



SHIRE OF MENZIES

Minutes

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

27 OCTOBER 2022

Commencing at 1.12 pm

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

DISCLAIMER

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

DECLARATIONS OF INTEREST

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

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

Councillor Meeting Information

Shire of Menzies Council Meetings

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

Attending meetings

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

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

Voting at meetings

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

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

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1 DECLARATION OF OPENING

Prior to the opening of the meeting and with the approval of the Shire President, in accordance with clause 14c of *the Local Government (Administration) Regulation 1996* – attendance by electronic means in a Public Health emergency or State of Emergency (*LGA Sec 5.25 (1) (ba)*), the following Crs attended the meeting by electronic means:

Cr Ian Baird - Eucla Motel
Cr Scott Baird - Eucla Motel
Cr Paul Warner- Shire of Leonora, Works Depot Office

Above mentioned Councillors confirmed they are in a secure and private location for when Confidential Papers are discussed.

The Shire President declared the meeting open at 1:12pm.

2 ANNOUNCEMENT OF VISITORS

Trulie Pinnegar - Director Population Health
WA Country Health Service Goldfields
via Microsoft Teams (2:01-2:31pm)
Rachael Lindsay - Clinical Nurse Manager
for Coolgardie, Kambalda and Menzies Health Centres
via Microsoft Teams (2:01-2:31pm)

3 RECORD OF ATTENDANCE

Councillors: Cr G Dwyer - Shire President
Cr I Baird - Deputy Shire President
arrived 1:21pm via video conference, in Eucla
Cr J Dwyer
Cr S Baird - arrived 1:21pm via video conference, in Eucla
Cr P Warner - via video conference, in Leonora
Cr A Tucker
Cr S Sudhir

Staff: Mr P Durtanovich - Acting Chief Executive Officer
Ms K Van Kuyl - Acting Chief Financial Officer
Ms M Mertyn - Executive Officer (Minutes)

Members of the public: Barry Cameron
Beverly Atherton
Cheryl Poole
Garry Munro
Roy Parfitt
Simon Poole

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

5 PUBLIC QUESTION TIME

Mr Parfit

Asked if Council could assist the Community with making certain building materials, such as sand, gravel, blue metal etc. available in bulk, given the high cost of freight etc.

Acting CEO suggested that this is something that Council can consider subject to clarifying goods and services tax issues. Cr Jill Dwyer indicated that ARC Infrastructure may be able to assist with surplus ballast material.

Mr Poole

Directed a question to Cr Ian Baird in respect to the Shire President's position on Welcome to Country Ceremony at community functions.

Cr Ian Baird responded that Welcome to Country is not practiced at Tjuntjuntjara as by inviting people to their land is actually welcoming them.

Cr Baird suggested that maybe the Menzies Aboriginal Corporation is the organisation to identify appropriate Elders to do Welcome to Country.

Mrs Poole

Asked the Shire President if he is agreeable to call a ratepayers' meeting.

The Shire President asked if the request is for an Electors meeting or a ratepayers' meeting only.

The Acting CEO advised that there is no legal impediment on Council holding a Community/Ratepayers/Electors meeting and he would raise this with Council at a future meeting.

Mr Munro

Asked why there is a delay in commencing the Community Shed Project. Expressed concern that the project has been in the pipeline for a considerable time and nothing has been done.

Acting CEO responded advising that the Council has a number of projects underway and has achieved progress in a number of areas.

Acting CEO advised Mr Munro that completion of the community shed and church building extension is a high priority for Council.

Mr Munro also asked if the Shire of Menzies could have a mayor elected by the community.

Shire President advised that mayor classification is based on population and other criteria that Menzies would not qualify for.

Acting CEO advised that Shire President can be elected by the community, however there is a process that has to be followed for this to occur.

6 APPLICATION BY MEMBERS

Nil.

7 DECLARATIONS OF INTEREST

Name	Item No	Interest	Nature
Cr G Dwyer	13.2.7	Financial	Subcontractor of ARC Infrastructure
Cr J Dwyer	13.2.7	Financial	Subcontractor of ARC Infrastructure

8 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Nil.

9 CONFIRMATION/RECEIVAL OF MINUTES

9.1 Confirmation/Receival of Minutes - Ordinary Meeting - 29/09/2022

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 29 September be confirmed as a true and correct record.

COUNCIL DECISION:

Council Resolution Number:	CM-333
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Moved: Cr J Dwyer

Seconded: Cr P Warner

That the Minutes of the Ordinary Council Meeting held on 29 September be confirmed as a true and correct record.

Carried	7 / 0
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9.2 Receival of Notes- Briefing Session - 21/10/22

OFFICER RECOMMENDATION

That the Notes of the Briefing Session held on 21 October be received.

COUNCIL DECISION:

Council Resolution Number:	CM-334
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Moved: Cr J Dwyer **Seconded:** Cr S Sudhir

That the Notes of the Briefing Session held on 21 October be received.

Carried	7 / 0
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10 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil.

11 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSION

PRESIDENT'S REPORT OCTOBER 2022

When returning from the Ordinary Meeting of Council that was held at Tjuntjuntjara in late September, Cr Dwyer and myself were accompanied by the ACEO. This journey was taken over the “Cut Line”, a section of a road in the City of Kalgoorlie Boulder that is the primary access road to Tjuntjuntjara. Subsidised funding is being made available through Main Roads WA to City of Kalgoorlie Boulder and is to be tendered and administered by the Shire of Menzies in co-ordination with maintenance, improvements and construction to the Connie Sue Highway and Aboriginal Access Road to Tjuntjuntjara.

Sunday evening 2nd October the full Council and Acting CEO at Crown Perth for the WALGA Convention and Exhibition. The Exhibition did not have some of last year’s vendors and the machinery and equipment displays were sorely missed and maybe still some years away before they return. It was certainly pleasing to be able to catch up with Core Business, Milena and Bruce on both days, to view video and discuss roads regards Shire of Menzies. Other exhibitors of note were Telstra – Sapio, Vizone LED Lighting, T-Quip Turf Equipment, NBN Co and LOGO Appointments, our current consultants for the CEO recruitment.

13th October, Shane from Evoke Homes, Northam, met with available Members of the Building Committee plus Dave Hadden, Health and Building Surveyor, Shane Hearn, Building Officer and ACEO to go through the contract for new Staff Units, site plans and conduct a site visit.

Menzies Discovery Day was held on Saturday 15th October with enjoyable live entertainment commencing at 11am with Nickel N’ Dimer, Marcus McGuire and the Mucky Duck Bush Band. The Official Opening was held at noon which started with a “Welcome to Country” by Aubrey Lynch followed by an acknowledgement of Sponsors and the hard work put in by volunteers and Shire Staff. A small contingent of veteran/vintage automobiles made the journey from Kalgoorlie for the occasion as did a range of stall holders and Emergency Services put on a mock-up demo and display. Tjuntjuntjara Art was displayed in the Shire Hall, noting a number of pieces were sold on the day.

After the initial Centenary Celebrations in 1994, the Discovery Day has been a welcome addition to Menzies Event Calendar.

On Monday 17th, the ACEO and I met with City of Kalgoorlie Boulder Engineering Services Staff and Shane Power, Main Roads, for an update on the “Cut Line” and discussion after our road trip of 30th September.

An attempt to video conference with Midwest Yilgarn Infrastructure Group on the morning of 20th October was not successful until late into the meeting due to lack of internet services, though I was able to present a brief report to the group, who were in Esperance for the meeting plus a site tour of the Port and Rail facility.

Greg Dwyer
Shire President

OFFICER RECOMMENDATION

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

COUNCIL DECISION:

Council Resolution Number:	CM-335
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Moved: Cr J Dwyer Seconded: Cr I Baird

That the President’s Report for the month of October 2022 be received.

Carried	7 / 0
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12 REPORTS OF COMMITTEES

Nil

13 REPORTS OF OFFICERS

13.1 Finance Reports

13.1.1	Finance Report - September 2022
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM962
DATE OF REPORT	12 September 2022
AUTHOR	Acting Chief Financial Officer, Kristy Van Kuyl
RESPONSIBLE OFFICER	Acting Chief Financial Officer, Kristy Van Kuyl
OFFICER DISCLOSURE OF INTEREST	Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare
ATTACHMENT	1. Statement of Financial Activity - September 2022 [13.1.1.1 - 27 pages] 2. FIS - Financial Information Statement - September 2022 [13.1.1.2 - 10 pages]

SUMMARY:

Statutory Financial Reports are submitted to Council as a record of financial activity for the year to 30 September 2022.

BACKGROUND:

The *Local Government (Financial Management) Regulations r34* 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 *r22(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:

Kristy Van Kuyl, Acting Chief Financial Officer
Bob Waddell, Consultant

STATUTORY AUTHORITY:

Local Government Act 1995 s6.4
Local Government (Financial Management) Regulations 1996, r34

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

As detailed in the Attachment.

RISK ASSESSMENT:

Nil.

STRATEGIC IMPLICATIONS:

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 receives the Statement of Financial Activity for the period ending 30 September 2022 as attached and notes any material differences.

COUNCIL DECISION:

Council Resolution Number:	CM-336
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Moved: Cr P Warner Seconded: Cr I Baird

That Council receives the Statement of Financial Activity for the period ending 30 September 2022 as attached and notes any material differences.

Carried	7 / 0
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SHIRE OF MENZIES

**MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 September 2022**

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

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SHIRE OF MENZIES
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

KEY INFORMATION

Items of Significance

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

	% Collected / Completed	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over
Significant Projects					
Arts Centre	0%	269,369	0	0	0
Community Shed	0%	300,000	0	0	0
New 2x1 Staff House - Building (Capital)	0%	226,691	0	0	0
New 2x1 Staff House (21-22)	0%	520,000	0	0	0
Old Post Office House Lot 102 (33) Walsh St - Building (Capit: PLAN - Building (Capital)	2%	932,746	0	18,795	(18,795)
Town Hall (Hall) - Building (Capital)	0%	760,371	0	0	0
Lady Shenton/CRC Lot 41 (37) Shenton St - Building (Capital)	5%	106,825	26,706	5,000	21,706
Goongarrie Cottage South - Building (Capital)	34%	308,192	154,095	104,715	49,380
Goongarrie Cottage North - Building (Capital)	0%	50,000	0	0	0
Mercer Street Caravan Park Infrastructure	0%	50,000	0	0	0
Town Hall (Admin) - Building (Capital)	0%	818,827	0	0	0
Software and IT Systems	13%	175,000	172,998	22,143	150,855
ERP (Accounts/Records maintenance system upgrade)	0%	100,000	0	0	0
LRCI Menzies CCTV Expenditure	0%	100,000	0	0	0
Rubbish Truck with Compactor	0%	90,000	22,500	0	22,500
Program Reseal	0%	290,000	0	0	0
Niagara Dam Rd (Capital)	12%	200,000	49,998	23,148	26,850
Kookynie Malcom Rd (Capital)	0%	330,000	0	0	0
Lake Ballard Entrance Rd/Carpark	0%	300,000	0	0	0
Tjuntjuntjara Internal Roads Program (20-21)	0%	200,000	0	0	0
Davyhurst Road Resheet/upgrade 5klm	0%	100,000	0	0	0
Tjuntjuntjara Access Road (R2R 22-23)	0%	250,000	0	0	0
Evanston Menzies Rd (R2R)	0%	190,000	47,499	0	47,499
Yarri Road (RRG 21-22)	0%	510,628	127,657	0	127,657
Menzies North West Resurfacing SLK 5 - 10 (RRG 22/23)	0%	95,000	0	0	0
Menzies North West 6 Klm to Lake Ballard turn-off (RRG 22/23)	0%	480,000	0	0	0
Evanston Menzies Road (RRG 21-22)	0%	1,332,000	0	0	0
Tjuntjuntjara Access Road (Indigenous Community Access R	0%	283,312	0	0	0
LRCI Kookynie road sealing 3 KLM (Dust suppression) Expend	0%	240,000	0	0	0
Footpath Construction General (Budgeting Only)	0%	484,890	121,222	0	121,222
Marmion Village Reserve Improvements	Unbudgeted	50,000	12,498	0	12,498
LRCI Rodeo Site Development Expenditure	0%	0	0	48,585	(48,585)
LRCI Meeting Structure Tjuntjuntjara Expenditure	0%	50,000	12,500	0	12,500
LRCI Sealing of Parking Menzies Public Toilets Expenditure	0%	70,000	17,500	0	17,500
Total - Community Amenities	0%	100,000	24,997	0	24,997
Water Park Infrastructure Expenditure	0%	170,000	42,497	0	42,497
Kookynie Fencing	0%	50,000	50,000	0	50,000
Bores to Support Road Works	0%	484,750	0	298	(298)
Main Street (Shenton) Streetscaping	0%	50,000	12,498	0	12,498
Grids Capital	0%	50,000	0	0	0
Niagara Dam Capital Works	0%	50,000	12,495	0	12,495
LRCI Tourism Signage (district wide) Expenditure	0%	936,374	0	0	0
	0%	200,000	50,000	0	50,000
Grants, Subsidies and Contributions					
Operating Grants, Subsidies and Contributions	17%	2,831,502	247,419	490,831	243,412
Non-operating Grants, Subsidies and Contributions	1%	4,223,830	446,723	32,439	(414,284)
	7%	7,055,332	694,142	523,270	(170,872)
Rates Levied	101%	4,100,270	4,100,270	4,124,168	23,897

% Compares current ytd actuals to annual budget

		Prior Year 30 September 2021	Current Year 30 September 2022
Financial Position			
Adjusted Net Current Assets	114%	\$ 6,682,487	\$ 7,593,498
Cash and Equivalent - Unrestricted	128%	\$ 5,973,352	\$ 7,665,937
Cash and Equivalent - Restricted	92%	\$ 12,303,244	\$ 11,341,382
Receivables - Rates	102%	\$ 1,227,452	\$ 1,253,531
Receivables - Other	56%	\$ 208,811	\$ 116,456
Payables	148%	\$ 273,650	\$ 404,862

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

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

**SHIRE OF MENZIES
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

SUMMARY INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 September 2022
Prepared by: Kristy Van Kuyl (Team Leader Finance)
Reviewed by: CEO

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

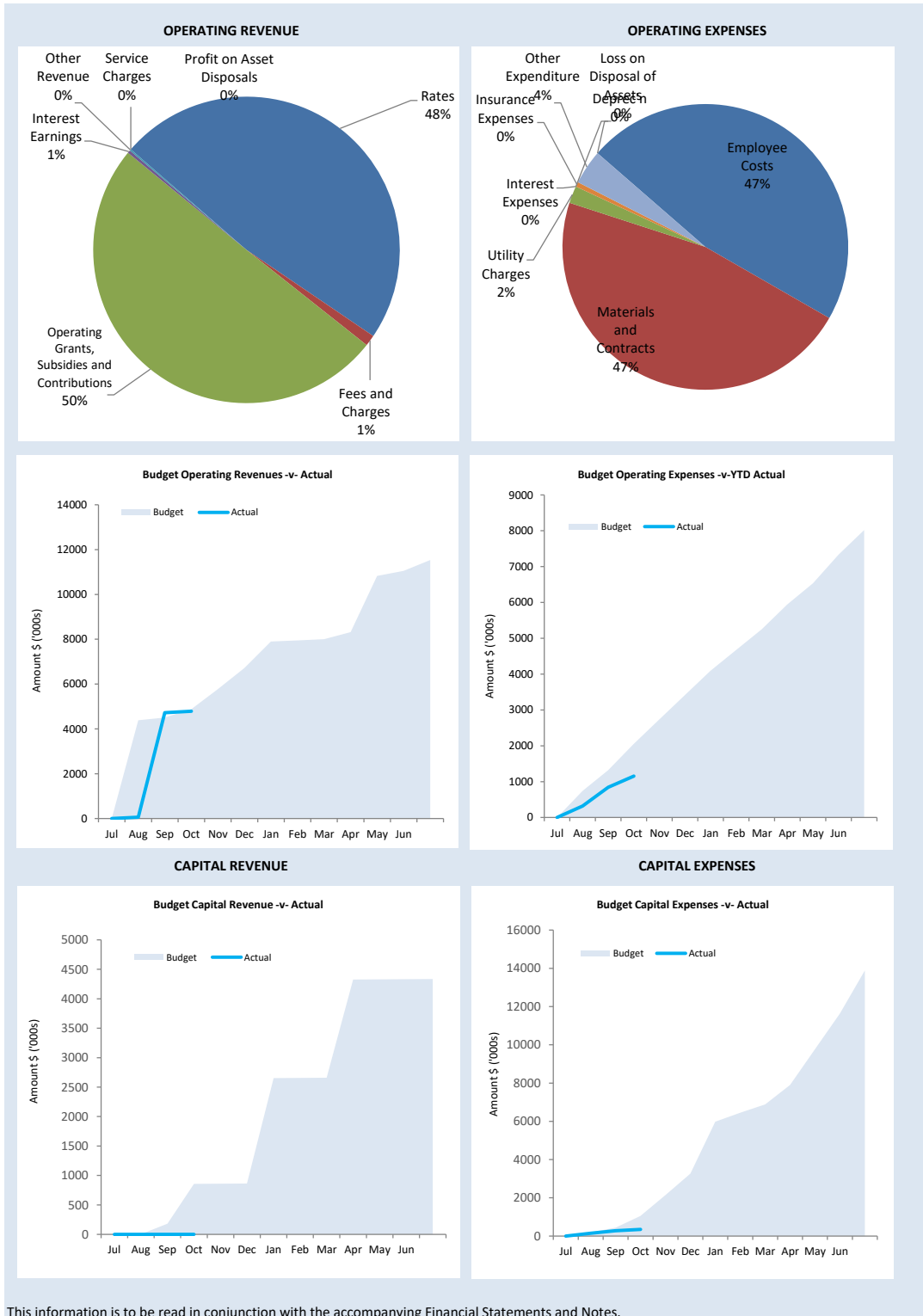
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

ROUNDING OFF FIGURES

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

**SHIRE OF MENZIES
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

SUMMARY GRAPHS



SHIRE OF MENZIES
KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

STATUTORY REPORTING PROGRAMS

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

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

SHIRE OF MENZIES
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

STATUTORY REPORTING PROGRAMS

Note	Adopted	Amended	Amended YTD	YTD	Var. \$	Var. %	Var.	Significant
	Annual Budget	Annual Budget (d)	Budget (a)	Actual (b)	(b)-(a)	(b)-(a)/(a)	▲▼	Var. \$
	\$	\$	\$	\$	\$	%		\$
Opening Funding Surplus(Deficit)	1	4,059,160	4,308,145	4,308,145	4,308,145	0	0%	
Revenue from operating activities								
Governance		0	0	0	(6,055)	(6,055)	▼	
General Purpose Funding - Rates	6	4,100,270	4,100,270	4,100,270	4,124,168	23,897	1%	▲
General Purpose Funding - Other		2,385,694	2,385,694	20,968	287,883	266,915	1273%	▲ S
Law, Order and Public Safety		16,150	16,150	7,033	681	(6,352)	(90%)	▲
Health		100,300	100,300	100,075	461	(99,614)	(100%)	▼ S
Education and Welfare		0	0	0	0	0		
Housing		45,380	45,380	11,343	15,169	3,826	34%	▲
Community Amenities		17,200	17,200	4,293	11,120	6,827	159%	▲
Recreation and Culture		38,700	38,700	23,164	9,249	(13,915)	(60%)	▼
Transport		296,444	296,444	73,050	216,659	143,609	197%	▲ S
Economic Services		284,650	284,650	91,153	86,853	(4,300)	(5%)	▼
Other Property and Services		25,250	25,250	6,309	8,676	2,367	38%	▲
		7,310,038	7,310,038	4,437,658	4,754,862			
Expenditure from operating activities								
Governance		(1,148,904)	(1,148,904)	(347,792)	(186,527)	161,265	46%	▲ S
General Purpose Funding		(427,643)	(427,643)	(137,126)	(46,096)	91,030	66%	▲ S
Law, Order and Public Safety		(119,439)	(119,439)	(29,743)	(9,555)	20,188	68%	▲
Health		(154,990)	(154,990)	(53,743)	(41,024)	12,719	24%	▲
Education and Welfare		(54,514)	(54,514)	(12,648)	(6,420)	6,228	49%	▲
Housing		(203,165)	(203,165)	(50,343)	(76,287)	(25,944)	(52%)	▼ S
Community Amenities		(441,837)	(441,837)	(110,046)	(79,180)	30,866	28%	▲ S
Recreation and Culture		(1,119,974)	(1,119,974)	(333,369)	(120,403)	212,966	64%	▲ S
Transport		(2,662,235)	(2,662,235)	(607,077)	(105,670)	501,407	83%	▲ S
Economic Services		(1,683,084)	(1,683,084)	(389,865)	(225,315)	164,550	42%	▲ S
Other Property and Services		(3,935)	(3,935)	19,743	(257,017)	(276,760)	1402%	▼
		(8,019,719)	(8,019,719)	(2,052,009)	(1,153,493)			
Operating activities excluded from budget								
Add back Depreciation		1,961,063	1,961,063	490,245	0	(490,245)	(100%)	▼ S
Adjust (Profit)/Loss on Asset Disposal	7	16,596	16,596	0	0	0		
Movement in Leave Reserve (Added Back)		0	0	0	0	0		
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0		
Movement in Employee Benefit Provisions		0	0	0	0	0		
Rounding Adjustments		0	0	0	0	0		
Movement Due to Changes in Accounting Standards		0	0	0	0	0		
Loss on Asset Revaluation		0	0	0	0	0		
Adjustment in Fixed Assets		0	0	0	0	0		
Amount attributable to operating activities		1,267,979	1,267,979	2,875,894	3,601,369			
Investing Activities								
Non-operating Grants, Subsidies and Contributions	13	4,223,830	4,223,830	446,723	32,439	(414,284)	(93%)	▼ S
Proceeds from Disposal of Assets	7	40,000	40,000	0	0	0		
Land Held for Resale	8	0	0	0	0	0		
Land and Buildings	8	(4,778,021)	(4,778,021)	(402,513)	(179,473)	223,040	55%	▲ S
Plant and Equipment	8	(655,000)	(655,000)	(38,999)	(23,249)	15,750	40%	▲
Infrastructure Assets - Roads	8	(4,995,830)	(4,995,830)	(346,376)	(34,193)	312,183	90%	▲ S
Infrastructure Assets - Footpaths	8	(50,000)	(50,000)	(12,498)	0	12,498	100%	▲
Infrastructure Assets - Parks and Ovals	8	(70,000)	(122,700)	(65,200)	(105,705)	(40,505)	(62%)	▼ S
Infrastructure Assets - Other	8	(2,021,124)	(2,021,124)	(167,703)	(298)	167,406	100%	▲ S
Amount attributable to investing activities		(8,306,145)	(8,358,845)	(586,566)	(310,478)			
Financing Activities								
Proceeds from New Debentures	9	0	0	0	0	0		
Repayment of Debentures	9	0	0	0	0	0		
Repayment of Lease Financing	9	0	0	0	0	0		
Advances to Community Groups		0	0	0	0	0		
Transfer from Reserves	10	4,294,927	4,294,927	858,694	0	(858,694)	(100%)	▼ S
Transfer to Reserves	10	(1,315,921)	(1,263,221)	(15,466)	(5,537)	9,929	64%	▲
Amount attributable to financing activities		2,979,006	3,031,706	843,228	(5,537)			
Closing Funding Surplus(Deficit)	1	(0)	248,984	7,440,701	7,593,498			

KEY INFORMATION

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

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

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

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

SHIRE OF MENZIES**KEY TERMS AND DESCRIPTIONS****FOR THE PERIOD ENDED 30 SEPTEMBER 2022****NATURE OR TYPE DESCRIPTIONS****REVENUE****RATES**

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGEES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

EXPENSES**EMPLOYEE COSTS**

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

SHIRE OF MENZIES
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

BY NATURE OR TYPE

	Note	Adopted Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. S
		\$	\$	\$	\$	\$	%		
Opening Funding Surplus (Deficit)	1	4,059,160	4,308,145	4,308,145	4,308,145	0	0%		
Revenue from operating activities									
Rates	6	4,100,270	4,100,270	4,100,270	4,124,168	23,897	1%	▲	
Operating Grants, Subsidies and Contributions	12	2,831,502	2,831,502	247,419	490,831	243,412	98%	▲	S
Fees and Charges		242,085	242,085	65,746	100,134	34,388	52%	▲	S
Service Charges		0	0	0	0	0			
Interest Earnings		101,500	101,500	16,621	26,833	10,212	61%	▲	
Other Revenue		30,450	30,450	7,602	12,896	5,294	70%	▲	
Profit on Disposal of Assets	7	4,231	4,231	0	0	0			
Gain FV Valuation of Assets		0	0	0	0	0			
		7,310,038	7,310,038	4,437,658	4,754,862				
Expenditure from operating activities									
Employee Costs		(2,562,798)	(2,562,798)	(587,470)	(541,110)	46,360	8%	▲	
Materials and Contracts		(2,770,434)	(2,770,434)	(762,388)	(538,662)	223,726	29%	▲	S
Utility Charges		(114,910)	(114,910)	(28,674)	(22,494)	6,180	22%	▲	
Depreciation on Non-Current Assets		(1,961,063)	(1,961,063)	(490,245)	0	490,245	100%	▲	S
Interest Expenses		0	0	0	0	0			
Insurance Expenses		(135,278)	(135,278)	(33,648)	(6,148)	27,500	82%	▲	S
Other Expenditure		(454,410)	(454,410)	(149,584)	(45,079)	104,505	70%	▲	S
Loss on Disposal of Assets	7	(20,827)	(20,827)	0	0	0			
Loss FV Valuation of Assets		0	0	0	0	0			
		(8,019,719)	(8,019,719)	(2,052,009)	(1,153,493)				
Operating activities excluded from budget									
Add back Depreciation		1,961,063	1,961,063	490,245	0	(490,245)	(100%)	▼	S
Adjust (Profit)/Loss on Asset Disposal	7	16,596	16,596	0	0	0			
Movement in Leave Reserve (Added Back)		0	0	0	0	0			
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0	0			
Rounding Adjustments		0	0	0	0	0			
Movement Due to Changes in Accounting Standards		0	0	0	0	0			
Loss on Asset Revaluation		0	0	0	0	0			
Adjustment in Fixed Assets		0	0	0	0	0			
Amount attributable to operating activities		1,267,979	1,267,978	2,875,894	3,601,369				
Investing activities									
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Proceeds from Disposal of Assets	7	40,000	40,000	0	0	0			
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Financing Activities									
Proceeds from New Debentures		0	0	0	0	0			
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Transfer from Reserves	10	4,294,927	4,294,927	858,694	0	(858,694)	(100%)	▼	S
Transfer to Reserves	10	(1,315,921)	(1,263,221)	(15,466)	(5,537)	9,929	64%	▲	
Amount attributable to financing activities		2,979,006	3,031,706	843,228	(5,537)				
Closing Funding Surplus (Deficit)	1	(0)	248,984	7,440,701	7,593,498				

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

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

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

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

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 SEPTEMBER 2022

OPERATING ACTIVITIES

NOTE 1

ADJUSTED NET CURRENT ASSETS

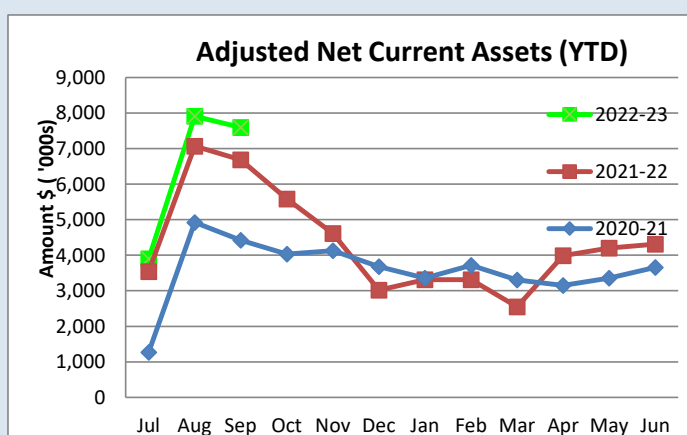
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2022	This Time Last Year 30/09/2021	Year to Date Actual 30/09/2022
		\$	\$	\$
Current Assets				
Cash Unrestricted	2	4,124,409	5,973,352	7,665,937
Cash Restricted - Reserves	2	11,335,845	12,303,244	11,341,382
Cash Restricted - Bonds & Deposits	2	0	0	0
Receivables - Rates	3	594,451	1,227,452	1,253,531
Receivables - Other	3	545,308	208,811	116,456
Impairment of Receivables	3	(377,062)	(320,812)	(377,062)
Other Assets Other Than Inventories	4	0	57,622	62,617
Inventories	4	16,438	15,211	16,438
		16,239,389	19,464,880	20,079,298
Less: Current Liabilities				
Payables	5	(302,689)	(273,650)	(404,862)
Contract Liabilities	11	(260,472)	(190,000)	(702,020)
Bonds & Deposits	14	(9,541)	(15,499)	(14,838)
Loan and Lease Liability	9	0	(2,363)	0
Provisions	11	(192,082)	(192,238)	(192,082)
		(764,784)	(673,750)	(1,313,802)
Less: Cash Reserves	10	(11,335,845)	(12,303,244)	(11,341,382)
Add Back: Component of Leave Liability not Required to be funded		169,384	192,238	169,384
Add Back: Loan and Lease Liability		0	2,363	0
Less : Loan Receivable - clubs/institutions		0	0	0
Net Current Funding Position		4,308,145	6,682,487	7,593,498

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



This Year YTD

Surplus(Deficit)

\$7.59 M

Last Year YTD

Surplus(Deficit)

\$6.68 M

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

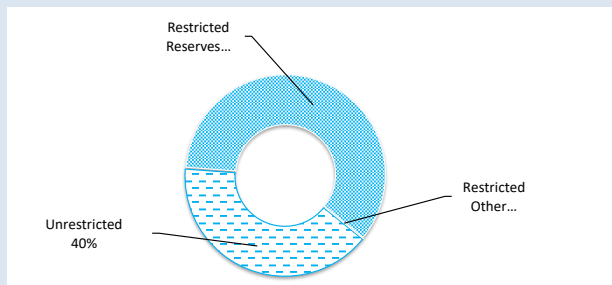
	Unrestricted	Restricted Reserves	Restricted Muni	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Cash On Hand - Admin	830			830	Cash on Hand	Nil	On Hand
At Call Deposits							
Municipal Bank Account	3,958,502			3,958,502	NAB	0.00%	Ongoing
Reserve Bank Account		2,341,382		2,341,382	NAB	0.01%	Ongoing
Trust Cash at Bank			0	0	NAB		
Term Deposits							
Municipal Maximiser Investment Account	2,706,605			2,706,605	NAB	0.01%	Ongoing
Term Deposit Municipal Investments	0			0	NAB		
Reserve Bank - Term Deposit Investments	1,000,000	9,000,000		10,000,000	NAB	2.40%	Ongoing
Investments							
Total	7,665,937	11,341,382	0	19,007,319			

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



Total Cash	Unrestricted
\$19.01 M	\$11.34 M

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Receivables - Rates & Rubbish	30 June 2022	30 Sep 22
	\$	\$
Opening Arrears Previous Years	663,136	594,451
Levied this year	3,641,762	4,134,815
Less Collections to date	(3,710,447)	(3,475,736)
Equals Current Outstanding	594,451	1,253,531
Net Rates Collectable	594,451	1,253,531
% Collected	86.19%	73.49%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	2,892	1,000	0	0	3,892
Percentage	74%	26%	0%	0%	
Balance per Trial Balance					
Sundry Debtors					3,892
Impairment of Receivables					(377,062)
Receivables - Other					112,563
Total Receivables General Outstanding					(260,606)

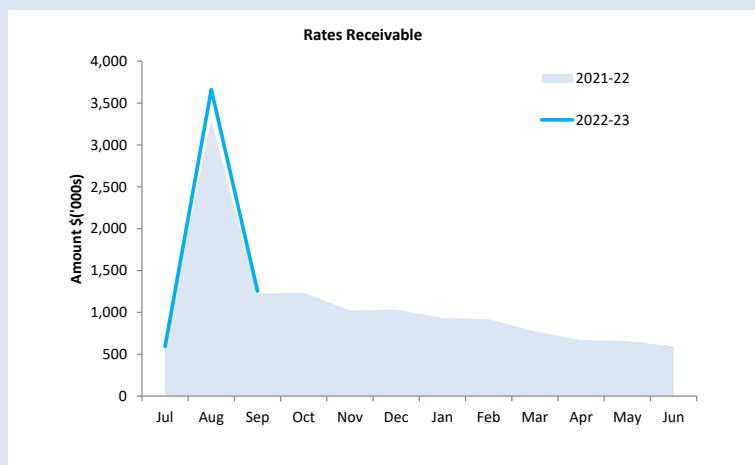
Amounts shown above include GST (where applicable)

KEY INFORMATION

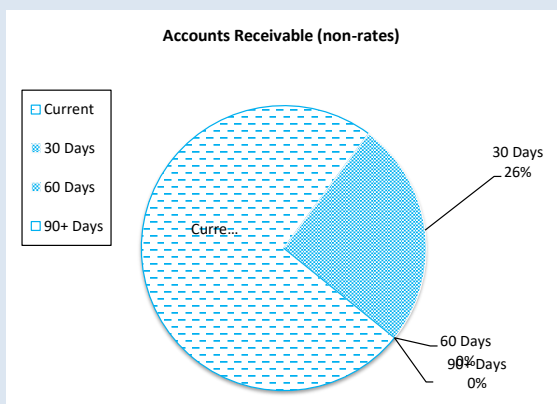
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

SIGNIFICANT ACCOUNTING POLICIES

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



Collected	Rates Due
73%	\$1,253,531



Debtors Due
-\$260,606
Over 30 Days
26%
Over 90 Days
0%

SHIRE OF MENZIES
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 30 SEPTEMBER 2022

OPERATING ACTIVITIES
 NOTE 4
 OTHER CURRENT ASSETS

Other Current Assets	Opening Balance 1 Jul 2022	Asset Increase	Asset Reduction	Closing Balance 30 Sep 2022
	\$	\$	\$	\$
Inventory				
Fuel, Oil & Materials on hand	16,438	0	0	16,438
Accrued income and prepayments				
Accrued income and prepayments	0	62,617	0	62,617
Total Other Current assets				79,055
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

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

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

Land held for resale

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

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

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

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

CONTRACT ASSETS

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

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

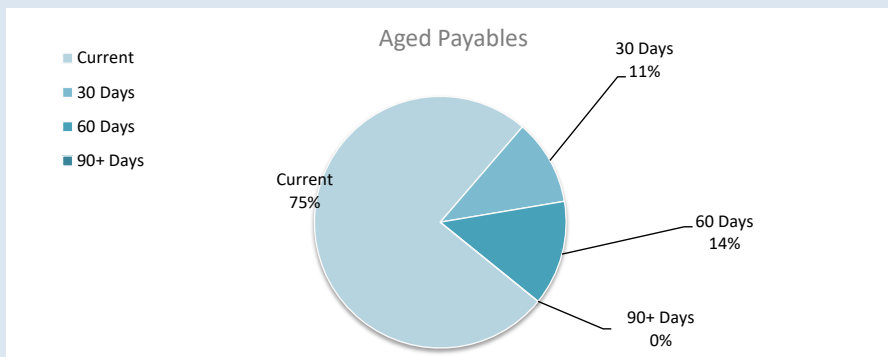
OPERATING ACTIVITIES
NOTE 5
Payables

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables (Sundry Creditors) - General	123,641	18,062	22,090	0	163,792
Percentage	75.5%	11%	13.5%	0%	
Balance per Trial Balance					
Sundry creditors - General					163,792
ATO liabilities					27,197
Other accruals/payables					45,665
Prepaid rates					28,411
Total Payables General Outstanding					404,862

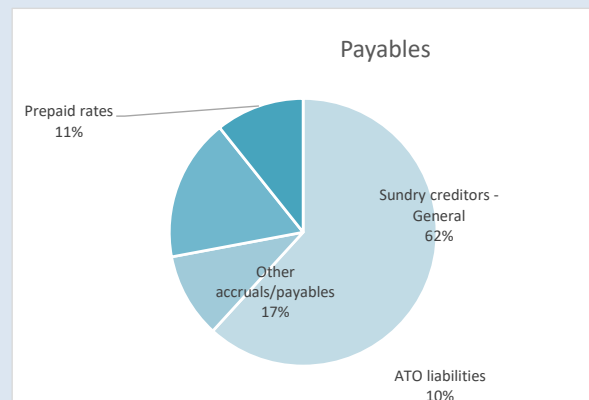
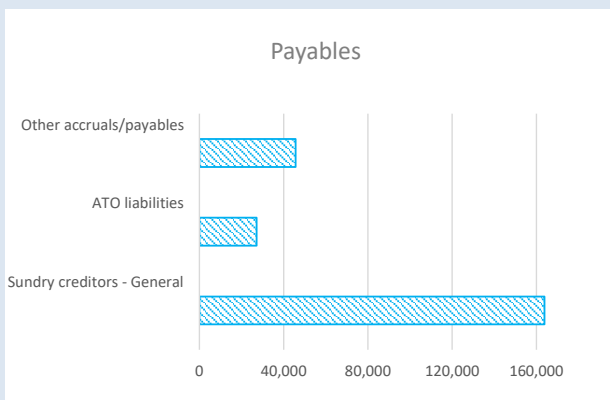
Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Creditors Due
\$404,862
Over 30 Days
25%
Over 90 Days
0%



SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

RATE TYPE	Budget							YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
	\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
Gross rental valuations											
Vacant	0.089400	2	10,712	958	0	0	958	958	0	0	958
Residential	0.089200	31	1,696,196	151,301	0	0	151,301	151,301	0	0	151,301
Unimproved valuations											
Mining lease	0.171300	230	17,306,859	2,964,665	0	0	2,964,665	2,964,665	0	0	2,964,665
Exploration lease	0.155300	342	4,256,136	643,896	0	0	643,896	660,978	(185)	1,809	662,602
Prospecting lease	0.152900	240	659,607	96,960	0	0	96,960	100,854	0	597	101,451
Pastoral lease	0.085800	20	665,453	57,096	0	0	57,096	57,096	0	0	57,096
Other	0.085800	68	333,500	28,614	0	0	28,614	28,614	0	0	28,614
Non-Rateable							0	0	185	(31)	154
Sub-Totals		933	24,928,463	3,943,490	0	0	3,943,490	3,964,466	0	2,375	3,966,841
Minimum Payment	\$										
Gross rental valuations											
Vacant	200	200	41,663	40,000	0	0	40,000	40,000	0	0	40,000
Residential	328	11	15,863	3,608	0	0	3,608	3,608	0	0	3,608
Unimproved valuations											
Mining lease	328	60	19,680	19,680	0	0	19,680	19,680	0	0	19,680
Exploration lease	290	227	244,357	65,540	0	0	65,540	65,830	0	0	65,830
Prospecting lease	257	97	67,473	24,672	0	0	24,672	24,929	0	0	24,929
Pastoral lease	328	7	12,265	2,296	0	0	2,296	2,296	0	0	2,296
Other	328	3	6,700	984	0	0	984	984	0	0	984
Sub-Totals		605	408,001	156,780	0	0	156,780	157,327	0	0	157,327
		1,538	25,336,464	4,100,270	0	0	4,100,270	4,121,793	0	2,375	4,124,168
Amount from General Rates											
Ex-Gratia Rates							0				0
Total Rates							4,100,270				4,124,168

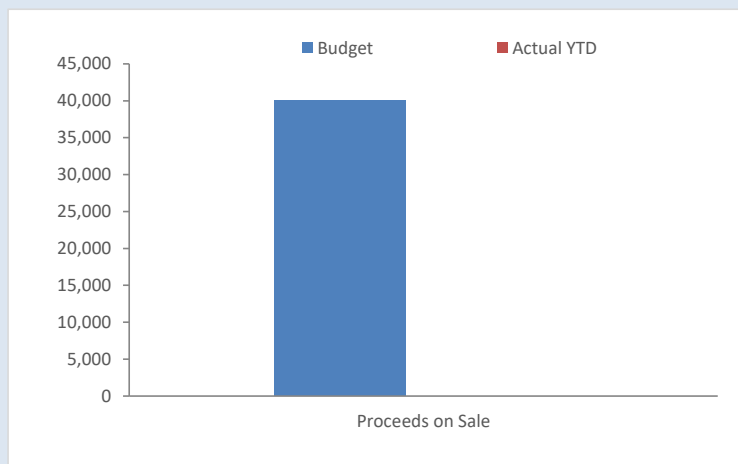
SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Number	Asset Description	Amended Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and Equipment								
53	Diesel Transfer Pump 4" Varisco P0222	5,769	10,000	4,231		0	0		
515	P0207 Hino 300 Series 816 Medium Auto Rubb	50,827	30,000		(20,827)	0	0		
		56,596	40,000	4,231	(20,827)	0	0	0	0

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$40,000	\$0	0%

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

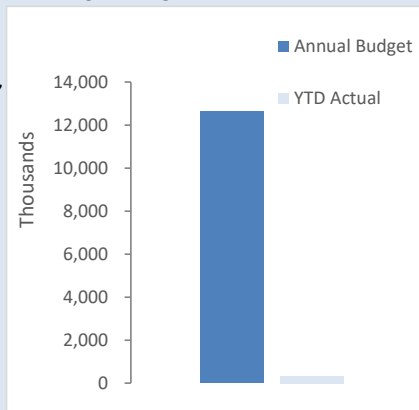
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital Acquisitions	Adopted	Amended		YTD Actual Total	YTD Budget Variance
	Annual Budget	YTD Budget	Annual Budget		
	\$	\$	\$	\$	\$
Land Held for Resale	0	0	0	0	0
Land and Buildings	4,778,021	402,513	4,778,021	179,473	(223,040)
Plant and Equipment	655,000	38,999	655,000	23,249	(15,750)
Furniture and Equipment	0	0	0	0	0
Infrastructure Assets - Roads	4,995,830	346,376	4,995,830	34,193	(312,183)
Infrastructure Assets - Footpaths	50,000	12,498	50,000	0	(12,498)
Infrastructure Assets - Parks and Ovals	70,000	65,200	122,700	105,705	40,505
Infrastructure Assets - Other	2,021,124	167,703	2,021,124	298	(167,406)
Capital Expenditure Totals	12,569,975	1,033,289	12,622,675	342,917	(690,372)
Capital acquisitions funded by:					
	\$	\$	\$	\$	\$
Capital Grants and Contributions	4,223,830	446,723	4,223,830	32,439	(414,284)
Borrowings	0	0	0	0	0
Other (Disposals & C/Fwd)	40,000	0	40,000	0	0
Council contribution - Cash Backed Reserves					
Various Reserves	4,294,927	858,694	4,294,927	0	(858,694)
Council contribution - operations	4,011,218	-272,128	4,063,918	310,478	582,606
Capital Funding Total	12,569,975	1,033,289	12,622,675	342,917	(690,372)

SIGNIFICANT ACCOUNTING POLICIES

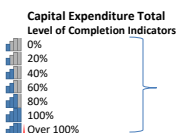
All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current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

KEY INFORMATION

Acquisitions	Annual Budget	YTD Actual	% Spent
	\$12.62 M	\$0.34 M	3%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$4.22 M	\$0.03 M	1%

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

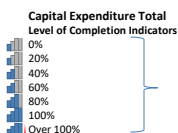


Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

Completion %	Level of completion indicator, please see table at the top of this note for further detail.	Assets	Balance			Adopted			Amended		Variance (Under)/Over
			Account Number	Sheet Category	Job Number	Annual Budget	Annual Budget	YTD Budget	Total YTD		
					\$	\$	\$	\$	\$		
		Buildings									
		Education & Welfare									
0.00		Arts Centre	4080410	510	BC060	(269,369)	(269,369)	0	0	0	
0.00		Community Shed	4080410	510	BC060A	(300,000)	(300,000)	0	0	0	
		Total - Education & Welfare				(569,369)	(569,369)	0	0	0	
		Housing									
0.00		Duplex Lot 12a Walsh St (North Unit) - Building (Capital)	4090110	510	BC007	(20,000)	(20,000)	0	0	0	
0.16		Duplex Lot 12b Walsh St (South Unit) - Building (Capital)	4090110	510	BC008	(35,000)	(35,000)	0	(5,500)	(5,500)	
0.00		New 2x1 Staff House - Building (Capital)	4090110	510	BC010	(226,691)	(226,691)	0	0	0	
0.00		New 2x1 Staff House (21-22)	4090110	510	BC011	(520,000)	(520,000)	0	0	0	
0.14		Lot 1089 (57) Walsh St Rental - Building (Capital)	4090210	510	BC019	(35,000)	(35,000)	(8,715)	(5,000)	3,715	
0.02		Old Post Office House Lot 102 (33) Walsh St - Building (Capital)	4090210	510	BC020	(932,746)	(932,746)	0	(18,795)	(18,795)	
		Total - Housing				(1,769,437)	(1,769,437)	(8,715)	(29,295)	(20,580)	
		Community Amenities									
0.00		PLAN - Building (Capital)	4100610	510		(760,371)	(760,371)	0	0	0	
		Total - Community Amenities				(760,371)	(760,371)	0	0	0	
		Recreation And Culture									
0.05		Town Hall (Hall) - Building (Capital)	4110110	510	BC026	(106,825)	(106,825)	(26,706)	(5,000)	21,706	
0.77		Old Butcher Shop Lot 1094 (53) Shenton St - Building (Capital)	4110610	510	BC029	(15,000)	(15,000)	(15,000)	(11,500)	3,500	
		Total - Recreation And Culture				(121,825)	(121,825)	(41,706)	(16,500)	25,206	
		Transport									
1.00		Depot - Building (Capital)	4120110	510	BC037	0	0	0	(251)	(251)	
0.08		Depot Office (Capital)	4120110	510	BC037B	(55,000)	(55,000)	0	(4,501)	(4,501)	
		Total - Transport				(55,000)	(55,000)	0	(4,752)	(4,752)	
		Economic Services									
0.01		Building not specified	4130210	510	BC000	(100,000)	(100,000)	(24,999)	(968)	24,031	
0.34		Lady Shenton/CRC Lot 41 (37) Shenton St - Building (Capital)	4130210	510	BC028	(308,192)	(308,192)	(154,095)	(104,715)	49,380	
0.00		Goongarrie Cottage South - Building (Capital)	4130210	510	BC032	(50,000)	(50,000)	0	0	0	
0.00		Goongarrie Cottage North - Building (Capital)	4130210	510	BC033	(50,000)	(50,000)	0	0	0	
0.00		Mercer Street Caravan Park Infrastructure	4130210	510	BC050	(818,827)	(818,827)	0	0	0	
1.00		Ex Police Station 8 Wilson (56 Shenton) - Building (Capital)	4130810	510	BC034	0	0	0	(1,100)	(1,100)	
		Total - Economic Services				(1,327,019)	(1,327,019)	(179,094)	(106,783)	72,311	
		Other Property & Services									
0.13		Town Hall (Admin) - Building (Capital)	4140210	510	BC027	(175,000)	(175,000)	(172,998)	(22,143)	150,855	
0.13		Total - Other Property & Services				(175,000)	(175,000)	(172,998)	(22,143)	150,855	
0.04		Total - Buildings				(4,778,021)	(4,778,021)	(402,513)	(179,473)	223,040	
		Plant & Equipment									
		Governance									
0.00		Administration Communications Equipment	4040230	530	C0141	(10,000)	(10,000)	(2,499)	0	2,499	
0.00		Software and IT Systems	4040230	530	C0142	(100,000)	(100,000)	0	0	0	
0.00		ERP (Accounts/Records maintenance system upgrade)	4040230	530	C0143	(100,000)	(100,000)	0	0	0	
0.00		Vehicle Replacement CEO	4040230	530	CP001	(30,000)	(30,000)	0	0	0	
		Total - Governance				(240,000)	(240,000)	(2,499)	0	2,499	
		Other Law, Order & Public Safety									
0.00		LRCI Menzies CCTV Expenditure	4050330	530	LRC0118	(90,000)	(90,000)	(22,500)	0	22,500	
		Total - Other Law, Order & Public Safety				(90,000)	(90,000)	(22,500)	0	22,500	
		Transport									
0.00		Minor Plant Purchases	4120330	530	C0127	(20,000)	(20,000)	(8,000)	0	8,000	
0.00		Banners and Signage	4120330	530	C0128	(15,000)	(15,000)	(6,000)	0	6,000	
0.00		Rubbish Truck with Compactor	4120330	530	CP006	(290,000)	(290,000)	0	0	0	
1.00		Emulsion Sprayer	4120330	530	PA162	0	0	0	(23,249)	(23,249)	
		Total - Transport				(325,000)	(325,000)	(14,000)	(23,249)	(9,249)	
0.04		Total - Plant & Equipment				(655,000)	(655,000)	(38,999)	(23,249)	15,750	
		Infrastructure - Roads									
		Transport									
0.12		Program Reseal	4120140	540	C1213	(200,000)	(200,000)	(49,998)	(23,148)	26,850	
0.00		Niagara Dam Rd (Capital)	4120141	540	RC059	(330,000)	(330,000)	0	0	0	
0.00		Kookynie Malcom Rd (Capital)	4120142	540	RC038	(300,000)	(300,000)	0	0	0	
0.00		Lake Ballard Entrance Rd/Carpark	4120142	540	RC075	(200,000)	(200,000)	0	0	0	
0.00		Tjuntjuntjarra Internal Roads Program (20-21)	4120142	540	RC249	(100,000)	(100,000)	0	0	0	
0.00		Davyhurst Road Resheet/upgrade 5klm	4120143	540	RC010	(250,000)	(250,000)	0	0	0	
0.00		Tjuntjuntjarra Access Road (R2R 22-23)	4120146	540	R2R049C	(190,000)	(190,000)	(47,499)	0	47,499	
0.00		Evanston Menzies Rd (R2R)	4120147	540	R2R008	(510,628)	(510,628)	(127,657)	0	127,657	
0.00		Yarri Road (RRG 21-22)	4120150	540	RRG039A	(95,000)	(95,000)	0	0	0	
0.00		Menzies North West Resurfacing SLK 5 - 10 (RRG 22/23)	4120151	540	RRG007D	(480,000)	(480,000)	0	0	0	
0.00		Menzies North West 6 Km to Lake Ballard turn-off (RRG 22/23)	4120151	540	RRG007E	(1,332,000)	(1,332,000)	0	0	0	
0.00		Evanston Menzies Road (RRG 21-22)	4120151	540	RRG008A	(283,312)	(283,312)	0	0	0	
0.00		Tjuntjuntjarra Access Road (Indigenous Community Access Rd)	4120164	540	ICA049	(240,000)	(240,000)	0	0	0	

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS



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

Completion	Level of completion indicator, please see table at the top of this note for further detail.	Balance			Adopted			Amended		Variance (Under)/Over
		Account Number	Sheet Category	Job Number	Annual Budget	Annual Budget	YTD Budget	Total YTD		
	Assets				\$	\$	\$	\$	\$	
1.00	LRCI Projects Phase 3 - Budgeting Purposes Only	4120164	540	LRC000A	0	0	0	(11,045)	(11,045)	
0.00	LRCI Kookynie road sealing 3 KLM (Dust suppression) Expenditur	4120164	540	LRC0119	(484,890)	(484,890)	(121,222)	0	121,222	
	Total - Transport				(4,995,830)	(4,995,830)	(346,376)	(34,193)	312,183	
0.01	Total - Infrastructure - Roads				(4,995,830)	(4,995,830)	(346,376)	(34,193)	312,183	
	Infrastructure - Footpaths									
	Transport									
0.00	Footpath Construction General (Budgeting Only)	4120170	560	FC000	(50,000)	(50,000)	(12,498)	0	12,498	
	Total - Transport				(50,000)	(50,000)	(12,498)	0	12,498	
0.00	Total - Infrastructure - Footpaths				(50,000)	(50,000)	(12,498)	0	12,498	
	Infrastructure - Parks & Ovals									
	Recreation And Culture									
1.00	Marmion Village Reserve Improvements	4110370	570	PC005	0	0	0	(48,585)	(48,585)	
0.00	LRCI Rodeo Site Development Expenditure	4110370	570	LRC0113	(50,000)	(50,000)	(12,500)	0	12,500	
0.00	Drink Fountain in Park	4110370	570	PC036	(10,000)	(10,000)	0	0	0	
0.00	Hand Wash at BBQ Area Water Park	4110370	570	PC112	(10,000)	(10,000)	0	0	0	
1.08	Tjuntjunjarra Playground	4110370	570	PC113	0	(52,700)	(52,700)	(57,120)	(4,420)	
	Total - Recreation And Culture				(70,000)	(122,700)	(65,200)	(105,705)	(40,505)	
0.86	Total - Infrastructure - Parks & Ovals				(70,000)	(122,700)	(65,200)	(105,705)	(40,505)	
	Infrastructure - Other									
	Community Amenities									
0.00	LRCI Meeting Structure Tjuntjunjarra Expenditure	4100790	590	LRC0114	(70,000)	(70,000)	(17,500)	0	17,500	
0.00	LRCI Sealing of Parking Menzies Public Toilets Expenditure	4100790	590	LRC0116	(100,000)	(100,000)	(24,997)	0	24,997	
	Total - Community Amenities				(170,000)	(170,000)	(42,497)	0	42,497	
	Recreation And Culture									
0.00	Water Park Infrastructure Expenditure	4110390	590	PC002	(50,000)	(50,000)	(50,000)	0	50,000	
0.00	Kookynie Fencing	4110390	590	IO040	(484,750)	(484,750)	0	(298)	(298)	
	Total - Recreation And Culture				(534,750)	(534,750)	(50,000)	(298)	49,703	
	Transport									
0.00	Bores to Support Road Works	4120190	590	C0123	(50,000)	(50,000)	(12,498)	0	12,498	
0.00	Main Street (Shenton) Streetscaping	4120190	590	C100	(50,000)	(50,000)	0	0	0	
0.00	Truck Bay Wilson and Shenton	4120190	590	C1211	(10,000)	(10,000)	(213)	0	213	
0.00	Grids Capital	4120190	590	GRIDCAP	(50,000)	(50,000)	(12,495)	0	12,495	
0.00	Town Dam Upgrade	4120790	590	C0121	(20,000)	(20,000)	0	0	0	
	Total - Transport				(180,000)	(180,000)	(25,206)	0	25,206	
	Economic Services									
0.00	Niagara Dam Capital Works	4130290	590	C0131	(936,374)	(936,374)	0	0	0	
0.00	LRCI Tourism Signage (district wide) Expenditure	4130290	590	LRC0117	(200,000)	(200,000)	(50,000)	0	50,000	
	Total - Economic Services				(1,136,374)	(1,136,374)	(50,000)	0	50,000	
0.00	Total - Infrastructure - Other				(2,021,124)	(2,021,124)	(167,703)	(298)	167,406	
0.03	Grand Total				(12,569,975)	(12,622,675)	(1,033,289)	(342,917)	690,372	

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

FINANCING ACTIVITIES
NOTE 9
LOAN DEBENTURE BORROWINGS AND FINANCING

(a) Information on Loan Debenture Borrowings

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

All debenture repayments were financed by general purpose revenue.

(b) Information on Financing

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

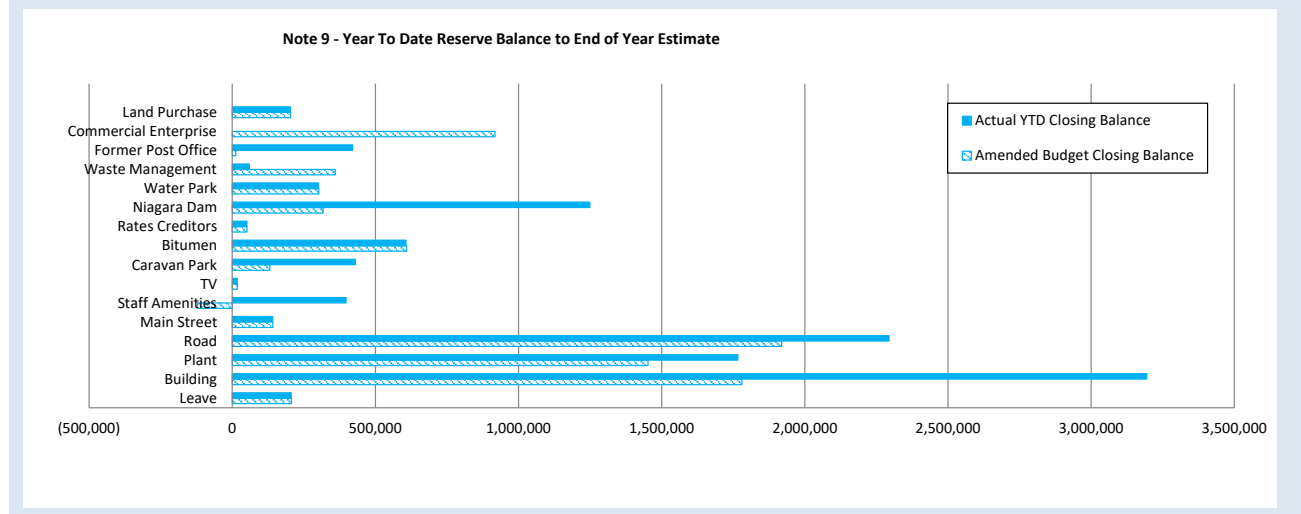
SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

OPERATING ACTIVITIES
NOTE 10
CASH BACKED RESEVES

Cash Backed Reserve

Reserve Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave	206,107	822	101	0	0	0	0	206,929	206,208
Building	3,192,928	12,735	1,559	0	0	(1,425,241)	0	1,780,422	3,194,487
Plant	1,765,297	7,041	862	0	0	(320,000)	0	1,452,338	1,766,159
Road	2,293,174	9,146	1,120	0	0	(383,312)	0	1,919,008	2,294,294
Main Street	141,160	563	69	0	0	0	0	141,723	141,229
Staff Amenities	397,322	1,585	194	0	0	(520,000)	0	(121,093)	397,517
TV	17,979	72	9	0	0	0	0	18,051	17,988
Caravan Park	429,588	1,713	210	0	0	(300,000)	0	131,301	429,798
Bitumen	606,885	2,421	296	0	0	0	0	609,306	607,181
Rates Creditors	51,401	205	25	0	0	0	0	51,606	51,426
Niagara Dam	1,248,915	4,981	610	0	0	(936,374)	0	317,522	1,249,525
Water Park	301,323	1,202	147	0	0	0	0	302,525	301,470
Waste Management	59,814	239	29	300,000	0	0	0	360,053	59,843
Former Post Office	420,512	1,677	205	0	0	(410,000)	0	12,189	420,717
Commercial Enterprise	0	4,787	0	913,221	0	0	0	918,008	0
Land Purchase	203,441	811	99	0	0	0	0	204,252	203,540
	11,335,845	50,000	5,537	1,213,221	0	(4,294,927)	0	8,304,139	11,341,382

KEY INFORMATION



SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

Other Current Liabilities	Note	Opening Balance 1 Jul 2022	Liability Increase	Liability Reduction	Closing Balance 30 Sep 2022
		\$	\$	\$	\$
Contract Liabilities					
Unspent grants, contributions and reimbursements					
- operating	12	170,983	(2,857)	(6,356)	171,779
- non-operating	13	157,105	483,200	(32,439)	607,866
Total unspent grants, contributions and reimbursements		328,088	480,343	(38,795)	779,645
Provisions					
Annual leave		87,305	0	0	87,305
Long service leave		104,777	0	0	104,777
Total Provisions		192,082	0	0	192,082
Total Other Current Liabilities					971,727
Amounts shown above include GST (where applicable)					

KEY INFORMATION

PROVISIONS

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

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

EMPLOYEE BENEFITS

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

CONTRACT LIABILITIES

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

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

NOTE 12

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Operating Grant, Subsidies and Contributions Liability					Operating Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2022	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Sep 2022	Current Liability 30 Sep 2022	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Operating Grants and Subsidies									
General purpose funding									
Grants Commission - General (WALGGC)	0	0	0	0	0	1,544,728	1,544,728	0	130,528
Grants Commission - Roads (WALGGC)	0	0	0	0	0	731,061	731,061	0	124,381
Law, order, public safety									
DFES Grant - Operating Bush Fire Brigade	5,519	7,152	0	12,671	12,671	8,000	8,000	1,998	0
Health									
WAPHA - LGA Suicide Prevention Grant Income	75,560	0	0	75,560	75,560	100,000	100,000	100,000	0
Recreation and culture									
Regional Library Services Grant	0	0	0	0	0	10,000	10,000	10,000	0
Menzies Discovery Day Grant	6,904	0	(6,356)	548	548	8,000	8,000	7,998	6,356
Transport									
Direct Grant (MRWA)	0	0	0	0	0	190,000	190,000	47,499	206,730
Street Lighting Subsidy (MRWA)	0	0	0	0	0	1,713	1,713	426	0
LRCIP Grant - Menzies Town Greening	0	0	0	0	0	100,000	100,000	25,002	0
Economic services									
WACRN Community Resource Centre Grant	83,000	0	0	83,000	83,000	80,000	80,000	40,000	0
	170,983	7,152	(6,356)	171,779	171,779	2,773,502	2,773,502	232,923	467,994
Operating Contributions									
Recreation and culture									
Menzies Discovery Day Contributions	0	0	0	0	0	20,000	20,000	4,998	2,818
Economic services									
INDUE Cashless Debit Card Contribution	0	(10,009)	0	0	(10,009)	38,000	38,000	9,498	20,019
	0	(10,009)	0	0	(10,009)	58,000	58,000	14,496	22,837
TOTALS	170,983	(2,857)	(6,356)	171,779	161,769	2,831,502	2,831,502	247,419	490,831

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

NOTE 13

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability					Non Operating Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2022	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Sep 2022	Current Liability 30 Sep 2022	Adopted Budget Revenue	Amended Annual Budget	Amended YTD Budget	YTD Actual Revenue
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-Operating Grants and Subsidies									
Law, order, public safety									
LRCIP Grant - Menzies CCTV	0	0	0	0	0	90,000	90,000	22,500	0
Community amenities									
LRCIP Grant - Meeting Structure Tjuntjuntjara	0	0	0	0	0	70,000	70,000	17,500	0
LRCIP Grant - Sealing of Parking Menzies Public Toilets	0	0	0	0	0	100,000	100,000	25,000	0
LRCIP Grant - Rodeo site development	22,727.27	0	0	22,727	22,727	50,000	50,000	12,500	0
LRCIP Grant - Marmion Village Reserve Improvements	44,878.77	0	(32,439)	12,440	12,440	0	0	0	32,439
Transport									
RTR Grant Funded - Tjunjuntjara Access Road	0	0	0	0	0	190,000	190,000	0	0
RTR Grant Funded - Evanston Menzies Rd	0	0	0	0	0	510,628	510,628	0	0
RRG Grant Funded -Menzies North West Road Improvements (RRG 21-22)	9,500	0	0	9,500	9,500	0	0	0	0
RRG Grant Funded -Menzies North West Road Improvements (RRG 21-22)	0	0	0	0	0	198,000	198,000	198,000	0
RRG Grant Funded -Menzies North West Road Resurfacing SLK 5 - 10 (RRG 22-23)	0	128,000	0	128,000	128,000	480,000	480,000	0	0
RRG Grant Funded -Menzies North West Road 6 Km to Lake Ballard (RRG 22-23)	0	355,200	0	355,200	355,200	1,332,000	1,332,000	0	0
RRG Grant Funded -Evanston Menzies Road (RRG 21-22)	0	0	0	0	0	183,312	183,312	0	0
RRG Grant Funded -Tjuntjunjarra Access Rd	79,999	0	0	79,999	79,999	0	0	0	0
RRG Grant Funded -Yarri Road (RRG 21-22)	0	0	0	0	0	95,000	95,000	0	0
WALGGC Special Road Grant - Tjuntjuntjarra Access Road	0	0	0	0	0	240,000	240,000	0	0
LRCIP Grant - Kookynie road sealing 3 KLM (Dust suppression)	0	0	0	0	0	484,890	484,890	121,223	0
Economic services									
LRCIP Grant - Tourism Signage (district wide)	0	0	0	0	0	200,000	200,000	50,000	0
	157,105	483,200	(32,439)	607,866	607,866	4,223,830	4,223,830	446,723	32,439
Total Non-operating grants, subsidies and contributions	157,105	483,200	(32,439)	607,866	607,866	4,223,830	4,223,830	446,723	32,439

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022NOTE 14
BONDS & DEPOSITS AND TRUST FUNDS

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

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

Description	Opening Balance 01 Jul 2022	Amount Received	Amount Paid	Closing Balance 30 Sep 2022
	\$	\$	\$	\$
Restricted Cash - Bonds and Deposits				
Pet Bonds	200.00	0.00	0.00	200.00
Staff Housing Bonds	3,520.00	0.00	0.00	3,520.00
BCITF	(608.25)	0.00	0.00	(608.25)
Building Levy	(15.00)	3,217.21	(3,155.56)	46.65
Nomination Fees	0.00	0.00	0.00	0.00
Unclaimed Moines	400.00	0.00	0.00	400.00
Hall Hire Bond	100.00	0.00	0.00	100.00
Other Housing Bond	0.00	0.00	0.00	0.00
Community Bus Bond	200.00	0.00	0.00	200.00
Retention Bonds & Liabilities	5,744.25	0.00	0.00	5,744.25
Sub-Total	9,541.00	3,217.21	(3,155.56)	9,602.65
Trust Funds				
Nil				
Sub-Total	0.00	0.00	0.00	0.00
	9,541.00	3,217.21	(3,155.56)	9,602.65

KEY INFORMATION

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

NOTE 15

EXPLANATION OF SIGNIFICANT VARIANCES

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

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

Reporting Program	Var. \$	Var. %	Significant		Timing/ Permanent	Explanation of Variance
			Var. ▲▼	Var. \$		
Revenue from operating activities	\$	%				
General Purpose Funding - Rates	23,897	1%	▲		Timing	Regenerate Rates Notice for FY 22/23
General Purpose Funding - Other	266,915	1273%	▲	\$	Timing	Timing - allocation budget FY 22/23
Law, Order and Public Safety	(6,352)	(90%)	▼		Timing	Timing - allocation budget FY 22/23
Health	(99,614)	(100%)	▼	\$	Timing	Timing - allocation budget FY 22/23
Housing	3,826	34%	▲		Timing	Timing - Increase of housing revenue
Community Amenities	6,827	159%	▲		Timing	Timing - allocation budget FY 22/23
Recreation and Culture	(13,915)	(60%)	▼		Timing	Timing - allocation budget FY 22/23
Transport	143,609	197%	▲	\$	Timing	Timing - allocation budget FY 22/23
Economic Services	(4,300)	(5%)	▼		Timing	Timing - allocation budget FY 22/23
Other Property and Services	2,367	38%	▲		Timing	Timing - allocation budget FY 22/23
Expenditure from operating activities						
Governance	161,265	46%	▲	\$	Timing	Timing - allocation expenditure budget FY 22/23
General Purpose Funding	91,030	66%	▲	\$	Timing	Timing - allocation expenditure budget FY 22/23
Law, Order and Public Safety	20,188	68%	▲		Timing	Timing - allocation expenditure budget FY 22/23
Health	12,719	24%	▲		Timing	Timing - allocation expenditure budget FY 22/23
Education and Welfare	6,228	49%	▲		Timing	Timing - allocation expenditure budget FY 22/23
Housing	(25,944)	(52%)	▼	\$	Timing	Timing - allocation expenditure budget FY 22/23
Community Amenities	30,866	28%	▲	\$	Timing	Timing - allocation expenditure budget FY 22/23
Recreation and Culture	212,966	64%	▲	\$	Timing	Timing - allocation expenditure budget FY 22/23
Transport	501,407	83%	▲	\$	Timing	Timing - allocation expenditure budget FY 22/23
Economic Services	164,550	42%	▲	\$	Timing	Timing - allocation expenditure budget FY 22/23
Other Property and Services	(276,760)	1402%	▼		Timing	Timing - allocation expenditure budget FY 22/23
Investing Activities						
Non-operating Grants, Subsidies and Contributions	(414,284)	(93%)	▼	\$	Timing	Budget Allocations for completed project grant related to this FY
Land and Buildings	223,040	55%	▲	\$	Timing	Capital works - Refer to Note 8 Capital details
Plant and Equipment	15,750	40%	▲		Timing	Capital works - Refer to Note 8 Capital details
Infrastructure Assets - Roads	312,183	90%	▲	\$	Timing	Capital works - Refer to Note 8 Capital details
Infrastructure Assets - Footpaths	12,498	100%	▲		Timing	Capital works - Refer to Note 8 Capital details
Infrastructure Assets - Parks and Ovals	(40,505)	(62%)	▼	\$	Timing	Capital works - Refer to Note 8 Capital details
Infrastructure Assets - Other	167,406	100%	▲	\$	Timing	Capital works - Refer to Note 8 Capital details
Financing Activities						
Transfer from Reserves	(858,694)	(100%)	▼	\$	Timing	the allocation transfer from reserve to operating account
Transfer to Reserves	9,929	64%	▲		Timing	Interest reserve allocation to operating account

SHIRE OF MENZIES
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 30 SEPTEMBER 2022

NOTE 16
 BUDGET AMENDMENTS

GL Code	Job #	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
					\$	\$	\$	\$
		Budget Adoption		Closing Surplus/(Deficit)			0	0
		Opening surplus adjustment		Opening Surplus(Deficit)		248,985		248,985
4110370	PC113	Tjuntjunjarra Playground	CM-278	Capital Expenses			18,500	267,485
4130881		OTH ECON - Transfers to Commercial Enterprise Reserve	CM-278	Capital Expenses		(18,500)		248,985
4110370	PC113	Tjuntjunjarra Playground	CM-292	Capital Expenses			34,200	283,185
4130881		OTH ECON - Transfers to Commercial Enterprise Reserve	CM-292	Capital Expenses		(34,200)		248,985
								248,985

SHIRE OF MENZIES
F.I.S
FINANCIAL INFORMATION
SCHEDULE AS
@ 30/09/2022



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

30/09/2022	COA	Description	Current Budget FY 22/23	YTD Budget 30/09/2022	YTD Actual 30/09/2022	Variance (\$)
		General Purpose Funding				
		Rates				
		Operating Income				
		3030120 RATES - Instalment Admin Fee Received	-\$7,000.00	-\$7,000.00	-\$5,250.00	\$1,750.00
		3030121 RATES - Account Enquiry Charges	-\$100.00	-\$24.00	\$0.00	\$24.00
		3030122 RATES - Reimbursement of Debt Collection Costs	-\$5,000.00	-\$1,248.00	\$0.00	\$1,248.00
		3030130 RATES - Rates Levied - Synergy	-\$4,100,270.33	-\$4,100,270.33	-\$4,124,167.79	-\$23,897.46
		3030145 RATES - Penalty Interest Received	-\$40,000.00	\$0.00	-\$6,847.30	-\$6,847.30
		3030146 RATES - Instalment Interest Received	-\$7,000.00	\$0.00	-\$8,755.40	-\$8,755.40
		Operating Income Total	-\$4,159,370.33	-\$4,108,542.33	-\$4,145,020.49	-\$36,478.16
		Other General Purpose Funding				
		Operating Income				
		3030201 GEN PUR - Reimbursements	-\$100.00	-\$24.00	\$0.00	\$24.00
		3030210 GEN PUR - Financial Assistance Grant - General	-\$1,544,728.00	\$0.00	-\$130,528.00	-\$130,528.00
		3030211 GEN PUR - Financial Assistance Grant - Roads	-\$731,061.00	\$0.00	-\$124,380.50	-\$124,380.50
		3030214 GEN PUR - Grant Funding	\$0.00	\$0.00	-\$32,438.75	-\$32,438.75
		3030220 GEN PUR - Charges - Photocopying / Faxing	-\$205.00	-\$51.00	\$0.00	\$51.00
		3030235 GEN PUR - Other Income	\$0.00	\$0.00	-\$1,602.17	-\$1,602.17
		3030245 GEN PUR - Interest Earned - Reserve Funds	-\$50,000.00	-\$12,498.00	-\$5,536.67	\$6,961.33
		3030246 GEN PUR - Interest Earned - Municipal Funds	-\$500.00	-\$123.00	-\$5,062.71	-\$4,939.71
		Operating Income Total	-\$2,326,594.00	-\$12,696.00	-\$299,548.80	-\$286,852.80
		Rates				
		Operating Expenditure				
		2030100 RATES - Employee Costs	\$73,130.66	\$16,872.00	\$13,308.57	-\$3,563.43
		2030104 RATES - Training & Development	\$2,500.00	\$1,000.00	\$0.00	-\$1,000.00
		2030112 RATES - Valuation Expenses	\$10,000.00	\$2,499.00	\$602.26	-\$1,896.74
		2030113 RATES - Title/Company Searches	\$100.00	\$40.00	\$0.00	-\$40.00
		2030114 RATES - Debt Collection Expenses	\$14,000.00	\$3,498.00	\$14,135.79	\$10,637.79
		2030115 RATES - Printing and Stationery	\$500.00	\$123.00	\$0.00	-\$123.00
		2030116 RATES - Postage and Freight	\$1,000.00	\$249.00	\$853.52	\$604.52
		2030118 RATES - Rates Write Off	\$220,000.00	\$88,000.00	\$2,647.26	-\$85,352.74
		2030119 RATES - Seizure of Land	\$5,000.00	\$2,000.00	\$311.28	-\$1,688.72
		2030152 RATES - Consultants	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00
		2030187 RATES - Other Expenses Relating To Rates	\$500.00	\$123.00	\$0.00	-\$123.00
		2030199 RATES - Administration Allocated	\$51,541.00	\$12,885.00	\$0.00	-\$12,885.00
		Operating Expenditure Total	\$388,271.66	\$127,289.00	\$41,858.68	-\$85,430.32
		Other General Purpose Funding				
		Operating Expenditure				
		2030211 GEN PUR - Bank Fees & Charges	\$5,000.00	\$1,248.00	\$4,237.50	\$2,989.50
		2030214 GEN PUR - Rounding	\$10.00	\$0.00	\$0.00	\$0.00
		2030299 GEN PUR - Administration Allocated	\$34,361.00	\$8,589.00	\$0.00	-\$8,589.00
		Operating Expenditure Total	\$39,371.00	\$9,837.00	\$4,237.50	-\$5,599.50
		General Purpose Funding Total Income	-\$6,485,964.33	-\$4,121,238.33	-\$4,444,569.29	-\$323,330.96
		General Purpose Funding Total Expenditure	\$427,642.66	\$137,126.00	\$46,096.18	-\$91,029.82
		Governance				
		Members Of Council				
		Operating Income				
		3040101 MEMBERS - Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00
		Operating Income Total	\$0.00	\$0.00	\$0.00	\$0.00
		Other Governance				
		Operating Income				
		3040201 OTH GOV - Reimbursements	\$0.00	\$0.00	\$6,055.11	\$6,055.11
		Operating Income Total	\$0.00	\$0.00	\$6,055.11	\$6,055.11
		Members Of Council				
		Operating Expenditure				
		2040104 MEMBERS - Training & Development	\$45,000.00	\$11,205.00	\$12,900.00	\$1,695.00
		2040109 MEMBERS - Members Travel and Accommodation	\$30,000.00	\$7,494.00	\$9,010.33	\$1,516.33
		2040111 MEMBERS - Mayors/Presidents Allowance	\$19,864.00	\$4,965.00	\$4,965.99	\$0.99
		2040112 MEMBERS - Deputy Mayors/Presidents Allowance	\$4,966.00	\$1,239.00	\$1,241.49	\$2.49
		2040113 MEMBERS - Members Sitting Fees	\$75,870.00	\$18,966.00	\$18,967.56	\$1.56
		2040114 MEMBERS - Communications Allowance	\$7,700.00	\$1,923.00	\$1,924.98	\$1.98
		2040115 MEMBERS - Printing and Stationery	\$400.00	\$99.00	\$0.00	-\$99.00
		2040116 MEMBERS - Election Expenses	\$4,000.00	\$0.00	\$0.00	\$0.00
		2040120 MEMBERS - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00
		2040121 MEMBERS - Information Systems	\$3,000.00	\$750.00	\$0.00	-\$750.00
		2040129 MEMBERS - Donations to Community Groups	\$30,000.00	\$12,000.00	\$0.00	-\$12,000.00
		2040130 MEMBERS - Insurance Expenses	\$10,058.00	\$2,514.00	\$0.00	-\$2,514.00
		2040186 MEMBERS - Expensed Minor Asset Purchases	\$5,000.00	\$1,248.00	\$0.00	-\$1,248.00
		2040187 MEMBERS - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00
		2040199 MEMBERS - Administration Allocated	\$343,606.00	\$85,899.00	\$0.00	-\$85,899.00
		Operating Expenditure Total	\$579,464.00	\$148,302.00	\$49,010.35	-\$99,291.65

30/09/2022	COA	Description	Current Budget FY 22/23	YTD Budget 30/09/2022	YTD Actual 30/09/2022	Variance (\$)
		Other Governance				
		Operating Expenditure				
		2040200 OTH GOV - Employee Costs	\$337,783.98	\$77,946.00	\$104,398.75	\$26,452.75
		2040204 OTH GOV - Training & Development	\$15,000.00	\$6,000.00	\$0.00	-\$6,000.00
		2040205 OTH GOV - Recruitment	\$25,000.00	\$10,000.00	\$4,403.21	-\$5,596.79
		2040206 OTH GOV - Fringe Benefits Fax (FBT)	\$0.00	\$0.00	\$0.00	\$0.00
		2040208 OTH GOV - Other Employee Expenses	\$0.00	\$0.00	\$0.00	\$0.00
		2040210 OTH GOV - Motor Vehicle Expenses	\$15,857.00	\$3,963.00	\$0.00	-\$3,963.00
		2040211 OTH GOV - Civic Functions, Refreshments & Receptions	\$4,000.00	\$999.00	\$1,437.52	\$438.52
		2040216 OTH GOV - Postage and Freight	\$0.00	\$0.00	\$0.00	\$0.00
		2040220 OTH GOV - Communication Expenses	\$0.00	\$0.00	\$0.00	\$0.00
		2040221 OTH GOV - Information Systems	\$4,080.00	\$1,020.00	\$0.00	-\$1,020.00
		2040240 OTH GOV - Advertising & Promotion	\$2,000.00	\$498.00	\$358.91	-\$139.09
		2040241 OTH GOV - Subscriptions & Memberships	\$74,452.00	\$74,452.00	\$25,937.99	-\$48,514.01
		2040250 OTH GOV - Consultancy - Statutory	\$11,000.00	\$4,400.00	\$0.00	-\$4,400.00
		2040251 OTH GOV - Consultancy - Strategic	\$1,000.00	\$400.00	\$0.00	-\$400.00
		2040252 OTH GOV - Other Consultancy	\$15,000.00	\$3,750.00	\$710.00	-\$3,040.00
		2040285 OTH GOV - Legal Expenses	\$15,000.00	\$3,750.00	\$0.00	-\$3,750.00
		2040286 OTH GOV - Expensed Minor Asset Purchases	\$5,000.00	\$1,248.00	\$270.55	-\$977.45
		2040298 OTH GOV - Staff Housing Allocated	\$9,906.00	\$2,475.00	\$0.00	-\$2,475.00
		2040299 OTH GOV - Administration Allocated	\$34,361.00	\$8,589.00	\$0.00	-\$8,589.00
		Operating Expenditure Total	\$569,439.98	\$199,490.00	\$137,516.93	-\$61,973.07
		Governance Total Income	\$0.00	\$0.00	\$6,055.11	\$6,055.11
		Governance Total Expenditure	\$1,148,903.98	\$347,792.00	\$186,527.28	-\$161,264.72
		Law, Order & Public Safety				
		Animal Control				
		Operating Income				
		3050220 ANIMAL - Pound Fees	-\$50.00	-\$12.00	\$0.00	\$12.00
		3050221 ANIMAL - Animal Registration Fees	-\$100.00	-\$24.00	-\$50.00	-\$26.00
		Operating Income Total	-\$150.00	-\$36.00	-\$50.00	-\$14.00
		Emergency Services Levy - Bush Fire Brigade				
		Operating Income				
		3050502 ESL BFB - Admin Fee/Commission	-\$4,000.00	-\$999.00	\$0.00	\$999.00
		3050510 ESL BFB - Operating Grant	-\$8,000.00	-\$1,998.00	\$0.00	\$1,998.00
		3050545 ESL BFB - Non-Payment Penalty Interest	-\$4,000.00	-\$4,000.00	-\$630.94	\$3,369.06
		Operating Income Total	-\$16,000.00	-\$6,997.00	-\$630.94	\$6,366.06
		Fire Prevention				
		Operating Expenditure				
		2050113 FIRE - Fire Prevention and Planning	\$500.00	\$123.00	\$0.00	-\$123.00
		2050115 FIRE - Printing and Stationery	\$0.00	\$0.00	\$0.00	\$0.00
		2050188 FIRE - Building Operations	\$795.00	\$195.00	\$2,280.43	\$2,085.43
		2050189 FIRE - Building Maintenance	\$961.00	\$237.00	\$0.00	-\$237.00
		2050192 FIRE - Depreciation	\$3,268.00	\$816.00	\$0.00	-\$816.00
		Operating Expenditure Total	\$5,524.00	\$1,371.00	\$2,280.43	\$909.43
		Animal Control				
		Operating Expenditure				
		2050252 ANIMAL - Consultants	\$0.00	\$0.00	\$0.00	\$0.00
		2050253 ANIMAL - Contract Services	\$30,000.00	\$7,500.00	\$7,275.00	-\$225.00
		2050265 ANIMAL - Animal Care Day Menzies	\$5,000.00	\$1,248.00	\$0.00	-\$1,248.00
		2050288 ANIMAL - Animal Pound Operations	\$100.00	\$24.00	\$0.00	-\$24.00
		2050289 ANIMAL - Animal Pound Maintenance	\$100.00	\$24.00	\$0.00	-\$24.00
		2050292 ANIMAL - Depreciation	\$1,259.00	\$312.00	\$0.00	-\$312.00
		2050299 ANIMAL - Administration Allocated	\$34,361.00	\$8,589.00	\$0.00	-\$8,589.00
		Operating Expenditure Total	\$70,820.00	\$17,697.00	\$7,275.00	-\$10,422.00
		Other Law, Order & Public Safety				
		Operating Expenditure				
		2050312 OLOPS - LEMC Support	\$1,000.00	\$249.00	\$0.00	-\$249.00
		2050313 OLOPS - Community Emergency Services	\$8,975.00	\$2,190.00	\$0.00	-\$2,190.00
		2050399 OLOPS - Administration Allocated	\$8,590.00	\$2,145.00	\$0.00	-\$2,145.00
		Operating Expenditure Total	\$18,565.00	\$4,584.00	\$0.00	-\$4,584.00
		Emergency Services Levy - Bush Fire Brigade				
		Operating Expenditure				
		2050530 ESL BFB - Insurance Expenses	\$1,500.00	\$375.00	\$0.00	-\$375.00
		2050565 ESL BFB - Maintenance Plant & Equipment	\$7,209.50	\$1,800.00	\$0.00	-\$1,800.00
		2050589 ESL BFB - Maintenance Land & Buildings	\$7,223.00	\$1,764.00	\$0.00	-\$1,764.00
		2050599 ESL BFB - Administration Allocated	\$8,590.00	\$2,145.00	\$0.00	-\$2,145.00
		Operating Expenditure Total	\$24,522.50	\$6,084.00	\$0.00	-\$6,084.00

30/09/2022	COA	Description	Current Budget FY 22/23	YTD Budget 30/09/2022	YTD Actual 30/09/2022	Variance (\$)
		Law, Order & Public Safety Total Income	-\$16,150.00	-\$7,033.00	-\$680.94	\$6,352.06
		Law, Order & Public Safety Total Expenditure	\$119,431.50	\$29,736.00	\$9,555.43	-\$20,180.57
		Health				
		Preventative Services - Inspection/Admin				
		Operating Income				
	3070410	HEALTH - Grants	-\$100,000.00	-\$100,000.00	\$0.00	\$100,000.00
	3070420	HEALTH - Health Regulatory Fees & Charges	-\$300.00	-\$75.00	-\$461.25	-\$386.25
		Operating Income Total	-\$100,300.00	-\$100,075.00	-\$461.25	\$99,613.75
		Preventative Services - Inspection/Admin				
		Operating Expenditure				
	2070411	HEALTH - Contract EHO	\$40,000.00	\$9,999.00	\$5,973.82	-\$4,025.18
	2070412	HEALTH - Analytical Expenses	\$400.00	\$99.00	\$360.00	\$261.00
	2070485	HEALTH - Legal Expenses	\$3,000.00	\$750.00	\$0.00	-\$750.00
	2070487	HEALTH - Other Expenses	\$100,000.00	\$40,000.00	\$34,690.00	-\$5,310.00
	2070499	HEALTH - Administration Allocated	\$8,590.00	\$2,145.00	\$0.00	-\$2,145.00
		Operating Expenditure Total	\$151,990.00	\$52,993.00	\$41,023.82	-\$11,969.18
		Other Health				
		Operating Expenditure				
	2070750	OTH HEALTH - Nurse Expenses	\$3,000.00	\$750.00	\$0.00	-\$750.00
		Operating Expenditure Total	\$3,000.00	\$750.00	\$0.00	-\$750.00
		Health Total Income	-\$100,300.00	-\$100,075.00	-\$461.25	\$99,613.75
		Health Total Expenditure	\$154,990.00	\$53,743.00	\$41,023.82	-\$12,719.18
		Education & Welfare				
		Other Welfare				
		Operating Expenditure				
	2080700	WELFARE - Employee Costs	\$50,513.69	\$11,652.00	\$6,420.12	-\$5,231.88
	2080712	WELFARE - Youth Services	\$4,000.00	\$996.00	\$0.00	-\$996.00
		Operating Expenditure Total	\$54,513.69	\$12,648.00	\$6,420.12	-\$996.00
		Education & Welfare Total Expenditure	\$54,513.69	\$12,648.00	\$6,420.12	-\$996.00
		Housing				
		Staff Housing				
		Operating Income				
	3090101	STF HOUSE - Staff Rental Reimbursements	-\$21,000.00	-\$5,250.00	-\$6,785.00	-\$1,535.00
	3090120	STF HOUSE - Fees & Charges	\$0.00	\$0.00	\$0.00	\$0.00
		Operating Income Total	-\$21,000.00	-\$5,250.00	-\$6,785.00	-\$1,535.00
		Other Housing				
		Operating Income				
	3090220	OTH HOUSE - Fees & Charges	-\$24,180.00	-\$6,045.00	-\$8,383.63	-\$2,338.63
	3090235	OTH HOUSE - Other Income	-\$200.00	-\$48.00	\$0.00	\$48.00
		Operating Income Total	-\$24,380.00	-\$6,093.00	-\$8,383.63	-\$2,290.63
		Staff Housing				
		Operating Expenditure				
	2090186	STF HOUSE - Expensed Minor Asset Purchases	\$0.00	\$0.00	\$4,855.46	\$4,855.46
	2090188	STF HOUSE - Staff Housing Building Operations	\$19,767.00	\$4,911.00	\$7,513.05	\$2,602.05
	2090189	STF HOUSE - Staff Housing Building Maintenance	\$55,079.00	\$13,527.00	\$32,814.20	\$19,287.20
	2090192	STF HOUSE - Depreciation	\$57,462.00	\$14,364.00	\$0.00	-\$14,364.00
	2090198	STF HOUSE - Staff Housing Costs Recovered	-\$62,676.00	-\$15,669.00	\$0.00	\$15,669.00
		Operating Expenditure Total	\$69,632.00	\$17,133.00	\$45,182.71	\$28,049.71
		Other Housing				
		Operating Expenditure				
	2090285	OTH HOUSE - Legal Expenses	\$4,000.00	\$999.00	\$0.00	-\$999.00
	2090288	OTH HOUSE - Building Operations	\$14,213.00	\$3,528.00	\$3,566.53	\$38.53
	2090289	OTH HOUSE - Building Maintenance	\$31,194.00	\$7,653.00	\$27,537.84	\$19,884.84
	2090292	OTH HOUSE - Depreciation	\$35,694.00	\$8,922.00	\$0.00	-\$8,922.00
	2090298	OTH HOUSE - Staff Housing Costs Recovered	-\$20,290.00	-\$5,070.00	\$0.00	\$5,070.00
	2090299	OTH HOUSE - Administration Allocated	\$34,361.00	\$8,589.00	\$0.00	-\$8,589.00
		Operating Expenditure Total	\$99,172.00	\$24,621.00	\$31,104.37	\$6,483.37
		Housing Total Income	-\$45,380.00	-\$11,343.00	-\$15,168.63	-\$3,825.63
		Housing Total Expenditure	\$168,804.00	\$41,754.00	\$76,287.08	\$34,533.08

30/09/2022	COA	Description	Current Budget FY 22/23	YTD Budget 30/09/2022	YTD Actual 30/09/2022	Variance (\$)
		Community Amenities				
		Sanitation - General				
		Operating Income				
	3100120	SAN - Domestic Refuse Collection Charges	-\$10,000.00	-\$2,499.00	-\$10,647.54	-\$8,148.54
		Operating Income Total	-\$10,000.00	-\$2,499.00	-\$10,647.54	-\$8,148.54
		Sanitation - Other				
		Operating Income				
	3100200	SAN OTH - Commercial Collection Charge	-\$5,000.00	-\$1,248.00	\$0.00	\$1,248.00
		Operating Income Total	-\$5,000.00	-\$1,248.00	\$0.00	\$1,248.00
		Sewerage				
		Operating Income				
	3100321	SEW - Septic Tank Inspection Fees	-\$700.00	-\$174.00	\$0.00	\$174.00
	3100335	SEW - Other Income	-\$1,000.00	-\$249.00	-\$472.00	-\$223.00
		Operating Income Total	-\$1,700.00	-\$423.00	-\$472.00	-\$49.00
		Town Planning & Regional Development				
		Operating Income				
	3100620	PLAN - Planning Application Fees	-\$500.00	-\$123.00	\$0.00	\$123.00
		Operating Income Total	-\$500.00	-\$123.00	\$0.00	\$123.00
		Other Community Amenities				
		Operating Income				
	3100735	COM AMEN - Other Income	\$0.00	\$0.00	\$0.00	\$0.00
		Operating Income Total	\$0.00	\$0.00	\$0.00	\$0.00
		Sanitation - General				
		Operating Expenditure				
	2100111	SAN - Waste Collection	\$94,464.00	\$23,229.00	\$18,193.68	-\$5,035.32
	2100117	SAN - General Tip Maintenance	\$83,568.00	\$20,682.00	\$14,488.76	-\$6,193.24
	2100118	SAN - Purchase of Bins (Sulo and Other)	\$2,000.00	\$498.00	\$0.00	-\$498.00
	2100119	SAN - Landfill Closure	\$26,000.00	\$6,000.00	\$7,800.00	-\$1,800.00
	2100192	SAN - Depreciation	\$8,672.00	\$2,166.00	\$0.00	-\$2,166.00
	2100199	SAN - Administration Allocated	\$34,361.00	\$8,589.00	\$0.00	-\$8,589.00
		Operating Expenditure Total	\$249,065.00	\$61,164.00	\$40,482.44	-\$20,681.56
		Sanitation - Other				
		Operating Expenditure				
	2100211	SAN OTH - Waste Collection	\$0.00	\$0.00	\$0.00	\$0.00
	2100212	SAN OTH - Waste Disposal	\$1,300.00	\$1,300.00	\$0.00	-\$1,300.00
	2100214	SAN OTH - Purchase of Street Bins	\$500.00	\$500.00	\$0.00	-\$500.00
		Operating Expenditure Total	\$1,800.00	\$1,800.00	\$0.00	-\$1,800.00
		Sewerage				
		Operating Expenditure				
	2100365	SEW - Maintenance/Operations	\$6,340.00	\$1,542.00	\$0.00	-\$1,542.00
	2100399	SEW - Administration Allocated	\$34,361.00	\$8,589.00	\$0.00	-\$8,589.00
		Operating Expenditure Total	\$40,701.00	\$10,131.00	\$0.00	-\$10,131.00
		Town Planning & Regional Development				
		Operating Expenditure				
	2100615	PLAN - Printing and Stationery	\$1,000.00	\$249.00	\$0.00	-\$249.00
	2100640	PLAN - Advertising & Promotion	\$5,000.00	\$1,248.00	\$2,201.82	\$953.82
	2100650	PLAN - Contract Town Planning	\$2,880.00	\$720.00	\$0.00	-\$720.00
	2100652	PLAN - Consultants	\$25,000.00	\$6,249.00	\$6,742.50	\$493.50
	2100653	PLAN - Scheme Amendments	\$1,000.00	\$249.00	\$0.00	-\$249.00
	2100699	PLAN - Administration Allocated	\$8,590.00	\$2,145.00	\$0.00	-\$2,145.00
		Operating Expenditure Total	\$43,470.00	\$10,860.00	\$8,944.32	-\$1,915.68
		Other Community Amenities				
		Operating Expenditure				
	2100711	COM AMEN - Cemetery Maintenance/Operations	\$6,961.00	\$1,701.00	\$0.00	-\$1,701.00
	2100788	COM AMEN - Public Conveniences Operations	\$72,120.00	\$17,574.00	\$22,230.38	\$4,656.38
	2100789	COM AMEN - Public Conveniences Maintenance	\$19,130.00	\$4,671.00	\$7,522.58	\$2,851.58
	2100792	COM AMEN - Depreciation	\$0.00	\$0.00	\$0.00	\$0.00
	2100799	COM AMEN - Administration Allocated	\$8,590.00	\$2,145.00	\$0.00	-\$2,145.00
		Operating Expenditure Total	\$106,801.00	\$26,091.00	\$29,752.96	\$3,661.96
		Community Amenities Total Income	-\$17,200.00	-\$4,293.00	-\$11,119.54	-\$6,826.54
		Community Amenities Total Expenditure	\$441,837.00	\$110,046.00	\$79,179.72	-\$30,866.28

30/09/2022	COA	Description	Current Budget FY 22/23	YTD Budget 30/09/2022	YTD Actual 30/09/2022	Variance (\$)
		Recreation & Culture				
		Public Halls And Civic Centres				
		Operating Income				
	3110120	HALLS - Town Hall Hire	-\$200.00	-\$48.00	-\$74.55	-\$26.55
	3110135	HALLS - Other Income	-\$100.00	-\$24.00	\$0.00	\$24.00
		Operating Income Total	-\$300.00	-\$72.00	-\$74.55	-\$2.55
		Other Recreation And Sport				
		Operating Income				
	3110320	REC - Fees & Charges	-\$100.00	-\$24.00	\$0.00	\$24.00
	3110335	REC - Other Income	-\$100.00	-\$24.00	\$0.00	\$24.00
		Operating Income Total	-\$200.00	-\$48.00	\$0.00	\$48.00
		Libraries				
		Operating Income				
	3110501	LIBRARY - Reimbursements Lost Books	\$100.00	\$24.00	\$0.00	-\$24.00
	3110540	LIBRARY - Fines & Penalties	-\$100.00	-\$24.00	\$0.00	\$24.00
		Operating Income Total	\$0.00	\$0.00	\$0.00	\$0.00
		Other Culture				
		Operating Income				
	3110700	OTH CUL - Contributions & Donations - Other Culture	-\$20,000.00	-\$4,998.00	-\$2,818.18	\$2,179.82
	3110710	OTH CUL - Grants - Other Culture	-\$8,000.00	-\$7,998.00	-\$1,277.31	\$6,720.69
	3110720	OTH CUL - Fees & Charges	-\$100.00	-\$24.00	\$0.00	\$24.00
	3110735	OTH CUL - Other Income	-\$100.00	-\$24.00	\$0.00	\$24.00
		Operating Income Total	-\$28,200.00	-\$13,044.00	-\$4,095.49	\$8,948.51
		Public Halls And Civic Centres				
		Operating Expenditure				
	2110186	HALLS - Expensed Minor Asset Purchases	\$5,000.00	\$1,248.00	\$0.00	-\$1,248.00
	2110188	HALLS - Town Halls and Public Bldg Operations	\$9,792.00	\$2,442.00	\$1,428.95	-\$1,013.05
	2110189	HALLS - Town Halls and Public Bldg Maintenance	\$3,538.00	\$861.00	\$0.00	-\$861.00
	2110199	HALLS - Administration Allocated	\$85,902.00	\$21,474.00	\$0.00	-\$21,474.00
		Operating Expenditure Total	\$104,232.00	\$26,025.00	\$1,428.95	-\$24,596.05
		Other Recreation And Sport				
		Operating Expenditure				
	2110300	REC - Employee Costs	\$0.00	\$0.00	\$0.00	\$0.00
	2110353	REC - Sports Courts Maintenance/Operations	\$9,684.00	\$2,385.00	\$850.02	-\$1,534.98
	2110355	REC - Water Park Maintenance/Operations	\$64,563.00	\$15,858.00	\$1,888.38	-\$13,969.62
	2110365	REC - Parks & Gardens Maintenance/Operations	\$187,472.00	\$46,113.00	\$53,074.47	\$6,961.47
	2110366	REC - Town Sports Oval Maintenance/Operations	\$100,000.00	\$0.00	\$2,789.75	\$2,789.75
	2110367	REC - Rodeo Grounds Maintenance/Operations	\$13,050.00	\$2,844.00	\$857.16	-\$1,986.84
	2110368	REC - Playground Equipment Mtce	\$6,869.00	\$1,674.00	\$585.73	-\$1,088.27
	2110386	REC - Expensed Minor Asset Purchases	\$20,000.00	\$20,000.00	\$0.00	-\$20,000.00
	2110388	REC - Youth Centre Building Operations	\$15,631.00	\$3,819.00	\$617.25	-\$3,201.75
	2110389	REC - Youth Centre Building Maintenance	\$6,020.00	\$1,470.00	\$1,400.00	-\$70.00
	2110392	REC - Depreciation	\$39,226.00	\$9,804.00	\$0.00	-\$9,804.00
	2110399	REC - Administration Allocated	\$137,443.00	\$34,359.00	\$0.00	-\$34,359.00
		Operating Expenditure Total	\$599,958.00	\$138,326.00	\$62,062.76	-\$76,263.24
		Tv And Radio Re-Broadcasting				
		Operating Expenditure				
	2110465	TV RADIO - Re-Broadcasting Maintenance/Operations	\$12,566.00	\$3,890.00	\$220.91	-\$3,669.09
	2110492	TV RADIO - Depreciation	\$42,732.00	\$10,683.00	\$0.00	-\$10,683.00
	2110499	TV RADIO - Administration Allocated	\$34,361.00	\$8,589.00	\$0.00	-\$8,589.00
		Operating Expenditure Total	\$89,659.00	\$23,162.00	\$220.91	-\$22,941.09
		Libraries				
		Operating Expenditure				
	2110512	LIBRARY - Book Purchases	\$1,000.00	\$249.00	\$0.00	-\$249.00
	2110515	LIBRARY - Printing and Stationery	\$200.00	\$48.00	\$0.00	-\$48.00
	2110516	LIBRARY - Postage and Freight	\$200.00	\$48.00	\$89.18	\$41.18
	2110541	LIBRARY - Subscriptions & Memberships	\$1,460.00	\$363.00	\$150.00	-\$213.00
	2110586	LIBRARY - Expensed Minor Asset Purchases	\$2,000.00	\$2,000.00	\$0.00	-\$2,000.00
	2110588	LIBRARY - Library Building Operations	\$1,000.00	\$249.00	\$0.00	-\$249.00
	2110599	LIBRARY - Administration Allocated	\$8,590.00	\$2,145.00	\$0.00	-\$2,145.00
		Operating Expenditure Total	\$14,450.00	\$5,102.00	\$239.18	-\$4,862.82
		Heritage				
		Operating Expenditure				
	2110688	HERITAGE - Building Operations	\$3,719.00	\$918.00	\$21.83	-\$896.17
	2110689	HERITAGE - Building Maintenance	\$12,848.00	\$3,132.00	\$73.39	-\$3,058.61
		Operating Expenditure Total	\$16,567.00	\$4,050.00	\$95.22	-\$3,954.78

30/09/2022	COA	Description	Current Budget FY 22/23	YTD Budget 30/09/2022	YTD Actual 30/09/2022	Variance (\$)
		Other Culture				
		Operating Expenditure				
	2110711	OTH CUL - Australia Day	\$1,857.00	\$453.00	\$0.00	-\$453.00
	2110712	OTH CUL - ANZAC Day	\$1,000.00	\$249.00	\$0.00	-\$249.00
	2110714	OTH CUL - Christmas Events	\$5,000.00	\$1,248.00	\$0.00	-\$1,248.00
	2110716	OTH CUL - Postage and Freight	\$50.00	\$12.00	\$0.00	-\$12.00
	2110718	OTH CUL - Community Grants Scheme	\$9,500.00	\$2,373.00	\$0.00	-\$2,373.00
	2110719	OTH CUL - Menzies School Programs	\$50,000.00	\$12,498.00	\$50,000.00	\$37,502.00
	2110723	OTH CUL - Outback Graves	\$25,000.00	\$6,249.00	\$0.00	-\$6,249.00
	2110725	OTH CUL - Festival & Events	\$46,340.00	\$41,538.00	\$6,355.87	-\$35,182.13
	2110760	OTH CUL - Tjuntjunjara Community Programs & Events	\$62,000.00	\$15,495.00	\$0.00	-\$15,495.00
	2110799	OTH CUL - Administration Allocated	\$34,361.00	\$8,589.00	\$0.00	-\$8,589.00
		Operating Expenditure Total	\$235,108.00	\$88,704.00	\$56,355.87	-\$32,348.13
		Recreation & Culture Total Income	-\$28,700.00	-\$13,164.00	-\$4,170.04	\$8,993.96
		Recreation & Culture Total Expenditure	\$1,059,974.00	\$285,369.00	\$120,402.89	-\$164,966.11
		Transport				
		Construction - Streets, Roads, Bridges & Depots				
		Operating Income				
	3120110	ROADC - Regional Road Group Grants (MRWA)	-\$2,288,312.00	-\$198,000.00	\$0.00	\$198,000.00
	3120111	ROADC - Roads to Recovery Grant	-\$700,628.00	\$0.00	\$0.00	\$0.00
	3120117	ROADC - Other Grants - Aboriginal Roads	-\$240,000.00	\$0.00	\$0.00	\$0.00
		Operating Income Total	-\$3,228,940.00	-\$198,000.00	\$0.00	\$198,000.00
		Maintenance - Streets, Roads, Bridges & Depots				
		Operating Income				
	3120200	ROADM - Street Lighting Subsidy	-\$1,713.00	-\$426.00	\$0.00	\$426.00
	3120210	ROADM - Direct Road Grant (MRWA)	-\$190,000.00	-\$47,499.00	-\$206,730.00	-\$159,231.00
	3120235	ROADM - Other Income	-\$500.00	-\$123.00	-\$9,929.09	-\$9,806.09
		Operating Income Total	-\$192,213.00	-\$48,048.00	-\$216,659.09	-\$168,611.09
		Maintenance - Streets, Roads, Bridges & Depots				
		Operating Expenditure				
	2120211	ROADM - Road Maintenance - Built Up Areas	\$88,182.00	\$22,032.00	\$3,168.71	-\$18,863.29
	2120212	ROADM - Road Maintenance - Sealed Outside BUA	\$12,445.00	\$3,042.00	\$0.00	-\$3,042.00
	2120213	ROADM - Road Maintenance - Gravel Outside BUA	\$326,120.00	\$81,045.00	\$54,313.00	-\$26,732.00
	2120214	ROADM - Road Maintenance - Formed Outside BUA	\$452,278.00	\$110,922.00	\$6,120.00	-\$104,802.00
	2120217	ROADM - Ancillary Maintenance - Built Up Areas	\$327,859.00	\$31,746.00	\$13,670.62	-\$18,075.38
	2120232	ROADM - Crossover Council Contribution	\$18,975.00	\$4,737.00	\$0.00	-\$4,737.00
	2120234	ROADM - Street Lighting	\$10,200.00	\$2,550.00	\$2,671.58	\$121.58
	2120235	ROADM - Traffic Signs/Equipment (Safety)	\$500.00	\$123.00	\$0.00	-\$123.00
	2120236	ROADM - Bores for Roadworks Maintenance/Operations	\$1,321.00	\$321.00	\$0.00	-\$321.00
	2120237	ROADM - Road Grids Maintenance	\$6,880.00	\$1,707.00	\$0.00	-\$1,707.00
	2120252	ROADM - Consultants	\$15,000.00	\$3,750.00	\$10,999.59	\$7,249.59
	2120285	ROADM - Legal Expenses	\$5,000.00	\$1,248.00	\$0.00	-\$1,248.00
	2120286	ROADM - Workshop/Depot Expensed Equipment	\$15,000.00	\$3,750.00	\$1,550.00	-\$2,200.00
	2120287	ROADM - Other Expenses	\$0.00	\$0.00	\$0.00	\$0.00
	2120288	ROADM - Depot Building Operations	\$16,284.00	\$4,008.00	\$3,295.09	-\$712.91
	2120289	ROADM - Depot Building Maintenance	\$31,551.00	\$7,722.00	\$5,640.82	-\$2,081.18
	2120292	ROADM - Depreciation	\$1,215,439.00	\$303,858.00	\$0.00	-\$303,858.00
	2120299	ROADM - Administration Allocated	\$68,721.00	\$17,178.00	\$0.00	-\$17,178.00
		Operating Expenditure Total	\$2,611,755.00	\$599,739.00	\$101,429.41	-\$498,309.59
		Road Plant Purchases				
		Operating Expenditure				
	2120391	PLANT - Loss on Disposal of Assets	\$20,826.80	\$0.00	\$0.00	\$0.00
		Operating Expenditure Total	\$20,826.80	\$0.00	\$0.00	\$0.00
		Aerodromes				
		Operating Expenditure				
	2120665	AERO - Airstrip & Grounds Maintenance/Operations	\$12,020.00	\$2,979.00	\$3,423.20	\$444.20
		Operating Expenditure Total	\$12,020.00	\$2,979.00	\$3,423.20	\$444.20
		Water Transport Facilities				
		Operating Expenditure				
	2120765	WATER - Town Dam Maintenance/Operations	\$17,633.00	\$4,359.00	\$817.17	-\$3,541.83
		Operating Expenditure Total	\$17,633.00	\$4,359.00	\$817.17	-\$3,541.83
		Transport Total Income	-\$3,421,153.00	-\$246,048.00	-\$216,659.09	\$29,388.91
		Transport Total Expenditure	\$2,662,234.80	\$607,077.00	\$105,669.78	-\$501,407.22

SHIRE OF MENZIES
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as at 31/03/2022

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30/09/2022	COA	Description	Current Budget FY 22/23	YTD Budget 30/09/2022	YTD Actual 30/09/2022	Variance (\$)
		Economic Services				
		Tourism And Area Promotion				
		Operating Income				
		3130202 TOUR - Commission	-\$500.00	-\$123.00	\$0.00	\$123.00
		3130221 TOUR - Caravan Park Fees	-\$100,000.00	-\$24,999.00	-\$47,794.91	-\$22,795.91
		3130222 TOUR - Caravan Park Laundry Fees	-\$4,500.00	-\$1,125.00	-\$2,310.92	-\$1,185.92
		3130225 TOUR - Visitors Centre Lady Shenton Income	-\$25,000.00	-\$6,249.00	-\$8,693.64	-\$2,444.64
		3130235 TOUR - Other Income Relating to Tourism & Area Promotion	-\$500.00	-\$123.00	-\$155.46	-\$32.46
		Operating Income Total	-\$130,500.00	-\$32,619.00	-\$58,954.93	-\$26,335.93
		Building Control				
		Operating Income				
		3130302 BUILD - Commission - BSL & CTF	-\$150.00	-\$36.00	-\$15.00	\$21.00
		3130320 BUILD - Fees & Charges (including Licences)	-\$18,000.00	-\$4,500.00	-\$4,531.63	-\$31.63
		Operating Income Total	-\$18,150.00	-\$4,536.00	-\$4,546.63	-\$10.63
		Other Economic Services				
		Operating Income				
		3130821 OTH ECON - Standpipe Income	-\$9,000.00	-\$2,250.00	-\$548.20	\$1,701.80
		3130823 OTH ECON - Community Resource Centre Contributions	-\$38,000.00	-\$9,498.00	-\$10,009.32	-\$511.32
		3130824 OTH ECON - Community Resource Centre Grants	-\$80,000.00	-\$40,000.00	\$0.00	\$40,000.00
		3130825 OTH ECON - Community Resource Centre Other Income	\$0.00	\$0.00	\$0.00	\$0.00
		3130826 OTH ECON - Post Office Income	-\$9,000.00	-\$2,250.00	-\$2,784.27	-\$534.27
		Operating Income Total	-\$136,000.00	-\$53,998.00	-\$13,341.79	\$40,656.21
		Rural Services				
		Operating Expenditure				
		2130111 RURAL - Noxious Weed Control	\$32,162.00	\$1,338.00	\$1,977.41	\$639.41
		2130160 RURAL - Dog Health Program Tjuntunjara	\$20,000.00	\$4,998.00	\$0.00	-\$4,998.00
		Operating Expenditure Total	\$52,162.00	\$6,336.00	\$1,977.41	-\$4,358.59
		Tourism And Area Promotion				
		Operating Expenditure				
		2130200 TOUR - Employee Costs	\$94,588.35	\$22,110.00	\$15,464.29	-\$6,645.71
		2130211 TOUR - Visitor Centre Operations	\$80,430.90	\$19,065.00	\$15,623.43	-\$3,441.57
		2130215 TOUR - Printing and Stationery	\$0.00	\$0.00	\$468.64	\$468.64
		2130230 TOUR - Insurance Expenses	\$47.00	\$9.00	\$0.00	-\$9.00
		2130235 TOUR - Signage	\$10,000.00	\$2,499.00	\$0.00	-\$2,499.00
		2130236 TOUR - Tour Guide	\$100.00	\$24.00	\$0.00	-\$24.00
		2130240 TOUR - Public Relations & Area Promotion	\$3,500.00	\$873.00	\$268.18	-\$604.82
		2130241 TOUR - Subscriptions & Memberships	\$14,145.00	\$13,167.00	\$0.80	-\$13,166.20
		2130242 TOUR - Events Other	\$17,000.00	\$2,748.00	\$0.00	-\$2,748.00
		2130243 TOUR - Cyclistic Event	\$90,000.00	\$0.00	\$0.00	\$0.00
		2130244 TOUR - Rodeo Event	\$90,000.00	\$0.00	\$0.00	\$0.00
		2130245 TOUR - Astrotourism & Black Sky Projects	\$20,000.00	\$4,998.00	\$0.00	-\$4,998.00
		2130258 TOUR - Kookynie Townsite and Info Bay Maintenance/Operations	\$5,143.00	\$1,272.00	\$0.00	-\$1,272.00
		2130259 TOUR - Goongarrie Cottages Maintenance/Operations	\$13,419.00	\$3,300.00	\$3,067.68	-\$232.32
		2130260 TOUR - Niagra Dam Maintenance/Operations	\$19,558.00	\$4,827.00	\$0.00	-\$4,827.00
		2130261 TOUR - Goldern Quest Trail Maintenance/Operations	\$11,869.00	\$2,922.00	\$5,000.00	\$2,078.00
		2130265 TOUR - Lake Ballard Maintenance/Operations	\$10,648.00	\$2,613.00	\$0.00	-\$2,613.00
		2130266 TOUR - Caravan Park General Maintenance/Operations	\$254,421.82	\$60,150.00	\$117,772.51	\$57,622.51
		2130286 TOUR - Expensed Minor Asset Purchases	\$10,000.00	\$2,499.00	\$0.00	-\$2,499.00
		2130288 TOUR - Building Operations	\$64,597.00	\$15,891.00	\$7,246.22	-\$8,644.78
		2130289 TOUR - Building Maintenance	\$119,474.00	\$29,397.00	\$2,836.72	-\$26,560.28
		2130292 TOUR - Depreciation	\$167,997.00	\$41,997.00	\$0.00	-\$41,997.00
		2130299 TOUR - Administration Allocated	\$163,213.00	\$40,803.00	\$0.00	-\$40,803.00
		Operating Expenditure Total	\$1,260,151.07	\$271,164.00	\$167,748.47	-\$103,415.53
		Building Control				
		Operating Expenditure				
		2130350 BUILD - Contract Building Services	\$18,000.00	\$4,500.00	\$0.00	-\$4,500.00
		2130385 BUILD - Legal Expenses	\$5,000.00	\$1,248.00	\$0.00	-\$1,248.00
		2130399 BUILD - Administration Allocated	\$34,361.00	\$8,589.00	\$0.00	-\$8,589.00
		Operating Expenditure Total	\$57,361.00	\$14,337.00	\$0.00	-\$14,337.00
		Economic Development				
		Operating Expenditure				
		2130630 ECON DEV - Insurance Expenses	\$1,213.00	\$303.00	\$0.00	-\$303.00
		2130651 ECON DEV - NGWG	\$20,000.00	\$4,998.00	\$0.00	-\$4,998.00
		Operating Expenditure Total	\$21,213.00	\$5,301.00	\$0.00	-\$5,301.00
		Other Economic Services				
		Operating Expenditure				
		2130855 OTH ECON - Community Bus	\$5,680.50	\$1,419.00	\$0.00	-\$1,419.00
		2130860 OTH ECON - Community Resource Centre Operations	\$227,114.46	\$52,602.00	\$50,267.19	-\$2,334.81
		2130863 OTH ECON - Post Office Operations	\$9,202.31	\$2,178.00	\$1,380.86	-\$797.14
		2130886 OTH ECON - Expensed Minor Asset Purchases	\$4,000.00	\$999.00	\$0.00	-\$999.00
		2130887 OTH ECON - Other Expenditure	\$0.00	\$0.00	\$0.00	\$0.00

30/09/2022	COA	Description	Current Budget FY 22/23	YTD Budget 30/09/2022	YTD Actual 30/09/2022	Variance (\$)
	2130888	OTH ECON - Building Operations	\$1,738.00	\$432.00	\$43.66	-\$388.34
	2130889	OTH ECON - Building Maintenance	\$3,872.00	\$954.00	\$3,896.99	\$2,942.99
	2130899	OTH ECON - Administration Allocated	\$8,590.00	\$2,145.00	\$0.00	-\$2,145.00
		Operating Expenditure Total	\$260,197.27	\$60,729.00	\$55,588.70	-\$5,140.30
		Economic Services Total Income	-\$284,650.00	-\$91,153.00	-\$76,843.35	\$14,309.65
		Economic Services Total Expenditure	\$1,651,084.34	\$357,867.00	\$225,314.58	-\$132,552.42
		Other Property & Services				
		Private Works				
		Operating Income				
	3140120	PRIVATE - Private Works Income	\$0.00	\$0.00	\$0.00	\$0.00
		Operating Income Total	\$0.00	\$0.00	\$0.00	\$0.00
		General Administration Overheads				
		Operating Income				
	3140201	ADMIN - Reimbursements	\$0.00	\$0.00	-\$1,818.18	-\$1,818.18
	3140220	ADMIN - Fees & Charges	-\$250.00	-\$60.00	\$0.00	\$60.00
	3140235	ADMIN - Other Income Relating to Administration	\$0.00	\$0.00	\$0.00	\$0.00
		Operating Income Total	-\$250.00	-\$60.00	-\$1,818.18	-\$1,758.18
		Plant Operating Costs				
		Operating Income				
	3140410	POC - Fuel Tax Credits Grant Scheme	-\$25,000.00	-\$6,249.00	-\$6,289.00	-\$40.00
	3140420	POC - Fees & Charges	\$0.00	\$0.00	-\$568.73	-\$568.73
		Operating Income Total	-\$25,000.00	-\$6,249.00	-\$6,857.73	-\$608.73
		Private Works				
		Operating Expenditure				
	2140187	PRIVATE - Private Works Expenses	\$3,935.00	\$960.00	\$0.00	-\$960.00
		Operating Expenditure Total	\$3,935.00	\$960.00	\$0.00	-\$960.00
		General Administration Overheads				
		Operating Expenditure				
	2140200	ADMIN - Employee Costs	\$545,145.46	\$126,237.00	\$108,214.47	-\$18,022.53
	2140203	ADMIN - Uniforms	\$6,750.00	\$1,686.00	\$283.56	-\$1,402.44
	2140204	ADMIN - Training & Development	\$22,000.00	\$5,499.00	\$4,472.61	-\$1,026.39
	2140205	ADMIN - Recruitment	\$14,200.00	\$3,354.00	\$2,503.91	-\$850.09
	2140206	ADMIN - Fringe Benefits Tax (FBT)	\$9,656.00	\$2,226.00	\$1,971.96	-\$254.04
	2140207	ADMIN - Protective Clothing	\$0.00	\$0.00	\$0.00	\$0.00
	2140208	ADMIN - Other Employee Expenses	\$5,000.00	\$1,227.00	\$0.00	-\$1,227.00
	2140209	ADMIN - Travel & Accommodation	\$12,000.00	\$4,800.00	\$6,602.18	\$1,802.18
	2140210	ADMIN - Motor Vehicle Expenses	\$29,296.00	\$7,323.00	\$0.00	-\$7,323.00
	2140215	ADMIN - Printing and Stationery	\$50,000.00	\$12,498.00	\$14,414.01	\$1,916.01
	2140216	ADMIN - Postage and Freight	\$2,500.00	\$624.00	\$425.60	-\$198.40
	2140220	ADMIN - Communication Expenses	\$70,000.00	\$17,499.00	\$13,325.24	-\$4,173.76
	2140221	ADMIN - Information Technology	\$60,700.00	\$15,174.00	\$16,839.87	\$1,665.87
	2140226	ADMIN - Office Equipment Mtce	\$1,000.00	\$249.00	\$60.00	-\$189.00
	2140227	ADMIN - Records Management	\$2,600.00	\$648.00	\$0.00	-\$648.00
	2140228	ADMIN - Title Searches	\$100.00	\$24.00	\$0.00	-\$24.00
	2140230	ADMIN - Insurance Expenses (Other than Bld and W/Comp)	\$34,748.64	\$8,685.00	\$5,875.55	-\$2,809.45
	2140240	ADMIN - Advertising and Promotion	\$12,400.00	\$3,099.00	\$824.65	-\$2,274.35
	2140241	ADMIN - Subscriptions and Memberships	\$7,000.00	\$1,749.00	\$2,001.07	\$252.07
	2140252	ADMIN - Consultants	\$200,000.00	\$49,998.00	\$48,022.10	-\$1,975.90
	2140265	ADMIN - Software Licences/Upgrades	\$100,000.00	\$24,999.00	\$9,744.36	-\$15,254.64
	2140271	ADMIN - Lease Interest Repayments	\$0.00	\$0.00	\$0.00	\$0.00
	2140284	ADMIN - Audit Fees	\$65,000.00	\$16,248.00	\$0.00	-\$16,248.00
	2140285	ADMIN - Legal Expenses	\$45,000.00	\$11,250.00	\$1,523.09	-\$9,726.91
	2140286	ADMIN - Expensed Minor Asset Purchases	\$15,000.00	\$3,750.00	\$5,140.00	\$1,390.00
	2140287	ADMIN - Other Expenses	\$1,000.00	\$249.00	\$0.00	-\$249.00
	2140288	ADMIN - Building Operations	\$101,809.00	\$25,032.00	\$9,573.52	-\$15,458.48
	2140289	ADMIN - Building Maintenance	\$94,853.00	\$23,145.00	\$16,807.76	-\$6,337.24
	2140292	ADMIN - Depreciation	\$147,935.00	\$36,981.00	\$0.00	-\$36,981.00
	2140298	ADMIN - Admin Staff Housing Costs Allocated	\$62,343.00	\$15,585.00	\$0.00	-\$15,585.00
	2140299	ADMIN - Administration Overheads Recovered	-\$1,718,036.00	-\$429,507.00	\$0.00	\$429,507.00
		Operating Expenditure Total	\$0.10	-\$9,669.00	\$268,625.51	\$278,294.51
		Public Works Overheads				
		Operating Expenditure				
	2140300	PWO - Employee Costs	\$285,420.00	\$65,862.00	\$141,228.50	\$75,366.50
	2140303	PWO - Uniforms	\$7,500.00	\$1,875.00	\$682.17	-\$1,192.83
	2140304	PWO - Training & Development	\$20,000.00	\$4,998.00	\$0.00	-\$4,998.00
	2140305	PWO - Recruitment	\$4,000.00	\$999.00	\$0.00	-\$999.00
	2140307	PWO - Protective Clothing	\$2,000.00	\$498.00	\$0.00	-\$498.00
	2140308	PWO - Other Employee Expenses	\$750.00	\$171.00	\$0.00	-\$171.00
	2140310	PWO - Motor Vehicle Expenses	\$84,996.50	\$21,249.00	\$869.36	-\$20,379.64
	2140316	PWO - Postage and Freight	\$2,000.00	\$498.00	\$0.00	-\$498.00
	2140320	PWO - Communication Expenses	\$8,000.00	\$1,998.00	\$1,051.62	-\$946.38

30/09/2022	COA	Description	Current Budget FY 22/23	YTD Budget 30/09/2022	YTD Actual 30/09/2022	Variance (\$)
	2140321	PWO - Information Technology	\$8,000.00	\$1,998.00	\$9,529.64	\$7,531.64
	2140323	PWO - Sick Pay	\$23,376.00	\$5,394.00	\$14,813.21	\$9,419.21
	2140324	PWO - Annual Leave	\$46,753.00	\$10,788.00	\$17,223.60	\$6,435.60
	2140325	PWO - Public Holidays	\$31,206.00	\$7,200.00	\$0.00	-\$7,200.00
	2140326	PWO - Long Service Leave	\$0.00	\$0.00	-\$538.58	-\$538.58
	2140329	PWO - Insurance Expenses (Except Workers Comp)	\$16,212.00	\$4,053.00	\$0.00	-\$4,053.00
	2140330	PWO - OHS and Toolbox Meetings	\$35,820.00	\$8,841.00	\$25.90	-\$8,815.10
	2140341	PWO - Subscriptions & Memberships	\$9,000.00	\$2,250.00	\$0.00	-\$2,250.00
	2140352	PWO - Consultants	\$10,000.00	\$2,499.00	\$0.00	-\$2,499.00
	2140365	PWO - Maintenance/Operations	\$120,162.00	\$28,836.00	\$21,826.08	-\$7,009.92
	2140371	PWO Bldg Mtce - Employee Costs	\$40,422.00	\$9,324.00	\$9,177.34	-\$146.66
	2140372	PWO Bldg Mtce - Uniforms	\$500.00	\$114.00	\$0.00	-\$114.00
	2140373	PWO Bldg Mtce - Training & Development	\$1,000.00	\$249.00	\$0.00	-\$249.00
	2140376	PWO Bldg Mtce - Protective Clothing	\$1,000.00	\$228.00	\$0.00	-\$228.00
	2140380	PWO Bldg Mtce - Expendable Tools	\$1,000.00	\$249.00	\$0.00	-\$249.00
	2140381	PWO Bldg Mtce - Minor Expenses	\$500.00	\$123.00	\$0.00	-\$123.00
	2140386	PWO - Expensed Minor Asset Purchases	\$20,000.00	\$4,998.00	\$853.50	-\$4,144.50
	2140392	PWO - Depreciation	\$16,101.00	\$4,023.00	\$0.00	-\$4,023.00
	2140393	PWO - LESS Allocated to Works (PWO's)	-\$1,270,306.00	-\$317,574.00	-\$258,379.37	\$59,194.63
	2140398	PWO - Staff Housing Costs Allocated	\$10,717.00	\$2,679.00	\$0.00	-\$2,679.00
	2140399	PWO - Administration Allocated	\$463,870.00	\$115,965.00	\$0.00	-\$115,965.00
		Operating Expenditure Total	-\$0.50	-\$9,615.00	-\$41,637.03	-\$32,022.03
		Plant Operating Costs				
		Operating Expenditure				
	2140400	POC - Internal Plant Repairs - Wages & O/Head	\$232,877.00	\$56,805.00	\$17,979.90	-\$38,825.10
	2140411	POC - External Parts & Repairs	\$71,400.00	\$17,850.00	\$7,457.18	-\$10,392.82
	2140412	POC - Fuels and Oils	\$156,431.25	\$39,105.00	\$17,344.51	-\$21,760.49
	2140413	POC - Tyres and Tubes	\$28,140.00	\$7,035.00	\$2,640.00	-\$4,395.00
	2140416	POC - Licences/Registrations	\$6,929.00	\$1,731.00	\$6,558.79	\$4,827.79
	2140417	POC - Insurance Expenses	\$18,224.00	\$4,554.00	\$272.73	-\$4,281.27
	2140492	POC - Depreciation	\$225,278.00	\$56,319.00	\$0.00	-\$56,319.00
	2140494	POC - LESS Plant Operation Costs Allocated to Works	-\$739,279.25	-\$184,818.00	-\$22,225.00	\$162,593.00
		Operating Expenditure Total	\$0.00	-\$1,419.00	\$30,028.11	\$31,447.11
		Salaries And Wages				
		Operating Expenditure				
	2140500	SAL - Gross Salary and Wages	\$2,245,082.74	\$518,094.00	\$449,709.67	-\$68,384.33
	2140501	SAL - LESS Salaries & Wages Allocated	-\$2,245,082.74	-\$518,094.00	-\$449,709.67	\$68,384.33
		Operating Expenditure Total	\$0.00	\$0.00	\$0.00	\$0.00
		Other Property & Services Total Income	-\$25,250.00	-\$6,309.00	-\$8,675.91	-\$2,366.91
		Other Property & Services Total Expenditure	\$3,934.60	-\$19,743.00	\$257,016.59	\$276,759.59
		Total Income	-\$10,424,747.33	-\$4,600,656.33	-\$4,772,292.93	-\$171,636.60
		Total Expenditure	\$7,838,836.88	\$1,950,767.00	\$1,153,493.47	-\$803,693.65

13.1.2	List of Monthly Payments - September 2022
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM963
DATE OF REPORT	12 September 2022
AUTHOR	Acting Chief Financial Officer, Kristy Van Kuyl
RESPONSIBLE OFFICER	Acting Chief Financial Officer, Kristy Van Kuyl
OFFICER DISCLOSURE OF INTEREST	Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare
ATTACHMENT	1. List of Creditors Payments September 2022 [13.1.2.1 - 5 pages]

SUMMARY:

The list of payments made for the month of September 2022 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 September 2022 are attached.

CONSULTATION:

Nil.

STATUTORY AUTHORITY:

Local Government (Financial Management) Regulations 1996 r13.

POLICY IMPLICATIONS:

Policy 4.7 – Creditors Preparation for Payment.

FINANCIAL IMPLICATIONS:

\$267,673.76 withdrawn from Municipal Bank Account.

RISK ASSESSMENT:

Nil.

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 receives the list of payments for the month of September 2022 totalling \$267,673.76 being:

1. Electronic Funds Transfer EFT 7392 - 7433, payments from Municipal Fund totalling \$123,336.34.
2. Direct Debit payments from the Municipal Fund totalling \$61,083.65.
3. Payroll payments from the Municipal Fund totalling \$80,848.88.
4. Credit Card payments for the Statement Month of September 2022 from the Municipal Fund totalling \$2,404.89

COUNCIL DECISION:

Council Resolution Number:	CM-337
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Moved: Cr J Dwyer Seconded: Cr S Baird

That Council receives the list of payments for the month of September 2022 totalling \$267,673.76 being:

- 1. Electronic Funds Transfer EFT 7392 - 7433, payments from Municipal Fund totalling \$123,336.34.**
- 2. Direct Debit payments from the Municipal Fund totalling \$61,083.65.**
- 3. Payroll payments from the Municipal Fund totalling \$80,848.88.**
- 4. Credit Card payments for the Statement Month of September 2022 from the Municipal Fund totalling \$2,404.89**

Carried	7 / 0
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**Shire of Menzies
Payments for the Month of September 2022**

Chq/EFT	Date	Name	Description	Amount
		Cheques		\$ -
		EFT		\$ 123,336.34
		Direct Debit		\$ 61,083.65
		Credit Card Payments		\$ 2,404.89
		Payroll		\$ 80,848.88
		<u>Total Payments</u>		<u>\$ 267,673.76</u>

Shire of Menzies
Payments for the Month of September 2022

Chq/EFT	Date	Name	Description	Amount
EFT7392	07/09/2022	CHILD SUPPORT	PAYROLL DEDUCTIONS PPE 06/09/2022	\$62.86
EFT7393	07/09/2022	SHIRE OF MENZIES SOCIAL CLUB	PAYROLL DEDUCTIONS PPE 06/09/2022	\$150.00
EFT7394	07/09/2022	MENZIES ABORIGINAL CORPORATION	PAYROLL DEDUCTIONS PPE 06/09/2022	\$360.00
EFT7395	07/09/2022	SHIRE OF MENZIES	PAYROLL DEDUCTIONS PPE 06/09/2022	\$25.00
EFT7396	09/09/2022	CANINE CONTROL	RANGER SERVICE FOR 16/08/2022	\$1,600.50
EFT7397	09/09/2022	LEONORA PHARMACY	PHARMACY ITEMS SOLD ON CONSIGNMENT FOR THE MONTH OF AUGUST 2022	\$801.79
EFT7398	09/09/2022	AD ENGINEERING INTERNATIONAL PTY LTD	ANNUAL SUBSCRIPTION FOR SPEED SIGNS - 1/9/2022 TO 31/8/2023	\$1,056.00
EFT7399	09/09/2022	3E ADVANTAGE	CRC & ADMIN PRINTER USAGE FROM 01/08/2022 TO 31/08/2022	\$3,972.75
EFT7400	09/09/2022	AMPAC DEBT RECOVERY (WA) PTY LTD	TENEMENT MANAGEMENT FEES - 25 TENEMENTS (MINING, EXPLORATIONS, PROSPECTING, GENERAL)	\$13,272.52
EFT7401	09/09/2022	EASTERN GOLDFIELDS HISTORICAL SOCIETY	BOOKS CRC RESALE - 10X THE LONG ROAD TO SIBERA & 10X GHOST TOWNS OF THE NORTH COUNTRY	\$139.01
EFT7402	09/09/2022	LGISWA	WORKER'S COMPENSATION ENDORSEMENT - ACTUAL WAGES ADJUSTMENT FY 21/22	\$6,463.11
EFT7403	09/09/2022	REBUS RESTROOMS	TRUCK BAY MAINTENANCE - SETS OF PLATES WITH FREIGHT	\$1,611.51
EFT7404	09/09/2022	STEVEN TWEEDIE	ELECTED MEMBER PROFESSIONAL DEVELOPMENT - STEVE TWEEDIE - 25 AUGUST 2022	\$2,420.00
EFT7405	09/09/2022	SLADE CONTRACTING PTY LTD	MAINTENANCE HOT WATER SYSTEM TORINNAI LPG 20 AT 40 MERCER STREET, CONNECTION ICE MACHINE AT DEPOT	\$5,119.85
EFT7406	09/09/2022	BOB WADDELL & ASSOCIATES PTY LTD	ASSISTANCE AUGUST 2022 MONTHLY FINANCIAL STATEMENTS	\$330.00
EFT7407	09/09/2022	HI CONSTRUCTIONS (AUST) PTY LTD	BUTCHER SHOP OUTSIDE WALL MAINTENANCE, MARMION VILLAGE FENCING PROJECT FINAL PAYMENT, CARAVAN PARK FENCING MAINTENANCE	\$25,955.87
EFT7408	09/09/2022	GOLDFIELDS LOCKSMITHS	ABLUTION BLOCK TOILET ROLL DISPENSER LOCK, SPARE LOCKS	\$683.00
EFT7409	09/09/2022	CABCHARGE PAYMENTS PTY LTD	CABCHARGE - PERTH LG TRAINING	\$119.63
EFT7410	09/09/2022	NLC ENGINEERING	CUT TO LENGTH 3"PIPPES FOR NIAGARA TOILET MAINTENANCE	\$935.00
EFT7411	09/09/2022	ELB ENGINEERING T/AS BENNETT EQUIPMENT	BENNET MODEL PN800 PNEUMATIC TYPE BITUMEN EMULSION SPRAYER	\$23,210.00
EFT7412	09/09/2022	HELENE PTY LTD T/AS LO-GO APPOINTMENTS	LABOUR HIRE TEMPORARY EA FROM 22/08/2022 TO 03/09/2022, TRAVEL REIMBURSEMENT TO AND FROM PERTH	\$5,636.24
EFT7413	09/09/2022	PARKER BLACK AND FORREST	TRUCK BAY - MULTI FUNCTION PRIMARY LOCK SSS	\$120.51
EFT7414	09/09/2022	AIR LIQUIDE AUSTRALIA LTD	RENTAL ON OXYGEN CYLINDERS FROM 01/08/2022 TO 31/08/2022	\$28.16
EFT7415	09/09/2022	ATOM	DEPOT - FIRE EXTINGUISHER BAG	\$33.99
EFT7416	09/09/2022	WESTFARMERS LTD T/AS BUNNINGS	DEPOT CONSUMABLES - VENETIAN PVC 63MM 120X150 WHITE	\$954.00
EFT7417	09/09/2022	CYBERSECURE	FY22/23 - CLOUD STORAGE, BACKUP SUBCRIPTION SEPTEMBER 2022	\$615.20
EFT7418	09/09/2022	ROVAR PTY LTD T/AS GOLDLINE DISTRIBUTORS	ADMIN CONSUMABLES - TEA, WATER, COFFEE. MILK AND JUICE	\$297.54
EFT7419	09/09/2022	LANDGATE	MINING TENEMENT SCHEDULE NO. M2022/08 FROM 08/07/2022 TO 05/08/2022	\$501.50
EFT7420	09/09/2022	MARKETFORCE	ADVERTISEMENT FOR WEST AUSTRALIAN - FULL ADVERT - TENDER, CEO EMPLOYEMENT	\$4,741.19

Shire of Menzies
Payments for the Month of September 2022

Chq/EFT	Date	Name	Description	Amount
EFT7421	09/09/2022	MCLEODS BARRISTERS & SOLICITORS	PREPARATION OF CONTRACT OF SALE - LOTS 81 AND 82 ON DEPOSITED PLAN 222795, MENZIES	\$176.48
EFT7422	09/09/2022	NETLOGIC INFORMATION TECHNOLOGY	IT SUPPORT FROM 25/08/2022 TO 04/09/2022	\$666.50
EFT7423	09/09/2022	OFFICE NATIONAL	ADMIN STATIONERY - A4 COPY PAPER, BROTHER TN257 TONER CARTRIDGE, COLOURED PAPERS AND CRYSTALFILE	\$1,768.79
EFT7424	09/09/2022	SHIRE OF LEONORA	HEALTH/BUILDING SERVICE - 03/08/2022 & 16/08/2022	\$3,285.60
EFT7425	09/09/2022	MOORE STEPHENS T/AS MOORE AUSTRALIA	FINANCIAL ASSISTANCE SERVICES EOFY 21/22 ROLLOVER, IAS JULY LODGEMENT , BAS APRIL - JUNE LODGEMENT	\$8,888.00
EFT7426	09/09/2022	VERLINDEN'S ELECTRICAL SERVICE	ELECTRICAL WORK AT SHIRE OF MENZIES ADMIN, 57 WALSH ST, 12B WALSH, 25 ONSLOW	\$2,230.25
EFT7427	21/09/2022	CHILD SUPPORT	PAYROLL DEDUCTIONS PPE 20/09/2022	\$123.88
EFT7428	21/09/2022	DEPARTMENT OF MINES INDUSTRY REGULATION AND SAFETY	PAYMENT OF BSL FEES COLLECTED ON AUGUST 2022	\$56.65
EFT7429	21/09/2022	RIVERINA RESOURCES	RATES REFUND FOR ASSESSMENT A2686 E29/00557 MINING TENEMENT	\$30.91
EFT7430	21/09/2022	INK SPLASH SCREEN PRINT	50% DEPOSIT - 60 X MENZIES DISCOVERY DAY EVENT PERSONALISED SHIRT WITH LOGOS AND THANK YOU TO SPONSORS	\$1,143.55
EFT7431	21/09/2022	MAUREEN MERTYN	REIMBURSEMENT RELOCATION EXPENSES - MAUREEN MERTYN (EO)	\$3,229.00
EFT7432	21/09/2022	SHIRE OF MENZIES SOCIAL CLUB	PAYROLL DEDUCTIONS PPE 20/09/2022	\$160.00
EFT7433	21/09/2022	MENZIES ABORIGINAL CORPORATION	PAYROLL DEDUCTIONS PPE 20/09/2022	\$360.00
			TOTAL	\$123,336.34

Shire of Menzies
Payments for the Month of September 2022

Chq/EFT	Date	Name	Description	Amount
DD4970.1	01/09/2022	WATER CORPORATION	WATER CHARGES STANDPIPE USAGE FROM 09/06/2022 TO 10/08/2022	715.82
DD4972.1	01/09/2022	WESTNET	CRC PUBLIC INTERNET FOR THE MONTH OF SEPTEMBER	54.99
DD4974.1	06/09/2022	AWARE SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS PPE 06/09/2022	16,725.09
DD4974.2	06/09/2022	CBUS	SUPERANNUATION CONTRIBUTIONS PPE 06/09/2022	900.05
DD4974.3	06/09/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS PPE 06/09/2022	1,228.44
DD4974.4	06/09/2022	HESTA	SUPERANNUATION CONTRIBUTIONS PPE 06/09/2022	672.12
DD4974.5	06/09/2022	SUNSUPER	SUPERANNUATION CONTRIBUTIONS PPE 06/09/2022	538.12
DD4986.1	08/09/2022	TELSTRA	SHIRE OF MENZIES PHONE, MOBILE PHONE, INTERNET, SPEED SIGNS USAGE FROM 17/08/2022 TO 16/09/2022	3,161.39
DD4988.1	08/09/2022	TELSTRA	SATELITE PHONES USAGE FROM 20/08/2022 TO 19/09/2022	180.00
DD4990.1	01/09/2022	NAB	BANK FEES MERCHANT 6854151	352.37
DD4992.1	12/09/2022	TELSTRA	MOBILE PHONE USAGE FROM 22/08/2022 TO 22/09/2022	368.99
DD4994.1	13/09/2022	HORIZON POWER	ELECTRICITY 39 MERCER STREET USAGE FROM 29/06/2022 TO 25/08/2022	355.89
DD4996.1	13/09/2022	HORIZON POWER	ELECTRICITY 23 ONSLOW STREET USAGE FROM 29/06/2022 TO 25/08/2022	279.91
DD4998.1	13/09/2022	HORIZON POWER	ELECTRICITY 29B SHENTON STREET USAGE FROM 29/06/2022 TO 25/08/2022	156.16
DD5000.1	13/09/2022	HORIZON POWER	ELECTRICITY 29A SHENTON STREET USAGE FROM 29/06/2022 TO 25/08/2022	253.78
DD5002.1	19/09/2022	HORIZON POWER	ELECTRICITY STREET LIGHT USAGE FRO, 01/08/2022 TO 31/08/2022	1,020.78
DD5004.1	20/09/2022	AWARE SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS PPE 20/09/2022	17,411.89
DD5004.2	20/09/2022	CBUS	SUPERANNUATION CONTRIBUTIONS PPE 20/09/2022	948.28
DD5004.3	20/09/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS PPE 20/09/2022	1,312.22
DD5004.4	20/09/2022	HESTA	SUPERANNUATION CONTRIBUTIONS PPE 20/09/2022	672.12
DD5004.5	20/09/2022	SUNSUPER	SUPERANNUATION CONTRIBUTIONS PPE 20/09/2022	538.12
DD5010.1	13/09/2022	THE WEST AUSTRALIAN	NEWSPAPERS ONLINE SUBSCRIPTION	28.00
DD5012.1	07/09/2022	POWER ICT PTY LTD	MESSAGES ON HOLD FOR THE MONTH OF SEPTEMBER 2022	75.90
DD5019.1	30/09/2022	NAB	BANK FEES - AKF FEES	19.20
DD5021.1	30/09/2022	NAB	BANK FEES - NAB CONNECT FEE	32.99
DD5023.1	30/09/2022	NAB	BANK FEES - EFTPOS 6854150	2,720.14
DD5025.1	30/09/2022	NAB	BANK FEES - BPAY FEES	430.32
DD5027.1	26/09/2022	AUSTRALIA POST	POSTAGE OF 2022/2023 ANNUAL RATES	688.88
DD5029.1	29/09/2022	WRIGHT EXPRESS AUSTRALIA PTY LTD	FUEL CARD FOR THE MONTH OF SEPTEMBER 2022	208.35
DD5031.1	27/09/2022	JILLIAN DWYER	COUNCILLORS SITTING FEES - CR. J DWYER	875.83
DD5033.1	27/09/2022	ROHAN S BAIRD	COUNCILLORS SITTING FEES - CR. R BAIRD	875.83
DD5035.1	27/09/2022	ANDREW TUCKER	COUNCILLORS SITTING FEESR. A TUCKER	875.84
DD5037.1	27/09/2022	SUDHIR	COUNCILLORS SITTING FEES - CR. SUDHIR	875.84
DD5039.1	27/09/2022	PAUL WARNER	COUNCILLORS SITTING FEES - CR. P WARNER	875.84
DD5041.1	27/09/2022	IAN BAIRD	COUNCILLORS SITTING FEES - CR. I BAIRD	1,289.67
DD5043.1	27/09/2022	GREGORY DWYER	COUNCILLORS SITTING FEES - PRESIDENT	3,364.49
			TOTAL	61,083.65

**Shire of Menzies
Payments for the Month of September 2022**

Date	Name	Description	Amount
		CARD NO: **** * 2547	
09/08/2022	QANTAS AIRWAYS	CEO FLIGHTS RETURN KAL - PERTH 11/08/2022 - 14/08/2022	\$416.76
22/08/2022	VANESSA AUSTRALIA	CRC MERCHANDISE GOLD BOTTLE SMALL CUSTOM & FREIGHT	\$313.92
22/08/2022	NATIONAL BANK	TRANSACTION FEE	\$9.21
22/08/2022	DROPBOX	SUBSCRIPTION 20/8/22 TO 20/8/23	\$306.90
24/08/2022	ADOBE ACROPRO	SUBSCRIPTIONS FROM 21/08/2022 TO 20/09/2022	\$324.90
27/08/2022	QANTAS AIRWAYS	CEO FLIGHTS RETURN KAL - PERTH 01/09/2022 - 04/09/2022	\$401.92
29/08/2022	MEDIACLOUD AUSTRALIA	GQDT DOMAIN SUBSCRIPTION FROM 08/11/2022 TO 07/11/2024	\$44.88
29/08/2022	SHIRE OF MENZIES	ADMIN POSTAGE FEES FROM FEBRUARY 2022 TO AUGUST 2022	\$577.40
29/08/2022	NATIONAL BANK	CARD FEE	\$9.00
		TOTAL CREDIT CARD	\$2,404.89
			<hr/> <hr/>
07/09/2022		PAYROLL PPE 06/09/2022	39,130.71
21/09/2022		PAYROLL PPE 20/09/2022	41,718.17
		TOTAL PAYROL	\$ 80,848.88
			<hr/> <hr/>

13.1.3	Rates Debtor Report September 2022
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM964
DATE OF REPORT	20 October 2022
AUTHOR	Acting Chief Financial Officer, Kristy Van Kuyl
RESPONSIBLE OFFICER	Acting Chief Financial Officer, Kristy Van Kuyl
OFFICER DISCLOSURE OF INTEREST	Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare
ATTACHMENT	1. CONFIDENTIAL REDACTED - Rates Debtor Report OCM 20221027 [13.1.3.1 - 10 pages]

SUMMARY:

A list of overdue rates of more than 12 months, through to three years plus, as of 30 September 2022 to be received by Council.

BACKGROUND:

Unpaid overdue rates comprise 286 properties, totaling \$ 231,965.62 with the following breakdown:

- 12 months arrears, totaling \$ 46,153.23
- 2 years arrears, totaling \$ 35,476.49
- 3 years plus arrears, totaling \$ 150,335

A total of \$ 168,969.04 are with debt collector AMPAC for collection.

COMMENT:

The Shire is progressing overdue rate payments for the 286 properties noted above, which total \$1,000 or more, to debt collectors for collection.

The report also shows the "Current" payments that are due for these long outstanding rates payer. This has been provided to Council to give an understanding that these rate payers appear to have ongoing arrears situations.

The report shows property details and rate payers' names, hence needs to be treated as confidential.

Collection in some cases is difficult or not possible due to the tenements becoming "dead tenements". These are recommended for write-off leading up to end of month processing.

Finance Officer Rates is continually progressing actions and processes as per policy to have overdue rates paid.

CONSULTATION:

Kristy Van Kuyl, Acting Chief Financial Officer.
Carol McAllan, Finance Officer Rates.

STATUTORY AUTHORITY:

Local Government (Financial Management) Regulations 1996 – Part 5 Rates and Service Charges r71.

POLICY IMPLICATIONS:

Policy – 4.6 Debt Recovery – Outstanding Rates and Sundry Debtors

FINANCIAL IMPLICATIONS:

Unpaid Overdue Rates total \$ 231,965.62 While these remain unpaid, financial implications, apart from possible cashflow implications, are the ongoing costs associated with debt collection, staff time and an unacceptable ratio of rates not collected on an ongoing basis.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
There is always a certain risk in outstanding Sundry Debtors and Overdue Rates from a cashflow liquidity and councils' requirement to collect rates for the provision of services across the shire's communities.	Medium	Debt recovery progressed as per Policy 4.6 Debt Recovery. Engagement of Debt Collection Agency. Charging of interest.

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 receives the list of overdue rates for the month of September 2022 totaling \$ 231,965.62

COUNCIL DECISION:

Council Resolution Number:	CM-338
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Moved: Cr J Dwyer **Seconded:** Cr I Baird

That Council receives the list of overdue rates for the month of September 2022 totaling \$ 231,965.62

Carried	7 / 0
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13.2 Administration Reports

13.2.1	Regional Road Group Delegate
LOCATION	Not Applicable
APPLICANT	Not Applicable
DOCUMENT REF	NAM965
DATE OF REPORT	15 October 2022
AUTHOR	Acting Chief Executive Officer, Pascoe Durtanovich
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Pascoe Durtanovich
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	Nil

SUMMARY:

With Councillor Warner taking up employment with the Shire of Leonora it would be appropriate for Council to consider a replacement Deputy Member to the Regional Road Group.

BACKGROUND:

Currently, Shire of Menzies delegates to the Goldfields Esperance Regional Road group are:

Cr Greg Dwyer (Primary)
Cr Paul Warner (Deputy)
Cr Ian Baird (Proxy)
Chief Executive Officer

COMMENT:

It is likely that Cr Warner will represent the Shire of Leonora at Regional Road Group meetings, particularly at the Technical Committee. Whilst not strictly a conflict of interest it would be appropriate for a replacement Deputy Member to be appointed.

CONSULTATION:

Acting CEO has discussed the matter with Cr Warner. Cr Warner believes it is appropriate that a new delegate be appointed.

STATUTORY AUTHORITY:

Not applicable.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Nil.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
N/A		

STRATEGIC IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That Cr _____ be appointed Deputy Member to the Goldfields Esperance Regional Road Group as a replacement for Cr Warner.

COUNCIL DECISION:

Council Resolution Number:	CM-339
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Moved: Cr J Dwyer

Seconded: Cr I Baird

That Cr S Sudhir be appointed Deputy Member to the Goldfields Esperance Regional Road Group as a replacement for Cr Warner.

Carried	7 / 0
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13.2.2	Donation - Lot 585, 28 Ballard Street, Menzies
LOCATION	Lot 585, 28 Ballard Street, Menzies
APPLICANT	Peter Wilson
DOCUMENT REF	NAM966
DATE OF REPORT	15 October 2022
AUTHOR	Acting Chief Executive Officer, Pascoe Durtanovich
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Pascoe Durtanovich
OFFICER DISCLOSURE OF INTEREST	Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare
ATTACHMENT	1. Site Plan [13.2.2.1 - 1 page]

SUMMARY:

Council is requested to consider resuming ownership of Lot 585 Ballard Street, Menzies.

BACKGROUND:

28 Ballard Street is owned by Mr Peter Wilson. The plans he had for the block did not come to fruition. Mr Wilson would like to relinquish ownership of the land and give it back to the Shire of Menzies.

COMMENT:

Mr Wilson has paid all arrears rates. Only current rates of \$293.00 are outstanding.

The lot is 1000sqm in area, zoned Rural under Draft Town Planning Scheme No2 and is vacant.

If Council accepts Mr Wilson's offer it is recommended that Council be responsible for the current rate (write off) and the land transfer costs.

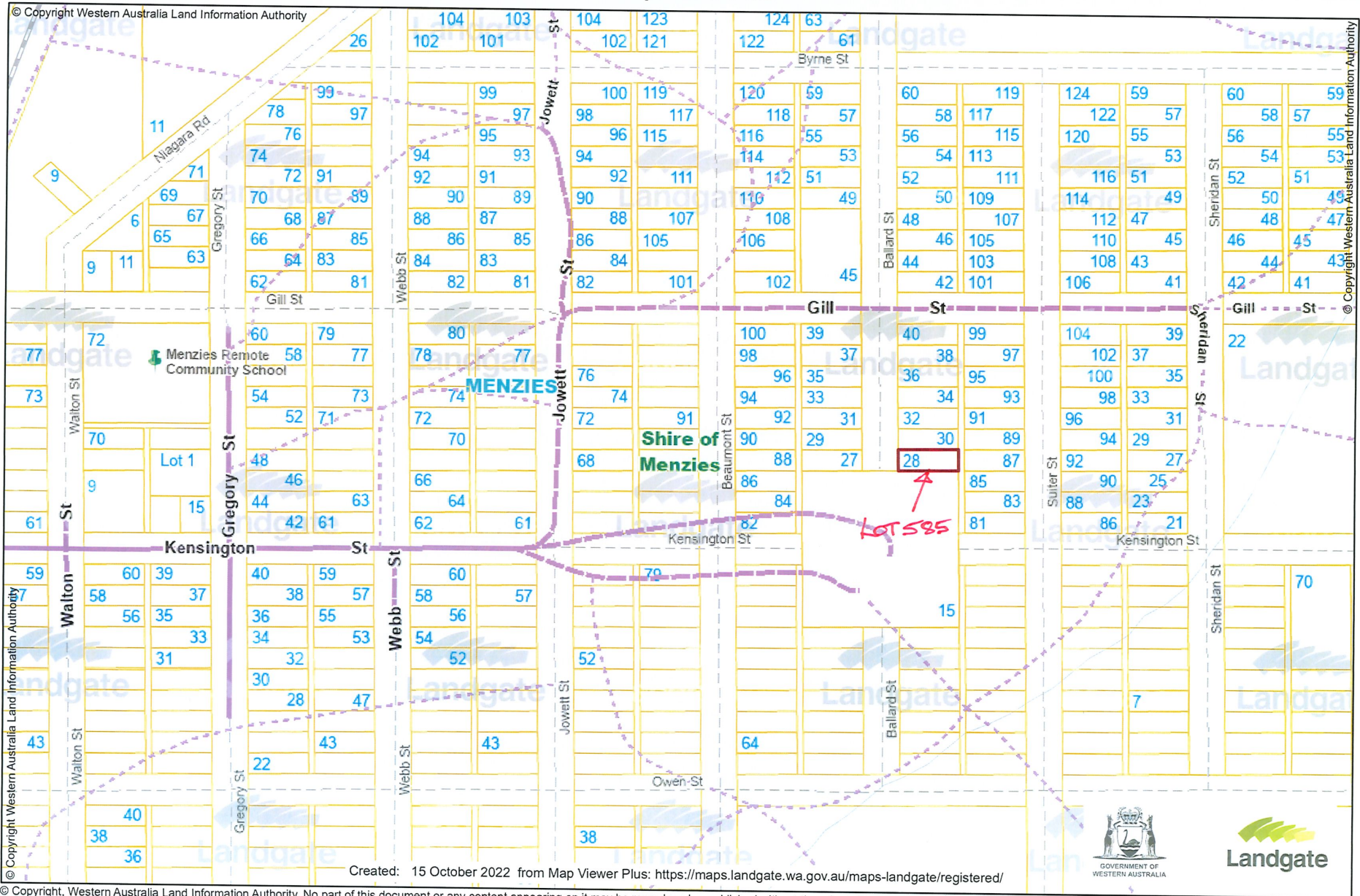
CONSULTATION:

Not applicable.

STATUTORY AUTHORITY:

Not applicable.

-- map viewer Plus --



13.2.3	Request for Quote 3/22 - Engineering & Technical Services
LOCATION	Shire of Menzies
APPLICANT	Internal
DOCUMENT REF	NAM967
DATE OF REPORT	16 October 2022
AUTHOR	Acting Chief Executive Officer, Pascoe Durtanovich
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Pascoe Durtanovich
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	To be tabled

SUMMARY:

The purpose of this report is for Council to appoint a provider of Engineering and Technical Services.

BACKGROUND:

For a number of years administration has engaged suitably qualified Engineering firms and individuals to assist staff in the area of Infrastructure Development and Services.

Currently contract engineering services are engaged to prepare Regional Road Group submissions, project management, in respect to the Lady Shenton Building and the Old Post Office restoration works. In addition assistance with procurement issues and Aboriginal Access Road funding is also provided.

Given the extent of the engagement, Request for Quotations has been progressed to ensure compliance with procurement legislation and Council's Purchasing and Tenders Policy.

COMMENT:

Council is now requested to formalise the engagement of a provider for this service.

The scope of works is outlined in Section 3.1 of the attached RFQ3/22.

The contract term is to 30 June, 2025. Council however reserves the right to terminate the contract as at 30 June, 2023 after considering the performance of the contractor up to that date.

Submissions were invited via WALGA e'quotes from WALGA prequalified providers. Invitations were issued to eighth (8) providers.

Submissions close 24 October, 2022. A summary of submissions received will be provided at the Council Meeting.

CONSULTATION:

Not applicable.

STATUTORY AUTHORITY:

Procurement compliance issues set out in the *Local Government Act, 1995* and the *Council's Purchasing and Tenders Policy*.

POLICY IMPLICATIONS:

Purchasing and Tenders Policy 4.2 refers.

FINANCIAL IMPLICATIONS:

Minimal funding has been included in the current budget for Engineering and Technical Services. To date engineering consultancy has been charged against the project undertaken. Future budgets should include a greater allocation.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Failure to achieve required standards for project delivery and procurement legislation.	High	Ensure processes and resources are in place to achieve the standards required.

STRATEGIC IMPLICATIONS:

- 3.1 A well maintained, attractive built environment servicing the needs of the community.
- 3.1.2 Maintain and enhance our roads, built infrastructure, parks and reserves.
- 4.2 An efficient and effective organisation.
- 4.2.1 Maintain a high level of corporate governance, responsibility and accountability.

13.2.4	Road Closure - Portion of Kookynie - Malcolm Road, Kookynie		
LOCATION	Kookynie Malcolm Road near Tampa Townsite, Kookynie		
APPLICANT	McMullen Nolan Group Pty Ltd (for Genesis Minerals)		
DOCUMENT REF	NAM968		
DATE OF REPORT	16 October 2022		
AUTHOR	Acting Chief Executive Officer, Pascoe Durtanovich		
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Pascoe Durtanovich		
OFFICER DISCLOSURE OF INTEREST	Nil		
ATTACHMENT	1. Mapping [13.2.4.1 - 2 pages]		

SUMMARY:

The purpose of this report is for Council to consider a request for the closure of portion of the Kookynie Malcolm Road.

BACKGROUND:

A request has been received from MNG Pty Ltd for Council support for the closure of portion of the Kookynie/ Malcolm Road.

The section of the road in question is approximately 12kms from Kookynie and is impacted by a pit and other mining operations (Genesis Minerals Ltd) and therefore impractical to stay as a road reserve. The constructed gravel road bypasses the mining operation, as shown on the attached plan.

COMMENT:

In addition to the process for closing the affected road reserve, dedication of the current alignment of the Kookynie/Malcolm Road will have to be undertaken, this will require excision of land from both Melita Station and General lease DP220928.

The closed portion of the road reserve will be required to be amalgamated into the adjoining Melita Station.

The cost to achieve the closure and dedication will be borne by the applicant, this will include preparation of advertising, consultation with adjoining owners, survey etc.

Administration could advertise the proposal without reference to Council, however given the history of this situation the matter is drawn to Council’s attention before advertising.

CONSULTATION:

The proposed road closure and dedication will be advertised for public submissions in accordance with *Section 56 and 58 of the Land Administration Act and Land Administration Regulations.*

STATUTORY AUTHORITY:

Land Administration Act and Regulations

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Nil.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Nil		

STRATEGIC IMPLICATIONS:

- 3.1 A well maintained, attractive built environment servicing the needs of the community.
- 3.1.2 Maintain and enhance our roads, built infrastructure, parks and reserves.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That the proposal to close portion of the Kookynie/Malcolm Road, as per the plan attached be advertised for public comment in accordance with *Section 58 of the Land Administration Act*.

COUNCIL DECISION:

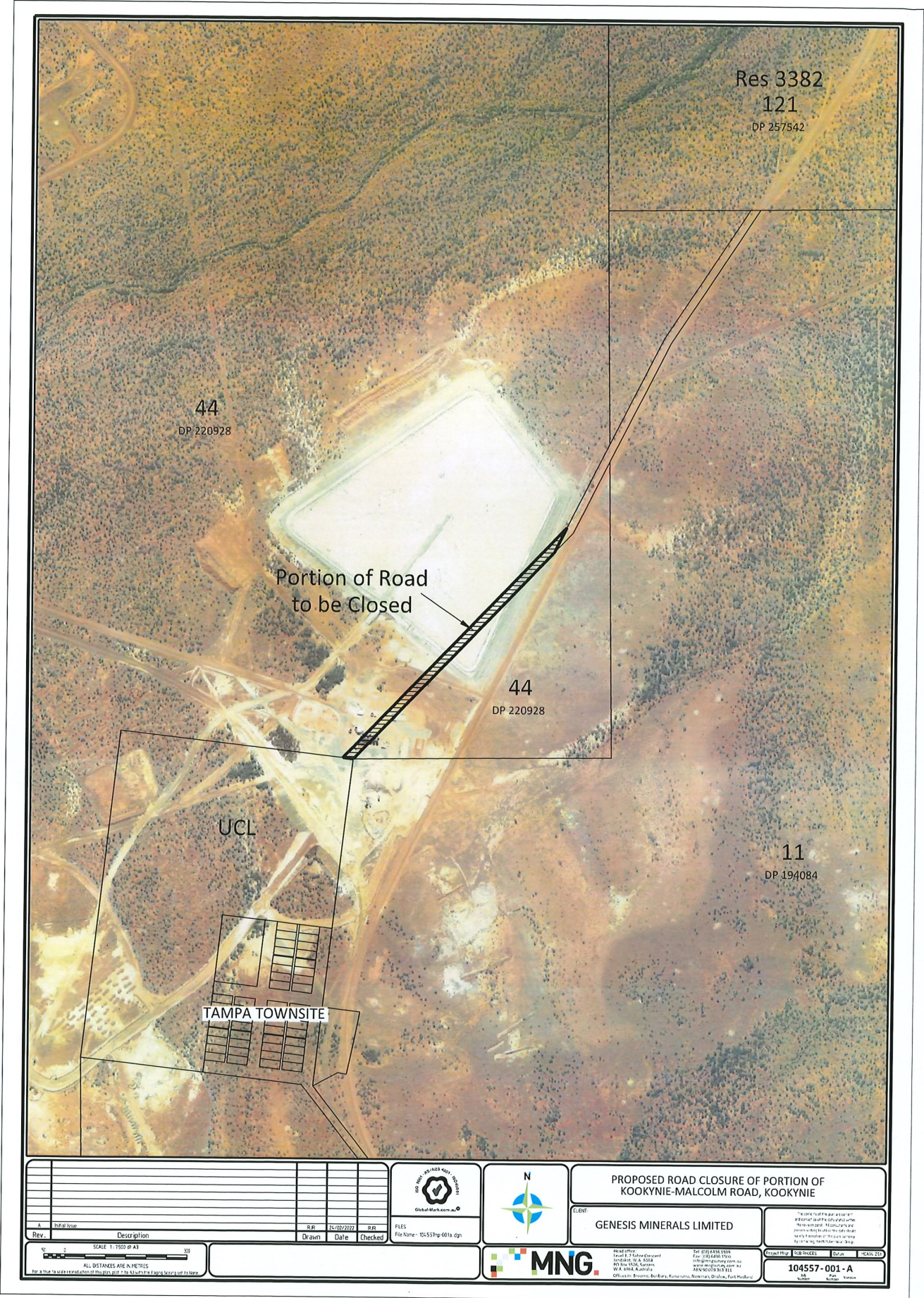
Council Resolution Number:	CM-342
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Moved: Cr J Dwyer **Seconded:** Cr P Warner

That the proposal to close portion of the Kookynie/Malcolm Road, as per the plan attached be advertised for public comment in accordance with *Section 58 of the Land Administration Act*.

Carried	7 / 0
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Rev.	Description	Drawn	Date	Checked																																																				
<p>SCALE 1:3500 @ A3</p> <p>ALL DISTANCES ARE IN METRES</p>		<p>FILES File Name: 104557hp-001a.dgn</p>	<p>MNG</p>	<p>104557-001-A</p>																																																				

13.2.5	Christmas Shutdown		
LOCATION	Shire of Menzies		
APPLICANT	Internal		
DOCUMENT REF	NAM969		
DATE OF REPORT	15 October 2022		
AUTHOR	Acting Chief Executive Officer, Pascoe Durtanovich		
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Pascoe Durtanovich		
OFFICER DISCLOSURE OF INTEREST	Nil.		
ATTACHMENT	Nil.		

SUMMARY:

This item recommends the dates for the closure of the Shire office, Visitors Centre and Depot during the Christmas / New Year period and venue for the Shire Community Christmas function.

BACKGROUND:

It is normal practice for local governments to close for business over the Christmas / New Year period with minimal staff either working or on call to attend to urgent business.

Council also schedules the Community Christmas function to be held following the December Council Meeting.

COMMENT:

The requirements for Shire services reduce over the Christmas period as people leave the district for holidays.

Minor maintenance, watering and rubbish collection is still required, this will result in one works crew member being rostered for the period. There will also be a staff member on call for Caravan Park bookings.

Christmas Day falls on Sunday 25th. The December Council meeting has already been scheduled for 22 December. It is recommended that the office be closed from 5pm Thursday 22 December to Monday 2 January. It is also recommended that the Shire Community Christmas function be held in the Shire Hall with refreshments and catering to be sourced locally.

CONSULTATION:

Nil.

STATUTORY AUTHORITY:

Nil.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Nil.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Nil		

STRATEGIC IMPLICATIONS:

4.2 An efficient and effective organisation.

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

4.2.3 Provide a positive and safe workplace.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That:

- 1. The Christmas shutdown period be between 5pm Thursday 22 December and 8am Monday 2 January inclusive.
- 2. The Shire Community Christmas function be held in the Shire Hall immediately after the December Council Meeting.

COUNCIL DECISION: OFFICER RECOMMENDATION PART (1)

Council Resolution Number:	CM-343
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Moved: Cr P Warner Seconded:Cr A Tucker

That the Christmas shutdown period be between 5pm Thursday 22 December and 8am Monday 2 January inclusive.

Carried	7 / 0
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COUNCIL DECISION: OFFICER RECOMMENDATION PART (2)

Council Resolution Number:	CM-351
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Moved: Cr J Dwyer Seconded: Cr A Tucker

That the Shire Community Christmas function be held in the Shire Hall immediately after the December Council Meeting.

AMENDMENT

Council Resolution Number:	CM-351
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Moved: Cr S Sudhir **Seconded:** Cr P Warner

That the Shire Community Christmas function be held on 15 December, 2022 at the Youth Centre Complex.

Carried	7 / 0
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Council Resolution Number:	CM-352
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The amendment became the substantive motion and was put and carried 7/0.

Cr S Baird left the meeting at 3:02pm

Cr S Baird returned to the meeting at 3:03pm

13.2.6	Marmion Village Improvement Work
LOCATION	Reserve 3973 corner Shenton Street and Evanston Road
APPLICANT	Internal
DOCUMENT REF	NAM970
DATE OF REPORT	17 October 2022
AUTHOR	Acting Chief Executive Officer, Pascoe Durtanovich
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Pascoe Durtanovich
OFFICER DISCLOSURE OF INTEREST	Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare
ATTACHMENT	<ol style="list-style-type: none"> 1. Attachment 1 Marmion Village Improvement Work pdf [13.2.6.1 - 1 page] 2. Attachment 2 Marmion Village Improvement Work pdf [13.2.6.2 - 1 page] 3. Attachment 3 - Marmion Village Improvement Work [13.2.6.3 - 1 page]

SUMMARY:

Council is requested to approve upgrading works (footpath construction) at Marmion Village and Reserve 3973.

BACKGROUND:

From Phase 2 of the Local Roads and Community Infrastructure Program \$200,000 was allocated to Roadworks to Marmion Village and fencing around the adjoining Reserve 3973.

This work has been completed however additional work is required to alleviate drainage problems associated with access to the houses.

COMMENT:

At a meeting held onsite with the Menzies Aboriginal Corporation Committee, the Acting CEO and Works Manager drainage remedial work was discussed as was footpath construction from Marmion Village through Reserve 3973 to town.

Following the meeting, the Works Manager, in conjunction with the MAC Administration has prepared and costed a footpath development plan (copy attached) and drainage remedial work.

Total cost is:

Drainage Work (construction of Xovers)	-	\$ 7,422
Footpath Construction	-	<u>\$36,620</u>
		\$44,042

All construction work will be undertaken by the Shire workforce. Apart from cost saving (plant and labor already budgeted) this work will provide good training for the Works Crew.

There is sufficient funds remaining from the \$200,000 initial project budget to complete the drainage work.

The current municipal fund budget includes \$50,000 for footpath work, however no specific work was identified. Funds from this account can be utilised from the Reserve 3973 Footpath Project.

CONSULTATION:

Menzies Aboriginal Corporation Committee have been consulted and involved with the planning of the project.

STATUTORY AUTHORITY:

Not applicable.

POLICY IMPLICATIONS:

Nil.

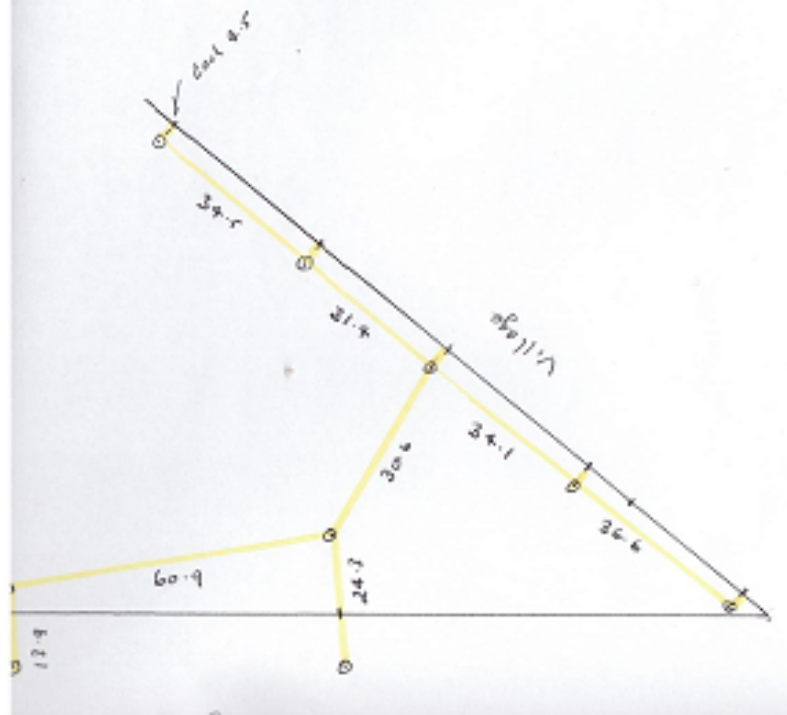
FINANCIAL IMPLICATIONS:

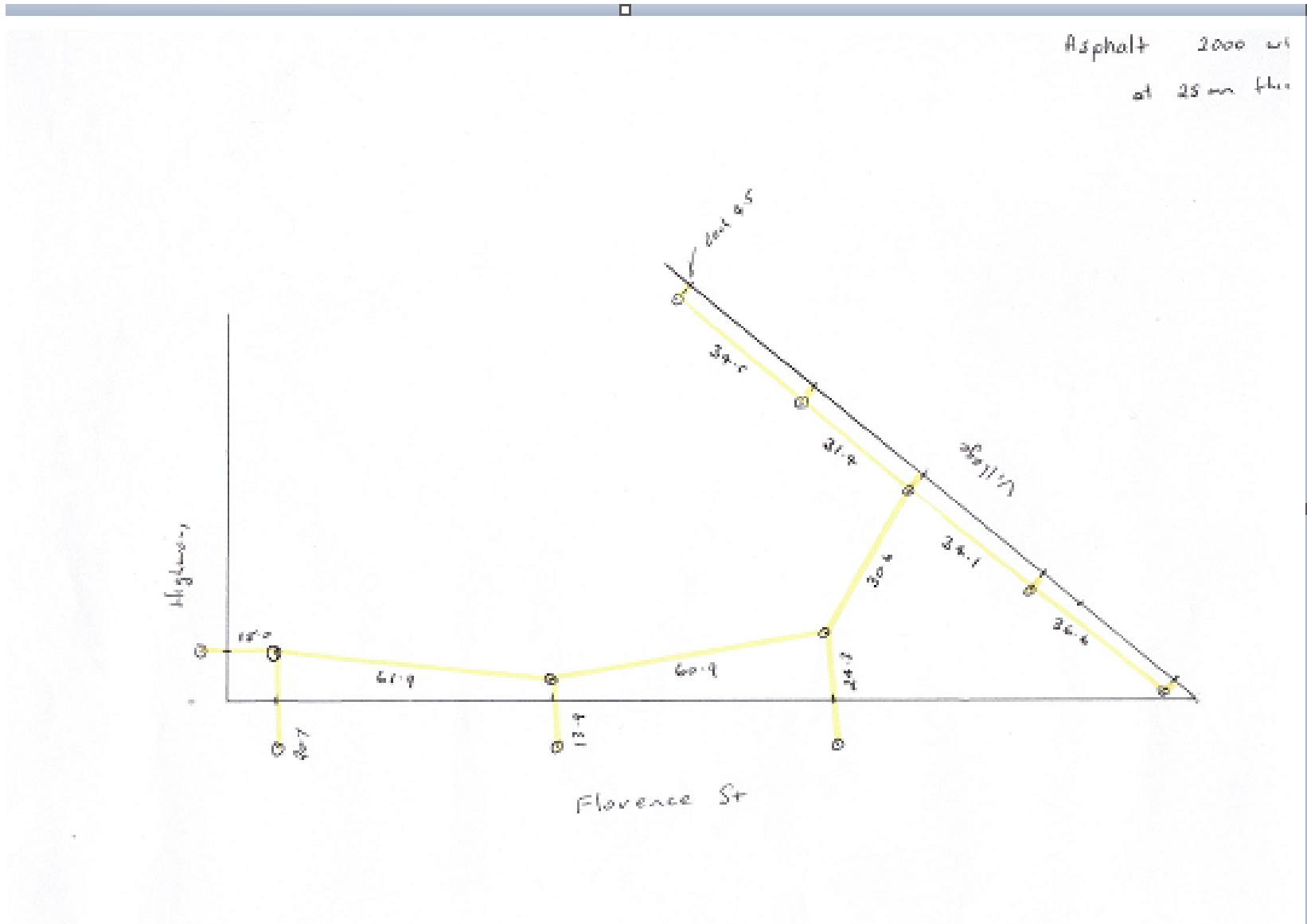
The current budget includes \$50,000 for unspecified footpath construction.

RISK ASSESSMENT:

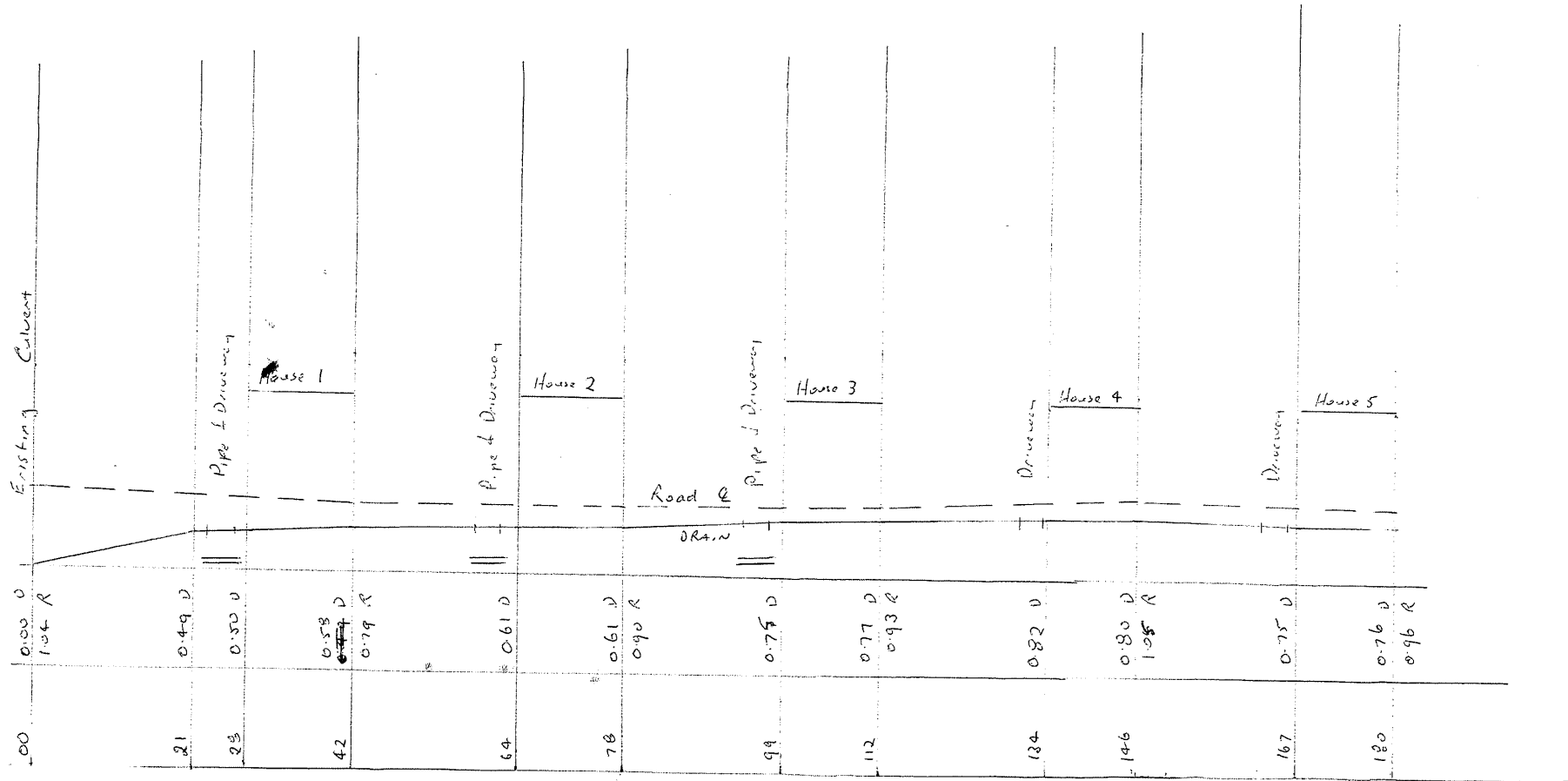
Risk Statement	Level of Risk	Risk Mitigation Strategy
N/A		

Total Path Length - 386.4 m
Sub-base gravel 3000x200 - 232 cub.m. compact
Base gravel 3000x100 - 116 cub.m. compact
Asphalt 3000 wide - 772 sq.m
at 25 mm thick - 19.3 cub.m.
= 50 tonnes.





MARMION VILLAGE
Sketch of Drainage



Cr G Dwyer and Cr J Dwyer declared a financial interest in Item 13.2.7 Menzies Railways Station Building on the basis that they are a subcontractor of ARC Infrastructure, the owners of the building.

Cr G Dwyer and Cr J Dwyer left the meeting at 3:18pm
Cr I Baird, Deputy President assumed the Chair.

13.2.7	Menzies Railway Station Building
LOCATION	Shire of Menzies
APPLICANT	Internal
DOCUMENT REF	NAM971
DATE OF REPORT	18 October 2022
AUTHOR	Acting Chief Executive Officer, Pascoe Durtanovich
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Pascoe Durtanovich
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	<ol style="list-style-type: none"> 1. Conservation Management Strategy [13.2.7.1 - 48 pages] 2. Costing Estimates [13.2.7.2 - 9 pages]

SUMMARY:

The Purpose of this report is for Council to determine a position on the future of the Railway Station Building in Menzies.

BACKGROUND:

Council considered this matter on 28 January, 2021 and resolved as follows:

“That Council receive the item and direct CEO to investigate further in regard to costs and implications of a lease.”

In February, 2022 Council was advised by ARC Infrastructure (owner of the building) that freehold title is not available, however they are prepared to enter into a 20-year lease with the Shire of Menzies, at minimal cost.

Following that advice, Council on 24 February, 2022 resolved as follows:

“That Council:

- 1. Authorises a budget allocation of \$20,000 from the Building Reserve for the purpose of a detailed cost breakdown to restore and fit out the Menzies Railway Station for the purpose of an Arts Facility; and*

2. *Notes that the cost model will be presented to Council to aid in decision making in regard to taking on a license agreement for the Menzies Railway Station.”*

A Conservation Management Strategy and costing estimates have now been finalised. (See attachments)

COMMENT:

As can be seen the total cost estimate is \$724,625 (Inc of GST).

This cost estimate was prepared by the consultant, in consultation with the Shire's Project and Building Maintenance Co-ordinator.

It should be noted that the cost estimate is based on restoring the building to a usable state not just to conserve the building.

In considering a way forward with this building, Council must be mindful of decisions already made in respect to restoration and maintenance of built assets in the Shire.

These include:

- **Lady Shenton** - Already over \$550,000 spent, with more to come
- **Old Post Office Building** - Cost estimates in the vicinity of \$1 million
- **Niagara Dam** - In the vicinity of \$1 million for maintenance work
- **Old Church Building/ Community Shed** - Budgeted \$570,000
- **Business Innovation Buildings** - Unknown cost. \$1 million reserve fund budget.

Purely from an affordability point of view it would be prudent to complete some of the above budgeted projects before embarking on yet another major capital works.

Further to this, there is no management structure in place for the Old Post Office Building, the Railway Station Building and the Old Church Building. Each of these buildings will require ongoing maintenance and management, this will require an increase in resources, yet to be quantified.

Under the current circumstances and with such a large capital works program in train, it is recommended that any work on the Railway Station Building be deferred for twelve to eighteen months.

CONSULTATION:

- Laura Gray - Heritage and Conservation Consultant
- Shane Hearn - Project and Building Maintenance Co-ordinator
- Community Consultation Forums

STATUTORY AUTHORITY:

State Heritage Act (2018)
Local Government Act, 1995

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Estimated Project cost \$724,625
 Not budgeted for at this stage.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
The heritage infrastructure within the Shire of Menzies deteriorates to a level where it becomes ruins.	High	Determine the level of heritage infrastructure within the Shire that meets the Communities expectations and is sustainable. Develop a long-term plan to ensure that the identified heritage infrastructure is maintained and protected.

STRATEGIC IMPLICATIONS:

- 2.2 An attractive destination for visitors.
- 2.2.2 Maintain and enhance our local attractions.

CONSERVATION MANAGEMENT STRATEGY (DRAFT)
MENZIES RAILWAY STATION



Prepared for
Shire of Menzies

by

HERITAGE INTELLIGENCE (WA)
Laura Gray
Heritage & Conservation Consultant

May 2022

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Executive summary

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2.0 SITE RECORD Page 10

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4.0 BUILDING CONDITION REPORT & CONSERVATION WORKS Page 38

4.1	Building Condition Report & Conservation Works Recommendations	Page 40
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5.0 MAINTENANCE SCHEDULE Page 48

Executive summary

The brief is to identify necessary conservation and other works that would be required to facilitate community access and a viable function for the immediate retention of the Menzies Railway Station building.

The building is in fair condition and structurally sound. However, cosmetic interventions are not conducive to the conservation outcomes. The provision of essential services, including the universal access to the site and the building are considerable considerations in facilitating occupation of the building.

In accordance with the brief, Stage 1 recommendations are to facilitate occupation by a community organisation. More thorough long-term conservation recommendations are none-the-less worthy of serious consideration but are relegated to Stage 2 works at this time.

Reference to [Section 4.2 Building Condition Report & Conservation Works Recommendations](#), of this report, details the elements, their condition and the recommendations.

Hereunder is a summary of the Stage 1 works recommendations, in order as detailed in Section 4.2.

Structure:

- Monitor for future movement of the masonry structure.
- Consider an Engineer if any significant movement.
- West veranda: reconstruct timber posts and edge beam and rafter timbers in jarrah hardwood. Metal stirrups in concrete pads for the posts.
- Investigate the subfloor timber structures that are not accessible at this time.
- Inspect for termite activity/damage.
- Undertake any works necessary in response to recommendations arising from the termite inspection.
- Restore/reconstruct damaged timbers as required with hardwood jarrah flooring to ensure safe loadings at the ground floor level.
- Effect sub floor ventilation where possible.

Roof

- Inspect roof structure and cladding and action as required replace any damaged sheets with same (galvanized). Reconstruct chimney flashings in material compatible with the roof.
- Ensure all sheets are fully secured.
- Remove Asbestos linings from the west veranda gables within statutory requirement for health and safety. Reconstruct with flat sheeting lining.
- Restore the stone and mortar to the two chimneys.

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)

Menzies Railway Station

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Roof & ground level drainage

- Inspect and undertake any works in response to ensuring the roof drainage system throughout is adequately discharging as necessary to the rainwater tanks at the north and south ends of the building.
- Reconstruction of gutters and downpipes along the west frontage.
- Ensure all flashings and gutters are adequate for their function.
- Consolidate the entire roof drainage system for less obtrusive outcomes than existing discharges into the water tanks.
- Ensure that gutter gradients flow to downpipes and that the downpipes discharge effectively into the water tanks.
- The Walsh Street frontage has no ground level drainage, and the site slopes down to the road. Installation of drainage away from the perimeter of the building with particular attention to the ground levels and runoff impacting the west wall and frontage of the veranda. The drainage needs to be uniform and not impact the gravel driveway.

Exterior

- Lower sections of all the external walls need to be restored and vents inserted into all the vent openings. Some have damaged vents and other dislodged. A reconstructed consistent style of vent should be installed into all the vent openings.
- Retain the existing perplex, and metal mesh of the windows in the short term.
- Attention the windows and framing to the extent of cleaning, make safe, retain all original elements.

Entry

- Restore the luggage entry gates and rehang. Minimal intervention. Consider epoxy infill in the damaged section.
- The luggage entrance of original presents an uneven concrete floor. Retain the original floor, sand the raised areas, and infill the indents and eroded areas with epoxy to provide a level surface.

Platform floor

- Remove extraneous fabric, and level the under veranda area of the west frontage. Lay "broom finish" concrete slabs to provide a level surface abutting the luggage entrance, and with a concrete access path on the west side, at statutory gradient for universal access.
- The platform veranda could be a two stage approach:
 - Stage 1: approximately 2.5 metres wide from the east wall being slabbed.

Interior

- Remove linoleum floor covering. Be aware that the linoleum may contain Asbestos and comply with all statutory health and safety requirements.
- Restore/reconstruct the interior floors with hardwood jarrah to match existing specifications.

- Treat the timber floors with protective coating- not epoxy.
- Restore the minor cracks, and more significant cracks (Stationmaster's room, luggage room (window set dislocation, and ticket office, may need pinning by specialist conservation contractors.
- Remove the two timber framed partitions in the luggage room and restore the wall and floor where they were attached.
- Remove the partition in the public waiting room and restore the walls and floor where it was attached.
- Remove the partition in the ladies' room and restore the walls and floor where it was attached.
- Vacuum throughout the roof spaces. Retain all ceilings insitu, restore, refixing in the roof space.
- Stationmaster's ceiling may require replacement, but likely can be retained.
- Restore the circular timbers of the ceiling vents and reconstruct the "flywire" to ensure vermin proofing and air flow ventilation.
- Special attention to retaining and restoring the ceiling above the dislodged window set in the luggage room.
- After restoration, prepare ceilings for painting and apply a suitable paint product. (white)
- Restore the timber, sanding and repainting may be adequate for many of the elements. Some doors require new panels- reconstruct to same specifications as the original.
- Remove the electric stove from the kitchen.
- Remove or retain the sink unit. Upgrade the fixtures.

SERVICES

Electrical/power: rewire throughout, do not chase walls. Include consideration of external lighting on the verandas, and to highlight the building at night.

Install necessary technology.

Air-conditioning: remove all air-conditioning units. Install new units in similar locations.

Plumbing/sewerage/septic.

Provide for universal access and user safety throughout.

1.0 INTRODUCTION

A Conservation Management Strategy is a prerequisite for an understanding of a place, prior to any conservation works and future planning for the place.

1.1 Details of the brief

The Shire of Menzies has a lease over Menzies Railway Station that is currently vacant.

The Conservation Management Strategy is undertaken within the guidelines of the Department of Planning, Lands and Heritage's brief and in accordance with the Burra Charter (2013).

The aim of the Conservation Management Strategy is to retain the cultural significance of the place within the future conservation of the place and must include provision for its security and maintenance (Burra Charter).

The Shire of Menzies brief is to scope the necessary works to facilitate a function at the place as stage 1 of the conservation works. It is proposed that more substantial conservation works will be undertaken when the viability of the place can be demonstrated.

1.2 Heritage listings

Heritage Council of Western Australia:

Menzies Railway Station Group inHerit database No.1553
Register of Heritage Places. Permanent Entry 2006

Shire of Menzies: Railway Station Local Heritage Survey. 2022. Category 1
Heritage List: Planning scheme recommended.2022

Menzies Railway Station is the separate subject of this report, not including other places in the Menzies Railway Station Group.

1.3 Statement of Significance

The Statement of Significance identifies the qualities that make the place worthy of conserving and is essential to a Conservation Policy.

Menzies Railway Station Group, a group of stone and iron roofed buildings constructed in 1898 comprising the Station Building, in Federation Arts and Crafts style, and three Platelayer's Cottages and Stationmaster's House in Federation Bungalow style, has cultural heritage significance for the following reasons:

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)

Menzies Railway Station

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the place is a rare remaining example of a group comprising the Station Building, Stationmaster's House and three Platelayer's Cottages, demonstrating a way of life and functions no longer practiced in Western Australia, and is the most intact and substantial group of railway buildings remaining on the Kalgoorlie-Leonora railway line and includes the only railway station building remaining on the line north of Kalgoorlie;

the place is a good representative example of the type of station buildings and railway residences constructed on the goldfield lines in Western Australia in the 1890s;

the place has a landmark setting in the Menzies town and contributes to the townscape and character of Menzies;

the place demonstrates the transport and labour requirements of the goldfields during the 1890s gold rushes in Western Australia and the importance of the railways in the development of the goldfields and surrounding districts; and

the place is associated with the Public Works Department and was designed under the supervision of Chief Architect John Grainger, and with contractors Henry Teasdale Smith and Joseph Timms, trading as Smith & Timms.

1.4 Site Details

Menzies Railway Station is located in the railway reserve east of the town centre of Menzies, parallel with Goldfields Highway (north/south) in the town of Menzies.

1.5 Plans

Plans of the railway yard and the station building are excerpts from the Register assessment.

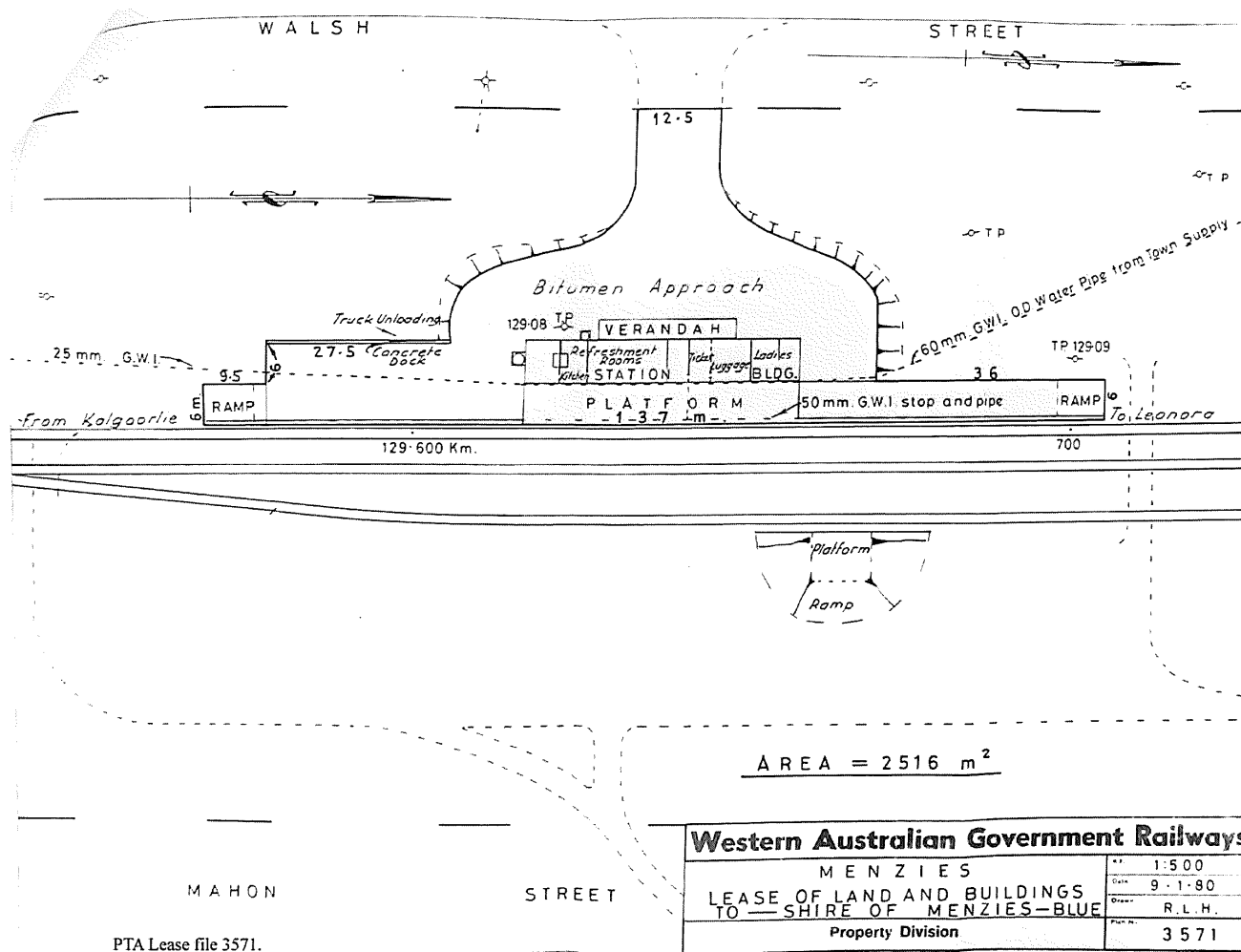
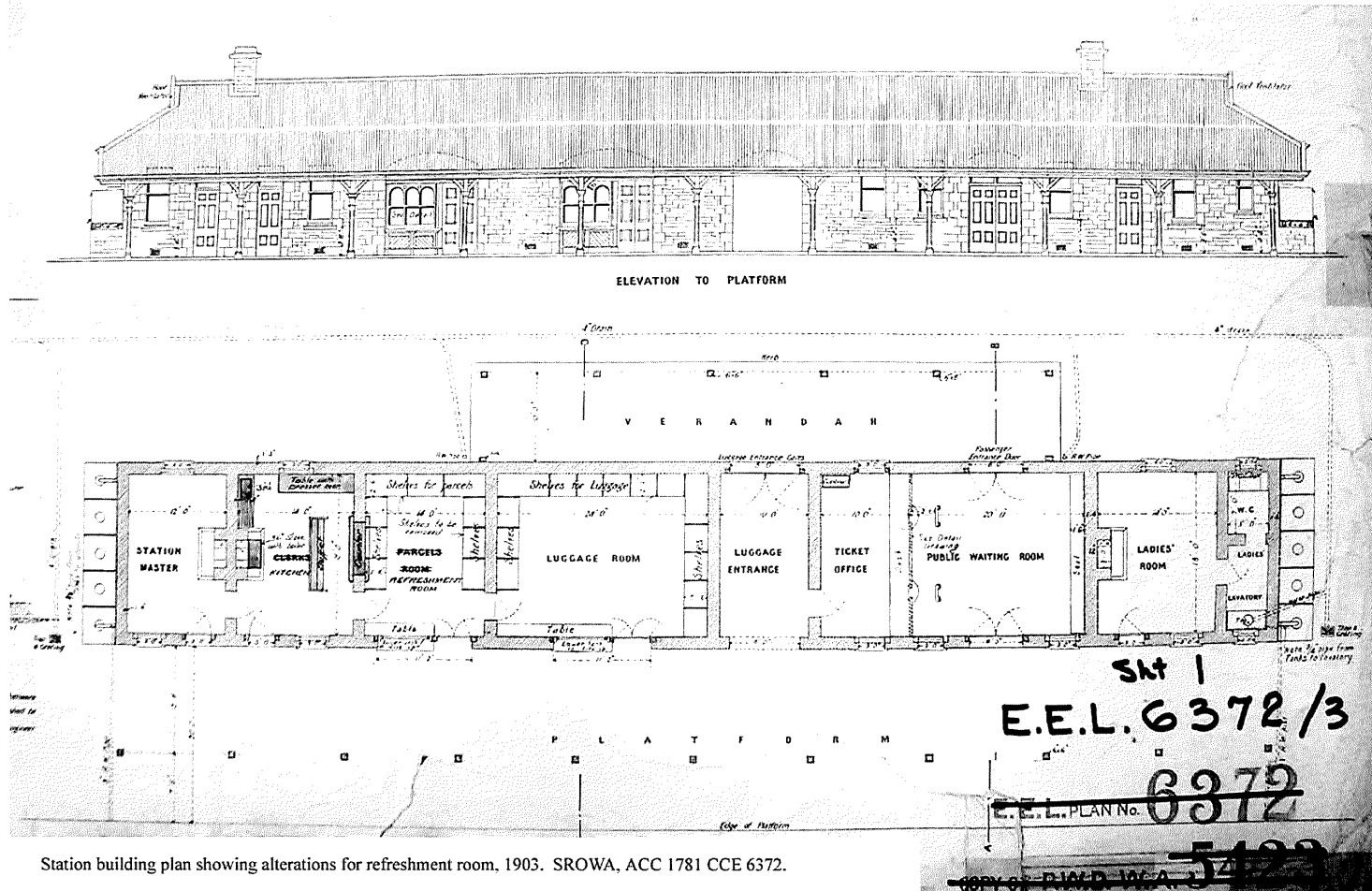


Figure 1 Railway yard

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)
 Menzies Railway Station



Station building plan showing alterations for refreshment room, 1903. SROWA, ACC 1781 CCE 6372.

Figure 2 1903 plan of the station building

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)
Menzies Railway Station

2.0 SITE RECORD

2.1 Description (extract from assessment for the Register of Heritage Places (L.Gray 2004)

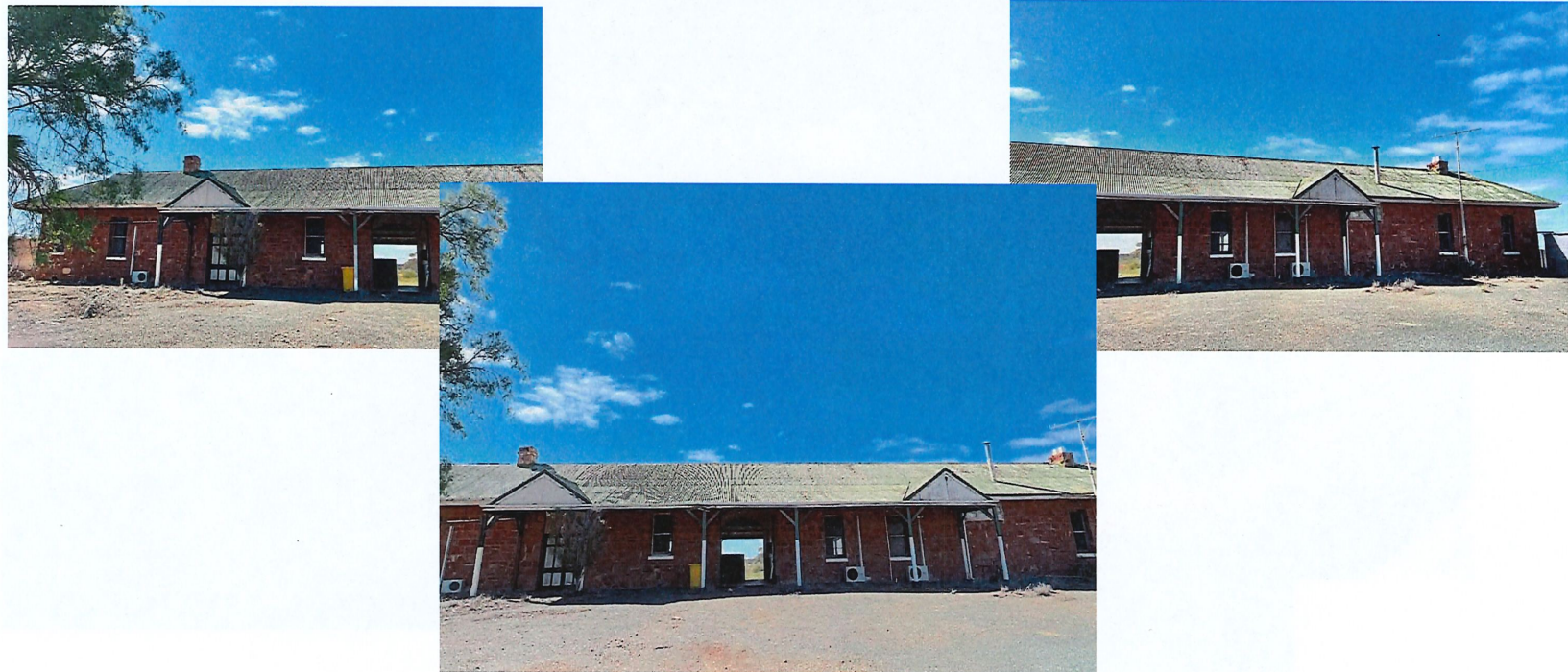
The railway station building is a single storey structure in an elevated position, sloping up from Walsh Street, and with a bitumen platform along the east (railway line) side. The rectangular plan form comprises two separate buildings connected under the one main roof, with an open arched 'luggage entrance' between the two built sections, providing access between the street frontage and the platform. The station building aligns parallel with the railway line on a north-south alignment, with a 2.0 metre high chain link fence along the platform edge, extending around the entire site, with double gates central on the Walsh Street entry. The Walsh Street frontage is truncated each side, and The entire forecourt of the Walsh Street frontage is bitumen. There are peppercorn trees on the site.

The railway station is face stone building with a hipped gambrel roof clad with painted corrugated iron. The roof extends as a skillion, at break pitch, along the entire railway platform, supported by bracketed square timber posts. At the Walsh Street frontage there is a veranda centred over the platform entry access and flanked by gable end features. The windows are timber framed double hung sashes with mesh security panels fitted on the exteriors of most windows. There are numerous door entries, both single and double, with original paneled doors in most openings, with a clear glass double paned fanlight above, all on the platform side of the building. The double entry into the waiting room, luggage entrance and 'counter' openings all have arched headers. The counter openings feature a set of three arched sash double hung windows and a bracketed timber ledge, and diagonal timber infill panel below. The entrance gates of the luggage entrance are on site, but not fixed insitu.

The interior of the building was inaccessible (2004), but a recent inspection however inspection that the floors are timber, and walls and ceilings plaster, and original skirtings and architraves remains insitu.

2.2 Photographs

A site inspection was undertaken on 5 May 2022, at which time photographs were taken to record the place.



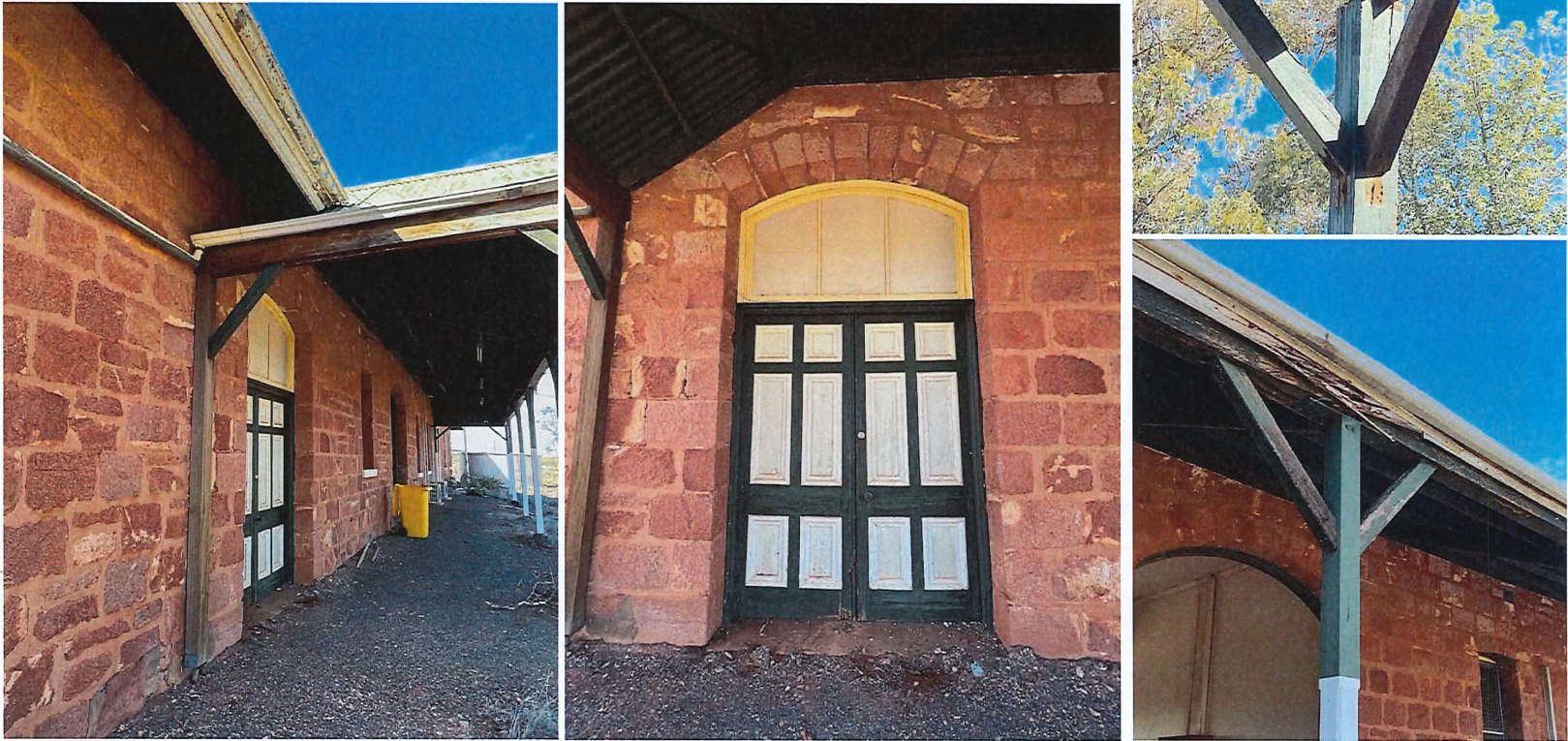
Photos 1, 2, 3 The west elevation of Menzies Railway Station facing the Walsh Street access. The symmetry of the frontage is expressed by a gable detail each end of the veranda over the central luggage entry.

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)
Menzies Railway Station



Photos 4, 5, 6, 7 The north end of the west frontage showing the face stone, airvent openings, weathered timber details, pipes from the gutters to the rainwater tank, and split system airconditioners. Inset above: north end chimney.

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)
Menzies Railway Station



Photos 8, 9,10, 11 View south across the west frontage showing the pair of doors into the waiting room, and the veranda over the central part of the frontage. The timber details of the veranda are very weathered and deteriorated as evidenced by the metal brackets supporting the juncture on the northwest corner.

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)
Menzies Railway Station



Photos 12, 13, 14, 15 View south across the west frontage towards the south end showing the deteriorated timbers and gable infill, missing gutters, and seriously eroded stone chimney with inadequate flashings.

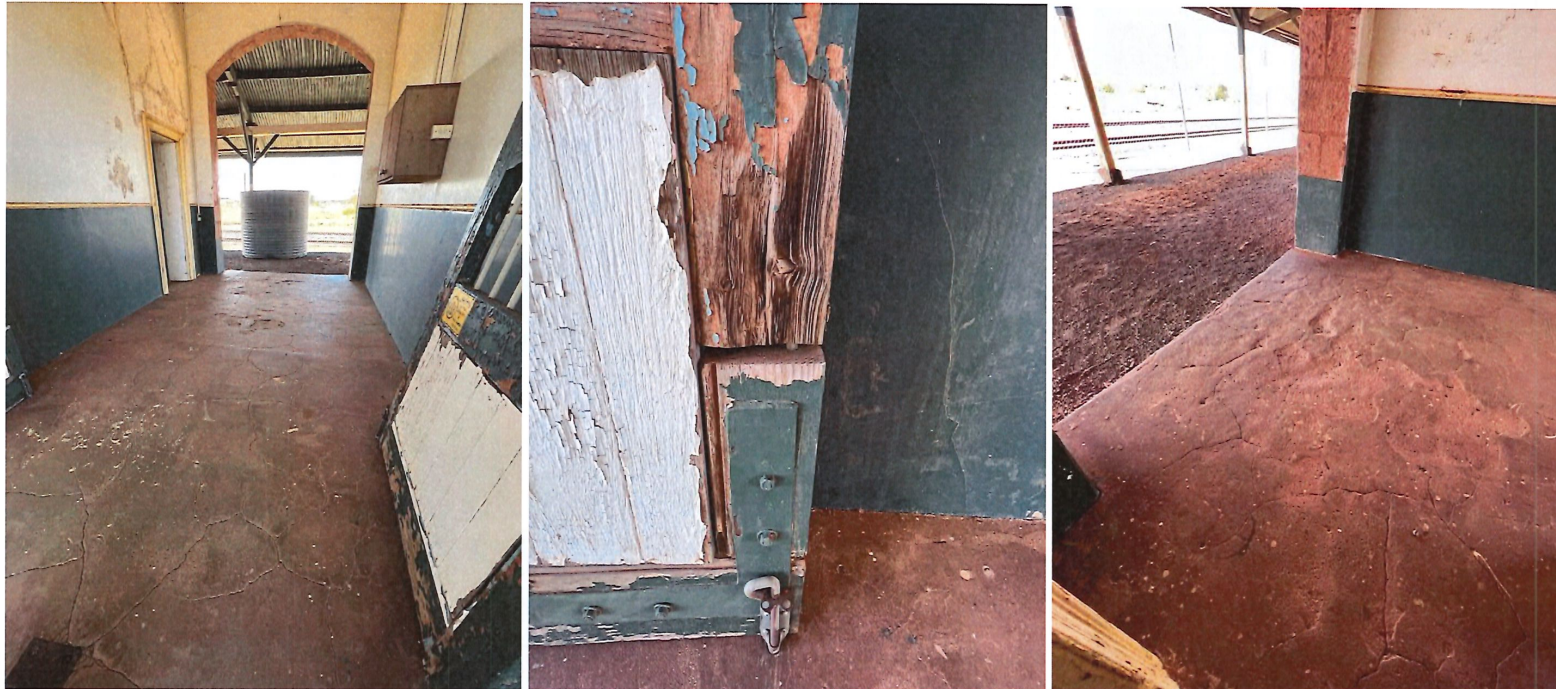
CONSERVATION MANAGEMENT STRATEGY (Menzies Railway Station)





Photos 16, 17, 18 The gated main entry, luggage entrance, from the west front veranda through to the railway platform.

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)
Menzies Railway Station



Photos 19, 20, 21 View of the luggage entrance looking to the east, showing the concrete floor, damaged gate that evidences previous interventions, and detail of the concrete floor.



Photos 22, 23, 24 Views in the luggage entrance showing the ceiling, door to the ticket office and detail of the wall condition above that door.

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)
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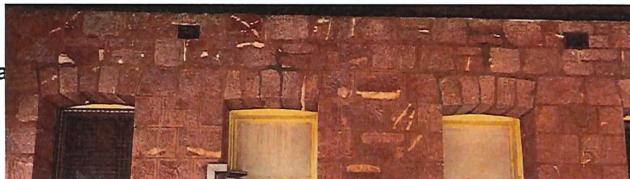


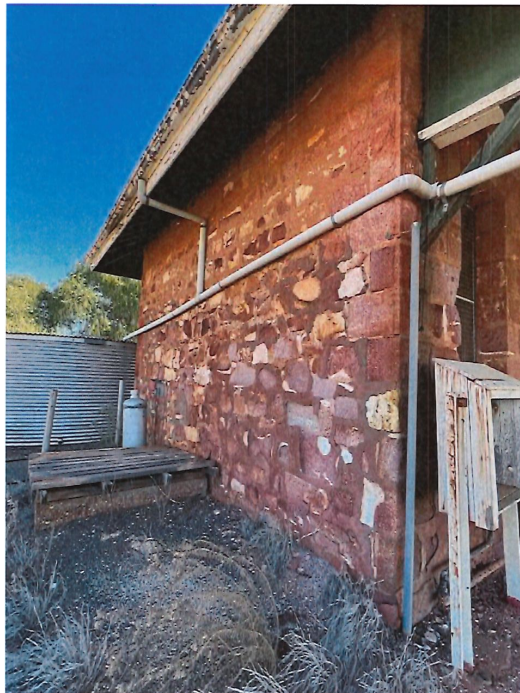
Photos 25, 26, 27 The arched window set, showing steel structural reinforcement, and pair of paneled entry doors into the luggage room off the railway platform.



Photos 29, 30, 31 The arched window set and pair of paneled entry doors into what was the refreshment room off the railway platform, showing timber damage and deterioration.

CONSERVATION MANAGEMENT STRATEGY (Draft)
Menzies Railway Station





Photos 32, 33, 34, 35 The south end and views of the east

ster's room.

**CONSERVATION MANAGEMENT STRATEGY (Draft- M
Menzies Railway Station**





Photos 36, 37, 38 View looking south down the platform showing the damaged posts, and details of damaged deteriorated veranda posts (typical).

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)
Menzies Railway Station

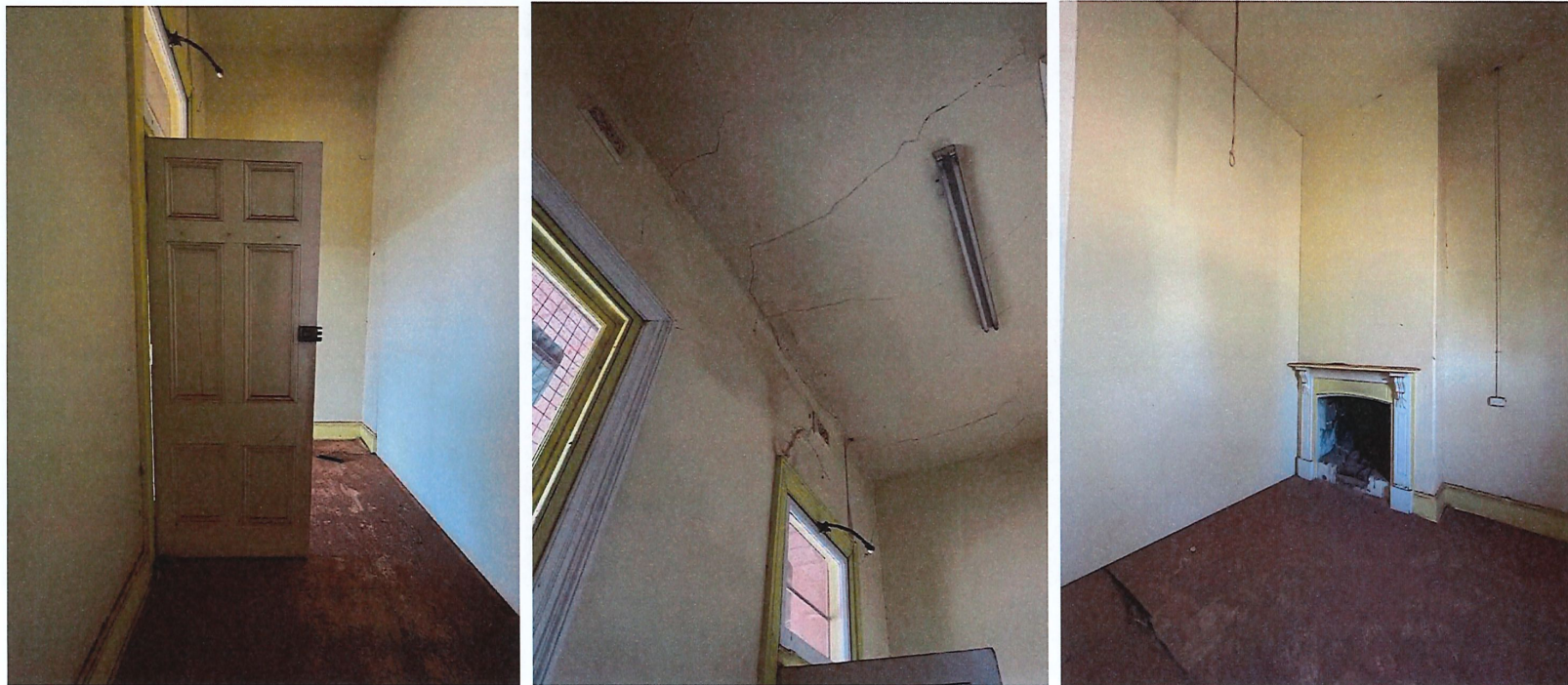


Photos 39, 40, 41 Examples of vents and vent openings along the base of the platform wall.

Photos 42, 43 Detail of the north end of the building showing piping into the water tank.

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)

Menzies Railway Station



Photos 44, 45, 46 Interior: entry into Ladies room showing partition wall (right), ceiling detail, and otherside of the partition showing the intact fireplace.



Photos 47, 48, 49 Interior: Ladies room partitioned section on the west side- damaged ceiling vent, west frontage window, and window frame detail.



Photos 50, 51, 52 Interior: Ladies room toilet and detail of timber and wall damage (west wall), and laundry and shower (east end).



Photos 53, 54, 55, 56 Interior: entry off the platform into waiting room showing partition on the west side (left); doors detail and floor damage. Inset- dado detail.

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)
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Photos 57, 58, 59 Interior: Door off luggage entrance into Ticket office showing west wall and gyprock north wall, and ceiling detail.

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)
Menzies Railway Station



Photos 60, 61, 62 Interior: Luggage room showing arched window set, damage to wall and ceiling and at dado level.

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)
Menzies Railway Station



Photos 63, 64, 65 Interior: Luggage room showing timber framed partiitons and ceiling damage. The second partition is where the original wall between the luggage room and refreshment room was located.

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Photos 66, 67, 68 Interior: southwest corner of the refreshment room showing fireplace installation and ceiling damage, and the cellar access and detail.

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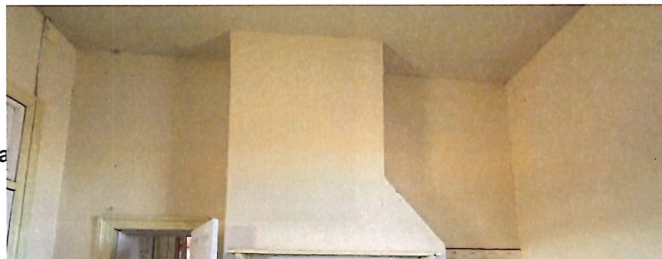


Photos 69, 70, 71, 72 Interior: Refreshment room showing arched window set, pulley detail, and hardware and timber detailing.



Photos 73, 74, 75 Interior: Refreshment room showing servery on south wall, timber floor damage at doorway through to the kitchen, kitchen side of the servery.

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Photos 76, 77, 78, 79 Interior: kitchen showing north wall to Refreshment room, fireplace on south wall; sink unit and stove, and termite damaged window frame on the west.

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Photos 80, 81, 82, 83 Interior: Stationmaster's room showing moisture damage to the ceiling in the northwest corner, moisture damage on the lower wall in the southeast corner, and the intact fireplace on the north wall.

3.0 LEVELS OF SIGNIFICANCE

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The analysis of significance is determined within the following criteria determined by the Heritage Council to provide a standard against which all places are assessed. Examination of the evidence reveals that certain constraints arise to ensure that the significance of the place is not diminished. That understanding provides a basis for recommendations for appropriate action to elements and fabric within specific gradings of significance.

PRIMARY SIGNIFICANCE

These areas are extremely important in terms of the place and should be conserved if the place is to retain its meaning and significance.

- All identifiable original fabric should be retained and conserved.
- Intrusive elements should be removed at an opportune time.
- Any damaged original fabric should be restored.
- Minor adaptation should be limited to the introduction of new services with consideration of alternatives prior to the intrusion into any original fabric.
- Structural alteration to the original fabric is generally not acceptable. However, minor structural adaptation could be considered if the assessed impact was minimal.
- Undertake full documentation of the adaption or intervention (before, during and after).
- No development or works should adversely impact on the setting or aspect of the place.
- Any development proposal must be referred to the relevant statutory bodies for the appropriate approvals.

Elements of primary significance

- The original form, fabric, scale and layout (1898)
- Roof cladding, geometry & chimneys
- External face stone walls
- The luggage entry gates
- West veranda form
- Platform veranda and posts
- Original windows and doors including :
 - 4 pairs of paneled doors.
 - 2 sets of arched windows and ledges on platform side
- Interior spaces

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)

Menzies Railway Station

- Lathe and plaster ceilings and vents
- Mantlepiece and fireplaces
- Kitchen fireplace
- Servery
- WC in ladies' room
- Timber floors

SECONDARY SIGNIFICANCE

Elements of secondary significance are elements of the original fabric of the place that have generally undergone considerable change or alteration.

- Although the elements relate to the history and development of the place, they may be adapted or altered, provided the impact is assessed against the conservation of the place in its entirety.
- This category can include additions and alterations made to the original fabric to accommodate changing requirements. They tend to be expedient and their impact upon the place ranges from neutral to moderately intrusive.
- Any damaged original fabric should be retained, restored and conserved as appropriate.
- Intrusive elements should be removed at an opportune time.
- Adaptation should be limited to the introduction of new services, fixtures and partitions of a removable nature that do not impact original fabric or form.
- Small scale, discreet structural alterations or openings to the original fabric may be acceptable but require careful consideration of options and the impact prior to any works.
- Full documentation and recording of the adaption (before, during and after) should be undertaken.
- Finishes that are new or different should not damage or impact on original evidence of significant materials or finishes.
- The elements can be altered for adaptive, or conservation works, depending on future use requirements and careful consideration of options and the impact prior to any works.
- Ensure that any proposed works to elements of secondary significance do not impact on or detract from elements of primary significance.

Elements of secondary significance

- Roof cladding
- The luggage entry floor

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- Stove in kitchen

LITTLE OR NO SIGNIFICANCE

These elements neither contribute to, nor detract from, the significance of the place.

- Removal of elements of little or no significance should be assessed in consideration of the impact of what is proposed to replace that element and issues such as function and economics.

Elements of little or no significance

- Platform floor
- West veranda floor
- Partitions in the luggage room
- Pipe connections to the rainwater tanks.
- Rainwater tanks

INTRUSIVE

Intrusive elements include items that, in their present form, have an adverse effect upon the significance of the place and removal should be encouraged.

- Removal of any intrusive elements should be assessed in consideration of issues such as function and economics prior to implementation.
- Before removal or adaptation of any elements, full documentation and recording (before, during and after) should be undertaken.
- Removal should be undertaken when the opportunity arises, or when the element is no longer required, unless their removal is identified as an urgent matter.

3.4.1 Elements that are intrusive to the significance

- Wood fire and chimney in refreshment/luggage room
- Partition in ladies' room
- Partition in public waiting room
- Shower and laundry sink in ladies' room

4.0. BUILDING CONDITION REPORT and CONSERVATION WORKS

The following summary lists elements that comprise the place and identifies the nature of the element and what is required in the context of the conservation of the place. The condition rating codes provide the relevant guidance for identifying issues and recommending action in terms of the required works and the priority time frame for those works.

Condition rating codes:

- | | | |
|----------|------------|--|
| A | Excellent: | No defects. As new condition and appearance. |
| B | Good: | Minor deterioration. Superficial wear and tear. |
| C | Fair: | Damaged.
Services functional but need attention. |
| D | Poor: | Failed but retrievable. Badly deteriorated.
Potential structural problems. |
| E | Very Poor: | Failed and not retrievable. Not operational.
Unfit for occupancy or normal use. |

Priority rating:

1. Immediate Works required to prevent further deterioration of the fabric and/or disruption of activities and/or may incur higher costs and exacerbated deterioration causing works and/or loss of original fabric if not addressed within a year.
2. Urgent Works that need to be addressed between one to two years to prevent serious deterioration.
3. Medium term Works required to be done within two to three years.
4. Long term Works that can be deferred beyond three years.
5. Maintenance Part of the established maintenance regime.
6. Other projects When an opportunity arises.

The physical action as recommended needs to be undertaken to ensure the stability of the fabric is maintained and its significance conserved. The Burra Charter also references the need for an ongoing appropriate use and security of a place, in terms of its everyday vulnerability of the place and occupants, and its long-term sustainability.

The following definitions from the Burra Charter (Appendix 1) have been used to describe the required work.

- Conservation: means all the processes of looking after a place to retain its cultural significance.
- Restoration: means returning the existing fabric of a place to a known earlier state by removing accretions or by reassembling existing components without the introduction of new material.
- Reconstruction: means returning a place as nearly as possible to a known earlier state and is distinguished by the introduction of materials (new or old) into the fabric. This is not to be confused with either recreation or conjectural reconstruction.
- Maintenance: means the continuous protective repair of the fabric, contents and setting of the place, and is to be distinguished from repair. Repair involves restoration and reconstruction, and it should be treated accordingly.

This table is a guide to providing the recommended conservation works with a priority rating, as it is envisaged that these works will need to be phased over time.

It is reasonable to expect that, during the course of carrying out the works, further conservation works will be found to be necessary.

The brief

In accordance with the brief, Stage 1 recommendations are to facilitate occupation by a community organisation. More thorough long-term conservation recommendations are none-the-less worthy of serious consideration but are relegated to Stage 2 works at this time.

Stage 1 works recommendations are highlighted in red.

Section 4.1 Building Condition Report And Conservation Works Recommendations

<u>Element</u>	<u>Rating</u>	<u>Photo</u>	<u>Condition</u>	<u>Conservation Works</u>	<u>Priority</u>
					Stage 1 Stage 2
	B/C	25,26 61,62 8-12 36-38	<p>No specific structural assessment has been undertaken by an Engineer.</p> <p>The masonry structure of the building appears to be structurally sound although there is cracking on the evident the interior and exterior.</p> <p>The misalignment of the windows set on the platform side has been braced with a steel bracket.</p> <p>The Walsh Street front veranda is structurally inadequate with extensive termite damage to the roof timber and posts and evidence of interventions.</p> <p>The platform veranda on the east side evidences damaged post bases and rusted metal stirrups to the posts along the edge. The timbers are deteriorated, but sound.</p>	<p>Monitor for future movement of the masonry structure.</p> <p>Consider an Engineer if any significant movement.</p> <p>West veranda: reconstruct timber posts and edge beam and rafter timbers in jarrah hardwood. Metal stirrups in concrete pads for the posts.</p> <p>Platform veranda: Retain platform veranda posts. Remove all concrete/ruble bases and steel stirrups. Trim the base of the timber posts original posts. Remove up to 300 mm of the lower end of the timber posts and reconstruct steel stirrups in concrete bases, from the finished floor level of the platform.</p>	
Foundation and subfloor structure	B/C	67,68	<p>The foundation and subfloor have not been investigated.</p> <p>A hatch in the floor of the Luggage room reveals an expansive underfloor space spanning from the front to the platform walls, and possibly beyond the north/south walls of the luggage room. It appears to have an earthen floor, head height of approximately 2.0 metres and large stone pillars.</p>	<p>Investigate the subfloor timber structures that are not accessible at this time.</p> <p>Inspect for termite activity/damage.</p> <p>Undertake any works necessary in response to recommendations arising from the termite inspection.</p> <p>Restore/reconstruct damaged timbers as required with hardwood jarrah flooring to ensure safe loadings at the ground floor level.</p> <p>Effect sub floor ventilation where possible.</p>	

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		4-7 39-41	Below level wall vents around the external perimeter of the building are mostly damaged or removed.	
Roof structure and cladding	B/C	1-2,6 14,15 12 6,15	From ground level the painted short sheets of corrugated iron appears to be in fair condition with evidence of some rust and loose sheets. Flashings are rusted and inadequate. The gable infills on the west side are likely lined with Asbestos that appears to be friable. The stone chimneys evidence erosion of the stone and mortar, particularly the south chimney that is in poor condition.	Inspect roof structure and cladding and action as required replace any damaged sheets with same (galvanized). Reconstruct chimney flashings in material compatible with the roof. Ensure all sheets are fully secured. Roof replacement 5-10 years. Replace with short sheets of galvanised corrugated sheeting. Remove Asbestos linings from the west veranda gables within statutory requirement for health and safety. Reconstruct with flat sheeting lining. Restore the stone and mortar to the two chimneys.
Roof plumbing/drainage	D/E	11,15 32,33 43	The gutters along the platform veranda and front veranda, are rusted and ineffectual. Most downpipes are polypipe directed to the water tanks at the north and south ends of the building. Remnants of original round painted metal downpipes are evident. There is no evidence of ground level drainage.	Inspect and undertake any works in response to ensuring the roof drainage system throughout is adequately discharging as necessary to the rainwater tanks at the north and south ends of the building. Reconstruction of gutters and downpipes along the west frontage. Ensure all flashings and gutters are adequate for their function. Consolidate the entire roof drainage system for less obtrusive outcomes than existing discharges into the water tanks. Ensure that gutter gradients flow to downpipes and that the downpipes discharge effectively into the water tanks. Reconstruction of gutters and downpipes could provide an opportunity for the installation of oversize gutters and downpipes, and more downpipes to effectively discharge the roof rainfall. Reconstruction of gutters and downpipes along the platform edge (east). Ensure that gutter gradients flow to downpipes and that the downpipes discharge effectively into the water tanks Reconstruction of gutters and downpipes could provide an opportunity for the installation of oversize gutters and downpipes, and more downpipes to effectively discharge the roof rainfall.
Ground level drainage	E	32,43	The north and south end walls evidence some damp damage at the lower edges of the walls.	Consolidate the entire roof drainage system to the rainwater tanks at the north and south ends.

			<p>There is no evidence of any ground level drainage on the site.</p> <p>The ground level drainage is critical to the stability of the buildings and the authentic fabric of the place overall.</p>	<p>The Walsh Street frontage has no ground level drainage, and the site slopes down to the road. Installation of drainage away from the perimeter of the building with particular attention to the ground levels and runoff impacting the west wall and frontage of the veranda. The drainage needs to be uniform and not impact the gravel driveway.</p>
External walls	B/D	5,6, 15 32-35	<p>The external face stone walls are in fair to good condition except for the north and south end walls that evidence erodes stone, and mortar and intrusive mortar repairs.</p> <p>The west front wall is mostly in good condition due to the veranda, with some eroded mortar on the exposed walls on that frontage.</p> <p>The east wall under the platform veranda is in good condition with minimal mortar erosion. There are cracks in various locations on all walls.</p>	<p>Restore the stone walls, repointing with high lime ration mortar colour tested prior to the works. Remove the intrusive mortar where possible. No mechanical devices.</p> <p>The north and south walls are the most impacted, but not critical. Cracking of the walls may need pinning in some areas.</p> <p>Lower sections of all the external walls need to be restored and vents inserted into all the vent openings. Some have damaged vents and other dislodged. A reconstructed consistent style of vent should be installed into all the vent openings.</p>
		25,26 61	<p>Except for the crack about the window set on the east wall, that has been secured with a steel bracket on the external wall.</p>	
Doors and windows	B/D	79	<p>The windows timber framing throughout is weathered and there is evidence of previous termite damage in some frames, particularly at the south end of the west wall.</p> <p>The glazing has been removed from all windows and replaced with Perspex sheeting. A few of the Perspex sheets are cracked and one is misplaced.</p> <p>There is a metal grill mesh grille attached to the exterior of most windows. The grilles are rusted.</p>	<p>Retain the existing perplex, and metal mesh of the windows in the short term.</p> <p>Attention the windows and framing to the extent of cleaning, make safe, retain all original elements.</p> <p>Restoration will be required at later date to ensure all the framing is adequate, fixings restored, although windows do not need to be operational.</p> <p>Remove the Perspex and install safety glass to all windows.</p> <p>If the situation is appropriate, remove the metal grilles and restore the framing damage from their installations.</p> <p>Reglaze, using obscure glass in the toilet areas at the north end.</p>
		27		
		49,71 72,79		

		25,26 61	The luggage room window opening onto the platform has dislodge and is structurally supported by a metal angle.	<p>Restore the luggage entry gates and rehang. Minimal intervention. Consider epoxy infill in the damaged section.</p>
		30,31 9	Door frames are mostly in fair/good condition with some interventions to architraves. The doors have some damages to panels. As evidenced on the east side.	
		16-18	The double doors on the west frontage are weathered.	
		20	The gates into the luggage entrance are weathered, and part of the north gates is damaged.	
Veranda floors and luggage entry		1-3,8 13	The west frontage has remains of the bitumen forecourt associated with the veranda and beyond. The ground is unlevel.	<p>Remove extraneous fabric, and level the under veranda area of the west frontage. Lay “broom finish” concrete slabs to provide a level surface abutting the luggage entrance, and with a concrete access path on the west side, at statutory gradient for universal access.</p> <p>Level floors at the west frontage and the platform veranda will be essential. Likely ‘broom finish’ concrete slab paving may be a preferable option to provide a flat safe surface, but also below ground access to services.</p> <p>The platform veranda could be a two stage approach:</p> <p>Stage 1: approximately 2.5 metres wide from the east wall being slabbed.</p> <p>Stage 2: The remainder, around the posts and to the fenced edge of the platform could be when the posts are restored.</p> <p>Align the slabs with the luggage entrance at the west and east ends, to provide a level transition between the surfaces.</p> <p>The luggage entrance of original presents an uneven concrete floor. Retain the original floor, sand the raised areas, and infill the indents and eroded areas with epoxy to provide a level surface.</p>
		25,34 36,38	The platform verandah has some remnants of the original bitumen and is unlevel.	
		16-21	The luggage entrance retains its original concrete floor. It is damaged and uneven.	

Interior				
Floors	B/D	56,74 67,68	<p>The timber floors remain insitu throughout. They are in fair condition with evidence of former termite damage in the kitchen, parcels office and Luggage room and the east side of the public waiting room (west side was inaccessible)</p> <p>Some rooms have linoleum floor covering.</p> <p>There is a cellar opening in the floor of the refreshment room.</p>	<p>Retain maximum original fabric.</p> <p>Remove linoleum floor covering. Be aware that the linoleum may contain Asbestos and comply with all statutory health and safety requirements.</p> <p>Restore/reconstruct the interior floors with hardwood jarrah to match existing specifications.</p> <p>Treat the timber floors with protective coating- not epoxy.</p> <p>Areas not proposed for foreseeable use can be attention later.</p>
Walls	B/C	63-65 47,59 53,55 63-65 58 81	<p>The original hard plaster walls are mostly in good condition with minimal evidence of cracking.</p> <p>The original wall between the refreshment room and the luggage room has been removed. A partition has been fixed in that location as well as a similar one in the luggage room.</p> <p>There are timber framed flat board lined partitions in the ladies' room,</p> <p>public waiting room</p> <p>luggage room.</p> <p>The north wall of the ticket office has been replaced with a timber framed gyprock clad wall.</p> <p>There is damp damage in the southeast corner of the Stationmaster's room.</p>	<p>Restore the minor cracks, and more significant cracks (Stationmaster room, luggage room (window set dislocation, and ticket office, may need pinning by specialist conservation contractors.</p> <p>Remove the two timber framed partitions in the luggage room and restore the wall and floor where they were attached.</p> <p>Remove the partition in the public waiting room and restore the walls and floor where it was attached.</p> <p>Remove the partition in the ladies' room and restore the walls and floor where it was attached.</p>
Ceilings	B/D	64,66	<p>The luggage room and refreshment room (one single space) evidences lathe and plaster ceilings with some damage about the chimney installation and in the corner the luggage room.</p>	<p>Vacuum throughout the roof spaces. Retain all ceilings insitu, restore, refixing in the roof space.</p> <p>Stationmaster ceiling may require replacement, but likely can be retained.</p>

		47,59	Several other ceilings also appear to be lathe and plaster with the central circular timber vent lines with "flywire" in the centre of those rooms.	<p>Restore the circular timbers of the vents and reconstruct the "flywire" to ensure vermin proofing and air flow ventilation.</p> <p>Special attention to retaining and restoring the ceiling above the dislodged window set in the luggage room.</p> <p>After restoration, prepare ceilings for painting and apply a suitable paint product. (white).</p>
		80	The vents are in poor condition. The ceiling lining are in fair/good condition with some cracking evident. The Stationmaster's room is lined with battened plaster glass sheeting with evidence of moisture damage.	
Detailing: doors, frames, windows, architraves & skirtings, fire-surrounds and mantelpieces, shelving, and other elements.	B/C	79	There is some evidence of former termite damage in some window framing, particularly the kitchen window.	<p>Restore the timber, sanding and repainting may be adequate for many of the elements. Some doors require new panels- reconstruct to same specifications as the original.</p> <p>Remove the electric stove from the kitchen.</p> <p>Remove or retain the sink unit. Upgrade the fixtures.</p> <p>Remove the boarding to the hatch though to the refreshment/luggage room.</p> <p>Remove the laundry sink and shower unit from the ladies room. Restore the wall and floor after removal of those elements.</p> <p>Remove extraneous plumbing fittings with minimal impact to the original fabric. Install a vanity basin in place of the laundry sink</p>
		61	The luggage room window opening onto the platform has dislodge and is structurally supported by a metal angle. The actual window frame is not affected.	
		77,83	Most timber elements and detailing are in good condition although with paint build, some interventions, and some skirtings missing in the luggage room.	
		77,78	There are two original timber fireplace surrounds and mantelpieces in good condition, in the Stationmaster and the ladies' rooms.	
		73,75	The kitchen evidence s large No.3 Metters stove- not original as evidence by the infills each side. There is a kitchen cupboard unit on the west wall and a freestanding electric stove.	
		76,77	On the north walls there is a bracketed ledge and a former opening throughout o the refreshment room, that is boarded up. A c.1950s cupboard and counter is moveable. In the southwest corner of the refreshment room a large wood fired heater has been installed.	
		66		
		50-52		

CONSERVATION MANAGEMENT STRATEGY (Draft- May 2022)

Menzies Railway Station

			The WC on the west wall at the north end of the ladies' room remains intact except for a contemporary pedestal. The north east corner has a c.1970s shower installation, and a laundry sink has been installed.	
SERVICES		7,13 35,54 64,80	<p><u>Electrical/power</u> Power is connected to the building, although not tested for function at this time. It is not to statutory standards.</p> <p><u>Digital connection</u> There are no connections</p> <p><u>Air-conditioning</u> Split system units are in place along the west wall on the interior and exterior. They are likely not operational.</p> <p><u>Plumbing/ Sewerage/septic</u> It is not known if the building is sewered or has a septic system at the north end that services the toilet.</p>	<p>Electrical/power Investigate existing electrical system. Rewire throughout, utilise existing locations of power points and services to minimise the impact on original fabric of the building, where possible Do not chase walls. Install conduit. Direction will be required as to the requirements of the potential users of the place with regard to the extent of power points, locations, lighting etc.</p> <p>Include consideration of external lighting on the verandas, and to highlight the building at night. Install necessary technology equipment to provide G4 and 5 networks connections, Wi-Fi, and fast download speeds</p> <p>Air-conditioning There are a several reverse cycle air-conditioning units evident in the rooms along the west wall, and connection to the on ground units on the exterior. Remove all air-conditioning units. Install new units in similar locations to negate further impact on the fabric of the building. Air-conditioner may be required in other locations: minimise impact.</p> <p>Plumbing/ Sewerage/septic A quality water supply and appropriate drainage is required for the kitchen and an existing toilet facility. It will also be required for the modular universal access ablution facility to be located at the south end of the station building. That facility could potentially also be serviced from the adjacent water tank. Sewerage/septic connections to the existing WC at the north end, and the future modular universal access ablution facility at the south end.</p>

			<p><u>UNIVERSAL ACCESS and user safety</u></p> <p>There are no level surfaces about the exterior of the building or the west or platform verandas.</p> <p>The platform floor and the west veranda comprise loose stones and uneven surfaces, and the Luggage entrance has uneven concrete.</p> <p>There are 4 pairs of entry doors into various areas of the station building that are not accessibly compliant.</p> <p>There are no accessible ablution areas.</p>	<p>UNIVERSAL ACCESS and user safety.</p> <p>Level veranda floors at the west frontage and along the platform veranda will be essential. Likely 'broom finish' concrete slab paving may be a preferable option to provide a flat safe surface, but also below ground access to services.</p> <p>The platform veranda could be a two stage approach with approximately 2.5 metres wide from the east wall being slabbed. The remainder, around the posts and to the fenced edge of the platform could be stage 2, when the posts are restored.</p> <p>Align veranda floor levels with the luggage entrance at the west and east ends, to provide a level transition between the surfaces.</p> <p>The luggage entrance of original presents an uneven concrete floor. Retain the original floor, sand the raised areas, and infill the indents and eroded areas with epoxy to provide a level surface.</p> <p>Alter the opening swing of the double door entry into the luggage room to provide universal access and appropriate egress. Similarly, the double entry doors on the west off the public waiting room and platform veranda to conform with universal access requirements.</p> <p>Extend the slab path at the south end of the platform to connect to the modular universal access ablution facility, that may be ramped up to entry.</p> <p>INSTALL A MODULAR UNIVERSAL ACCESS ABLUTION FACILITY AT THE SOUTH END OF THE RAILWAY STATION BUILDING.</p>
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5.0 MAINTENANCE SCHEDULE

Proposal

for an

Inspection and Maintenance Schedule

The schedule has been compiled to provide guidance in the preparation of an inspection and maintenance program and assist the nominated person in undertaking a comprehensive maintenance program to ensure the conservation of the place in its entirety, with special consideration for the cultural heritage aspects of the place.

The schedule is a proposal, and it is expected that it will be adapted to suit specific places. It should, however, be regarded as a minimal requirement for inspection and maintenance for a place of cultural heritage significance.

Weekly

- Check the general presentation of the place
- Check roof discharge and ground drainage
- Monitor structure and any problem areas
- Ensure security is maintained

Monthly

- Check gutters and downpipes
- Monitor any water penetration
- Attend to any works arising from the inspections

Annually

- Termite inspection and treatment
- Roof inspection and repair as required
- Inspect and assess structural adequacy
- Inspect paint work throughout
- inspect floor surfaces and repair as required

MENZIES RAILWAY STATION

COSTING ESTIMATES

Conservation and re-purposing



Prepared for
Shire of Menzies

by

HERITAGE INTELLIGENCE (WA)

Laura Gray

Heritage & Conservation Consultant

October 2022

Introduction

Menzies Railway Station is entered on the Heritage Council of Western Australia's Register of Heritage Places.

All development requires Heritage Council approval, by way of the submission of a Development Applications and a supporting Heritage Impact Statement (HIS).

All works must be undertaken in consideration of the Burra Charter and the guidelines provided by the Conservation Management Strategy (CMS- May 2022) and the works recommendations within that report.

The Statement of Significance is the key reference for the significance of the place. It identifies the qualities that make the place worthy of conserving and is essential to the Conservation Policy.

Menzies Railway Station Group, a group of stone and iron roofed buildings constructed in 1898 comprising the Station Building, in Federation Arts and Crafts style, and three Platelayer's Cottages and Stationmaster's House in Federation Bungalow style, has cultural heritage significance for the following reasons:

the place is a rare remaining example of a group comprising the Station Building, Stationmaster's House and three Platelayer's Cottages, demonstrating a way of life and functions no longer practiced in Western Australia, and is the most intact and substantial group of railway buildings remaining on the Kalgoorlie-Leonora railway line and includes the only railway station building remaining on the line north of Kalgoorlie;

the place is a good representative example of the type of station buildings and railway residences constructed on the goldfield lines in Western Australia in the 1890s;

the place has a landmark setting in the Menzies town and contributes to the townscape and character of Menzies;

the place demonstrates the transport and labour requirements of the goldfields during the 1890s gold rushes in Western Australia and the importance of the railways in the development of the goldfields and surrounding districts; and

the place is associated with the Public Works Department and was designed under the supervision of Chief Architect John Grainger, and with contractors Henry Teasdale Smith and Joseph Timms, trading as Smith & Timms.

The brief is to provide a cost estimate for the necessary conservation and other works that would be required to facilitate community access and a viable function for the immediate retention of the Menzies Railway Station building.

The building is in fair condition and structurally sound. However, cosmetic interventions are not conducive to the conservation outcomes. The provision of essential services, including the universal access to the site and the building are considerable considerations in facilitating occupation of the building.

The conservation works and other requirements to re-purpose the railway station building for the community is summarized hereunder.

Structure:

- Monitor for future movement of the masonry structure.
- Consider an Engineer if any significant movement.
- West veranda: reconstruct timber posts and edge beam and rafter timbers in jarrah hardwood. Metal stirrups in concrete pads for the posts.

Costing estimates: conservation and re-purposing MENZIES RAILWAY STATION

- Investigate the subfloor timber structures that are not accessible at this time.
- Inspect for termite activity/damage.
- Undertake any works necessary in response to recommendations arising from the termite inspection.
- Restore/reconstruct damaged timbers as required with hardwood jarrah flooring to ensure safe loadings at the ground floor level.
- Effect sub floor ventilation where possible.

Roof

- Inspect roof structure and cladding and action as required replace any damaged sheets with same (galvanized). Reconstruct chimney flashings in material compatible with the roof.
- Ensure all sheets are fully secured.
- Remove Asbestos linings from the west veranda gables within statutory requirement for health and safety. Reconstruct with flat sheeting lining.
- Restore the stone and mortar to the two chimneys.

Roof & ground level drainage

- Inspect and undertake any works in response to ensuring the roof drainage system throughout is adequately discharging as necessary to the rainwater tanks at the north and south ends of the building.
- Reconstruction of gutters and downpipes along the west frontage.
- Ensure all flashings and gutters are adequate for their function.
- Consolidate the entire roof drainage system for less obtrusive outcomes than existing discharges into the water tanks.
- Ensure that gutter gradients flow to downpipes and that the downpipes discharge effectively into the water tanks.
- The Walsh Street frontage has no ground level drainage, and the site slopes down to the road. Installation of drainage away from the perimeter of the building with particular attention to the ground levels and runoff impacting the west wall and frontage of the veranda. The drainage needs to be uniform and not impact the gravel driveway.

Exterior

- Lower sections of all the external walls need to be restored and vents inserted into all the vent openings. Some have damaged vents and other dislodged. A reconstructed consistent style of vent should be installed into all the vent openings.
- Retain the existing perplex, and metal mesh of the windows in the short term.
- Attention the windows and framing to the extent of cleaning, make safe, retain all original elements.

Entry

- Restore the luggage entry gates and rehang. Minimal intervention. Consider epoxy infill in the damaged section.
- The luggage entrance of original presents an uneven concrete floor. Retain the original floor, sand the raised areas, and infill the indents and eroded areas with epoxy to provide a level surface.

Platform floor

**Costing estimates: conservation and re-purposing
MENZIES RAILWAY STATION**

- Remove extraneous fabric, and level the under veranda area of the west frontage. Lay "broom finish" concrete slabs to provide a level surface abutting the luggage entrance, and with a concrete access path on the west side, at statutory gradient for universal access.

Interior

- Remove linoleum floor covering. Be aware that the linoleum may contain Asbestos and comply with all statutory health and safety requirements.
- Restore/reconstruct the interior floors with hardwood jarrah to match existing specifications.
- Treat the timber floors with protective coating- not epoxy.
- Restore the minor cracks, and more significant cracks (Stationmaster's room, luggage room (window set dislocation, and ticket office, may need pinning by specialist conservation contractors.
- Remove the two timber framed partitions in the luggage room and restore the wall and floor where they were attached.
- Remove the partition in the public waiting room and restore the walls and floor where it was attached.
- Remove the partition in the ladies' room and restore the walls and floor where it was attached.
- Vacuum throughout the roof spaces. Retain all ceilings insitu, restore, refixing in the roof space.
- Stationmaster's ceiling may require replacement, but likely can be retained.
- Restore the circular timbers of the ceiling vents and reconstruct the "flywire" to ensure vermin proofing and air flow ventilation.
- Special attention to retaining and restoring the ceiling above the dislodged window set in the luggage room.
- After restoration, prepare ceilings for painting and apply a suitable paint product. (white)
- Restore the timber, sanding and repainting may be adequate for many of the elements. Some doors require new panels- reconstruct to same specifications as the original.
- Remove the electric stove from the kitchen.
- Remove or retain the sink unit. Upgrade the fixtures.

SERVICES

Electrical/power: rewire throughout, do not chase walls. Include consideration of external lighting on the verandas, and to highlight the building at night.

Install necessary technology.

Air-conditioning: remove all air-conditioning units. Install new units in similar locations.

Plumbing/sewerage/septic.

Provide for universal access and user safety throughout.

Fitout for community function.

**Costing estimates: conservation and re-purposing
MENZIES RAILWAY STATION**

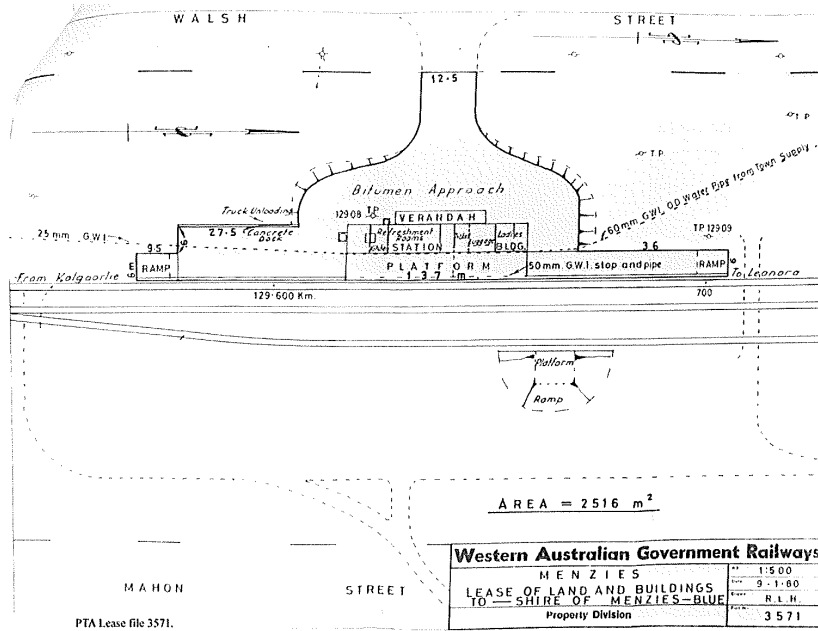


Figure 1 Railway yard

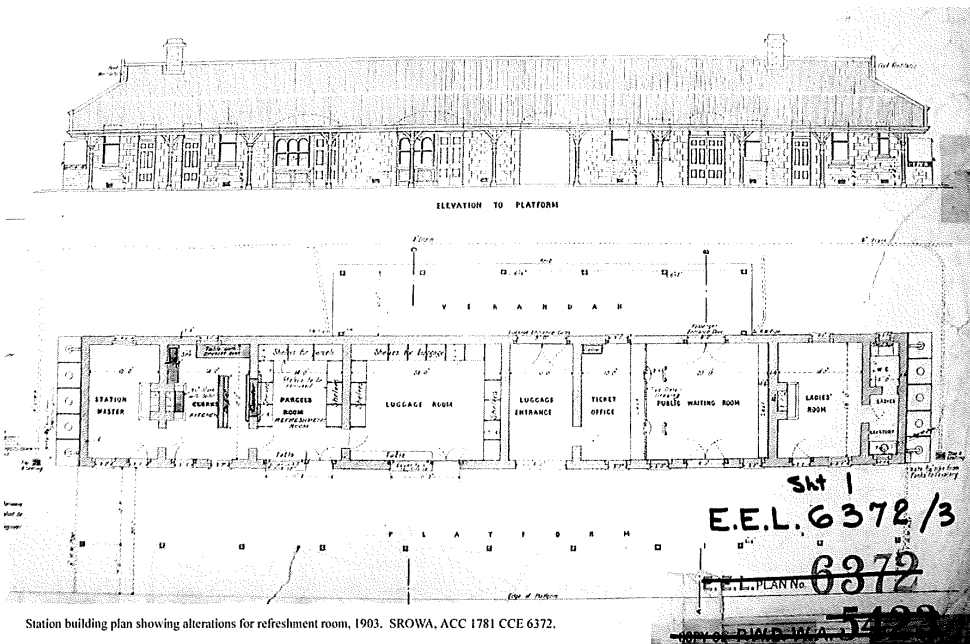


Figure 2 1903 plan of the station building

**Costing estimates: conservation and re-purposing
MENZIES RAILWAY STATION**

COST ESTIMATE

Estimate based on reference to, and interpretation of, Rawlinsons, with reference to the scope of works recommended in the Conservation Management Strategy (CMS)

Conservation Works	Cost estimate
Administration	\$15,000.00
Monitor for future movement of the masonry structure. Consider an Engineer if any significant movement. (provisional allowed) <u>West veranda front</u> (6 posts) Timber posts: retain and restore where possible (50%) and reconstruct (hardwood) as required. New concrete pad footings and install heavy duty metal stirrups.	\$10,350.00
<u>West veranda floor:</u> Remove bitumen for the length of the building between the building and the outside edge of the post footing. Level, compact, and lay "broom finish" concrete slabs to provide a level non slip surface abutting the luggage entrance.	\$15,400.00
<u>Railway platform</u> (11 posts) Retain platform veranda posts. Remove up to 300 mm of the lower end of the damaged timber posts and reconstruct with hardwood timber. New concrete pad footings and install heavy duty metal stirrups.	\$15,000.00
Platform floor: Remove bitumen for the length of the building between the building and the outside edge of the post footing. Remove extraneous fabric, level, compact, and lay "broom finish" concrete slabs to provide a level non slip surface abutting the luggage entrance and other doors opening onto the platform.	\$30,800.00
<u>Foundation and subfloor structure</u> Investigate the subfloor timber structures that are not accessible at this time. Restore/reconstruct damaged timbers as required with hardwood flooring to ensure safe loadings at the ground floor level. Effect sub floor ventilation where possible.	\$5,000.00
<u>Roof structure and cladding</u> Inspect roof structure and cladding and action as required replace any damaged sheets with same (galvanized). Possible repaint Secure all sheeting.	\$15,000.00
Remove Asbestos linings from the west veranda gables within statutory requirement for health and safety. Reconstruct with flat sheeting lining.	\$3,500.00
Restore the stone and mortar to the two chimneys and flashings.	\$5,000.00
<u>Roof plumbing/drainage</u> Install new half round galvanized gutters to the perimeter of the building. Consolidate the entire roof drainage system to the existing rainwater tanks at the north and south ends.	\$15,000.00
<u>Ground level drainage</u> The Walsh Street frontage has no ground level drainage, and the site slopes down to the road. Installation of drainage away from the	\$15,000.00

**Costing estimates: conservation and re-purposing
MENZIES RAILWAY STATION**

perimeter of the building with particular attention to the ground levels and runoff impacting the west wall and frontage of the veranda.	
<p><u>External walls</u></p> <p>Restore the stone walls, repointing with high lime ration mortar colour tested prior to the works. Remove the intrusive mortar where possible. No mechanical devices.</p> <p>The north and south walls are the most impacted, but not critical. Cracking of the walls may need pinning in some areas.</p> <p>Lower sections of all the external walls need to be restored and vents inserted into all the vent openings. Some have damaged vents and other dislodged.</p> <p>A reconstructed consistent style of vent should be installed into all the vent openings.</p> <p>External walls = 370sq m Allow for 20% (75 sq m)</p>	\$30,725.00
<p><u>Windows</u></p> <p>Remove the metal grilles.</p> <p>Restore timber framing to 12 double-hung windows.</p> <p>Some reconstruction required.</p> <p>Restore existing hardware.</p> <p>Remove existing Perspex.</p> <p>Secure all windows- don't need to be operational.</p>	\$24,000.00
<p>Install safety glass to all windows.</p> <p>Reglaze windows in north end toilet with obscure safety glass.</p>	\$4,200.00
<p>Restore frame of the 2 sets of arched windows and paneling</p> <p>Some reconstruction required.</p>	\$25,000.00
<p>Restore existing doors. 4 single external, 4 pairs of external, and 3 interior doors.</p>	\$4,500.00
<p>Restore the luggage entry gates and rehang. Minimal intervention.</p> <p>Consider epoxy infill in the damaged section.</p>	\$4,000.00
<p><u>External floor</u></p> <p>The luggage entrance presents an uneven concrete floor. Retain the original floor, sand the raised areas, and infill the indents and eroded areas with epoxy to provide a level surface.</p>	\$5,500.00
<p><u>Interior floor covering</u></p> <p>Remove and dispose of linoleum floor covering in the kitchen.</p> <p>Be aware that the linoleum may contain Asbestos and comply with all statutory health and safety requirements.</p>	\$3,500.00
<p><u>Interior timber floors</u></p> <p>Retain maximum original fabric.</p> <p>Restore/reconstruct the interior floors with hardwood to match existing specifications.</p> <p>Treat the timber floors with protective coating.</p>	\$10,000.00
<p><u>Interior walls</u></p> <p>Restore the minor cracks, and more significant cracks, prepare and paint walls.</p>	\$30,000.00
<p><u>Remove timber framed partitions</u></p> <p>luggage room</p> <p>public waiting room</p> <p>ladies' room</p>	\$5,000.00

**Costing estimates: conservation and re-purposing
MENZIES RAILWAY STATION**

restore the walls and floor where they were attached	
Remove and dispose of wood heater Restore the walls and floor in that area	\$5,000.00
<u>Ceilings</u> Vacuum throughout the roof spaces. Retain all ceilings insitu, restore, refixing in the roof space. Particularly lathe and plaster ceilings. Stationmaster (south end room) ceiling may require replacement, but likely can be retained. Restore the circular timbers of the vents in the lathe and plaster ceilings and reconstruct the "flywire" to ensure vermin proofing and air flow ventilation.	\$25,000.00
Special attention to retaining and restoring the ceiling above the dislodged window set in the luggage room. Pinning by specialist conservation contractors.	\$8,000.00
Install insulation batts in the roof space.	\$9,000.00
After restoration, prepare ceilings for painting and apply a suitable paint product. (white).	\$25,000.00
<u>Interior</u> Detailing: doors, frames, windows, architraves & skirtings, fire-surrounds and mantelpieces, shelving, and other elements Restore the timber, sanding and repainting may be adequate for many of the elements. Some doors require new panels- reconstruct to same specifications as the original.	
Remove the electric stove from the kitchen. Remove or retain the sink unit. Upgrade the fixtures. Remove the boarding to the hatch though to the refreshment/luggage room and restore the opening frame.	\$5,000.00
<u>SERVICES</u> Electrical/power- Switchboard Investigate existing electrical system. Rewire throughout, utilise existing locations of power points and services to minimise the impact on original fabric of the building, where possible Do not chase walls. Install conduit.	\$12,000.00
Lighting	\$4500.00
Smoke alarms	\$2,000.00
<u>Site security</u> Floodlighting Control system. CCT	\$25,000.00
<u>Digital connection</u> Install necessary technology equipment to provide G4 and 5 networks connections, Wi-Fi, and fast download speeds.	\$3000.00
Fire hydrant and extinguishers	\$5,000.00
Air-conditioning Remove all (5) air-conditioning units. Install new units in similar locations to negate further impact on the fabric of the building. Allow for 2 more air-conditioners. Total 7	\$28,000.00
Plumbing/septic	

**Costing estimates: conservation and re-purposing
MENZIES RAILWAY STATION**

A quality water supply and appropriate drainage to septic tank is required for the kitchen water from existing water tank.	\$3,000.00
Septic tank, leach drain and plumbing connections to the existing WC (upgrade pedestal and fittings,) at the north end.	\$22,000.00
Remove the laundry sink and shower unit from the ladies room. Restore the wall and floor after removal of those elements. Install a vanity basin in place of the laundry sink	\$3,000.00
Install a modular universal access ablution facility at the south end of the railway station building.	\$30,000.00
Septic tank, leach drain and plumbing for the Ablution facility	\$22,000.00
Provisional fitout and art/gallery/reception/stage/lighting requirements	\$10,000.00
Provisional Engineer	\$8,000.00
Provisional contractors' accommodation	\$24,000.00
Consultant management	\$29,745.00
	<u>Subtotal</u> \$588,170.00
Preliminaries (12%)	\$70,580.40
	<u>SUB TOTAL</u> \$658,750.40
	GST \$65,875.04
Estimate based on reference to, and interpretation of, Rawlinsons	<u>TOTAL ESTIMATE \$724,625.04</u>

Long term tenure of Menzies Railway Station by way of a Management Order is recommended, as a requirement for any funding opportunities and to substantiate capital investment in the place.

Negotiations with the Public Transport Authority (PTA) can effect such an order.

With authorization, I could facilitate discussions with PTA on Council's behalf, at the Perth location.

Lotterywest funds conservation projects. In my experience up to \$100,000 (although possible it could be more), with as minimal as 30% input from the local government. The funding is for conservation only, not electricals or plumbing etc. A prerequisite for the funding is a Conservation Management Plan or Strategy, which Council already has to guide the future of the place.

In a separate stream of funding, Lotterywest funds community facilities, and that may be an opportunity for the fitout for gallery stage etc.

Critical to Lotterywest funding is the community benefit, and tourism, which is integral to community benefit in Menzies.

All the best in the endeavors to re conserve and re-purpose the Menzies Railway Station.

**Costing estimates: conservation and re-purposing
MENZIES RAILWAY STATION**

13.2.8	Lease of 14(B) Walsh Street, Menzies
LOCATION	Walsh Street, Menzies
APPLICANT	Department of Housing (State)
DOCUMENT REF	NAM972
DATE OF REPORT	18 October 2022
AUTHOR	Acting Chief Executive Officer, Pascoe Durtanovich
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Pascoe Durtanovich
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. Offer to Lease [13.2.8.1 - 2 pages]

SUMMARY:

Department of Communities Housing Authority has requested renewal of the lease of 14(B) Walsh Street, Menzies.

BACKGROUND:

This lease offer is continuation of the agreement currently in place. The premises on 14B Walsh Street is used for teacher accommodation.

COMMENT:

A copy of the offer to lease is attached.

It should be noted that the weekly rent offered is the same as currently paid.

CONSULTATION:

Not applicable.

STATUTORY AUTHORITY:

Local Government Act, 1995 Section 3.58 - Exempt Disposal

POLICY IMPLICATIONS:

Nil.

Our Ref: 1628269

7 October 2022

Shire of Menzies
PO Box 4
MENZIES, WA, 6436

Dear Sir/Madam,

RE: OFFER OF LEASE RENEWAL – 14B Walsh Street, Menzies

The Housing Authority (acting through the Government Regional Officers' Housing Program) has leased from you the above premises (**Leased Premises**) pursuant to a residential tenancy agreement which expires on **19.01.23**.

The Housing Authority makes an offer to renew this arrangement and enter into a new residential tenancy agreement with you for the Leased Premises:

- (a) for a further term of **2** years with an option of **1** year;
- (b) commencing immediately after the current residential tenancy agreement expires;
- (c) at the weekly rent of **\$444.90**; and
- (d) otherwise on the terms and conditions set out in the residential tenancy agreement attached to this letter.

(the **Offer**)

The Offer is subject to, and conditional upon, the following conditions first being agreed and/or satisfied and, failing which, the Offer will lapse or be incapable of acceptance:

- (a) the Housing Authority obtaining all necessary internal approvals to enter into the new residential tenancy agreement with you within 14 days of the Offer;
- (b) you ensuring that the following upgrades are completed in the Leased Premises:
 - (i) the installation of new, or replacement of existing, smoke alarm/s to ensure they comply with the smoke alarms listed at http://www.housing.wa.gov.au/HousingDocuments/Nominated_Smoke_Alarms_List.pdf within 28 days of signing the new residential tenancy agreement (or such later date as negotiated and agreed between the parties). For the avoidance of doubt, should a smoke alarm which is not an Approved Smoke Alarm already be installed in the premises, the lessor agrees to arrange for the immediate removal of that smoke alarm and the installation of an Approved Smoke Alarm within the above specified time frame. If the lessor fails to install the Approved Smoke Alarm within 28 days of the date on which the tenancy agreement is signed (or such later date as negotiated and agreed between the parties) then the tenant may (at the cost and expense of the lessor) install the Approved Smoke Alarm and offset its costs of doing so from the rent payable by it hereunder.
- (c) An electrical compliance certificate (to confirm all hard-wired smoke alarms and safety switches have been installed and are functioning correctly and, **for the smoke alarm, includes at a minimum, manufacturer, installation date, expiry date and model number**) is to be obtained by the lessor at the lease commencement and thereafter on

every 12-month anniversary of the date on which the previous electrical compliance certificate was obtained.

- (d) All air-conditioning units at the premises must have been serviced at lease commencement, or within the 12-month period prior to lease commencement, and thereafter on every 12-month anniversary of the date on which the previous service occurred. A copy of the receipt evidencing the first service will be provided to the tenant on lease commencement and receipt for each subsequent service will be provided to the tenant within 14 days of such service.

If you wish to accept the Offer, please sign and return by both email and post a copy of this letter to the Housing Authority within 14 days of the date of the Offer.

Once the Housing Authority obtains the necessary internal approvals, it will prepare and provide to you a copy of the formal lease on the agreed terms and conditions set out in this letter. You are required to execute and unconditionally deliver the formal lease to the Housing Authority within 14 days of it being provided to you.

If you have any queries in relation to anything set out in the Offer or this letter, please do not hesitate to contact me.

Yours faithfully
Vivienne Higgins
Leasing Officer | Housing Authority
P 9093 5221 E vivienne.higgins@communities.wa.gov.au

I/We, _____
(insert name/s)

hereby accept the Offer made by the Housing Authority in this letter to take a lease of the Leased Premises on the terms and conditions set out in this letter and acknowledge that, in doing so, a binding lease will be created between me/us and the Housing Authority

Signature: _____	Signature: _____
Name: _____	Name: _____
Date: ____ / ____ / ____	Date: ____ / ____ / ____

Resumption of Standing Orders

COUNCIL DECISION:

Council Resolution Number:	CM-355
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Moved: Cr J Dwyer **Seconded:** Cr S Sudhir

That Standing Orders be resumed.

Carried	7 / 0
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Meeting Open to the Public

COUNCIL DECISION:

Council Resolution Number:	CM-356
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Moved: Cr J Dwyer **Seconded:** Cr S Sudhir

That Council come out from behind closed doors.

Carried	7 / 0
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The meeting was reopened to the public at 4:03pm. No member of the public present.

13.2.9	Amendment to Lease - 53 Shenton Street, Menzies
LOCATION	53 Shenton Street, Menzies
APPLICANT	Lessee Donna Cavazzi
DOCUMENT REF	NAM973
DATE OF REPORT	19 October 2022
AUTHOR	Acting Chief Executive Officer, Pascoe Durtanovich
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Pascoe Durtanovich
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. CONFIDENTIAL REDACTED - Schedule of Lease Condition [13.2.9.1 - 2 pages]

SUMMARY:

Council has received a request from the lessee of 53 Shenton Street, Menzies for an amendment to the shop lease.

BACKGROUND:

A lease between Donna Maree Cavazzi and the Shire of Menzies for the commercial premises at 53 Shenton Street, Menzies was executed on 30 November, 2021.

Item 13.1 of the lease states that "The lessor will provide the lessee with a rent-free period of 1 year from the commencement date". The commencement date being 30 November, 2021.

The term of the lease is five years, expiring 28 October, 2026.

The lessee has requested an extension of Item 13.1

COMMENT:

A confidential copy of the schedule of lease condition is attached. Further information will be provided to the meeting.

Given the impact of Covid 19 and other mitigating factors it would be reasonable to grant an extension to the rent free period, subject to certain conditions being met.

CONSULTATION:

Not applicable

STATUTORY AUTHORITY:

Lease Agreement

Commercial Tenancy (Retail Shops) Agreements Act 1985

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

To be discussed

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Loss of revenue Discontinuation of an essential service	Medium	To be determined

STRATEGIC IMPLICATIONS:

2.1 An innovative, diverse and prosperous economy.

2.1.1 Support local business and encourage further investment in the district

VOTING REQUIREMENTS:

Absolute Majority for Delegation of Authority

13.2.10	Local Government Reform - Election Transition Arrangements
LOCATION	Shire of Menzies
APPLICANT	Not Applicable
DOCUMENT REF	NAM976
DATE OF REPORT	22 October 2022
AUTHOR	Acting Chief Executive Officer, Pascoe Durtanovich
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Pascoe Durtanovich
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. Letter from Minister Carey [13.2.10.1 - 5 pages]

SUMMARY:

The purpose of this report is for Council to determine a position, for the Shire of Menzies, in respect to the Election Transition Arrangements announced by the Minister for Local Government.

BACKGROUND:

A part of the Local Government reform process undertaken, the Minister has announced that new requirements will be introduced to provide for:

- **The introduction of preferential voting.**
- **Directly elected Mayors and Presidents for band 1 and 2 local governments.**
- **Councillor numbers based on population; and**
- **The removal of wards for band 3 and 4 local governments.**

A Bill to amend the Local Government Act is expected to be introduced into Parliament in early 2023.

Local Governments have been given two options to comply with the reform agenda. A voluntary pathway or a default pathway.

FINANCIAL IMPLICATIONS:

If the status quo is retained there are no financial implications. If Council wished to pursue a reduction in the number of Councillors there would be additional administration costs to conduct a Representation Review.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
N/A		

STRATEGIC IMPLICATIONS:

- 4.1 A strategically focused Council, leading our community.
 - 4.1.1 Provide strategic leadership and governance.
 - 4.1.2 Effectively represent, promote and advocate for the community and district.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

- That Council:
1. Note the requirement for the abolition of Wards for band 3 and 4 local governments and that this applies to the Shire of Menzies as a band 4 local government.
 2. Retain the current numbers of elected representatives, that is seven (7).
 3. Advise the Department of Local Government, Sports and Cultural Industries that the Shire of Menzies will follow the default pathway in respect to Local Government Reform: Election Transition Arrangements.



Hon John Carey MLA
Minister for Housing; Lands; Homelessness; Local Government

Our Ref: 78-08502 (Category 1)

20 September 2022

Dear Local Government Chief Executive Officers

MEMORANDUM TO CHIEF EXECUTIVE OFFICERS
LOCAL GOVERNMENT REFORMS: ELECTION TRANSITION ARRANGEMENTS
(ABOLISHING WARDS)

On 3 July 2022, I announced the final package of proposed local government reforms, following a review of public submissions. As part of the reforms to strengthen local democracy and increase community engagement, new requirements will be introduced to provide for:

- The introduction of optional preferential voting;
- Directly elected Mayors and Presidents for band 1 and 2 local governments;
- Councillor numbers based on population; and
- The removal of wards for band 3 and 4 local governments.

Work on a Bill to amend the *Local Government Act 1995* (the Act) is ongoing, and a Bill is expected to be introduced into Parliament in early 2023.

Many of the reform proposals related to council representation are based on recent trends, and are intended to provide greater consistency between districts. Accordingly, for more than half of all local governments in Western Australia, the reforms will not require any specific change to the size or structure of the council.

However, the reform proposals do require some local governments to:

- Reduce the number of elected members on council in accordance with population thresholds; or
- Change from a council elected mayor or president to a directly elected mayor or president (this reform affects only band 1 and 2 local governments); or
- Abolish wards (for band 3 and 4 local governments with wards); or
- Implement more than one of the above.

The Amendment Act will also provide that optional preferential voting will apply for all local government elections. As you may know, optional preferential voting means that all electors have the choice to number preferences for as many or as few candidates as they wish to.

I appreciate the significant interest in the reform proposals, and potential transitional arrangements for the upcoming 2023 ordinary elections. Many councils have expressed a proactive intent to implement reforms as early as possible.

Level 7, Dumas House, 2 Havelock Street, West Perth, WA, 6005
Telephone: +61 8 6552 5300 Facsimile: +61 8 6552 5301 Email: minister.carey@dpc.wa.gov.au

The Department of Local Government, Sport and Cultural Industries (DLGSC) has completed an initial review, and identified that your local government may need to abolish wards under the proposed reforms.

As you would know, the Act already provides that local governments may initiate proposals to change the size or structure of the council. Accordingly, I write to advise of two pathways the your council may consider for making these election transition arrangements.

Voluntary Pathway

Your council may decide to implement these changes on a voluntary basis.

This pathway will require your council to, by 28 October 2022, advise the DLGSC of the its intention to undertake a voluntary process, including a high-level plan outlining the proposed approach for abolishing wards for the 2023 ordinary elections.

If your council wishes to undertake this process, it should, by 28 October 2022:

- Advise the DLGSC of the council's intention to undertake a voluntary process; and
- Initiate a Ward and Representation Review to abolish wards (and determine any other specific changes to the structure of the council) for the 2023 ordinary elections, to be completed by 14 February 2023.

I appreciate that significant effort is required to complete a Ward and Representation Review. The Ward and Representation Review would need to be initiated ahead of the 28 October 2022 date, and finalised by 14 February 2023, to ensure that the timeframes set out in the Act can be practically met. While the Ward and Representation Review can consider the size of the council, any changes should not diverge from the proposed reforms.

Further information is attached to this letter to assist with this process.

Default Pathway

It is intended that the Amendment Act will provide for all changes to be implemented by default in 2023. This pathway would involve all wards being abolished, with no other changes.

Your council may specifically decide to follow the this pathway. If this is the council's preference, I request that you advise the DLGSC by 28 October 2022.

It is also intended that the Amendment Act will contain provisions for this pathway to apply if your local government:

- Does not advise of an intention to follow the Voluntary Pathway, or
- Decides to follow the Voluntary Pathway, but does not suitably complete a Ward and Representation Review by the dates outlined in this letter.

Next Steps

In line with the above, I request that your council considers these matters, and provides formal written advice on the preferred pathway to the DLGSC by 28 October 2022. Given the timeframes already established in the Act, no extension to the dates specified in this letter will be possible.

The DLGSC is available to assist with these election transition arrangements. If you require any assistance, please contact Ms Julie Craig, Strategy and Research Officer, on 6552 7300 or at advisoryboard@dlgsc.wa.gov.au.

I have also written a formal letter to the Mayor or President of your local government, which contains the same information as this memorandum. That letter should be received shortly.

Yours sincerely



HON JOHN CAREY MLA
MINISTER FOR LOCAL GOVERNMENT

Att: Timeline and Steps – Local Government Ward and Representation Reviews

Timeline and Steps – Local Government Ward and Representation Reviews

The following steps will need to occur to allow all required local governments to meet the **30 June 2023** timeframe of publication in the Government Gazette of any proposed ward and representation review changes, ahead of the October 2023 local government elections. Please note that all stages that are currently followed for 'regular' reviews are included below.

Table 1 includes suggested timeframes which will need to be considered by all local governments that will be required to undertake a review ahead of the October 2023 elections.

All local governments should aim to have their completed reviews submitted to the Local Government Advisory Board (the Advisory Board) by no later than **14 February 2023**.

Table 1 – proposed timeframes for local government actions

Due date (latest possible)	Requirements/actions
28 October 2022	Council resolves to undertake a ward and representation review A comprehensive discussion paper is developed
December 2022	Completion of six week consultation period
December 2022 - January 2023	Draft review report is prepared, considered and adopted by council
14 February 2023	Formal review report is submitted to the Advisory Board

Please note that the above dates are suggestions only, as each council will have to consider their own calendars for their monthly meetings. It is also possible that some affected councils will have an earlier meeting in December 2022, and then no meeting in January 2023. This is why mid to late December 2022 is suggested as the date by which the draft review report should be considered by council.

Table 2 - Ward and representation review process – for local governments

	Existing requirements/actions	Timeframe
1	The council resolves to undertake a ward and representation review	Variable
2	A comprehensive discussion paper is developed	Variable
3	Council advertises that it is conducting a review and the associated public submission period opens (minimum 6 weeks)	6 weeks
4	The discussion paper is made available to the community for consideration, and public submissions are invited on the matter	
5	Public submission period closes	
6	The Council assesses all submissions, considers options for change against the relevant factors to be considered, and drafts a report, which includes their decision, for the Local Government Advisory Board (the Advisory Board)	Variable
7	The formal report is presented to Council on the outcome of the public submissions and the proposed ward and/or boundary changes	Variable
8	Council resolves to adopt the report to the Advisory Board	Variable
9	The preferred option is submitted to the Advisory Board via the formal report, for the Board's consideration and recommendation	Variable
10	The Advisory Board considers the council's review report, and a recommendation is submitted to the Minister, which can either be accepted or rejected	Variable

**14 ELECTED MEMBER MOTION OF WHICH PREVIOUS
NOTICE HAS BEEN GIVEN**

Nil.

**15 NEW BUSINESS OF AN URGENT NATURE INTRODUCED
BY DECISION OF THE MEETING**

COUNCIL DECISION:

Council Resolution Number:	CM-349
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Moved: Cr S Sudhir

Seconded: Cr J Dwyer

That Items 15.1 and 15.2 be considered at this meeting due to the need to progress both matters given the urgent need for housing and internet access to the Mt Ida mining operation.

Carried	7 / 0
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15.1	Government Regional Office Housing (GROH)
LOCATION	Menzies Townsite
APPLICANT	GROH
DOCUMENT REF	NAM978
DATE OF REPORT	23 October 2022
AUTHOR	Pascoe Durtanovich – Acting Chief Executive Officer
RESPONSIBLE OFFICER	Pascoe Durtanovich – Acting Chief Executive Officer
DISCLOSURE OF INTEREST	Nil
ATTACHMENT	Location Plan

SUMMARY:

Council is requested to confirm its commitment to building housing in Menzies for leasing back to State Government via GROH.

BACKGROUND:

The Acting CEO met with GROH on 19 October, 2022 to seek their commitment to provide Education Department staff accommodation in Menzies. GROH is keen to provide suitable accommodation and has committed to entering into an agreement with the Shire of Menzies for the construction of one 3x2 dwelling and one 2x1.

COMMENT:

Council's commitment would be to provide the land, facilitate and fund the construction of the accommodation. GROH will then enter into a 10-year lease arrangement. It is proposed that subject to Health Department approval of an effluent disposal system, both dwellings be located on the one 1000sqm block. The Shire of Menzies has freehold title to Lots 96, 98 & 100 Mercer Street, one of these can be used for the purpose proposed (see attached plan).

Funding of the project can be by loan (current interest rate is 4.93%) or from accumulated Reserve Funds. As an example on a project cost of \$850,000 GROH will pay an annual rent of approximately \$88,000 for 10 years.

If Council agrees to proceed, once tender have been received and the total cost is known, a decision can be made as to how the project is to be funded.

CONSULTATION:

Not applicable

STATUTORY AUTHORITY:

Local Government Act, 1995
Local Government (Financial Management) Regulations

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Building Reserve Funds available - \$1.26M.

Other funding options are loan funds and/or additional allocation in the 2023/2024 budget, as it is not expected that the project would be completed before July 2023.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Lack of suitable teacher housing may impact on Menzies School viability.	Low	Work with the Department of Housing (GROH) to provide housing.

STRATEGIC IMPLICATIONS:

- 4.1 A strategically focused Council, leading our community.
- 4.1.2 Effectively represent, promote and advocate for the community and district.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That:

1. Council agree to construct one 3x2 and one 2x1 dwellings for lease by GROH, subject to Council and GROH conditions being met.
2. Shire of Menzies freehold Lots 100 corner Brown and Mercer Street and or Lot 99 Mercer Street be set aside for the construction of the proposed dwellings.



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15.2	Communication Mast
LOCATION	92 & 94 (Lots 564 & 565) Suiter Street, Menzies
APPLICANT	Digital Radio Systems Pty Ltd
DOCUMENT REF	NAM979
DATE OF REPORT	25 October 2022
AUTHOR	Simon Lancaster, Planning Advisor
RESPONSIBLE OFFICER	Pascoe Durtanovich – Acting Chief Executive Officer
DISCLOSURE OF INTEREST	Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare.
ATTACHMENT	Nil

SUMMARY:

Council resolved at its 29 September 2022 meeting to support the siting of a communications mast at 2 potential locations in the Menzies townsite.

The applicants (Digital Radio Systems) are now seeking to instead site the proposed 55m high communications mast at a new location of 92-94 Suiter Street, Menzies as they require a greater site area to accommodate the guy wires for the mast.

This report recommends that Council advise the applicant that it is supportive of the new site, subject to the same conditions as per its 29 September 2022 resolution, and issue delegated authority to the Shire CEO to approve a planning/building application in the event that the applicant obtains the necessary landowner tenure/consents and submits the necessary technical/structural information to make assessment.

BACKGROUND:

92 & 94 (Lots 564 & 565) Suiter Street are vacant rectangular 20.12m x 50.29m lots, each with an area of 1,012m² on the eastern edge of the Menzies townsite.

Figure 3 – View of 92 & 94 (Lots 564 & 565) Suiter Street, Menzies looking south



Council previously resolved at its 29 September 2022 meeting:

“That Council support the siting of a communications mast upon either 100 (Lot 561) Suiter Street, Menzies or 15 (Lot 3001) Ballard Street, Menzies and issue delegated authority to the Shire CEO to approve the necessary planning and building approvals subject to the following conditions:

- 1. The applicant must obtain all necessary consent/tenure agreement of the landowner relevant to the site and the access to the site*
- 2. The applicant must submit all necessary information to enable the assessment of the planning and building permit applications.*
- 3. That the structure complies with civil aviation requirements in respect to the Menzies airstrip.*

Advice Notes:

- a) In regard to condition 1 the Western Australian Planning Commission have prepared State Planning Policy 5.2 ‘Telecommunications Infrastructure’ and Section 6.3.1 outlines the information to be submitted when lodging a development application.*
- b) Separate approvals to undertake certain activities may be required from other government agencies under separate legislation of which it is the applicant’s responsibility to investigate and address.*
- c) All operations must be carried out in accordance with any separate requirements from other government agencies under separate legislation which may include the Australian Communications and Media Authority, and Australian Radiation Protection and Nuclear Safety Agency pertaining (but not limited) to electromagnetic energy.*
- d) In the event that the Shire CEO is not satisfied with the level of information provided by the applicant this matter is to be returned to a meeting of Council for further consideration.”*

COMMENT:

The applicant previously advised the following in support of their proposal:

“History:

DRS Approached the Zenith group last year to enter into an agreement to use the MT Menzies Hill Site to install a 12 mtr tower unfortunately after four months of being told yes we have recently been told no with no explanation. This approval will be the last option we have to bring Not only the internet to the Mining companies but to the Menzies community itself. It is to be clear DRS is selling a service not the Network DRS owns and maintains the Network privately.

Use:

Digital Radio Systems provides high speed internet to Mining companies this tower will assist in the chain of towers to provide internet to Mining companies in the Menzies area, while still being available for the local community. and Local shire.

Towers in Menzies

Menzies currently has a Telstra tower, DRS has approached Telstra for a co siting agreement, unfortunately Testras Backbone capacity is full, while the tower being in the incorrect location to provide LOS (Line of sight) to our tower at Goongarrie, the Telstra tower is 44mtrs height and we propose 55 mtrs out of the residential area zone.

Network

Four towers are proposed in this chain of towers with Menzies being the last to be approved, the network starts at DRS tower on MT Charlotte water tank Kalgoorlie - Bardoc tower -Goongarrie tower-Menzies tower. The network is currently backhauled By Fiber internet on the NBN network as such DRS has a wholesale and carriage agreement.”

The applicant’s submitted preliminary technical information was provided as **Attachment 1** with the September Council Agenda.

CONSULTATION:

Council is not required to advertise the application for comment but may reserve the right to do so should it consider that consultation be undertaken.

STATUTORY AUTHORITY:

92 & 94 (Lots 564 & 565) Suiter Street are zoned ‘Rural’ under both the current Shire of Menzies Local Planning Scheme No.1 and draft Scheme No.2.

The objectives for the 'Rural' zone are defined under Scheme No.1 as being:

- *“To provide for a range of rural pursuits which are compatible with the capability of the land and retain the rural character and amenity of the locality.*
- *To protect land from urban uses and mining activities that may jeopardise the future use of that land for other planned purposes that are compatible with the zoning.*
- *To protect the land from closer development which could detract from the rural character and amenity of the area.*
- *To prevent any development which may affect the viability of a holding.”*

'Radio & TV Installation' is listed as a land use that is not permitted unless the local government has exercised its discretion by granting planning approval in the 'Rural' zone under Scheme No.1.

The objectives for the 'Rural' zone are defined under draft Scheme No.2 as being:

- *To provide for the maintenance or enhancement of specific local rural character.*
- *To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.*
- *To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.*
- *To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.*
- *To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.”*

The superseding land use definition of 'Telecommunications Infrastructure' is also listed as a land use that is not permitted unless the local government has exercised its discretion by granting planning approval in the 'Rural' zone under draft Scheme No.2.

The Commonwealth *Telecommunications Act 1997* exempts telecommunications equipment from environmental and planning legislation except where the facility does not meet the definition of a 'low impact' facility, in this case requiring the lodgement of a planning application and assessment by the Shire of this matter.

In addition to the requirements of the *Telecommunications Act 1997* and the *Planning and Development Act 2005* the applicant is also bound by the *Telecommunications Code of Practice 1997*, and the Australian Communications and Media Authority's *Radiocommunications Licence Conditions (Apparatus Licence) Determination 2003* and the *Industry Code-Mobile Phone Base Station Deployment*.

POLICY IMPLICATIONS

The Western Australian Planning Commission have prepared State Planning Policy 5.2 'Telecommunications Infrastructure' (2015) for applications for above and below ground telecommunications infrastructure other than those facilities exempted under the *Telecommunications Act 1997*. The policy has the following objectives:

- facilitate the provision of telecommunications infrastructure in an efficient and environmentally responsible manner to meet community needs;
- manage the environmental, cultural heritage, visual and social impacts of telecommunications infrastructure;
- ensure that telecommunications infrastructure is included in relevant planning processes as essential infrastructure for business, personal and emergency reasons; and,
- promote a consistent approach in the preparation, assessment and determination of planning decisions for telecommunications infrastructure.

The policy identifies visual impact as a key issue in assessing applications of this nature noting that:

5.1 Visual impacts

For telecommunications infrastructure to be effective, structures are generally located prominently, at high points in the landscape or on top of buildings, where they are more likely to be visible to the public.

The planning authority may exercise discretion in addressing the visual impacts of telecommunications infrastructure. Visual impacts of an infrastructure development proposal should be assessed by applying the following set of policy measures to guide the location, siting and design of the structure.

5.1.1 The benefit of improved telecommunications services should be balanced with the visual impact on the surrounding area.

- i) Assessment of the visual impact of development proposals for telecommunications infrastructure should be made on a case by case basis;*
- ii) Telecommunications infrastructure should be sited and designed to minimise visual impact and whenever possible:*
 - a) be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites;*
 - b) be located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land;*
 - c) not be located on sites where environmental, cultural heritage, social and visual landscape values maybe compromised and d) display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape;*
- iii) In addition to the existing exemptions under the Telecommunication Act, local governments should consider exempting telecommunications infrastructure from the requirement for development approval where:*
 - a) The infrastructure has a maximum height of 30 metres from finished ground level;*

- b) *The proposal complies with the policy measures outlined in this policy; and*
- c) *The proponent has undertaken notification of the proposal in a similar manner to ‘low impact facilities’ as defined and set out in the Mobile Phone Base Station Deployment Industry Code (C564:2011);*
- iv) *Telecommunications infrastructure should be located where it will facilitate continuous network coverage and/or improved telecommunications services to the community; &*
- v) *Telecommunications infrastructure should be colocated and whenever possible:*
 - a) *Cables and lines should be located within an existing underground Conduit or duct; and*
 - b) *Overhead lines and towers should be co-located with existing infrastructure and/or within existing infrastructure corridors and/or mounted on existing or proposed buildings.”*

WAPC State Planning Policy can be viewed at the following link:

https://www.wa.gov.au/system/files/2021-06/SPP-5_2_Telecommunications_Infrastructure.pdf

FINANCIAL IMPLICATIONS:

The application for a communications mast would be subject to standard planning and building fees.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
The applicant will be required to operate under the State and Federal Regulatory Framework and this may include (but not be limited to) the Telecommunications Act 1997, Telecommunication Low Impact Facilities Determination 2019, Commonwealth Environmental Protection and Biodiversity Conservation Act 1999 along with a number of other industry controls including compliance with the maximum electromagnetic energy level set by the Australian Radiation Protection and Nuclear Safety Agency public exposure limits.	Medium	Applicant must comply with regulatory framework.

STRATEGIC IMPLICATIONS

The delivery of improved communications can be considered as assisting in meeting the following objective of the Strategic Community Plan 2021-2031:

Outcome 2.1: An innovative, diverse and prosperous economy

Strategy 2.1.3 - Advocate for reliable essential utility services to the district

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION:

That Council advise the applicant that it supports the siting of a communications mast upon 92 & 94 (Lots 564 & 565) Suiter Street, Menzies and issue delegated authority to the Shire CEO to approve the necessary planning and building approvals subject to the following conditions:

- 1 The applicant must obtain all necessary consent/tenure agreement of the landowner relevant to the site and the access to the site.
- 2 The applicant must submit all necessary information to enable the assessment of the planning and building permit applications.
- 3 That the structure complies with civil aviation requirements in respect to the Menzies airstrip.

Advice Notes:

- (a) In regard to condition 1 the Western Australian Planning Commission have prepared State Planning Policy 5.2 'Telecommunications Infrastructure' and Section 6.3.1 outlines the information to be submitted when lodging a development application.
- (b) Separate approvals to undertake certain activities may be required from other government agencies under separate legislation of which it is the applicant's responsibility to investigate and address.
- (c) All operations must be carried out in accordance with any separate requirements from other government agencies under separate legislation which may include the Australian Communications and Media Authority, and Australian Radiation Protection and Nuclear Safety Agency pertaining (but not limited) to electromagnetic energy.
- (d) In the event that the Shire CEO is not satisfied with the level of information provided by the applicant this matter is to be returned to a meeting of Council for further consideration.

16 BEHIND CLOSED DOORS - CONFIDENTIAL REPORTS

16.1 Chief Executive Officer Recruitment

COUNCIL DECISION:

Council Resolution Number:	CM-350
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Moved: Cr S Sudhir **Seconded:** Cr J Dwyer

That Council move behind closed doors to receive an update on the Chief Executive Officer recruitment.

Carried	7 / 0
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K Van Kuyl and M Mertyn left the meeting at 4:34pm.

The Acting CEO remained in the meeting to assist with process issues.

The Shire President provided Councillors with an update on the recruitment of a CEO.

No decisions were made behind closed doors.

Cr S Sudhir left the meeting at 4:44pm.

COUNCIL DECISION:

Council Resolution Number:	CM-359
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Moved: Cr P Warner **Seconded:** Cr J Dwyer

That Council come out from behind closed doors.

Carried	6 / 0
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17 NEXT MEETING

The next meeting will be held on 24 November 2022 at the Council Chambers in Menzies, commencing at 1pm.

18 CLOSURE OF MEETING

The Shire President declared the meeting closed at 4:30pm.