance Review*

*After the local government has endorsed a review of the performance of the CEO under clause 3.4, the local government must inform the CEO in writing of—*

- (a) the results of the review; and*
- (b) if the review identifies any issues about the performance of the CEO— how the local government proposes to address and manage those issues.*

The CEO has waived the right to have this matter dealt with in closed council under the *Local Government Act 1995 S5.23(a)* in the interests of open and transparent government.

**CONSULTATION:**

Shire Councillors.  
Shire Staff.

**STATUTORY AUTHORITY:**

*Local Government Act 1995 S5.39(b)*

**POLICY IMPLICATIONS:**

Shire of Menzies Policy 5.16 – CEO Recruitment and Selection, Performance Review and Termination.

**FINANCIAL IMPLICATIONS:**

Nil.

**RISK ASSESSMENT:**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
N/A		

**STRATEGIC IMPLICATIONS:**

4.2 An efficient and effective organisation.

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

**VOTING REQUIREMENTS:**

Absolute Majority

**OFFICER RECOMMENDATION:**

*{No recommendation made due to the conflict of interest}.*

**COUNCIL DECISION:**

<b>Council Resolution Number</b>	
----------------------------------	--

<b>Moved</b>		<b>Seconded</b>	
--------------	--	-----------------	--

<b>Carried</b>	
----------------	--



# CEO Performance Appraisal Review Report May 2021



## Objective

When assessing performance of key management roles, employee and stakeholder feedback are crucial as it provides employees and stakeholders with an opportunity to provide open and confidential feedback on the performance of their manager or a key leadership position within the business and provide and suggestions for improvement or potential areas for development. It is an opportunity to establish two-way communication and involve employees and stakeholders in the development process by giving them a direct voice to management.

A performance review survey assessing the performance of the Chief Executive Officer (CEO) for the Shire of Menzies, Brian Joiner was conducted with 7 key stakeholders, Councillors and direct reports. The written survey was completed by participants using a 1-5 ranking scale and provided an opportunity to include commentary for each of the four key performance areas including:

1. People, Organisation and Project Management;
2. Communication and Leadership;
3. Governance and Integrity; and
4. Financial Management.

Results were collated and are detailed throughout this report. In addition to the written surveys, some participants including the Shire President and Deputy Shire President participated in a telephone interview, taking approximately 30-40 minutes to obtain more in-depth and detailed feedback in relation to the performance of the CEO against performance objectives of the role.

Statements were made and participants were asked to evaluate each area using a rating scale of 1-5 (1 – unacceptable – 5 – outstanding. Participants were prompted to provide comments and examples in each section.

The CEO also completed a self-assessment using the same written survey format and provided supplementary key achievements since his appointment to the position of CEO.

## Executive summary

The group of participants selected were willing to contribute in the review process by providing valuable feedback and observations in relation to Brian Joiner's performance as CEO for the Shire of Menzies. Some participants found that some questions or areas for feedback were difficult to answer with such a short tenure of Brian in the role of CEO, so it is recommended that a further performance review is conducted once Brian has had further time to develop and meet key objectives in the role. All feedback provided was positive and no concerns were raised in relation to Brian's performance to date as CEO. There was no reluctance from participants to provide feedback or to answer particular questions and the general consensus is that those surveyed were satisfied with performance of the CEO to date and have seen some positive changes since his appointment.

The survey responses will remain confidential so as to not identify individual participant's feedback. Further detail on results in each area will be addressed throughout this report.

## Rating Scale

For the surveys and interviews, the following 1-5 rating scale was used to rate each statement/question made:

Unacceptable | Needs Improvement | Meets Expectations | Exceeds Expectations | Outstanding

To allow for analysis of the responses each statement was positioned in a similarly positive or negative manner, and values allocated from one to five across the five ratings.

## Statements / Questions

The key areas for feedback for participants to respond to fell within four key result areas:

1. People, Organisation and Project Management;
2. Communication and Leadership;
3. Governance and Integrity; and
4. Financial Management

For the written surveys, statements were made in each of the four categories and participants were asked to provide a rating for each of the statements. Participants were also asked to provide any supporting comments to provide any additional feedback or context in relation to the ratings provided.

For the phone interviews, questions were asked in relation to each of the four categories and participants were asked to provide any supporting examples or comments. General questions were then asked to provide feedback and examples relating to leadership behaviours.

## Key Findings - The four key result areas

Feedback was obtained regarding the CEO's performance against the four key performance areas.

The CEO rated as a 3.4 overall for these areas: meets – exceeds expectations.

### 1. People, Organisation and Project Management

This is about how well the CEO has developed and implemented strategic and service delivery plans for the Shire, effectively manages relationships between the organisation and key stakeholders and makes effective representation of Council issues, views, policies and needs of the Council.

The CEO rated an average of 3.3 for this category with Brian's self-rating of 3.1. Examples were provided to demonstrate the CEO's effectiveness in achieving the objectives of the Shire and identifying problems, making improvements and taking appropriate corrective actions.

Some key feedback in this is as follows:

- Brian's first three months has seen improvements to the operations of Council and its processes
- In the short time that Brian has been appointed as CEO, he has demonstrated an ability to manage relationships between the organisation and key stakeholders
- Brian is very good at identifying what needs to be done and developing a plan to achieve it
- Brian presents a positive image for the Shire and engages well with the community
- Brian is strong on strategic planning and compliance and has already been undertaking reviews and updates to current policies of the Shire
- Brian has already demonstrated commitment to pursuing projects which have been proposed in the past but have never eventuated

## 2. Communication and Leadership

The CEO position requires strong leadership skills and the ability to communicate ideas in a manner that inspires confidence and commitment from the team. A strong leader needs to have the ability to lead people or teams in accomplishing objectives, maintain effectiveness in challenging situations, performs well under pressure, treats people with respect and courtesy and gains cooperation and positive engagement.

The rating for this category was 3.3 with Brian's self-rating of 3.1. Some feedback provided in this area was as follows:

- Brian has demonstrated his effective communication skills in situations where he hasn't agreed with something and has stood up to voice his concerns
- Brian keeps staff and elected members informed of important issues
- Brian is very accessible and has been developing good relationships with key stakeholders
- There are good relationships between the Council and the Shire, Brian is doing a good job at bringing people together

## 3. Governance and Integrity

This section is about how well the CEO ensures that all legal and statutory compliances are met and develops, implements and reviews and enforces Council statutes, policies and local laws. The CEO needs to also ensure that the President, elected members, staff members and key stakeholders are kept well informed of important or contentious issues. The CEO needs to ensure that the organisational structure meets the needs of the Shire and community and the community is well informed of recommendations, resolutions, decisions and future directions.

The CEO rated 3.4 for this category with Brian's self-rating of 2.9. Some feedback in this area was as follows:

- Brian has demonstrated a commitment to developing, implementing and reviewing Council policies and has been reviewing all current policies and plans which have not been completed previously
- Brian is addressing the Occupational Health and Safety plans which have not been in place previously
- Brian sends out weekly communications including details of staff meetings
- Brian is very easy to deal with, is always available to talk to and provides good input into any issues raised
- Brian encourages others to express their ideas and feedback and effectively listens
- Considering the high workloads, current vacancies and number of priorities for the Shire, Brian is doing a good job at addressing key priorities
- Brian is trying to build a solid team and looking to implement a new staff structure

## 4. Financial Management

The CEO must coordinate, in conjunction with the Executive Management Team, the fiscal management of the Shire to reflect Council's aims and objectives. The CEO needs to develop a budget and set financial controls and provide reporting at a strategic level. The CEO needs to effectively develop action plans and manage projects in line with budgetary requirements. Whilst the financial management is currently being outsourced through an external provider, Brian appears to be doing a good job of managing financial requirements of the Shire.

The rating for this category was 3.5 with Brian's self-rating of 3. Some feedback in this area was as follows:

- Brian has demonstrated the ability to develop action plans and manage projects in line with budgetary requirements and has hit the ground running in this aspect. Brian has been up to speed with financial requirements of the Shire since his commencement

- Brian has responded to budgetary requirements very quickly and where the Shire was failing with Regional Road Group, Brian responded to this quickly to address the issue
- Financial results are discussed at every Council meeting and have been well presented and easy to understand

## Highest Rated Scores

The highest rated scores for individual statements presented to participants, with scores being 3.5 or above, are as follows:

Rating of 4:

- Being accessible to staff, public and Elected Members

Rating of 3.8:

- Treats people with respect and courtesy, gains co-operation and display of a positive attitude

Rating of 3.5:

- On behalf of Council, makes effective representation of the issues, views, policies and needs of Council, as necessary
- Assists in the development of the Shire's image
- Identifies, recognises and clarifies community needs
- Makes workplace improvements, identifies problems and takes appropriate corrective actions
- Ability to build a shared understanding of, and commitment to, the strategic direction of the organisation
- Accepts responsibility for staff issues
- Encourages professional development of staff through training initiatives
- Keeps the President and elected members informed of major and/or contentious issues

## Detailed Performance Assessment ratings by Category

Survey responses	Avg Survey	Avg Self
<b>People, Organisation and Project Management</b>	<b>3.3</b>	<b>3.1</b>
Develops and implement strategic and service delivery plans for the Shire	3.3	3.0
Leads and manages the delivery of projects, operations, finance and governance	3.3	4.0
On behalf of Council, makes effective representation of the issues, views, policies and needs of Council, as necessary	3.5	3.0
Effectiveness in achieving the objectives of the Shire	3.3	3.0
Assists in the development of the Shire's image	3.5	3.0
Ability to effectively manage relationships between the organisation and key stakeholders	3.3	3.0
Aligns organisational strategic goals with community priorities to achieve objectives	3.3	3.0
Identifies, recognises and clarifies community needs	3.5	3.0
Shows initiative and applies sound judgement in work situations	3.3	3.0
Makes workplace improvements, identifies problems and takes appropriate corrective actions	3.5	4.0
Strategic thinking, with the ability to create and articulate a vision and the capacity to plan and prioritise competing projects	3.3	3.0
Shows competency in management of difficult situations with others	3.0	3.0
Works with the team to reach common goals	3.3	3.0
Committed to learning and continuous improvement	3.3	3.0
<b>Communication and Leadership</b>	<b>3.3</b>	<b>3.1</b>
A demonstrated commitment to engaging with all staff to gain a better understanding of the work and community culture	3.0	3.0
Fosters productive relationships and encourages collaboration and team work	2.9	3.0
Treats people with respect and courtesy, gains co-operation and display of a positive attitude	3.8	4.0
Effective communication and builds strong relationships with government and statutory bodies	3.3	3.0
Ability to negotiate persuasively, listen effectively and understand and adapt to a range of audiences	3.3	3.0
Effectiveness at controlling work activities of staff and motivating the workforce	3.0	3.0
Being accessible to staff, public and Elected Members	4.0	4.0
Ability to build a shared understanding of, and commitment to, the strategic direction of the organisation	3.5	3.0
Communicates ideas in a manner that inspires confidence and commitment from others	3.3	3.0
Maintains effectiveness in different situations, and performs well under periods of pressure	3.3	3.0
Accepts responsibility for staff issues	3.5	4.0
Encourages professional development of staff through training initiatives	3.5	3.0
Ability to lead people or teams in accomplishing objectives	2.9	3.0
Presents timely, appropriate and accurate information to Council, Committee and Public Meetings	3.3	2.0
<b>Governance and Integrity</b>	<b>3.3</b>	<b>2.9</b>
Ensures all legal and statutory compliances are met, particularly related to substantial asset infrastructure	3.3	3.0
Develops, implements, reviews and enforces Council statutes, policies and local laws, including delegation of authority	3.3	3.0
Keeps the President and Elected Members informed of major and/or contentious issues	3.5	3.0
Keeps people inside the organisation informed about all matters that are important	3.0	3.0
Encourages others to express their ideas and listens to them	3.3	3.0

<b>Survey responses</b>	<b>Avg Survey</b>	<b>Avg Self</b>
Keeps the community and staff informed of Council Meetings, resolutions, decisions and future directions	3.3	3.0
The organisational structure meets the needs of the Shire and community e.g., committees and operations.	3.0	2.0
Recommendations in the CEO's reports are well-thought-out and explained	3.3	3.0
<b>Financial Management</b>	<b>3.4</b>	<b>3.0</b>
Coordinates, in conjunction with the Executive Management Team, the fiscal management of the Shire to reflect Council's aims and objectives	3.3	3.0
Develops a budget and set financial controls within each department	3.3	3.0
Manages and maintains financial resources within budgetary expectations	3.3	3.0
Financial management and reporting at a strategic level	3.3	3.0
Negotiating skills, including the acquisition of grant funds	3.0	3.0
Ability to develop action plans and manage projects in line with budgetary requirements	3.3	3.0
<b>Overall</b>	<b>3.3</b>	<b>3.0</b>

## Specific responses

### Key Strengths of the CEO

- Listening to feedback provided by Councillors on issues that haven't been addressed and takes appropriate actions to enhance the town
- Brian is active in the community and monitors and observes any areas which may need attention
- The community appreciate that Brian is regularly engaging in the community and is accessible and approachable
- Brian is very enthusiastic and wants to see the town grow and do the best for the Shire
- Brian has a willingness to get on with addressing key priorities and make positive changes
- Brian is focused on community issues and has put effort into community events such as Anzac Day and Australia Day and dedicates his time on weekends to these events
- Brian has a professional attitude which then contributes to having a professional team
- Brian is focused on strategic planning and compliance
- Brian is compassionate, hardworking and has integrity and humility
- Brian is honest, trustworthy and approachable
- Brian is a good listener and wants to learn from others at Shire of Menzies
- Brian's attitude is that the community is an integral part of the Shire and has treated them as such

### Key Achievements of the CEO in the past 3-month period

- Issues with Niagra Dam not having toilet water for the site has now been resolved
- Interacting with the community, attending school end of term assemblies and being a part of the school committee
- Brian attends GV rock meetings and Northern Goldfields working group meetings
- Brian has made developments in reviewing and updating policies
- Brian has connected more closely with Councillors and key stakeholders than his incumbents in previous years
- Brian has been working on projects which have previously been proposed and had funding available, however never developed or eventuated. For example, the butcher shop, mining accommodation facilities, caravan park upgrades and road networks

- Brian is developing positive relationships with key stakeholders

## Key Achievements of the CEO in the past 3-month period – Self Assessment

Brian also supplied a list of his key achievements with the Shire since his commencement which are detailed below:

- Commenced review of local laws
- Reviewed policy manual
- Reviewed delegations
- New Disability Access and Inclusion Plan
- Adopted Strategic Community Plan
- Drafted Corporate Business Plan
- Compliance Audit Return completed
- Budget Review completed
- Compliance calendar developed and published
- Councillor Code of Conduct implemented
- Adopted Risk Assessment Strategy
- Annual risk management updates completed
- Attendance at events policy implemented
- Town Planning Scheme Number 2 published for comment
- Elected members ongoing professional development policy implemented
- Developed business case for DFES and applied for establishment of BFB at Tjuntjuntjara
- Improved relationship between Shire and Community School (subjective)
- Implemented safety cultural change programme and safety compliance activities
- Implemented Project Initiation Document as Step 1 of Project Management Framework
- Commenced budget development for FY 21/22
- Developed relationships with:
  - Local politicians
  - RDA
  - GEDC
  - Golden Quest Trail
  - AGO
  - Area mining companies.
  - Project plan developed for building projects
- Projects primarily complete:
  - Truck stop toilet block
  - Staff house on Onslow Street
  - Re-sheeting of major roads

## Opportunities for improvement

No opportunities for improvement or development have been identified throughout the performance review process. Feedback was received that it is early to assess all areas of Brian's performance after only three months in the role of CEO, so it is important that further feedback is obtained once Brian has had further time to develop in the role and achieve the key objectives of the Shire.

It has also been noted that due to some key positions currently being vacant, that once Brian has the support of a full team, this will further contribute to positive outcomes for the Shire and achievements of key objectives.

## Summary

The feedback received through both the written surveys and the telephone interviews was very positive in relation to Brian's performance as CEO with the Shire of Menzies since his appointment. Common themes identified were that Brian has inherited a number of issues including staffing issues due to vacancies of four key roles, projects not being completed, compliance issues and lack of forward planning. Feedback was provided in relation to Brian's positive contributions made to the Shire since his commencement and his effective communication and collaboration with his team, key stakeholders and the community. Brian's active participation and presence in the community was noted and appears to have been well received to date. Brian's communication style has enabled him to keep the community well informed on all matters and has made Brian readily accessible to the community.

When asked if there was anything that Brian needed to either stop or start doing in order to make him an effective leader, the responses were that participants believed that Brian was doing a good job, is currently meeting the expectations of the role and that he should continue doing what he is doing. It was also noted that Brian is a good listener and is eager to learn from his colleagues.

Participants felt that matters were addressed in a fair and timely manner and Brian sets clear directions that align his team with the business strategy. All interview participants believed that Brian is honest, ethical and trustworthy which are important characteristics for the position of CEO.

As Brian's self-ratings were lower than the results provided, it is important to communicate the positive feedback received to acknowledge the hard work and positive achievements made since his recent appointment to the role. It is also important to note the significant number of key achievements which Brian has supplied which demonstrates his commitment to implementing changes and achieving positive outcomes for the organisation, noting the extensive list of outcomes which he has achieved in such a short time since his commencement with the Shire. It is recommended that a Management Action Plan is developed which outlines key priorities and actions for the Shire which can be administered and overseen by Brian, however tasks can be delegated and distributed amongst the team. This will assist in managing workloads and ensure that objectives remain achievable and realistic.

As Brian is still relatively new to the CEO position with the Shire of Menzies and new to a CEO role within local Government, it will be important to continue to monitor performance against set KPI's and ensure that KPI's are regularly reviewed and adjusted to align with the business strategy to continue to meet the required objectives of the Shire. Brian has provided KPI's for review which focus on the key areas of Strategic Initiatives, Leadership and People Management, Policy Implementation, Governance and Compliance, Financial Results, Community Development and Community Engagement. As there are a number of key priorities and objectives for the Shire, we need to ensure that the KPI's are achievable and realistic from a timescale point of view. Due to the team being currently short-staffed, it is important to ensure that Brian has adequate support to be able to achieve the set objectives and that workload is manageable. Once the key vacancies are filled, it is important that the KPI's are cascaded and delegated within the team to manage the workload and also align the KPI's of the team with the overall objectives and strategy of the Shire.

As the framework for the performance review has now been established, we can utilise this framework to conduct future performance reviews and results can be compared against current results. This will allow us to further to review progress and development of Brian within the role as he gains further experience in the role of CEO at the Shire of Menzies. Cornerstone HR can also assist in drafting an individual development plan to ensure that any training or development needs are captured and monitored to ensure that Brian continues to receive support and development opportunities in the CEO position.

## Recommendations

Due to the positive feedback received in relation to Brian Joiner's performance since being appointed as CEO and his demonstrated performance in the required components of his role, it will be important for the Shire of Menzies to focus on the engagement and retention for Brian. It is important to understand the key drivers and ensure that appropriate opportunities are provided to Brian to continue to deliver results in the role. Consideration could be given into ongoing education through attendance at conferences, seminars, through relevant training or membership to groups such as the CEO and Business Leaders Group.

The Shire of Menzies should also ensure that adequate succession plans are in place so that there is a contingency plan if the role were to become vacated or if Brian was to take periods of leave, that there are robust plans in place to ensure coverage of the integral duties of the CEO position. As there are currently vacancies for four key roles at the Shire of Menzies with a difficulty in attracting and retaining talent, succession plans should be developed for all key roles at the Shire and strategies to attract talent should be considered. This will also assist the Shire in identifying top talent and developing these employees to encourage them to transition into more senior roles and reduce risk of turnover and reduce the period of time for key roles to be vacant.

As some comments were made about the number of key priorities for the Shire and current vacancies of key roles, it is important to monitor workloads to ensure that there are sufficient resources to perform tasks to meet the Shire's objectives. There needs to be sufficient coverage of duties and management of hours of work and workloads to allow employees to take periods of leave and encourage employees to have a healthy work life balance. Opportunities could be provided to existing employees to perform some more senior duties to assist them in developing key skills and could also provide some assurance to the CEO that core functions can continue to be performed in periods where he may be unavailable.

We would recommend a follow up review of Brian's performance against KPI's is scheduled within the next 3-6 months as an opportunity to recalibrate KPI's, ensuring that they continue to meet the objectives of the Shire, to review workloads and to provide further feedback to Brian regarding his performance against the set objectives.

Cornerstone HR can assist further in developing succession plans and implementing strategies to focus on employee engagement and retention to continue to drive performance of the Shire of Menzies.

INTENTIONALLY LEFT BLANK

## 12.2.7 Attendance at KBCCI Women's Leadership Forum – Cr J Dwyer

<b>12.2.7 ATTENDANCE AT KBCCI WOMEN'S LEADERSHIP FORUM – CR J DWYER</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	
<b>DATE OF REPORT</b>	<b>10 May 2021</b>
<b>AUTHOR</b>	<b>Brian Joiner CEO</b>
<b>RESPONSIBLE OFFICER</b>	<b>Brian Joiner CEO</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>Nil</b>

### **SUMMARY:**

KBCCI is holding a Women's leadership Forum on 16 July 2021 in Kalgoorlie. In accordance with Policy 1.11, this paper is seeking approval for Cr J Dwyer to be funded by Council for her attendance.

### **BACKGROUND:**

The KBCCI Women's Leadership Forum provides an opportunity for development and networking with a range of high-profile speakers. The event statement is:

*The 2021 Women's Leadership Forum is a celebration of women. It aims to provide strategies for personal growth and is designed for anyone who wants to succeed in their chosen path. The event shines a light on the important strategic position women play on the region's economy and will act as a conduit for higher representation of female leadership across our community. Our diverse and unique speakers will share their stories of how they pioneered in their field, overcame gender inequality and adversity and became inspiring mentors for women all over the world.*

*Delegates take away practical tips and strategies to advance their aspirations, boost their motivation and inspire them to take the next step.*

*The fantastic line up of guest speakers this year are Jenn Morris, Dr Nikki Stamp, Priya Cooper and Christina Matthews.*

Female Council staff are being sponsored to attend by the Shire as a development and networking opportunity. The CEO approached Cr J Dwyer about attending with staff, as a participant, to provide a broad range of representation from the Shire and for Cr J Dwyer's personal development.

### **COMMENT:**

Information contained within this report satisfies the requirements of Policy 1.11 – Attendance at events.

### **CONSULTATION:**

Nil.

**STATUTORY AUTHORITY:**

*Local Government Act (1995) S5.90A.*

**POLICY IMPLICATIONS:**

Policy 5.11 – Attendance at events.

**FINANCIAL IMPLICATIONS:**

Cost of the ticket is \$165 which is budgeted through Councillor Development and Training.

**RISK ASSESSMENT:**

Risk Statement	Level of Risk	Risk Mitigation Strategy

**STRATEGIC IMPLICATIONS:**

4.1 A strategically focussed Council, leading our community.

4.1.3 Encourage and support community engagement and collaboration.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION:**

That Council Approve Cr J Dwyer to attend the KBCCI Women’s Leadership Forum.

**COUNCIL DECISION:**

<b>Council Resolution Number</b>	
----------------------------------	--

<b>Moved</b>		<b>Seconded</b>	
--------------	--	-----------------	--

<b>Carried</b>	
----------------	--

## 12.2.8 Local Law Review

<b>12.2.8 LOCAL LAW REVIEW</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Shire of Menzies</b>
<b>DOCUMENT REF</b>	<b>COR.910.1 / NAM396</b>
<b>DATE OF REPORT</b>	<b>3 May 2021</b>
<b>AUTHOR</b>	<b>Niel Mitchell, Consultant</b>
<b>RESPONSIBLE OFFICER</b>	<b>Brian Joiner CEO</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>Local Law Review Report (Highbury Conway – dated 3.5.21)</b>

### **SUMMARY**

The review was initiated by Council resolution at the January 2021 Council meeting.

### **BACKGROUND**

The review was initiated by advertisement in the Menzies Matters issue 147 for March 2021 and undertaken in accordance with the *Local Government Act 1995* s.3.16.

No submissions were received.

### **COMMENT**

This 2021 review built on the 2014 review which was presented to Council in July 2014. At that time a number of resolutions were made and the actions presented to Council in February 2015. A number of matters were authorised and carried out, with the remainder of the recommendations being laid on the table.

Three actions in the Report are identified as important, and others having varying levels of priority. These are presented as separate recommendations for ease of consideration.

As the review has been undertaken, there is no requirement for Council to implement any of the recommendations.

The Act requires that any actions resulting from a local laws review is to be determined by absolute majority.

### **CONSULTATION**

Brian Joiner, CEO  
Jan Hancock, Governance Officer

### **STATUTORY ENVIRONMENT**

*Local Government Act 1995* –

- *s.3.16 – Local laws to be reviewed at least every 8 years*  
*(4) Consideration of the report and determination of any actions is by absolute majority*

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Costs of preparation of repeal local laws, new local laws or amending local laws.

Costs of advertising etc once formal adoption of the relevant local law is resolved.

**RISK ASSESSMENT**

Risk Statement	Level of Risk	Risk Mitigation Strategy
Continuation of increasingly out of date local laws	High	<ol style="list-style-type: none"> <li>1. Revocation of several local laws that are out of date.</li> <li>2. Development and adoption of new or amendment local laws</li> </ol>
Potential inadequacy of the local laws if needing to be relied on	High	<ol style="list-style-type: none"> <li>1. Revocation of several local laws that are out of date.</li> <li>2. Development and adoption of new or amendment local laws</li> </ol>

**STRATEGIC IMPLICATIONS**

4.2 An efficient and effective organisation

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

**VOTING REQUIREMENTS**

Absolute majority

## OFFICERS RECOMMENDATION

1. That Council Revoke:

- the three old Cemetery By-laws;
- the three old Health By-laws;
- clause 3.3(2) & (3) of the Bush Fire Brigades Local Law 2015.

And;

2. That Council Authorise preparation of new local laws for:

- Cemeteries,
- Health, incorporating provisions currently in the Urban Environment and Nuisance Local Law, and
- Meeting Procedures

And;

3. That Council Authorise replacement local laws for:

- Public Places and Local Government Property Local Law:
  - revoking the Activities in Thoroughfares and Public Places Local Law; and
  - incorporating buildings and structures under Council's management or control; and
- Dogs, revoking the current Dogs Local Law.

And;

4. That Council make no change to the Urban Environment and Nuisances Local Law (unless revoked through inclusion in a Health Local Law).

## COUNCIL DECISION

		<b>Council Resolution Number</b>	
<b>Moved</b>		<b>Seconded</b>	
		<b>Carried</b>	

---

# Report

To: Brian Joiner  
Chief Executive Officer  
Shire of Menzies

Date: 3 May 2021

**Subject: Statutory Review of Local Laws**

---

## Statutory context

This review is carried out in accordance with the Local Government Act 1993 s.3.16, and is required to be undertaken at least once every 8 years.

The requirement for a review does not obligate Council to implement any changes.

## Historical context

The previous review was carried out in 2014 and the report presented to Council on 31 July 2014. At that time, the 2014 Report was received and it was resolved to proceed to developing a range of new local laws.

These were presented to Council on 26 February 2015, where it was resolved to commence the statutory processes for the proposed Bush Fire Brigades Local Law. All others were laid on the table without a date for future consideration.

## Current review

A full review of local laws requires that the community be given the opportunity to comment for a minimum of 6 weeks. The notice of the review is required to be published in 4 places –

- website (mandatory)
- newsletter, social media and notice boards (3 of 7 options)

Notice was published in accordance with the Administration Regulations r.3A –

- date of publication – 5 March 2021 in the Menzies Matters, website, social media, notice boards
- earliest date for close of public comment – 16 April 2021
- actual date of close of public comment – 30 April 2021

## Documents referred to in this Report

Principal documents referred to in this Report –

- 2014 Review of Local Laws
- Minutes extract of 31 July 2014

- Minutes extract of 26 February 2015
- Current local laws as amended/consolidated

Please feel free to contact me if you have any queries regarding any matter.



Niel Mitchell

## **Cemetery Local Laws**

### 2014 Review Summary

The 2014 Review noted the existence of three very old local laws that were still operational –

- Menzies General Cemetery Bylaws (1904)
- Kookynie Public Cemetery Bylaws (1904)
- Comet Vale Public Cemetery Bylaws (1915)

None of the other nine cemeteries had local laws.

### Current Status

These old local laws remain in force, although they are highly unlikely to be used.

A new Cemeteries Local Law was drafted for consideration in 2015, but has laid on the table since.

No updated cemetery local laws have been adopted.

### Comment

Circumstances exist now that didn't more than a century ago, and some don't now that were needed then.

A cemetery is a place of social and historical importance, and should have adequate protection. While the Activities in Thoroughfares and Public Places Local Law may have some ability to regulate behaviour, it is inadequate to all circumstances unless amended.

For instance, while the cemetery is public ground controlled by the Shire, the headstones are private property. Without local law protection, the only way damage to them might be acted on is the family of the person interred to take action, as there is no scope for the Shire to act in a private matter. If a prohibition on damage to headstones is included in a local law, there is legal capacity for the Shire to act.

Other matters generally in a Cemeteries Local Law not covered by the ATPP Local Law, include –

- depth, dimensions of graves, dimensions and materials of headstones and monuments etc
- management and damage to headstones and memorials (private property),
- management and requirements for interments and funeral services etc.

It is expected that use of cemeteries is rare, and accordingly, Council may not view a new Cemeteries Local Law as being needed.

In summary, there is currently no relevant and effective local law to manage cemeteries.

The 2015 draft Cemeteries Local Law would form a good foundation; however, it does need updating for legislative changes etc.

### Recommendation

1. That at minimum, the 3 very old local laws be revoked.
2. That the draft Cemeteries Local Law proposed in 2015 be updated and presented for adoption.

## **Health Local Laws**

### 2014 Review Summary

The 2014 Review noted the existence of three very old Health Bylaws –

- Health Bylaws of 1915 adopting the Health Model Bylaws Series “B” of 1915
- Health Bylaws of 1948 adopting the Health Model Bylaws Series “A” originally published in 1927, and reprinted in 1944
- Health Bylaws of 1957 adopting the Health Model Bylaws Series “A” reprinted in 1955

### Current Status

No record of revocation of these has been able to be located, and accordingly, all three remain current.

The Health Department has advised that amendments in 1974 and 1989 are invalid and have no effect, as they cite Bylaws that were never formally adopted.

They have no record of any more recent adoption of Health Local Laws.

### Comment

In 2002 there was a draft Health Local Law prepared, however, the Health Dept has no record of its adoption or Gazettal, there is nothing found with the State Law Publisher. Accordingly, it is clear that these were never finalised, and are therefore not in force and have no effect. Any use of them is unsafe, and they should not be relied on for enforcement.

The current health local laws applying to the Shire are those adopted in 1957, and again are woefully out of date.

With the new Public Health Act 2016, there is an opportunity for significant changes in processes, and administrative matters, together with the ability to issue infringements rather than having to resort to prosecution in every instance.

While a number of local governments have adopted new Health Local Laws since 2016, none have taken full advantage of the changes. One local government is nearing completion of a Health Local Law that does, and theirs may be able to be used as a template once adopted (expected within 6 months).

Quite a few local governments do not have Health Local Laws, relying instead on various other legislation to control matters. However, the larger a local government is, the more likely they are to need Health Local Laws to assist in managing a wide range of public health issues, building standards and so on.

Accordingly, Council may not view a Health Local Law as being a priority.

In summary, there is no current relevant and effective local law to manage public health matters.

### Recommendation

1. That at minimum, the 3 very old local laws be revoked.
2. That Council notes that the most current Health Bylaws in force in the Shire of Menzies are those dating from 1957.
3. That a new Health Local Law be prepared and presented for adoption.

## **Activities in Thoroughfares and Public Places Local Law 2007**

### 2014 Review Summary

The 2014 Review suggested a number of amendments, some of them technical for clarification, and others for general consistency.

### Current Status

Originally adopted by reference from the Shire of Kojonup Activities in Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000, not all provisions apply particularly well, but the local law is serviceable. One amendment was made in 2013 to manage activities at Niagara Dam, particularly off-roading, since vehicles were roaming over much of the reserve rather than remaining on the tracks.

The suggested amendments from 2014 have not been made at this time. In summary, the amendments were to –

- align terminology with legislation provisions and titles,
- remove the need for a register of acceptable materials for works and material for improvements in verges,
- improve ability for CEO to amend or determine forms, rather than having to refer these to Council,
- bring penalties up to date.

### Comment

Many local governments now combine this local law with a local government property local law, so that there is a broad span of control able to be exercised, not just over open spaces (thoroughfares, reserves etc) but also in relation to buildings. Some do have them as separate local laws, however, there are advantages in combining them –

- similarity of many of the provisions,
- no dispute over where the jurisdiction of one local law ends and the other begins.

While this is a clear gap in the current local law, it is implied by various provisions, such as the definition of premises in clause 1.2 –

“premises” for the purpose of the definition of “public place” in both this clause and clause 6.1, means a building or similar structure, but does not include a carpark or a similar place;

The general provisions of the existing local law is adequate for what it covers, but there are amendments that would improve its relevancy.

One amendment recommended is removal of the term “local government” indicating a function that must be carried out by the Council or may be delegated to the CEO, be amended to “authorised person”, meaning no delegation required, reduced administrative impact, ability in many circumstances to appoint a non-employee etc (such as ranger, health/building surveyor). A delegation may only be exercised by –

- a committee appointed by Council, refer LG Act s.5.16 with some restrictions,
- the CEO by Council resolution, refer LG Act s.5.42,
- or sub-delegation at the discretion of the CEO, by and employee, refer LG Act s.5.44. Delegation is not permitted to a non-employee, but many instances permit a non-employee to be appointed as an authorised person, with some restrictions.
- Must be reviewed and adopted annually.

However, once appointed as an authorised person, the authority continues for as long as the appointment is valid – a number of years, specific circumstances, until revoked or term of employment etc.

While there are many instances of the use of “local government” in this way, an amendment should be relatively straightforward.

Of particular concern is the lack of direct application to buildings and structures under the Shire’s control. It is considered it would be beneficial to expand the local law to clearly incorporate management of buildings, recreation facilities etc, with the thoroughfares and reserves.

Inclusion of buildings and structures, would be a substantial amendment, and together with the other amendments proposed in the 2014 Review, and the changes of legislation and trends since 2000, make the development of a new local law

It is suggested that a new local law be developed, given –

- the number of amendments not implemented from the 2014 Review,
- the age of the original local law depended on (2000), and
- matters relating to authorised persons, buildings etc.
- provision for delegation of power to CEO and appointment of authorised persons.

### Recommendation

1. That a new Public Places and Local Government Property Local Law be prepared, expanding application to clearly include buildings and structures under Council’s management or control.

## **Dogs Local Law 2007**

### 2014 Review Summary

The 2014 Review suggested a number of amendments, some of them technical for clarification, others to align with legislation and others for general consistency.

### Current Status

Originally adopted by reference from the Shire of Moora Dogs Local Laws 1999, not all provisions apply particularly well, but are serviceable. One legislative change was made as a result of a Governor's Order, and this resulted in adoption of dog exercise areas by resolution (as required) in February 2015. The wording of the local law should still be amended to reflect this.

The suggested amendments have not been made at this time.

### Comment

There are some inconsistencies in the local law with both State and Commonwealth legislation (exercise areas, prohibited areas, application for assistance dogs etc). These include changes to dangerous dog provisions, guide dogs etc.

Some technical issues are noted, e.g. the Parliamentary Joint Standing Committee on Delegated Legislation now object to the wording of clause 3.1(1)(c) on the basis that strict adherence to the requirement means that a gate cannot be opened in order to take a dog out for exercise, and require the wording to be modified in new local laws –

#### **Dogs to be confined**

3.1 (1) An occupier of premises on which a dog is kept must—

(c) ensure that every gate or door in the fence is kept closed at all times when the dog is on the premises and is fitted with a proper latch or other means of fastening it;

The penalties are now well below the maximums permitted, however, as most infringements would be for offences under the Dog Regulations, the impact of amending these is minimal.

No provisions are included for kennels, which are often used to manage more than the approved number of dogs (clause 3.2(2) limits to 2 in townsites and 6 elsewhere). It is presumed that this is unlikely to be an issue.

Also, the inclusion of penalty amounts for various clause (e.g. clauses 2.4, 3.1, 5.1 etc) acts to limit the maximum penalties under the Dog Act that a Court could apply if a person was prosecuted.

Of all local laws, the Dogs Local Law is perhaps the most likely to need to be used.

It is suggested that a new local law be developed, given –

- the number of amendments not implemented from the 2014 Review,
- the age of the original local law relied on (1999), and
- matters relating to penalties and dangerous dog provisions,
- provision for delegation of power to CEO and appointment of authorised persons.

### Recommendation

1. That a new Dogs Local Laws be prepared.

## **Urban Environment & Nuisances Local Law 2007**

### 2014 Review Summary

The 2014 Review recommended that this local law be retained without amendment.

### Current Status

No changes have been made to the local law.

### Comment

As noted in 2014, most nuisance local laws cover more than old refrigerators without magnetic seal doors, to include –

- nuisances such as noise, odours, trucks in residential areas etc;
- keeping of farm animals in an urban environment, birds, bees etc;
- pest plants;
- untidy properties or inappropriate activities such as wrecking etc.

Some of these matters could be dealt with in a Health Local Law if desired, as these usually have a nuisances division.

There is one reference to “the local government may” which requires delegation of power to the CEO. This delegation which is sufficient, but could be improved by amending to an authorised person and therefore not requiring annual review of delegated power.

There is still no need for change, unless Council wishes to extend its application.

### Recommendation

1. That the Urban Environment and Nuisances Local Law remain in force without amendment, unless revoked by inclusion in a Health Local Law.

## **Bush Fire Brigade Local Law 2015**

### 2014 Review Summary

This local law was recommended in the 2014 Review.

### Current Status

The Bush Fire Brigades Local Law was approved in 2015 and published in the Government Gazette on 23 June 2015.

No amendments to the local law have been made.

### Comment

If a local government has bush fire brigades, the Bush Fires Act 1954 mandates that a local law is required to outline the roles of brigade officers.

This local law follows the usual practice of specifying a range of additional matters relating to Chief and Deputy Chief Fire Control Officers, fire control officers, administration and meetings of brigades.

As such, the current local law could be simplified even further from the unworkable WALGA model than it is now. There is no issue with retaining the local law as it is now, but bear in mind that as a local law the brigades and officers are required to comply with its provisions.

Provisions that should be revoked is within clause 3.3 which stipulate –

- (2) Bush fire control officers are to complete a Bush Fire Control Officers course conducted by DFES within 12 months of appointment, unless a course has been completed within the 4 years prior to appointment as a bush fire control officer.*
- (3) Bush fire control officers are required to complete a Fire Control Officers course at least once every five years.*

With the recent amendments to the Occupational Health and Safety Act, these are superfluous, and potentially create issues for the Council and senior staff. Correction of this is considered to be urgent.

### Recommendation

1. That the Bush Fire Brigades Local Law clause 3.3(2) and (3) be revoked.

## **Other local laws**

### Comment

New local laws that are recommended for consideration are –

- Cemeteries Local Law – as noted earlier in this Report,
- Dogs Local Law – replacement, as noted earlier in this Report,
- Health Local Law – as noted earlier in this Report
- Meeting Procedures Local Law –
  - o to have the legal capacity to manage meetings appropriately, including a range of provisions for public question time,
  - o without the local law, management of meetings relies of the consent of those present and participating, with little ability for the presiding person to require compliance.

Little value is seen in the adoption of the following local laws, and therefore, they are not recommended at this time –

- Cats Local Law,
- Extractive Industries Law – control of mining activities principally on privately owned land, as opposed to reserve lands (including pastoral leases),
- Fencing Local Law – specifying standards for sufficient fences (may be by policy), and control of dangerous materials that could be used in fencing (must be in a local law),
- Parking Local Law,
- Waste Local Law – to control the collect of domestic waste (not busines or commercial), waste disposal facilities.

### Summary of Recommendations

1. At minimum –
  - revoke the three very old Cemetery By-laws;
  - revoke the three very old Health By-laws;
  - revoke clause 3.3(2) & (3) of the Bush Fire Brigades Local Law 2015.
2. That new local laws be prepared for –
  - Cemeteries,
  - Health, incorporating provisions currently in the Urban Environment and Nuisance Local Law, and
  - Meeting Procedures
3. That replacement local laws be prepared for –
  - Public Places and Local Government Property Local Law –
    - o revoking the Activities in Thoroughfares and Public Places Local Law,
    - o incorporating buildings and structures under Council’s management or control
  - Dogs, revoking the current Dogs Local Law,
4. No change be made to –
  - Urban Environment and Nuisances Local Law (unless revoked through inclusion in a Health Local Law).

---

End

INTENTIONALLY LEFT BLANK

## 12.2.9 Changes to Senior Management Positions

<b>12.2.9 CHANGES TO SENIOR MANAGEMENT POSITIONS</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	
<b>DATE OF REPORT</b>	<b>11 May 2021</b>
<b>AUTHOR</b>	<b>CEO Brian Joiner</b>
<b>RESPONSIBLE OFFICER</b>	<b>CEO Brian Joiner</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>Organisational Structure Diagram</b>

### **SUMMARY:**

This item requests Council approve changes to the senior positions, reporting to the CEO, for the Shire of Menzies.

### **BACKGROUND:**

The previous organisational structure was approved by Council in March 2020 at the OCM. There have been several issues that have arisen which are systemic in nature and have not been addressed in the past. The 2020 compliance audit review resulted in some non-compliances that should have been picked up and fixed before this year. Although most of the issues arising have been rectified there is still a lot of work to put processes in place to ensure they do not occur again.

While reviewing the organisational structure it is also a good time to look to the future in other areas. Although further work is required, this is indicative of a service model that is more responsive and aligns effort and resources to areas of growth.

An initial structural review was brought to Council at the March 2021 OCM and 29 April 2021.

### **COMMENT:**

The move of governance and compliance to become a direct report to the CEO is an indication of the commitment of the organisation in these areas. Reworking the role in charge to take on leadership responsibilities is a reflection on the changes in expectations and accountability.

Manager Economic Growth and Strategic Planning assists the CEO in developing strategies to grow communities and encourage industry. The role also takes responsibility for the administration, prioritising and tasking of the monthly works programme.

There is a net increase to FTE of one (1) however the net cost increase is less than the cost of the FTE as reliance on contract labour companies decrease.

### **CONSULTATION:**

Nil.

**STATUTORY AUTHORITY:**

*Local Government Act (1995)*

**POLICY IMPLICATIONS:**

No change to policies at this time.

**FINANCIAL IMPLICATIONS:**

The appointment of an Executive Officer reduces the reliance on contract staff through labour hire organisations. This will result in a net saving of \$33,000p.a. The pay rate for the Manager Governance and Assurance will be marginally more than the current rate.

Adjustments in rates and conditions may result in costs increasing in other positions by up to \$20,000p.a.

An additional FTE for the Senior Advisor Economic Growth and Strategic Planning will cost the organisation approximately \$120,000 p.a. inclusive of all costs.

Total adjustment to the annual budget will be approximately \$100,000. For the current FY, allowing for recruitment to occur, the adjustment to costs will be less than \$10,000. This can be absorbed within the current staffing budgets.

**RISK ASSESSMENT:**

Risk Statement	Level of Risk	Risk Mitigation Strategy
Nil.		

**STRATEGIC IMPLICATIONS:**

4.2 An efficient and effective organisation.

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.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION:**

That Council approve changes to the organisational structure in accordance with the diagram at Attachment A.

**COUNCIL DECISION:**

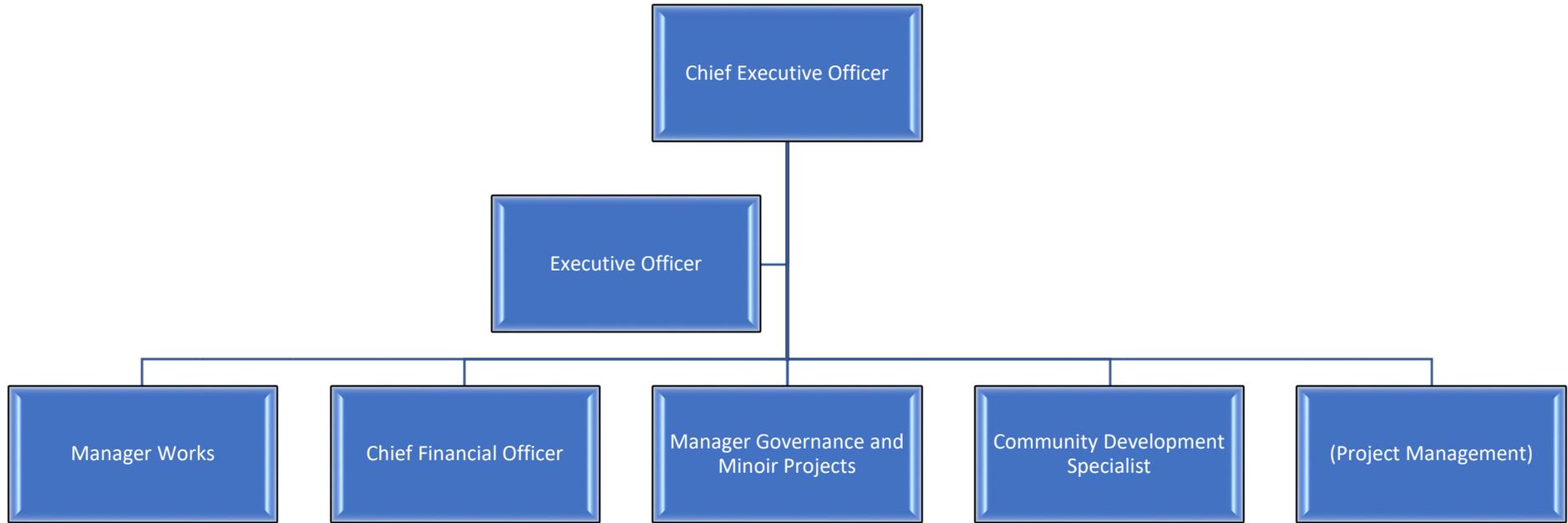
<b>Council Resolution Number</b>	
----------------------------------	--

<b>Moved</b>		<b>Seconded</b>	
--------------	--	-----------------	--

<b>Carried</b>	
----------------	--

**Attachment 1 to Item 12.2.10 – Changes to Senior Management Positions**

Level 1 – CEO and Direct Reports



## 12.2.10 Policy 4.13 – Asset Management

<b>12.2.10 NEW DRAFT POLICY – 4.13 – ASSET MANAGEMENT</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	<b>COR.860.1 / NAM</b>
<b>DATE OF REPORT</b>	<b>13 May 2021</b>
<b>AUTHOR</b>	<b>GOV Jan Hancock</b>
<b>RESPONSIBLE OFFICER</b>	<b>CEO Brian Joiner</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>New Draft Policy – 4.13 – Asset Management</b>

### **SUMMARY:**

This item recommends adoption of new Policy – 4.13 – Asset Management (refer to attachment).

### **BACKGROUND:**

This Policy was developed for adoption by Council in 2020 by Moore Australia (MA) through the engagement of MA by the NGCG (Northern Goldfields Compliance Group).

### **COMMENT:**

The objective of this policy is to ensure Council has sufficient systems, processes, resources and organisational commitment in place to deliver asset management service outcomes on a financially optimal basis

### **CONSULTATION:**

Chief Executive Officer  
Moore Australia

### **STATUTORY AUTHORITY:**

Audit Regulation 17 (Financial Management).

### **POLICY IMPLICATIONS:**

Nil

### **FINANCIAL IMPLICATIONS:**

Nil

**RISK ASSESSMENT:**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
Implement and maintain management systems, processes, resources and organisation commitment to deliver asset management service outcomes on a financially optimal basis	Medium/High	Appropriate and effective system and controls to achieve financially optimal outcomes.

**STRATEGIC IMPLICATIONS:**

4.2 An efficient and effective organisation.

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

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION:**

That Council adopt Policy 4.13 – Asset Management.

**COUNCIL DECISION:**

<b>Council Resolution Number</b>	
----------------------------------	--

<b>Moved</b>		<b>Seconded</b>	
--------------	--	-----------------	--

<b>Carried</b>	
----------------	--



## **POLICY – 4.13 – Asset Management**

### **Relevant Delegation**

N/A

---

### **Policy Statement**

To ensure that the Shire has sufficient systems, processes, resources and organisational commitment in place to deliver asset management service outcomes on a financially optimal basis.

Service delivery may be via the provision of Shire owned Infrastructure Assets, in which case assets are to be managed to support financially optimal service delivery outcomes for the lowest whole of life cost.

Alternatively, service delivery may be via a third party, in which case the Shire has a role in ensuring third party Infrastructure Assets are provided and managed to achieve financially optimal service delivery outcomes with the lowest possible draw on Shire resources.

The policy also assists the Shire in compliance with the provisions of the State Government's Integrated Planning & Reporting Framework by having an integrated approach to Planning for the Future.

Adherence to the policy will ensure that the Shire will continue to deliver (or facilitate the delivery) of financially optimal asset services aligned with the aspirations of the community.

### **Scope and Limitations**

This policy covers all service delivery of the Shire and relates specifically to the management of infrastructure assets under the care, control and responsibility of the Shire. This includes assets used to deliver services or the infrastructure management regime of third parties where the Shire facilitates service delivery by a third party. This may include but is not limited to:

- Government Agencies;
- Private Enterprise; and
- Contractors,

### **Background**

The community relies on the Shire to deliver services. The Shire has finite resources and limited income streams that can be targeted to fund service delivery. The Shire must ensure service delivery is well targeted and aligns with the Community's aspirations identified via the development of the Strategic Community Plan.

To help ensure scarce resources are optimally allocated, it is important informed decisions are made when considering the acquisition, ongoing ownership, management and disposal of infrastructure assets. The Shire also needs to continuously consider whether it needs to provide and / or own assets in order to deliver services to the community or whether it can simply facilitate the provision of the service by a third party, i.e. non-asset ownership service delivery.

To assist with making informed decisions in relation to this, the Shire will put in place the following:

- A Strategic Asset Management Framework, consistent with National standards in Asset Management and Long Term Financial Planning (Nationally Consistent Approach);
- Maintain and regularly review a contemporary Asset Management Policy;
- Develop, maintain and regularly review an Asset Management Improvement Strategy clearly articulating a sustainable path for continuous improvement and identifying resources to implement via the budget process;
- Develop, maintain and regularly review Asset Management Plans;
- Asset Management Plans will document the Council adopted desired level of service for each asset class which will be derived from Service Level Plans and the community engagement processes used to develop the Strategic Community Plan; and
- Ensure processes are in place to train Councillors and Officers in key aspects of asset management and long term financial planning.

### **Key Commitments**

Prior to making a decision to either, deliver a new service, vary the current service (up or down) or cease the delivery of a service, the following key commitments are to be adhered to:

- The need for the service will be reviewed;
- The service must align with the Strategic Community Plan and fit within the Corporate Business Plan;
- Options for the Shire to facilitate delivery of the service by a third party are to be identified and considered;
- If the service is needed and a third party cannot deliver the service, infrastructure assets that are required to deliver the service will be identified along with:
  - The whole of life cost of delivering the service; and
  - The whole of life planning, maintenance, operation, renewal and disposal cost of the asset required to support the service delivery.
- The service delivery and asset whole of life cost must find within the 10 Year Long Term Financial Plan (once developed);
- Options to renew infrastructure asset before acquiring a new infrastructure asset are to be considered;
- Options to rationalise assets will be considered; and
- The Executive Management Group will develop the systems and processes to comply with the above key commitments.

### **Responsibility and Reporting**

Council - is responsible for approving (including amendments to) the following documents:

- Asset Management Policy;
- Asset Management Improvement Strategy; and
- Asset Management Plans.

Council is also responsible for ensuring resources are allocated to achieve the objectives of the above documents (upon recommendation of the CEO).

In adopting asset management plans, Council determines the Level of Service for each asset class.

*“Chief Executive Officer (CEO)”* - is responsible for ensuring systems are in place to develop, maintain and regularly review Council’s asset management policy, asset management improvement strategy and asset management plans. The CEO reports to Council on all matters relating to asset management.

*“Executive Management Group (EMG)”* – is responsible for monitoring the implementation of asset management across the organisation. The EMG also undertakes the functions of “Asset Management Working Group (AMWG)” and “Integrated Planning and Reporting Working Group (IPRWG)”

The EMG will ensure that strategies are put in place to remove barriers to the successful implementation of asset management.

The EMG will be responsible for ensuring that Council’s asset management improvement strategy is achieved and asset management plans are prepared and maintained in line with Council’s policy on asset management. Where changes to Council’s asset management policy, asset management improvement strategy or asset management plans are identified, the EMG is responsible for considering and making recommendation to Council in relation to changes.

Where aspects of Council’s asset management policy, asset management improvement strategy or asset management plans are not being achieved or adhered to, the EMG will maintain a list of non-compliances and take corrective action. The EMG reports to the CEO (who is also a member of the group) on all matters relating to asset management.

*“Works & Services Coordinator (WSC)”* – is responsible for resource allocation (from Council approved resources) associated with achieving Council’s Asset Management Improvement Strategy. The WSC reports to the CEO in relation to Asset Management resource allocation.

*“All Co-ordinators”*– are responsible for ensuring that resources under their control are appropriately allocated to resource asset management. All Co-ordinators must report to the CEO on all matters relating to Asset Management under their area of control.

### ***Policy Definitions***

“Asset” means a recognisable non-financial asset owned or controlled by the Shire, which enables the local government to achieve its objectives.

“Asset Management Plan” means a plan developed for the management of an infrastructure asset or asset category that combines multi-disciplinary management techniques (including technical and financial) over the lifecycle of the assets.

“Infrastructure Assets” are fixed assets that support the delivery of services to the community. These include the broad asset classes of roads, drainage, buildings, parks and bridges.

“Level of Service” means the combination function, design and presentation of an asset. The higher the Level of Service, the greater the cost to deliver the service. The aim of asset management is to match the asset and level of service of the assets to the community expectations, need and level of affordability.

“Life Cycle” means the cycle of activities an asset goes through while it retains an identity as a particular asset.

“Whole of Life Cost(s)” means the total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance and rehabilitation and disposal costs.

“Maintenance” means regular ongoing day-to-day work necessary to keep an asset operating and to achieve its optimum life expectancy.

“Operations” – means the regular activities to provide public health, safety and amenity and to enable the asset to function e.g. road sweeping, grass mowing, cleaning, street lighting and graffiti removal. Operation expenses are normally incurred annually or even more frequently.

“New” – means creating of a new asset to meet additional service level requirements.

“Resources” means the combination of plant, labour and materials, whether they be external (contractors/consultants) or internal (staff/day labour).

“Renewal” means restores, rehabilitates, replaces existing asset to its original level of service. This may include the fitment of new components necessary to meet new legislative requirements in order for the asset to achieve compliance and remain in use.

“Risk” means the effect of uncertainty on objectives. The focus should be on the effect of incomplete knowledge of events or circumstances on the Shire’s decision making.

“Stakeholders” are those people/sectors of the community that have an interest or reliance upon an asset and who may be affected by changes in the level of service of an asset.

“Upgrade” means enhances existing asset to provide higher level of service.

### **Amendments to this Policy**

Amendments to the policy require a simple majority decision of Council.

– *End of Policy*

COMMENT

Formerly		New Policy March 2021
Last Reviewed	New Policy	
Next Review Date	March 2022	
Amended		
Adopted	25 March 2021	
Version		

## 12.2.11 Draft Replacement Policy 6.1 – Work Health & Safety

<b>12.2.11</b>	<b>DRAFT REPLACEMENT POLICY 6.1 – WORK HEALTH &amp; SAFETY</b>
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	<b>COR.860.1/NAM397</b>
<b>DATE OF REPORT</b>	<b>17 May 2021</b>
<b>AUTHOR</b>	<b>GOV Jan Hancock</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>Draft Policy 6.1 – Work Health &amp; Safety</b>

### **SUMMARY:**

This item recommends adoption of a new Policy 6.1 to replace the outdated Policy 6.1 – Occupational Health & Safety currently in use.

### **BACKGROUND:**

The Policy was developed by Core Business for adoption by Council as the first step in aligning our policies, processes and procedures with the *Work Health & Safety Act (2020)*. The Act sets rigorous legislation requirements with liability on Council to comply, attracting substantial penalties for non-compliance.

### **COMMENT:**

The objective of this Policy is to ensure Council has sufficient systems and organisation commitment in place to effectively address Health and Safety matters within the Shire.

### **CONSULTATION:**

Chief Executive Officer  
Core Business

### **STATUTORY AUTHORITY:**

- *Work Health & Safety Act (2020)*

### **POLICY IMPLICATIONS:**

Nil

### **FINANCIAL IMPLICATIONS:**

Nil – There could be financial implications with the new *Work Health & Safety Act (2020)* and subsequent regulations.

**RISK ASSESSMENT:**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
Implement processes and procedures to protect the health and safety of all persons in the workplace, demonstrated through health and safety management.	Med/High	Committed to the prevention of work-related injury and ill health of staff, contractors and visitors.

**STRATEGIC IMPLICATIONS:**

- 4.2 An efficient and effective organisation.
- 4.2.3 Provide a positive and safe workplace.

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION:**

That Council:

- 1. Rescind the current 6.1 Policy
- 2. Adopt the new Policy 6.1 – Work Health and Safety

**COUNCIL DECISION:**

<b>Council Resolution Number</b>	
----------------------------------	--

<b>Moved</b>		<b>Seconded</b>	
--------------	--	-----------------	--

<b>Carried</b>	
----------------	--



## **POLICY – 6.1 Work Health and Safety**

### **Relevant Delegation**

N/A

---

### **Policy Objective**

The Shire of Menzies is committed to protecting the health and safety of all persons in the workplace including workers, contractors, and visitors. The Shire of Menzies demonstrates this commitment through its health and safety management system that is integrated with all Shire activities, services, and people.

The Shire of Menzies endeavours to take all reasonable and practicable steps to:

- Improve work safety conditions;
- Continuously review and improve its safety performance; and
- Strive to uphold its core values of safety, knowledge, integrity and leadership to achieve its goal of zero harm to people, equipment and the environment.

### **Policy Scope**

This policy applies to all employees, contractors, volunteers, and visitors at all Shire of Menzies's sites and centres.

### **Policy Statement**

The Shire of Menzies recognises its moral and legal responsibility to provide a safe and healthy work environment for workers (including contractors and workers of contractors), clients and visitors to the workplace.

The Shire of Menzies is committed to the prevention of work-related injury and ill health of its staff, contractors and visitor within its working environment. It is our aim that any work carried out within the scope of the business is conducted in compliance with the Safety Management System.

Emphasis will be placed on effective management, ensuring a systematic approach to the identification of risks using a hierarchy of controls and, the allocation of financial and physical resources to control these risks. To deliver these responsibilities, the Shire of Menzies undertakes to:

- maintain a safe and healthy place of work by providing plant, equipment and systems of work which reduces risks to people's health and safety;
- promote WHS (Work, Health & Safety) awareness within the company and encourage workers to participate in the decision-making processes for WHS;
- Support compliance with all relevant safety legislation, regulations, codes of practice and other requirements associated with our operations;
- where any process or service is outsourced, the Shire of Menzies will determine criteria and methods of control to support conformity to our requirements.

- arrange for the effective planning, organisation, control, monitoring and review of preventative and protective measures;
- have in place a framework for setting and reviewing our WHS objectives and targets;
- train, educate and inform our workers about WHS issues that may affect their work; and
- commit to reporting WHS performance with measurable targets to ensure continued improvement.
- openly encourage all staff and contractors to report hazards, including near misses, without fear of reprisal.

This WHS Policy is deemed appropriate for the Shire of Menzies. It includes a commitment to comply with this policy and all applicable regulatory requirements where reasonably practicable.

## **Responsibilities**

Management is committed to:

- integrating WHS into all aspects of the Shire's operations where reasonably practicable;
- doing everything reasonably practicable to ensure the health and safety of its workers while they are at work;
- support compliance with legislative requirements, current industry WHS standards and co-operation with regulatory bodies, as far as is reasonably practicable;
- identifying any hazards in the workplace that may be a risk to health and safety and eliminating or controlling the risk of harm from those hazards;
- measurable targets to encourage continued improvement reflected in accountability/key performance indicators at all levels;
- provision and maintenance of a work environment that is safe and manages risks to health;
- consultation with workers and other parties to improve decision-making on WHS matters;
- development, implementation and review of written safe work procedures;
- distribution and communication of safety information and safe work procedures;
- information, training and supervision to workers, contractors, clients and visitors to support safety;
- support and assist workers in effective injury management and rehabilitation;
- encouraging compliance with WHS and taking swift rectification where required; and,
- review and assessment of WHS policies.

Workers are expected to:

- take reasonable care for the health and safety of themselves and others at work;
- cooperate with the organisation to support compliance with WHS legal obligations;
- participate in consultative arrangements;
- assist management in meeting WHS targets/key performance indicators;
- participate in return to work programs;
- comply with all reasonable instructions from managers concerning health and safety issues at work where reasonably practicable; and,
- strive to use equipment safely and that they correctly use all equipment.

The Shire of Menzies has appointed a management representative (as shown on the noticeboards) for the purposes of this WHS Policy. The Management Representative has the full support of the leadership of the Shire of Menzies to establish, implement and maintain WHS, and other applicable regulations, standards and guidance.

## Review Procedure

The Shire of Menzies appointed 'WHS Safety Committee' will review this policy as required. The review schedule is directed in response to organisational and/or legislative changes and requirements. The review will be undertaken in consultation with workers, Shire representatives and other relevant parties. All relevant persons will be made aware of changes made due to the review. This policy will be reviewed if:

- there are changes in the workplace that may affect the policy;
- the policy is not effective;
- there are legislative changes that affect the policy; and,
- there is a breach of this policy.

This policy is reviewed at least annually, and all version control is managed via the Shire of Menzies WHS software system.

– End of Policy

COMMENT

Formerly		Policy 6.1 - 31 October 2019 Replacement Policy 6.1 - 27 May 2021
Last Reviewed	May2021	
Next Review Date	May 2022	
Amended	Replacement Policy May 2021	
Adopted	31 October 2019	May 2021
Version	Draft	

INTENTIONALLY LEFT BLANK

## 13.1 INFORMATION REPORTS

### 13.1.1 Actions Performed Under Delegation for April 2021

<b>13.1.1 ACTIONS PERFORMED UNDER DELEGATION FOR APRIL 2021</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	
<b>DATE OF REPORT</b>	<b>11 May 2021</b>
<b>AUTHOR</b>	<b>CEO Brian Joiner</b>
<b>RESPONSIBLE OFFICER</b>	<b>CEO Brian Joiner</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>Nil</b>

#### **PURPOSE:**

To report to the Council actions performed under delegated authority for the month of March 2021.

#### **COMMENT:**

To increase transparency this report has been prepared for the Council to identify all actions performed under delegated authority for:

- Bushfire
- Common Seal
- Planning Approvals
- Building Permits
- Health Approvals
- Ranger Related Issues
- Mining / Exploration / Miscellaneous Applications

#### **Bushfire**

The following decisions were undertaken by the Shire of Menzies pursuant to the Bushfire matters for the month.

<b>Date of decision</b>	<b>Decision ref:</b>	<b>Decision details</b>	<b>Applicant</b>	<b>Other affected person(s)</b>
		(insert details)		

#### **Common Seal**

The following decisions were undertaken by the Shire of Menzies pursuant to the Common Seal for the month.

<b>Date of decision</b>	<b>Decision ref:</b>	<b>Decision details</b>	<b>Applicant</b>	<b>Other affected person(s)</b>
		(insert details)		

#### **Planning Approvals**

The following decisions were undertaken by the Shire of Menzies pursuant to the Planning applications for the month.

<b>Date of decision</b>	<b>Decision ref:</b>	<b>Decision details</b>	<b>Applicant</b>	<b>Other affected person(s)</b>
		(insert details)		

### **Health Approvals**

The following decisions were undertaken by the Shire of Menzies pursuant to Health approvals for the month

<b>Date of decision</b>	<b>Decision ref:</b>	<b>Decision details</b>	<b>Applicant</b>	<b>Other affected person(s)</b>
		(insert details)		

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

The following decisions were undertaken by the Shire of Menzies pursuant to Building Permits (including Septic Tank approvals) for the month.

<b>Date of decision</b>	<b>Decision ref:</b>	<b>Decision details</b>	<b>Applicant</b>	<b>Other affected person(s)</b>
		(insert details)		

### **Ranger Related Dog Issues**

The following decisions were undertaken by the Shire of Menzies pursuant to Ranger related dog issues for the month.

<i><b>Date of decision</b></i>	<i><b>Decision ref:</b></i>	<i><b>Decision details</b></i>	<i><b>Applicant</b></i>	<i><b>Other affected person(s)</b></i>
		(insert details)		

### **Applications**

The following Mining/Prospecting/Exploration/Miscellaneous Applications were made for the month of January 2021.

<b>Applicant Name</b>	<b>Application Type</b>	<b>Application Details</b>
High Hopes Mining Pty Ltd	Mining lease	M 31/492
MMWC Group	Miscellaneous licence	29/147
Menzies Goldfield Pty Ltd	Clearing permit	CPS 92721
Menzies Goldfield Pty Ltd	Mining lease	M 29/437
Ardea Resources Ltd	Mining Lease	M 31/493
GTS Equipment and Labour Hire Pty Ltd	Prospecting licence	P 29/2655
Roxbury Trading Pty Ltd	Miscellaneous licence	29/148

ICR 1973



# High Hopes Mining Pty Ltd

A.B.N. 90 622 187 964

48 Shepherds Bush Drive  
Kingsley WA 6026

Director: Lucas Stamp

Mobile: 0404 592 008



18 April 2021

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

Dear Sir/Madam

As required by the Mining Act of 1978 I wish to advise you that we have recently applied to convert our Prospecting Licence 31/2109 at Edjudina, to a Mining Lease M31/492.

I have enclosed a copy of the application and a map with the area highlighted to assist you with identification.

Yours faithfully

A handwritten signature in blue ink, appearing to read "Evan Harris".

Evan Harris  
Tenement Manager

M 31/492

Lodge Office: KALGOORLIE  
Lodge Date: 07/04/2021 14:58:00  
Fees: \$551.00(A) \$3,480.00(R)  
PN: 7935 9699 10  
em-t-M 3100492



FORM 21

WESTERN AUSTRALIA  
Mining Act 1978  
(Secs. 41, 58, 70C, 74, 86, 91, Reg. 64)

### APPLICATION FOR MINING TENEMENT

- (a) Type of tenement
- (b) Time & Date marked out (where applicable)
- (c) Mineral Field

(a) Mining Lease	No. <u>31,492</u>
(b) <u>11.04 a.m. / p.m. 7/4/21</u>	(c) <u>North Coolgardie.</u>

**APPLICANT:**

- For each applicant:
- (d) Full name and ACN/ABN No.
- (e) Address
- (f) No. of shares
- (g) Total No. of shares

(d) & (e) High Hopes Mining Pty Ltd	(f) shares
48 Shepherds Bush Drive	<u>96100</u>
Kingsley WA 6026	
<u>ACN 622187964</u>	
<u>ABN 90622187964</u>	
	(g) total <u>96100</u>

- DESCRIPTION OF GROUND APPLIED FOR:
- (For Exploration Licences see Note 1.
- For other Licences see Note 2.
- For all Licences see Note 3.)
- (h) Locality
- (i) Datum Peg
- (j) Boundaries

(h) Edjudina
(i) Datum situated at GDA Zone 51, 451357 mE /6703951 mN
(j) Thence to 450242.934 mE / 6705257.370 mN
Thence to 452438mE / 6705267mN
Thence to 452672mE / 6705005mN,
BACK TO DATUM
<u>Section 49</u>
Conversion of Prospecting Licence 31/2109 to a Mining Lease
(k) 174 HA

- (k) Area (ha or km<sup>2</sup>)

- (l) Signature of applicant or agent (if agent, state full name and address)

(l) L. Thompson Lucas Stamp Director Date 7/4/2021

**OFFICIAL USE**

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 12 day of May 2021. (See Note 4).

Where an objection to this application is lodged the hearing will take place on a date to be set.

Received at ..... a.m. /p.m. on .....20 .....with fees of .....

Application \$ .....

Rent \$ .....

TOTAL \$ .....

Wright  
Mining Registrar



**NOTES**

**Note 1: EXPLORATION LICENCE**

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
- (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work/programme, estimated cost of exploration and technical and financial ability of the applicant(s).

**Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE**

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

**Note 3: GROUND AVAILABILITY**

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
- (ii) The following action should be taken to ascertain ground availability:
  - (a) public plan search;
  - (b) register search;
  - (c) ground inspection.

**Note 4: ALL APPLICATIONS OVER PRIVATE LAND**

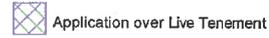
The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.



Pending Application



Live Tenement



Application over Live Tenement

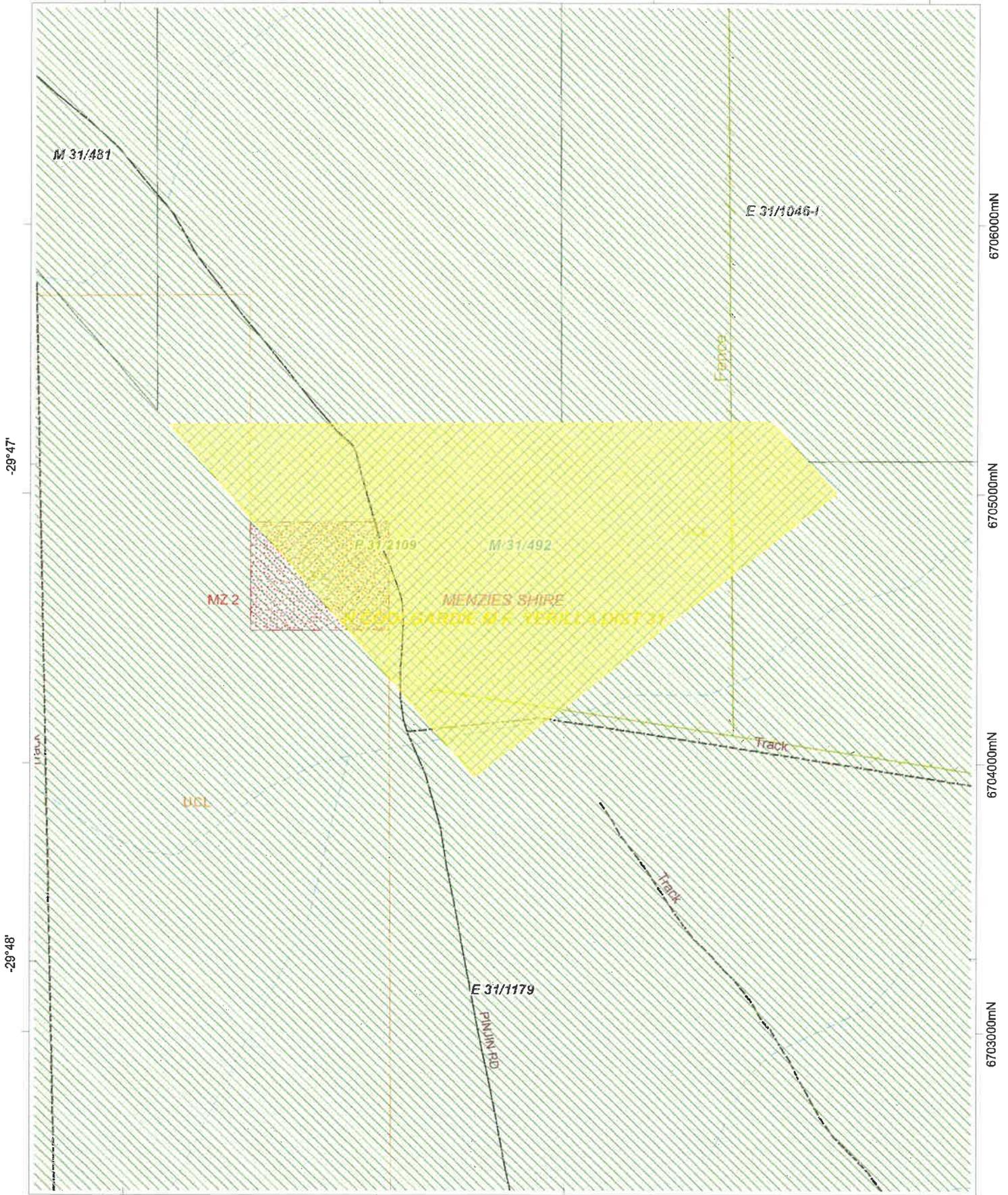
M 31/492 , Quick Appraisal Plan

450000mE

451000mE

452000mE

453000mE



-29°47'

-29°48'

6706000mN

6705000mN

6704000mN

6703000mN

122°29'

122°30'

This plan has been compiled from various data sources received from a number of agencies and with information supplied by applicants for mining tenements. No responsibility is accepted for any error or omission. The Commonwealth of Australia (c) 2003, through Geoscience Australia and the Department of Defence, maintains copyright over these parts of the topographic data it has provided for display in TENGRAPH. Users wishing to use the data in its unaltered form should contact Geoscience Australia at [www.ga.gov.au](http://www.ga.gov.au). Confirmation of the extent and composition of any Native Title Claims should be sought from the Native Title Specialist Services Landgate. Enclosed Pastoral Lease land and Pre 1994 mining confined to Nherruwangga Wejjeri and Ngatavangga LLA Native Title determination boundary.

Scale: 1:18,056



IGA 1972



FIND IT. MINE IT. CLOSE IT.



M&M Walter Consulting  
MINING TITLES AND NATIVE TITLE MANAGEMENT

RECEIVED  
23 APR 2021  
BY: *COM*

ABN 39 802 269 835  
Suite 2, 257 York Street Subiaco WA 6008  
PO Box 8197 Subiaco East WA 6008  
T: (08) 9381 5866 F: (08) 9381 5877

*By Registered Post*

14 April 2021

Attention: Chief Executive Officer  
Shire of Menzies  
124 Shenton Street  
**MENZIES WA 6436**

Dear Sir/Madam

**APPLICATION FOR MISCELLANEOUS LICENCE 29/147**

On behalf of our client Two Lake Developments Pty Ltd, we wish to advise that the abovementioned application is located within the Shire of Menzies. Please find attached documentation for your information and records:

- Copy of the Form 21 application.
- Map showing area applied for.

Please do not hesitate to contact this office if you have any queries in regard to this application.

Yours faithfully

**Jeff Woodman**  
**Senior Mining Title Consultant**  
(For and on behalf of Two Lake Developments Pty Ltd)

[admin@mmwc.com.au](mailto:admin@mmwc.com.au)

Form 21

WESTERN AUSTRALIA  
Mining Act 1978  
(Secs. 41, 58, 70C, 74, 86, 91, Reg. 64)

## APPLICATION FOR MINING TENEMENT

(a) Type of tenement	(a) Miscellaneous Licence		No. L 29/147
(b) Time & Date marked out (where applicable)	(b) a.m./p.m. / /		(c) NORTH COOLGARDIE
(c) Mineral Field			
For each applicant:	(d) and (e)		(f) Shares
(d) Full Name and ACN/ABN	TWO LAKE DEVELOPMENTS PTY LTD (ACN: 634 354 233)		100
(e) Address	PO BOX 8197, SUBIACO EAST, WA, 6008		
(f) No. of shares			
(g) Total No. of shares			(g) Total 100
DESCRIPTION OF GROUND APPLIED FOR:	(h) MYAMIN		
(For Exploration Licences see Note 1. For other Licences see Note 2. For all Licences see Note 3.)	(i) Datum 322400.43 mE 6727827.57 mN (co-ordinates referenced to MGA GDA94 Zone 51)		
	(j) Easting Northing		
	322429.61 6725980.40		
	319200.47 6725928.90		
	319184.01 6726952.53		
	320471.24 6727476.53		
	321344.37 6727132.58		
	323957.46 6731547.27		
(h) Locality	327188.15 6731597.31		
(i) Datum Peg	327216.50 6729750.18		
(j) Boundaries	323986.35 6729700.11		
	324015.25 6727852.96		
	322400.43 6727827.57 Back to Datum		
	Purposes: a bore , a bore field , a communications facility , a meteorological station , a minesite administration facility , a pipeline , a power line , a pump station , a road , a workshop and storage facility and taking water.		
(k) Area (ha or km <sup>2</sup> )	(k) 1,480.61000 HA		
(l) Signature of applicant or agent (if agent state full name and address)	(l) Jeffrey Woodman 2, 257 YORK STREET, SUBIACO, WA, 6008		Date: 09/04/2021

### OFFICIAL USE

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 14th day of May 2021 (See Note 4).

Where an objection to this application is lodged the hearing will take place on a date to be set.

Received at	08:39:04	on	9 April	2021	with fees of
Application	\$551.00				
Rent	\$26,509.90				
TOTAL	\$27,060.90				
Receipt No:					

V Wright  
Mining Registrar

### NOTES

#### Note 1: EXPLORATION LICENCE

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
- (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

#### Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

#### Note 3: GROUND AVAILABILITY

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
- (ii) The following action should be taken to ascertain ground availability:
  - (a) public plan search; (b) register search; (c) ground inspection.

#### Note 4: ALL APPLICATIONS OVER PRIVATE LAND



-  Pending Application
-  Live Tenement
-  Application over Live Tenement

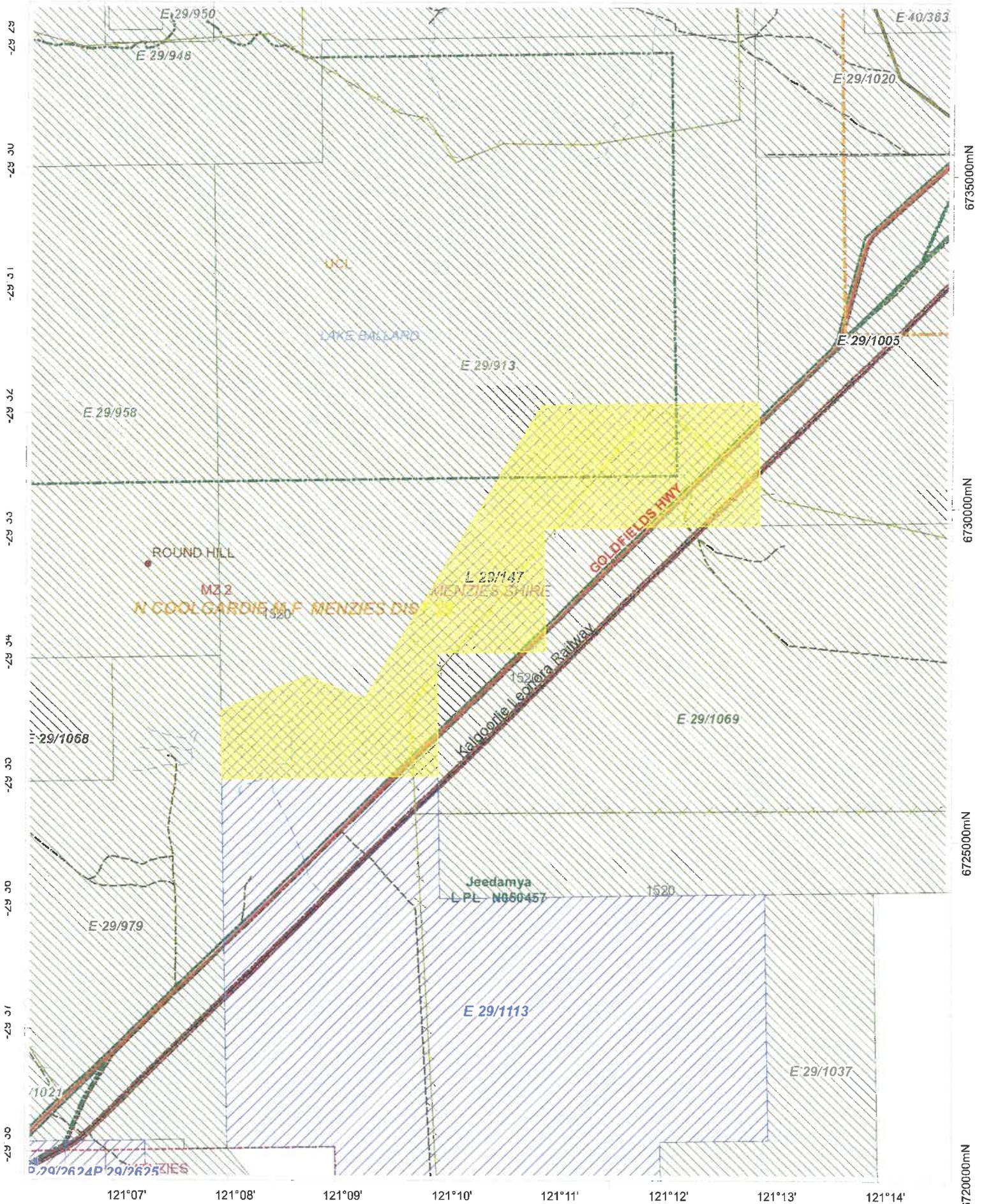
L 29/147

Quick Appraisal Plan

320000mE

325000mE

330000mE



This plan has been compiled from various data sources received from a number of agencies and with information supplied by applicants for mining tenements. No responsibility is accepted for any error or omission. The Commonwealth of Australia (c) 2002, through Geoscience Australia and the Department of Defence, maintains copyright over those parts of the topographic data it has provided for display in TENGRAPH. Users wishing to use the data in its unaltered form should contact Geoscience Australia at www.ga.gov.au. Confirmation of the extent and composition of any Native Title Claims should be sought from the Native Title Special Services Landgate. Enclosed Pastoral Lease land and Pre 1994 mining confined to Nharuwangga Wajami and Ngarawangga I.L.U.A. Native Title determination boundary.

Scale: 1:72,224

0 1 2 3 4 156 5km



Shire of Menzies  
PO Box 4  
**MENZIES WA 6436**  
[ceo@menzies.wa.gov.au](mailto:ceo@menzies.wa.gov.au)

Dear Sir/Madam

### **Application to Clear Native Vegetation under the *Environmental Protection Act 1986***

The Department of Mines, Industry, Regulation and Safety has received the following application for permit to clear native vegetation under the *Environmental Protection Act 1986* (the Act):

<b>Applicant Name:</b>	Menzies Goldfield Pty Ltd
<b>Permit Type:</b>	Purpose Permit
<b>Tenement/s or Tenure:</b>	Mining Leases 29/189
<b>Purpose:</b>	Waste Rock Dump
<b>Area (ha):</b>	7.5 ha
<b>Shire:</b>	Shire of Menzies
<b>Clearing Permit System (CPS) No:</b>	CPS 9272/1

In accordance with sub-section 51E(4) of the Act, on behalf of the General Manager Environmental Compliance, Resource and Environmental Compliance Division, I consider that you may have a direct interest in the subject matter of the application and invite your comment on the proposal. The General Manager Environmental Compliance, Resource and Environmental Compliance Division, will then, after having taken into account any comments received and subject to sections 51O and 51P, either grant a clearing permit (including any specified conditions) or refuse to grant a permit.

Enclosed are maps indicating the area proposed to clear. Please forward your submission to the above address within 21 days from **Monday, 3 May 2021**, quoting CPS 9272/1.

If you have any queries regarding this matter, please contact Stephanie Lea in the Department's Resource and Environmental Division at the address above, for further information.

Yours sincerely

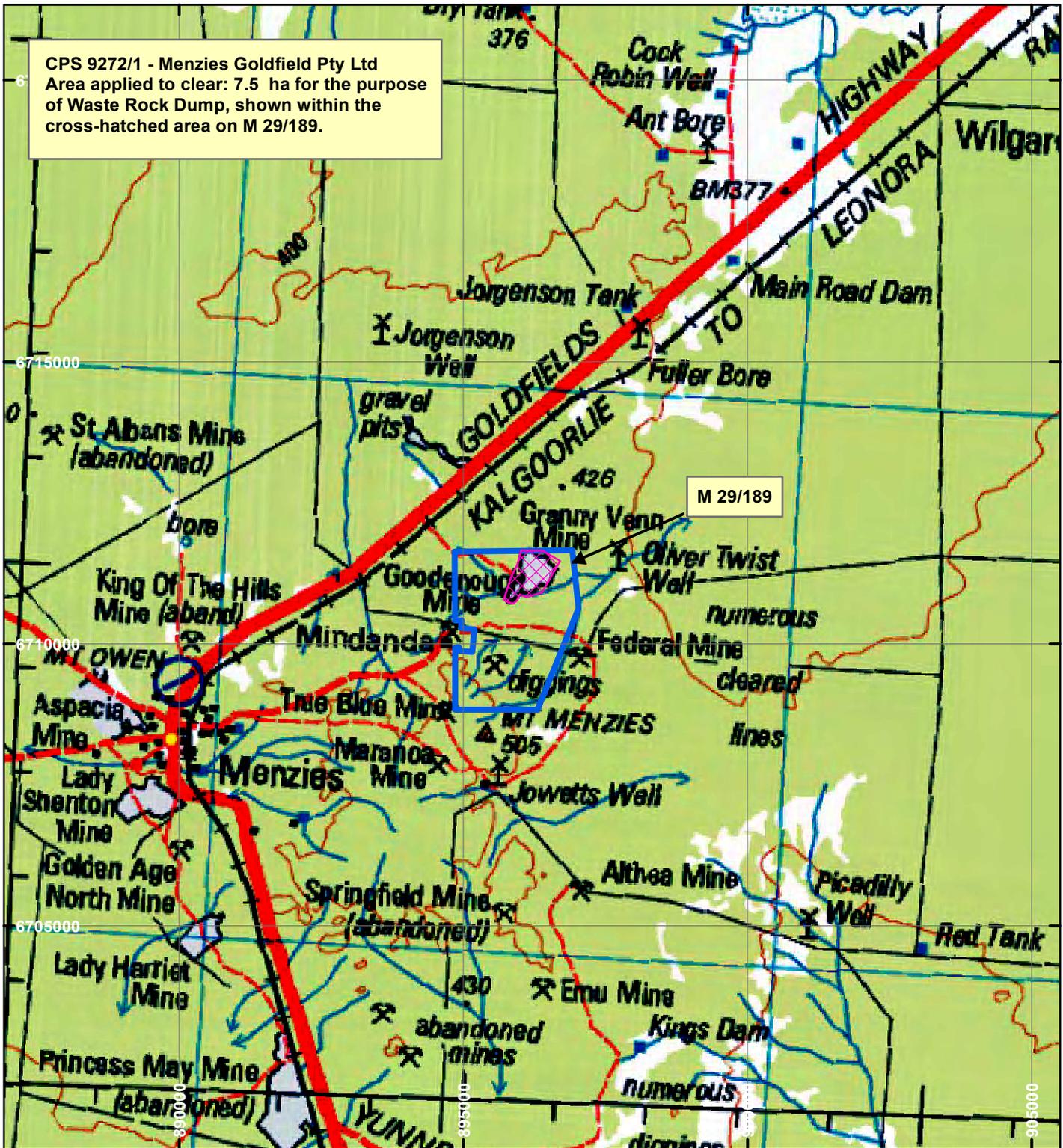
*Daniel Endacott*

Daniel Endacott  
General Manager Environmental Compliance  
Resource and Environmental Compliance Division

30/04/2021

# CPS 9272/1 - Menzies Goldfield Pty Ltd

CPS 9272/1 - Menzies Goldfield Pty Ltd  
 Area applied to clear: 7.5 ha for the purpose  
 of Waste Rock Dump, shown within the  
 cross-hatched area on M 29/189.



## LEGEND



Clearing Instruments



Mining Tenements



Scale 1:100,000

(Approximate when reproduced at A4)

Geocentric Datum Australia 1994

Note: the data in this map have not been projected. This may result in geometric distortion or measurement inaccuracies.

..... Date .....

Officer with delegated authority under Section 20 of the Environmental Protection Act 1986

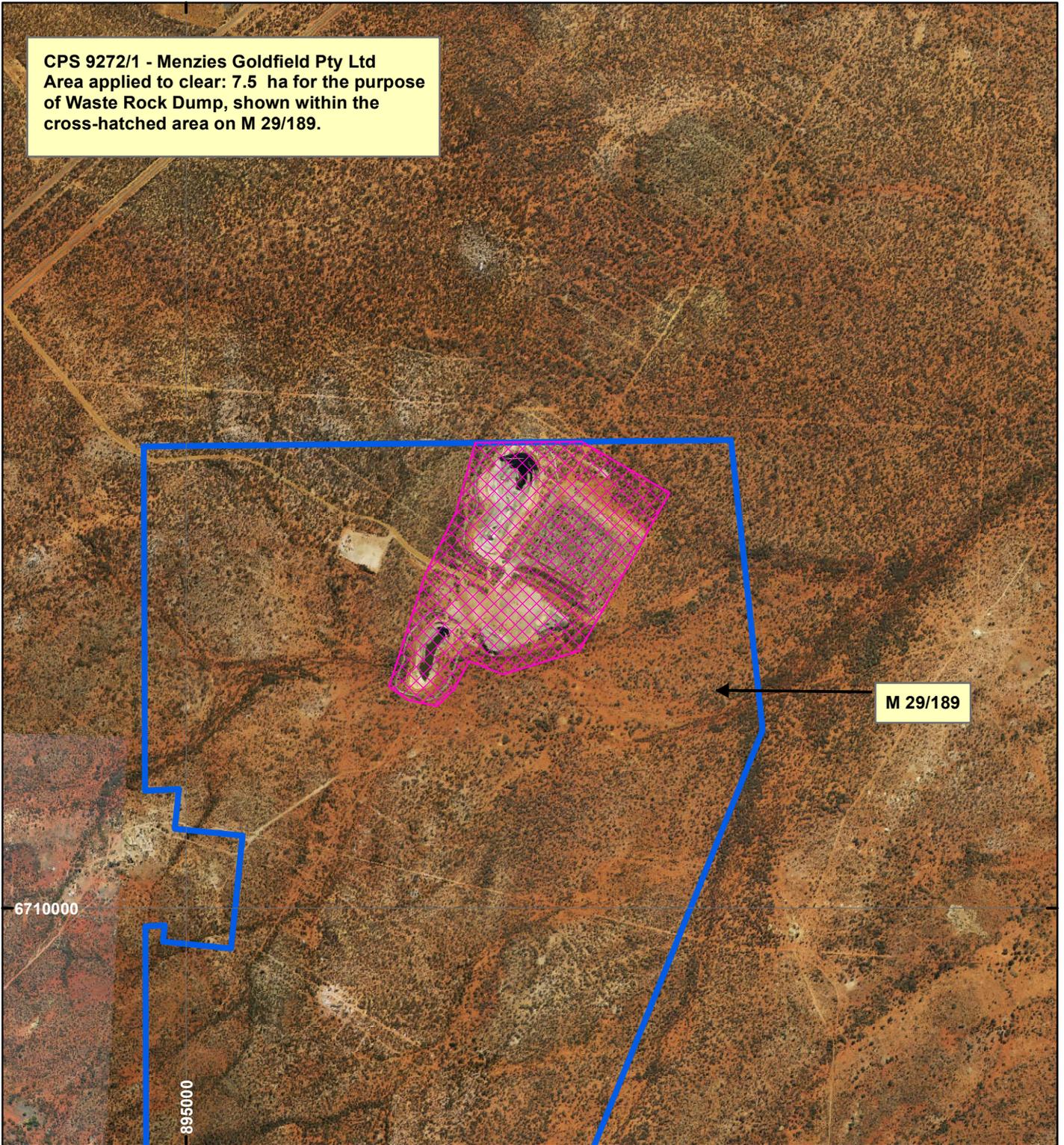
Information derived from this map should be confirmed with the data custodian acknowledged by the agency acronym in the legend.



WA Crown Copyright 2002

# CPS 9272/1 - Menzies Goldfield Pty Ltd

CPS 9272/1 - Menzies Goldfield Pty Ltd  
 Area applied to clear: 7.5 ha for the purpose  
 of Waste Rock Dump, shown within the  
 cross-hatched area on M 29/189.



## LEGEND



Clearing Instruments



Mining Tenements

Orthophotography sourced from Landgate



Scale 1:20,000

(Approximate when reproduced at A4)

Geocentric Datum Australia 1994

Note: the data in this map have not been projected. This may result in geometric distortion or measurement inaccuracies.

..... Date .....

Officer with delegated authority under Section 20 of the Environmental Protection Act 1986

Information derived from this map should be confirmed with the data custodian acknowledged by the agency acronym in the legend.



WA Crown Copyright 2002



**WESTERN  
TENEMENT  
SERVICES**

**RECEIVED**  
10 MAY 2021

BY: AT  
14P243

 P: +61 8 9325 7111  
 PO Box 3285  
East Perth WA 6892  
 [www.wts.net.au](http://www.wts.net.au)  
admin@wts.net.au  
 90 Edward Street  
Perth WA 6000

4 May 2021

**REGISTERED MAIL**

Chief Executive Officer  
Shire of Menzies  
PO Box 4  
MENZIES WA 6436

Dear Sir/Madam,

**RE: APPLICATION FOR MINING LEASE 29/437 – MENZIES GOLDFIELD PTY LTD**

I wish to advise that the abovementioned application was recently lodged with the Department of Mines, Industry Regulation & Safety.

The boundaries of the tenement application fall inside your shire boundaries. A Copy of the form 21 and plan is attached for your information.

Should you have any further queries regarding this matter please do not hesitate to contact me at this office.

Kind Regards

**Fadi Dahdal**  
Mining Titles Consultant  
**WESTERN TENEMENT SERVICES**

Encl.

Form 21

WESTERN AUSTRALIA  
Mining Act 1978  
(Secs. 41, 58, 70C, 74, 86, 91, Reg. 64)

**APPLICATION FOR MINING TENEMENT**

(a) Type of tenement	(a) Mining Lease	No. M 29/437
(b) Time & Date marked out (where applicable)	(b) 18/04/2021 11:41:00	(c) NORTH COOLGARDIE
(c) Mineral Field		
For each applicant:		
(d) Full Name and ACN/ABN	(d) and (e) MENZIES GOLDFIELD PTY LTD (ACN: 161 730 758) C/- WESTERN TENEMENT SERVICES, PO BOX 3285, EAST PERTH, WA, 6892	(f) Shares 100
(e) Address		
(f) No. of shares		
(g) Total No. of shares		(g) Total 100
DESCRIPTION OF GROUND APPLIED FOR: (For Exploration Licences see Note 1. For other Licences see Note 2. For all Licences see Note 3.)	(h) MENZIES (i) Datum is situated @ Zone 51 GDA94 co-ordinates 6714498.232mN and 318655.825mE, thence (j) 6714530.397mN and 320651.580mE, thence 6713549.476mN and 320667.304mE, thence 6713517.305mN and 318671.725mE, thence Back to Datum The application is a Conversion of P 29/2270 . Minerals: Gold	
(h) Locality		
(i) Datum Peg		
(j) Boundaries		
(k) Area (ha or km <sup>2</sup> )	(k) 195.81000 HA	
(l) Signature of applicant or agent (if agent state full name and address)	(l) <i>Fadi Dahdal</i> 90 EDWARD STREET, PERTH, WA, 6000	Date: 20/04/2021

**OFFICIAL USE**

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 25th day of May 2021 (See Note 4).

Where an objection to this application is lodged the hearing will take place on a date to be set.

Received at	15:59:20	on	20 April	2021	with fees of
Application	\$551.00				
Rent	\$3,920.00				
TOTAL	\$4,471.00				
Receipt No:	12951988505				

V Wright  
**Mining Registrar**

**NOTES**

**Note 1: EXPLORATION LICENCE**

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
- (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

**Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE**

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

**Note 3: GROUND AVAILABILITY**

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
- (ii) The following action should be taken to ascertain ground availability:
  - (a) public plan search; (b) register search; (c) ground inspection.

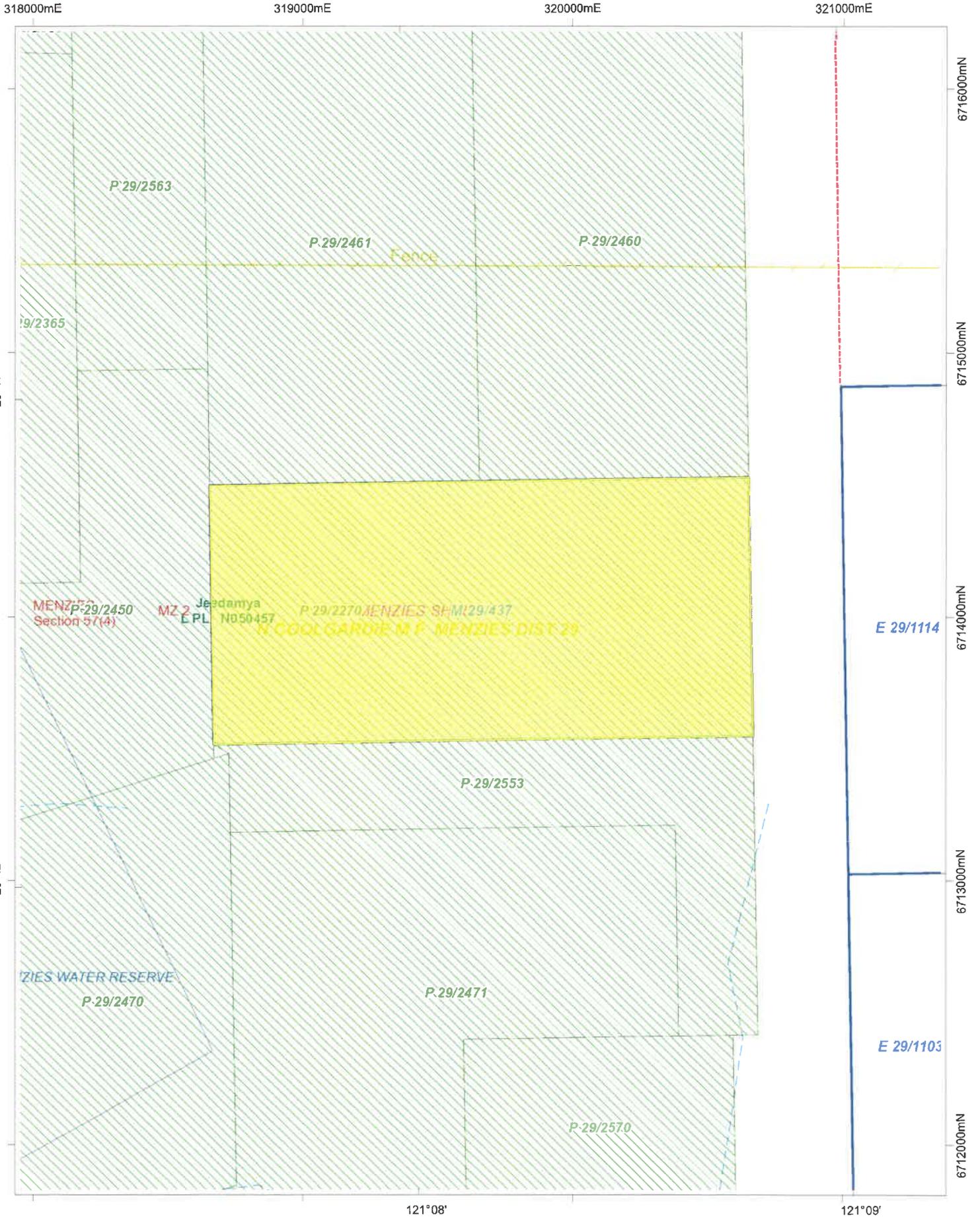
**Note 4: ALL APPLICATIONS OVER PRIVATE LAND**

The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.



-  Pending Application
-  Live Tenement
-  Application over Live Tenement

M 29/437 , Quick Appraisal Plan



This plan has been compiled from various data sources received from a number of agencies and with information supplied by applicants for mining tenements. No responsibility is accepted for any error or omission. The Commonwealth of Australia (c) 2002. Through Geoscience Australia and the Department of Defence, maintains copyright over those parts of the topographic data it has provided for display in TENGRAPH. Users wishing to use the data in its unaltered form should contact Geoscience Australia at [www.ga.gov.au](http://www.ga.gov.au). Confirmation of the extent and composition of any Native Title Claims should be sought from the Native Title Spatial Services Landgate Enriched Pastoral Lease land and Pre-1994 mining confined to Nhamuyungga Wajarri and Ngaribungga LUA Native Title determination boundary.

Scale: 1:18,056



RECEIVED  
12 MAY 2021  
BY: AT  
IAP244

ABN: 30 614 289 342  
Registered and Business Office  
Suite 2, 45 Ord Street  
West Perth WA 6005 Australia  
Tel: +61 8 6244 5136  
Email: ardea@ardearesources.com.au

7 May 2021

**BY REGISTERED POST #44 63800 09400 22893 46608**

The Chief Executive Officer  
Shire of Menzies  
PO Box 4

MENZIES WA 6436

Dear Sir/Madam

**APPLICATION FOR MINING LEASE 31/493**

Ardea Exploration Pty Ltd ("**Applicant**"), a wholly owned subsidiary of Ardea Resources Limited, wishes to advise that on the 5 May 2021 Mining Lease 31/493 was applied for located within the North Coolgardie Mineral Field.

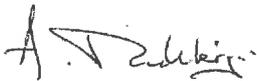
This notice is to inform you that the area of the Mining Lease application falls within the Shire of Menzies local government area.

Please find enclosed a copy of the Form 21 application together with a map detailing the location of the licence.

This notice is served pursuant to the *Mining Act 1978* and *Mining Regulations 1981*.

If you have any queries in relation to this application or require further information, please do not hesitate to contact me on (08) 6244 5136.

Yours faithfully



Alex Mukherji (Ms)  
Manager Land Access  
Ardea Resources Limited

Encls.

Form 21

WESTERN AUSTRALIA  
Mining Act 1978  
(Secs. 41, 58, 70C, 74, 86, 91, Reg. 64)

**APPLICATION FOR MINING TENEMENT**

(a) Type of tenement	(a) Mining Lease		No. M 31/493
(b) Time & Date marked out (where applicable)	(b) 03/05/2021 14:34:00		(c) NORTH COOLGARDIE
(c) Mineral Field			
For each applicant:	(d) and (e)		(f) Shares
(d) Full Name and ACN/ABN	ARDEA EXPLORATION PTY LTD (ACN: 137 889 279)		100
(e) Address	C/- MCMAHON MINING TITLE SERVICES PTY LTD, PO BOX 592, MAYLANDS, WA, 6931		
(f) No. of shares			
(g) Total No. of shares			(g) Total 100
DESCRIPTION OF GROUND APPLIED FOR: (For Exploration Licences see Note 1. For other Licences see Note 2. For all Licences see Note 3.)	(h) Boyce Creek South (i) Datum Situated at MGA94 z51 6734783.82 mN and 395004.48 mE (j) Thence to 6734861.98 mN and 395142.55 mE; Thence to 6734236.87 mN and 395136.28 mE; Thence to 6733446.31 mN and 395583.77 mE; Thence to 6733205.04 mN and 395157.46 mE; Thence to 6732954.71 mN and 395159.54 mE; Thence to 6734945.37 mN and 398234.11 mE; Thence to 6730000 mN and 398278.79 mE; Thence to 6730000 mN and 395047.28 mE and Back to Datum  Being: Section 67 part conversion of Exploration Licence 31/1208; Section 67 part conversion of Exploration Licence 31/1092; and Section 67 conversion of Exploration Licence 31/1169. The application is a Conversion of E 31/1169, E 31/1092 and E 31/1208 . Minerals: Nickel Cobalt		
(k) Area (ha or km <sup>2</sup> )	(k) 1,312.71000 HA		
(l) Signature of applicant or agent (if agent state full name and address)	(l) Alex Mukherji		Date: 05/05/2021

**OFFICIAL USE**

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 9th day of June 2021 (See Note 4).

Where an objection to this application is lodged the hearing will take place on a date to be set.

Received at	08:34:49	on	5 May	2021	with fees of
Application	\$551.00				
Rent	\$26,260.00				
TOTAL	\$26,811.00				
Receipt No:	13348650393				

**Mining Registrar**

**NOTES**

**Note 1: EXPLORATION LICENCE**

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
- (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

**Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE**

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

**Note 3: GROUND AVAILABILITY**

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
- (ii) The following action should be taken to ascertain ground availability:
  - (a) public plan search; (b) register search; (c) ground inspection.

**Note 4: ALL APPLICATIONS OVER PRIVATE LAND**

The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.



-  Pending Application
-  Live Tenement
-  Application over Live Tenement

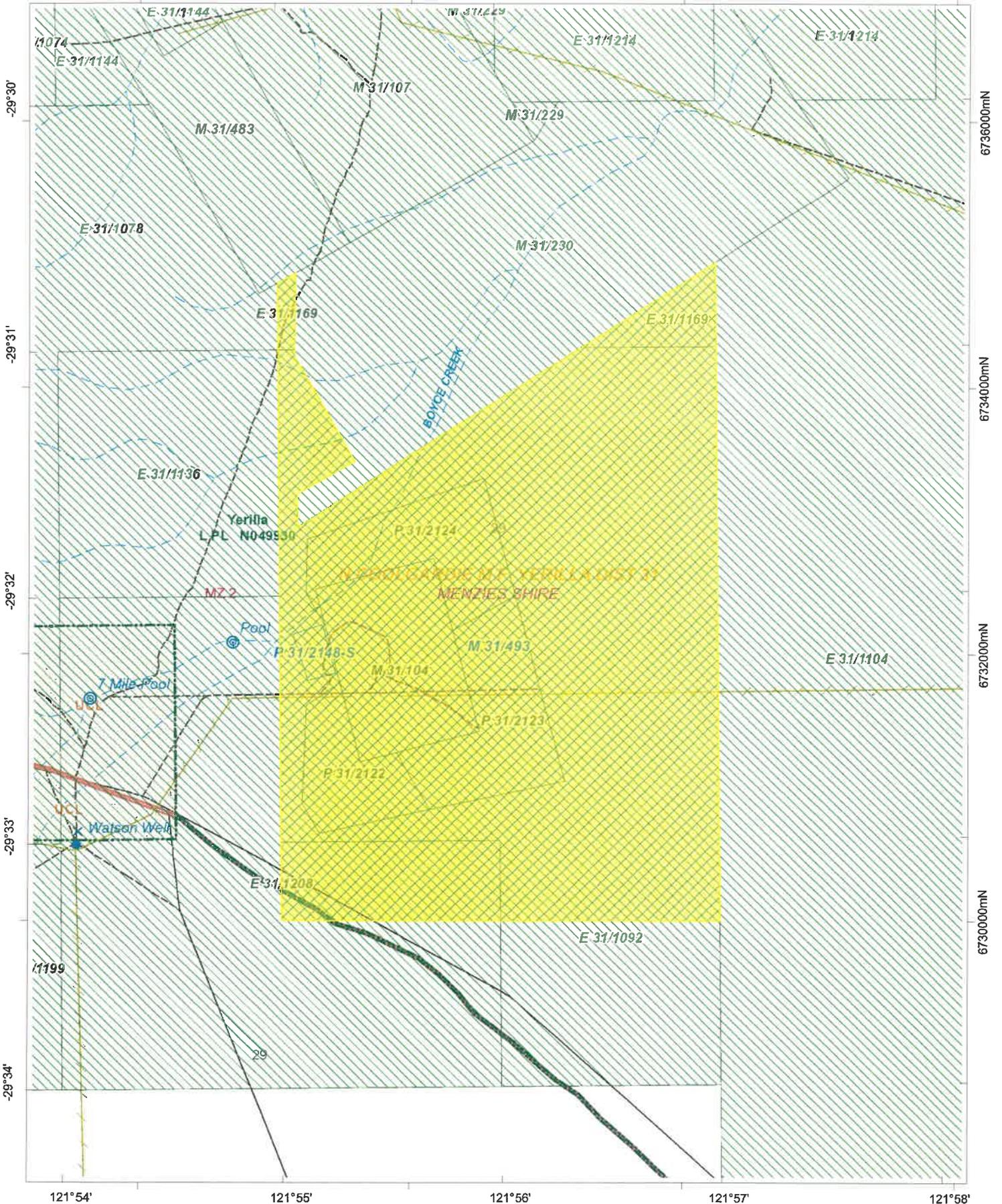
M 31/493 , Quick Appraisal Plan

394000mE

396000mE

398000mE

400000mE



This plan has been compiled from various data sources received from a number of agencies and with information supplied by applicants for mining tenements. No responsibility is accepted for any error or omission. The Commonwealth of Australia, © 2002, through Geoscience Australia and the Department of Defence, maintains copyright over those parts of the topographic data it has provided for display in TENGRAPH. Users wishing to use the data in an unaltered form should contact Geoscience Australia at www.ga.gov.au. Confirmation of the extent and composition of any Native Title Claims should be sought from the Native Title Services League. Enclosed Pastoral Lease Land and Pre 1994 mining confined to Ngarawungga Wejari and Ngarawungga LLA Native Title determination boundary.

Scale: 1:36,112





Our ref P29/2655  
Enquiries Vanessa Purcell  
08 9021 9494  
Mineraltitles.kalgoorlie@dmirs.wa.gov.au

Chief Executive Officer  
Shire of Menzies  
PO BOX 4  
MENZIES WA 6436

Dear Sir/Madam,

**APPLICATION FOR PROSPECTING LICENCE 29/2655  
BY GTS EQUIPMENT AND LABOUR HIRE PTY LTD  
SITUATED ON MENZIES TOWNSITE**

Under Sections 23 to 26 of the *Mining Act 1978* (the Act) mining may be carried out on certain classes of land with the written consent of the Hon Minister for Mines and Petroleum.

In respect to townsites, the Minister for Mines and Petroleum is to first consult and obtain the recommendation of the local municipality and the Minister for Lands before he can grant consent to mine.

The Minister for Mines and Petroleum has therefore directed that I commence the consultation process and obtain your Council's comments and recommendation with regard to the impact of the application on the reserve listed above.

Should your response be favourable, could you please advise if you agree to have the following endorsement and condition imposed upon the above tenement.

Endorsement: The grant of this lease does not include any private land referred to in Section 29(2) of the Act except that below 30 metres from the natural surface of the land.

Condition: Access to the surface of land within **Menzies** Townsite for mining purposes being subject to the approval of the local Authority or relevant reserve vestees, and mining activities within the first 100 metres below the surface of the land being limited to such exploration activities as may be approved by the Executive Director, Resource and Environmental Compliance, Department of Mines, Industry Regulation and Safety.

I have enclosed a copy and plan of the application for this purpose.

Your reply in due course would be appreciated please.

Yours sincerely

*Vanessa Purcell*

---

**Vanessa Purcell** | Senior Customer Services Officer  
Resource Tenure  
13 May 2021

Form 21

WESTERN AUSTRALIA  
Mining Act 1978  
(Secs. 41, 58, 70C, 74, 86, 91, Reg. 64)

**APPLICATION FOR MINING TENEMENT**

(a) Type of tenement	(a) Prospecting Licence		No. P 29/2655
(b) Time & Date marked out (where applicable)	(b) 23/04/2021 13:52:00	(c) NORTH COOLGARDIE	
(c) Mineral Field			
For each applicant:	(d) and (e) GTS EQUIPMENT AND LABOUR HIRE PTY LTD (ACN: 600 572 049) C/- GETS, PO BOX 10939, KALGOORLIE PO, WA, 6433		(f) Shares 100
(d) Full Name and ACN/ABN			
(e) Address			
(f) No. of shares			
(g) Total No. of shares			(g) Total 100
DESCRIPTION OF GROUND APPLIED FOR: (For Exploration Licences see Note 1. For other Licences see Note 2. For all Licences see Note 3.)	(h) Menzies (i) Datum situated zone 51 GDA94 coordinates 6714864 mN, 311663 mE (j) Thence to 6714722 mN, 311665 mE Thence to 6714725 mN, 311815 mE Thence to 6712698 mN, 311849 mE Thence to 6712690 mN, 311360 mE Thence to 6712448 mN, 310731 mE Thence to 6712823 mN, 310724 mE Thence to 6712836 mN, 311507 mE Thence to 6713036 mN, 311501 mE Thence to 6713039 mN, 311602 mE Thence to 6713796 mN, 311580 mE Thence to 6713784 mN, 310902 mE Thence to 6714797 mN, 310431 mE  Thence back to datum This application affects Private Property. Details of Private Property Affected: In respect to private land, the tenement applicant is for subsurface rights only, therefore section 33(1a) of the Mining Act 1978 applies to private land notices.		
(k) Area (ha or km <sup>2</sup> )	(k) 169.00000 HA		
(l) Signature of applicant or agent (if agent state full name and address)	(l) <i>Jill Gao</i> C/- GETS, PO BOX 10939, KALGOORLIE PO, WA, 6433	Date: 29/04/2021	

**OFFICIAL USE**

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 3rd day of June 2021 (See Note 4).

Where an objection to this application is lodged the hearing will take place on a date to be set.

Received at	12:48:12	on	29 April	2021	with fees of
Application	\$374.00				
Rent	\$507.00				
TOTAL	\$881.00				
Receipt No:	13191407913				

**Mining Registrar**

**NOTES**

**Note 1: EXPLORATION LICENCE**

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
- (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

**Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE**

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

**Note 3: GROUND AVAILABILITY**

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
- (ii) The following action should be taken to ascertain ground availability:
  - (a) public plan search; (b) register search; (c) ground inspection.

**Note 4: ALL APPLICATIONS OVER PRIVATE LAND**

The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.







17 MAY 2017

Our ref L29/148

Enquiries Vanessa Purcell

08 9021 9494

Mineraltitles.kalgoorlie@dmirs.wa.gov.au

BY: .....

Chief Executive Officer  
Shire of Menzies  
PO BOX 4  
MENZIES WA 6436

Dear Sir/Madam,

**APPLICATION FOR MISCELLANEOUS LICENCE 29/148  
BY ROXBURY TRADING PTY LTD  
SITUATED ON MENZIES TOWNSITE**

Under Sections 23 to 26 of the *Mining Act 1978* (the Act) mining may be carried out on certain classes of land with the written consent of the Hon Minister for Mines and Petroleum.

In respect to townsites, the Minister for Mines and Petroleum is to first consult and obtain the recommendation of the local municipality and the Minister for Lands before he can grant consent to mine.

The Minister for Mines and Petroleum has therefore directed that I commence the consultation process and obtain your Council's comments and recommendation with regard to the impact of the application on the reserve listed above.

Should your response be favourable, could you please advise if you agree to have the following endorsement and condition imposed upon the above tenement.

Endorsement: The grant of this lease does not include any private land referred to in Section 29(2) of the Act except that below 30 metres from the natural surface of the land.

Condition: Access to the surface of land within **Menzies** Townsite for mining purposes being subject to the approval of the local Authority or relevant reserve vestees, and mining activities within the first 100 metres below the surface of the land being limited to such exploration activities as may be approved by the Executive Director, Resource and Environmental Compliance, Department of Mines, Industry Regulation and Safety.

I have enclosed a copy and plan of the application for this purpose.

Your reply in due course would be appreciated please.

Yours sincerely

*Vanessa Purcell*

---

**Vanessa Purcell** | Senior Customer Services Officer  
Resource Tenure  
10 May 2021

Form 21

WESTERN AUSTRALIA

Mining Act 1978

(Secs. 41, 58, 70C, 74, 86, 91, Reg. 64)

**APPLICATION FOR MINING TENEMENT**

(a) Type of tenement	(a) Miscellaneous Licence		No. L 29/148
(b) Time & Date marked out (where applicable)	(b) a.m./p.m. / /		(c) NORTH COOLGARDIE
(c) Mineral Field			
For each applicant:	(d) and (e)		(f) Shares
(d) Full Name and ACN/ABN	ROXBURY TRADING PTY LTD (ACN: 059 055 168)		100
(e) Address	C/- AUSTWIDE MINING TITLE MANAGEMENT PTY LTD, PO BOX 1434, WANGARA, WA, 6947		
(f) No. of shares			(g) Total 100
(g) Total No. of shares			
DESCRIPTION OF GROUND APPLIED FOR: (For Exploration Licences see Note 1. For other Licences see Note 2. For all Licences see Note 3.)	(h) Marmion (i) Starting point is situated at GDA94, Zone 51 at coordinates 305217.181mE 6713158.346mN (j) Thence proceed to coordinates 305484.932mE 6713186.823mN Thence proceed to coordinates 305516.062mE 6712902.264mN Thence proceed to coordinates 308050.957mE 6713410.309mN Thence proceed to coordinates 308009.292mE 6713713.357mN Thence proceed to coordinates 308407.905mE 6713768.194mN Thence proceed to coordinates 308454.506mE 6713428.472mN Thence proceed to coordinates 305717.353mE 5712855.041mN Thence proceed to coordinates 305240.155mE 6712794.344mN Thence proceed to coordinates 305217.181mE 6713158.346mN back to starting point Purposes: a bore , a pipeline , a power line and a road.		
(h) Locality			
(i) Datum Peg			
(j) Boundaries			
(k) Area (ha or km <sup>2</sup> )	(k) 43.97000 HA		
(l) Signature of applicant or agent(if agent state full name and address)	(l) Lisa Cullen UNIT 6, 42 DELLAMARTA ROAD, WANGARA, WA, 6065		Date: 21/04/2021

OFFICIAL USE

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 26th day of May 2021 (See Note 4).

Where an objection to this application is lodged the hearing will take place on a date to be set.

Received at	10:44:32	on	21 April	2021	with fees of
Application	\$551.00				
Rent	\$787.60				
TOTAL	\$1,338.60				
Receipt No:	12973080397				

**Mining Registrar**

NOTES

**Note 1: EXPLORATION LICENCE**

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
- (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

**Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE**

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

**Note 3: GROUND AVAILABILITY**

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
- (ii) The following action should be taken to ascertain ground availability:  
(a) public plan search; (b) register search; (c) ground inspection.

**Note 4: ALL APPLICATIONS OVER PRIVATE LAND**

The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.







### 13.1.2 WHS Activities for April 2021

<b>13.1.2 WHS ACTIVITIES FOR APRIL 2021</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	
<b>DATE OF REPORT</b>	<b>01 May 2021</b>
<b>AUTHOR</b>	<b>CEO Brian Joiner</b>
<b>RESPONSIBLE OFFICER</b>	<b>CEO Brian Joiner</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>Nil</b>

#### **PURPOSE:**

To report to the Council WHS actions undertaken, to improve safety and reduce organisational risk, during the month of April 2021.

#### **COMMENT:**

To ensure that Council has appropriate oversight of safety management activities this information report is produced with key activities undertaken.

15<sup>th</sup> April – Weekly Management and Works Crew Safety Meeting.

16<sup>th</sup> April – WHS Committee Monthly Meeting.

19<sup>th</sup> April – Draft WHS Audit Received.

22<sup>nd</sup> April – Weekly Management and Works Crew Safety Meeting.

29<sup>th</sup> April – Weekly Management and Works Crew Safety Meeting.

The following recommendations were made at the monthly WHS Committee meeting:

#### ***Motion***

***That the Committee recommend acceptance of the Terms of Reference.***

***Carried 3/0***

INTENTIONALLY LEFT BLANK

### 13.1.3 Menzies EHO Report April 2021

<b>13.1.3 MENZIES EHO REPORT APRIL 2021</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	
<b>DATE OF REPORT</b>	<b>21/04/2021</b>
<b>AUTHOR</b>	<b>Dave Hadden EHO</b>
<b>RESPONSIBLE OFFICER</b>	<b>Brian Joiner CEO</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>Nil</b>

#### **COMMENT:**

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

#### **Building:**

Processed an Occupancy Certificate for the recently completed Riverina Village Camp (Ora Banda Mining).

#### **Health:**

Liasing with McCleods Barristers and Solicitors regarding existing Local Government Notice Section 3.25(1)(a) served on Mr Gopel. The period provided for Mr Gopel to comply with the notice is fast approaching so will require further inspection of the property to determine compliance or not with the notice and intern advising McCleods to commence prosecution proceedings for noncompliance.

Checked hall capacity (Covid Directions) in readiness for the CyClassic event as requested by management. Prepared a new revised occupancy certificate for the Menzies Hall.

The existing domestic waste cell at the Menzies tip site is very close to full while the Kookynie tip site waste cell is full requiring a new cell created as soon as possible.

Dealt with many various enquiries relating to health services.

INTENTIONALLY LEFT BLANK

### 13.1.4 Community Services Report – April 2021

<b>13.1.4 COMMUNITY SERVICES REPORT – APRIL 2021</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Shire of Menzies</b>
<b>DOCUMENT REF</b>	<b>COR.860.1/NAM335</b>
<b>DATE OF REPORT</b>	<b>27 May 2021</b>
<b>AUTHOR</b>	<b>Sethen Sheehan-Lee Community Services Officer</b>
<b>RESPONSIBLE OFFICER</b>	<b>CEO Brian Joiner</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>Nil</b>

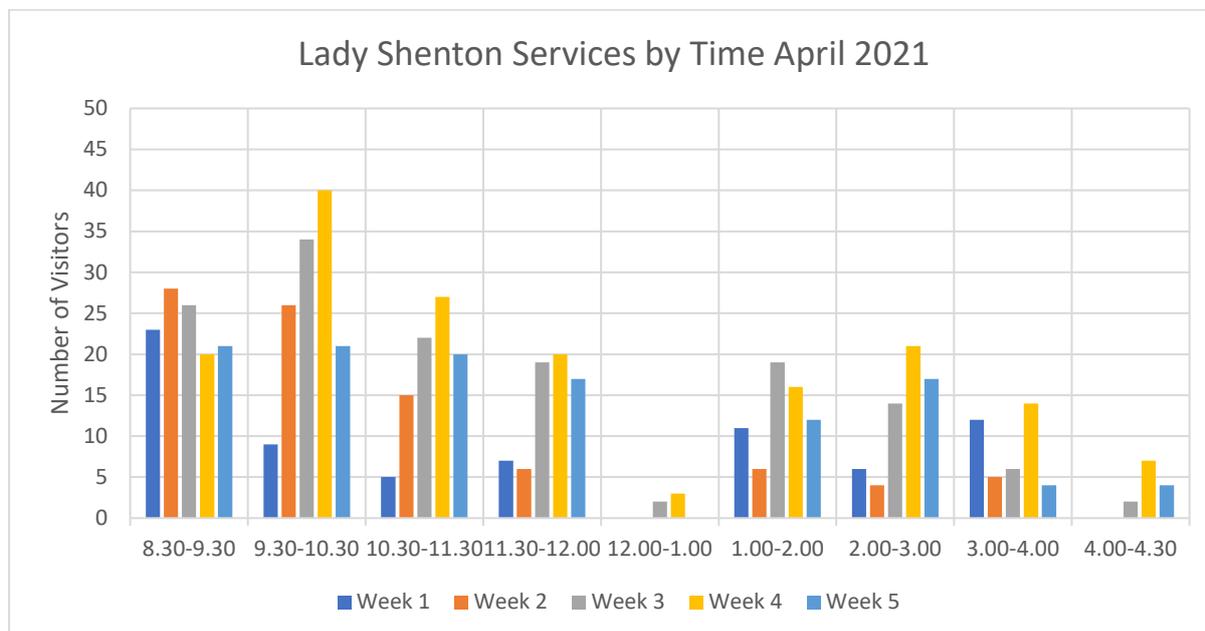
#### SUMMARY:

The purpose of the report is to advise Council of Community Service Activates for the month of April 2021.

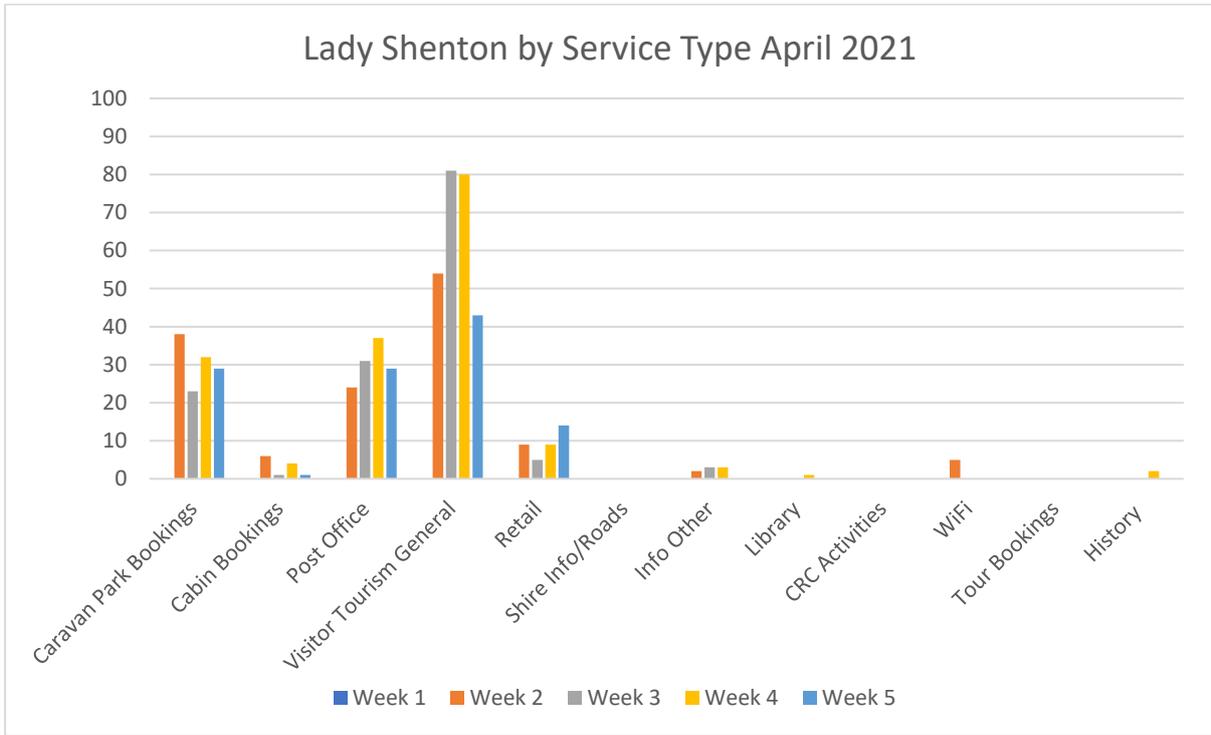
#### COMMENT:

#### Lady Shenton

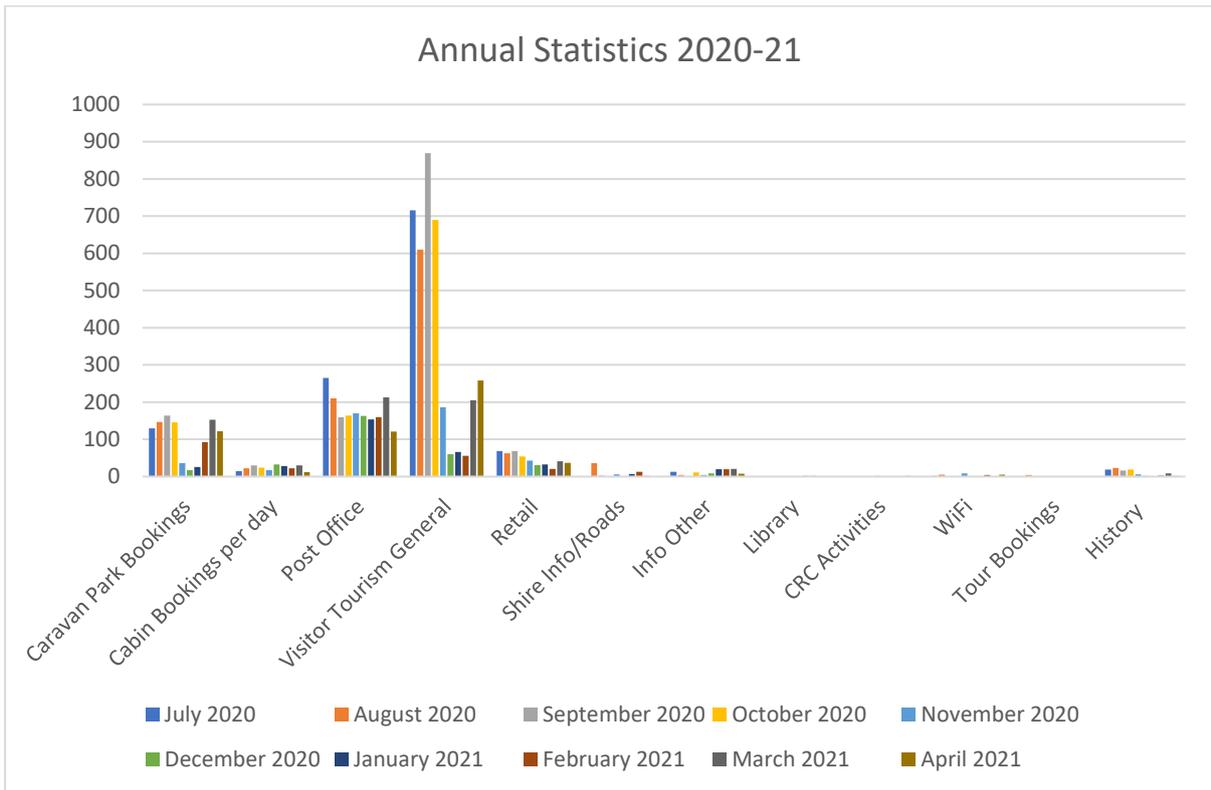
The Lady Shenton received 594 visitors in April 2021.



The *Visitor Tourism General* was the most popular in April 2021.

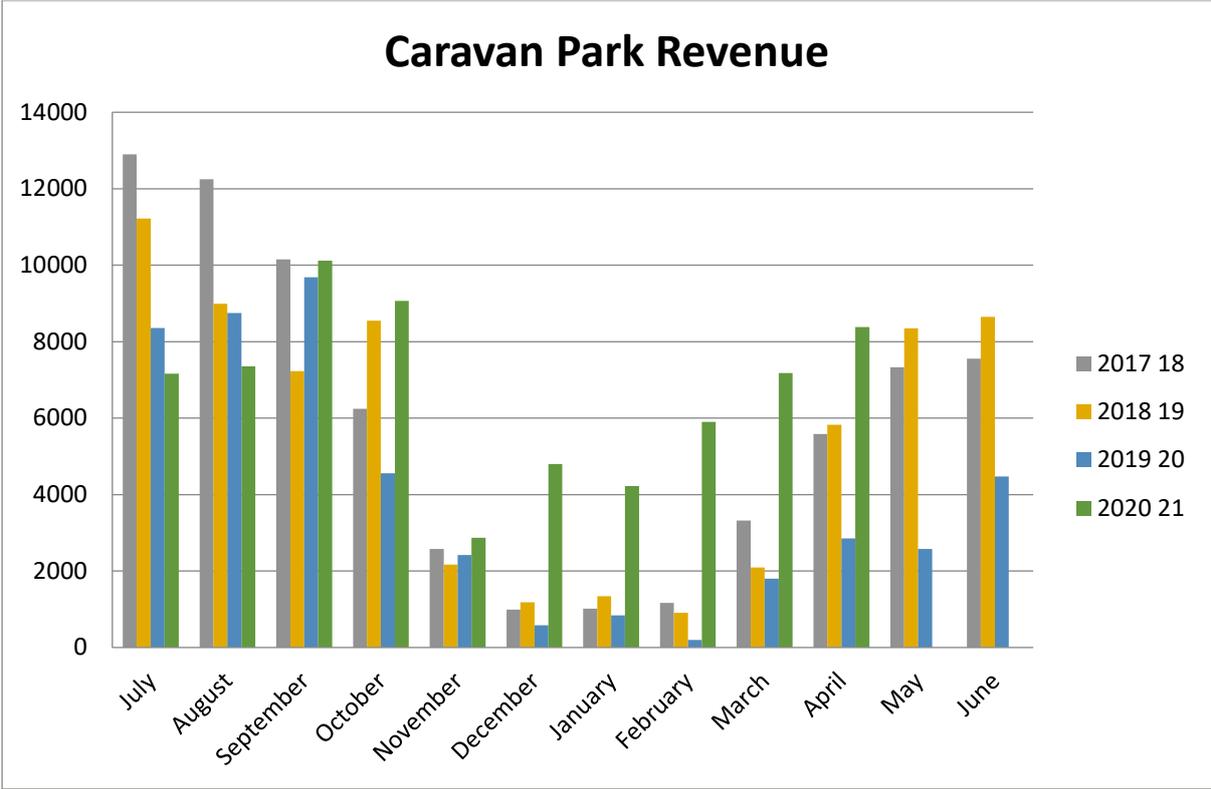


Visitation this month (April 2021) is higher than that of the same period in the last financial year.



**Caravan Park**

Caravan park revenue increased from March (2021) to April (2021).



**Youth Centre and General Community Services**

Due to limited staffing availability the Youth Centre was closed for most of April 2021. After school youth and community activities have commenced again in May (2021).

INTENTIONALLY LEFT BLANK

### 13.1.5 Compliance Calendar April 2021

<b>13.1.5 COMPLIANCE CALENDAR APRIL 2021 STATUS</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	<b>COR.860.1</b>
<b>DATE OF REPORT</b>	<b>10 May 2021</b>
<b>AUTHOR</b>	<b>GOV Jan Hancock</b>
<b>RESPONSIBLE OFFICER</b>	<b>CEO Brian Joiner</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>April 2021 Compliance Calendar</b>

#### **COMMENT:**

All items on the compliance calendar have been met for this month with the exception of the following items:

<b>ITEM</b>	<b>REASON FOR EXCEPTION</b>
CEO Performance Review & Set KPI's	Consultant has provided a draft report to the Shire President
Budget Preparation	In Progress – Report due to Council in June 2021. Council workshops to be held on 18 May
NGWG Contract	CEO in discussions with stakeholders
Planning Scheme No. 2 Planning Strategy	Public Comment expiry date 2.7.21

**Shire of Menzies - April Compliance Calendar**

Month	Document Type	Meeting Date	Commencement of Activity	Completion of Activity	Activity Issue Date	Compliance Frequency (Timing)	Description of Activity	Legislation	Officer	Timetable Attached	Completed	
April	Briefing	2nd last Thursday in Month	1st week of month	Fri prior to the meeting	Fri prior to the meeting	Monthly	Commence Briefing Agenda Agenda to be issued on the Friday prior to the Briefing Session		CEO/EA		✓	
	Agenda	Last Thurs in Month	1st week of month	Wed prior to meeting	Wed prior to meeting	Monthly	Commence Agenda - Council requires the Agenda to be issued to Councillors WEDNESDAY the week before the OCM	LG Act 1995 (issue to Cr. within 72 hrs)	CEO/EA		✓	
	Agenda	Last Thurs in Month	1st week of month	Wed prior to meeting	Wed prior to meeting	Monthly	11.1 Presidents Report		President		✓	
	Agenda	Last Thurs in Month	1st week of month	Wed prior to meeting	Wed prior to meeting	Monthly	12.1.1 Prepare a statement of Financial Activity reporting on the previous months Revenue and Expenditure as set out in the annual budget under FM/.Reg 22(1)(d)	LG Act 6.4 FM Reg 34	MFA		✓	
	Agenda	Last Thurs in Month	1st week of month	Wed prior to meeting	Wed prior to meeting	Monthly	12.1.2 Prepare a remittance Report statement - Payments made to creditors during the previous month		Rates Officer		✓	
	Agenda	Last Thurs in Month	1st week of month	Wed prior to meeting	Wed prior to meeting	Monthly	12.1.3 Prepare an investment Report for the previous month		MFA		✓	
	Agenda	Last Thurs in Month	2nd week of month	Wed prior to meeting	Wed prior to meeting	Monthly	13.1 Information Reports from Officers: 13.1.1 Report Actions Performed Under Delegation 13.1.2 Work Managers Report 13.1.3 Health and Building Report 13.1.4 Community Services Report 13.1.5 Monthly Compliance Calendar Update Report 13.1.6 Quarterly Compliance Audit (based on CAR)		Officers		✓	
	Agenda	Last Thurs in Month	3rd week of month	Wed prior to meeting	Wed prior to meeting	Annual	Local Law Review Report to Council		CEO		✓	
	Audit	Last Thurs in Month	2nd week of month	Wed prior to meeting	Wed prior to meeting	Quarterly	In-house Quarterly Statutory Compliance Audit Return (CAR)	LG Act 7.13(1) Audit Reg 13-15	MFA/MA		✓	
	Review				1-Mar	30-Jun	Annual	Budget preparation (period March - Report issue in June)		CEO/DCEO		In progress
	Review						Annual	Budget workshops scheduled for 18.5.21		CEO/DCEO		In progress
	Review						Annual	Undertake rates modelling to determine the 50% rule and refer to Minister as required		CEO		In progress
	Review						Annual	Review Northern Goldfields Working Group (NGWG) contract is for one year - to be extended?		CEO		In progress
	Review						Annual	Department of Communities reporting for DAIP will commence around April 2021 (advised by DoC)		CEO		In progress
	Review						Annual	Corporate Business Plan (Moore Australia)		CEO/MA		May Meeting
	Check						Annual	Prepare & send out recoups for roads and projects where expenditure has been incurred & grant funding is due to be received before end of financial year		MFA		✓
	Returns						Monthly/as required	Primary return for Elected Members/Staff within 3 months of Election/Commencement Date	LG Act 5.75	Gov Coord		✓
	Audit						Annual	Prepare Audit Planning and Audit Committees		MFA		✓
	Remittance						end month	Building - BSL (paid 15th of each month) & BCITF (paid on invoice)		Accounts		✓
	Action						Annual	Annual FBT Returns for ATO		MFA		in progress
	Action						Annual	Check Rate Notice stocks and envelopes, order as necessary (in house printing)		Rates		✓
	Action						Annual	Audit Planning Memo to be received from RSM		CEO/MA		in progress
	Action						Annual	ICT Plan (Moore Australia under NGCG)		CEO/MA		In progress - MA
Action						Annual	IT Disaster Recovery Plan (place under February for 2022 - for insurance renewal purposes)		CFO		✓	
Review			1-Mar	2-Jul	1-Mar	5 Years	Planning Scheme No. 2		CEO		in progress	
Action						Annual	CEO Performance Review & set KPI's		Council		in progress	

### 13.1.6 Quarterly Compliance Audit Report - March 2021 Quarter

<b>13.1.6 QUARTERLY COMPLIANCE AUDIT REPORT – MARCH 2021 QUARTER</b>	
<b>LOCATION</b>	<b>Shire of Menzies</b>
<b>APPLICANT</b>	<b>Internal</b>
<b>DOCUMENT REF</b>	<b>COR.860.1</b>
<b>DATE OF REPORT</b>	<b>12 May 2021</b>
<b>AUTHOR</b>	<b>GOV Jan Hancock</b>
<b>RESPONSIBLE OFFICER</b>	<b>CEO Brian Joiner</b>
<b>DISCLOSURE OF INTEREST</b>	<b>Nil</b>
<b>ATTACHMENT</b>	<b>Compliance Audit Report – March 2021</b>

#### **COMMENT:**

To achieve best practice Administration has introduced a quarterly Compliance Audit Information Report to ensure compliance deficiencies are identified and rectified prior to the Annual CAR (Compliance Audit Return). This is a living document designed to provide a benchmark on compliance to mitigate risk to the Shire

All items on the Quarterly Compliance Audit have been met for this quarter.



**Menzies – March Quarterly (In-house) Governance Compliance Audit Report 2021**  
**Returns are prepared for each calendar year**

<b>Delegation of Power/Duty</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.16	Were all delegations to committees resolved by absolute majority?	N/A		Moore Australia
2	s5.16	Were all delegations to committees in writing?	N/A		Moore Australia
3	s5.17	Were all delegations to committees within the limits specified in section 5.17?	N/A		Moore Australia
4	s5.18	Were all delegations to committees recorded in a register of delegations?	N/A		Moore Australia
5	s5.18	Has council reviewed delegations to its committees in the 2020/2021 financial year?	TBC	Oct 2021 (election)	SoM
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	Yes		Moore Australia
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes	Item 12.2.1 of OMC held 27 February 2021	Moore Australia
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes	Delegations are in writing and signed within the delegations register. The register is available to all staff in the administration office	Moore Australia
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes	Delegations are in writing and signed within the delegations register. The register is available to all staff in the administration office	Moore Australia
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	Yes		Moore Australia
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes		Moore Australia
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2020/2021 financial year?	Yes		Moore Australia
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Admin Reg 19?	Yes		Moore Australia



<b>Disclosure of Interest</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes		Moore Australia
2	s5.68(2) & s5.69 (5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	N/A		Moore Australia
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	Yes		SoM
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes		SoM
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2021?	TBC		SoM
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes		Moore Australia
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76?	Yes		SoM
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A, in the form prescribed in Admin Reg 28?	Yes		SoM
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from the register all returns relating to that person?	Yes		SoM
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes		SoM



No	Reference	Question	Response	Comments	Respondent
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?	Yes		Moore Australia
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes		Moore Australia
13	s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	N/A		Moore Australia
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A (6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	N/A		Moore Australia
15	Rules of Conduct Reg 11(1), (2) & (4)	Where a council member had an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person, did they disclose the interest in accordance with Rules of Conduct Reg 11(2)?	Yes		Moore Australia
16	Rules of Conduct Reg 11(6)	Where a council member disclosed an interest under Rules of Conduct Reg 11 (2) was the nature of the interest recorded in the minutes?	Yes		Moore Australia
17	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes		SoM
18	s5.71A & s5.71B (5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A		SoM
19	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) recorded in the minutes of the council meeting at which the decision was considered?	N/A		SoM
20	s5.103 Admin Regs 34B & 34C	Has the local government adopted a code of conduct in accordance with Admin Regs 34B and 34C to be observed by council members, committee members and employees?	Yes		SoM
21	Admin Reg 34B(5)	Has the CEO kept a register of notifiable gifts in accordance with Admin Reg 34B(5)?	Yes		Moore Australia



<b>Disposal of Property</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) (unless section 3.58(5) applies)?	Yes		Moore Australia
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	N/A		Moore Australia

<b>Elections</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate?	Yes		SoM
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years?	N/A	No gifts recorded	SoM
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G(6)?	N/A		SoM

<b>Finance</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes	Item 11.2 of OMC held 31 October 2019	Moore Australia
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A	Audit Committee has no delegated authority	Moore Australia
3	s7.3(1) & s7.6(3)	Was the person or persons appointed by the local government to be its auditor appointed by an absolute majority decision of council?	No	Office of the Auditor General (OAG) was appointed auditor for 2020/21	Moore Australia



Shire of Menzies -In-House Compliance Audit Report March 2021

No	Reference	Question	Response	Comments	Respondent
4	s7.3(3)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor a registered company auditor or an approved auditor?	No	Office of the Auditor General (OAG) was appointed auditor for 2020/21	Moore Australia
5	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2021 received by the local government by 31 December 2021?	TBC	Not due until December 2021	SoM
6	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	TBC	Not due until December 2021	SoM
7	s7.12A(4)(a)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters?	TBC	Not due until December 2021	SoM
8	s7.12A(4)(b)	Where the local government was required to prepare a report under s.7.12A(4)(a), was a copy of the report given to the Minister within three months of the audit report being received by the local government?	TBC	Not due until December 2021	SoM
9	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	TBC	Not due until December 2021	SoM
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives and scope of the audit, a plan for the audit, details of the remuneration and expenses paid to the auditor, and the method to be used by the local government to communicate with the auditor?	No	Office of the Auditor General (OAG) was appointed auditor for 2020/21	Moore Australia
11	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June received by the local government within 30 days of completion of the audit?	TBC	Not due until December 2021	Moore Australia



<b>Integrated Planning and Reporting</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	SCP was received at the OMC (item 14.1.2) held 17 December 2020 and advertised for public comment. The SCP was adopted at the OMC held 25 February 2021	Moore Australia
2	Admin Reg 19DA (1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	Item 12.2.6 of OMC held 27 May 2021	SoM
3	Admin Reg 19DA (2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	TBC		SoM

<b>Local Government Employees</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Admin Reg 18C	Did the local government approve a process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	Yes		Moore Australia
2	s5.36(4) & s5.37 (3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	Yes		SoM
3	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	Yes		Moore Australia
4	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4)?	Yes		Moore Australia
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	Yes		SoM
6	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A		Moore Australia



<b>Official Conduct</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.120	Has the local government designated a senior employee as defined by section 5.37 to be its complaints officer?	N/A	CEO is complaints officer	Moore Australia
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)?	Yes		Moore Australia
3	s5.121(2)	Does the complaints register include all information required by section 5.121(2)?	Yes		Moore Australia
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	No	Complaints register is now uploaded to website	Moore Australia

**14. ELECTED MEMBER MOTION OF WHICH PREVIOUS NOTICE  
HAVE BEEN GIVEN**

**15. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY  
DECISION OF THE MEETING**

**16. BEHIND CLOSED DOORS- CONFIDENTIAL REPORTS**

**17. NEXT MEETING**

The next Ordinary Council Meeting will be held at Tjuntjuntjara at 1300 on 24 June 2021.

**18. CLOSURE OF MEETING**

The meeting was declared closed at \_\_\_\_\_.