

# SHIRE OF MENZIES AGENDA



28 June 2018

## ORDINARY COUNCIL MEETING

Agenda for the Ordinary Council Meeting to be held on Thursday  
28 June 2018 commencing at 1pm in the Council Chambers.

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

Dear Council Member,

The next Ordinary Meeting of the Shire of Menzies will be held on 28 June 2018 in the Shire of Menzies council chambers commencing at 1pm.

Rhonda Evans  
Chief Executive Officer

8 June 2018

**DISCLAIMER**

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

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

**FINANCIAL INTEREST**

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

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

**Councillors should declare an interest:**

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

A member who has declared an interest must not:

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

**Councillor Attendance  
at Shire of Menzies Council Meetings 2017/2018**

Council Meeting Date	Leave of Absence	Apologies	Electronic Attendance	Absent
23 February 2017		Cr D Hansen		
30 March 2017	Cr D Hansen	Cr J Dwyer Cr I Baird	Cr J Mazza	
27 April 2017		Cr D Hansen Cr J Lee	Cr J Mazza	
25 May 2017				
29 June 2017			Cr D Hansen Cr I Baird	
27 July 2017		Cr D Hansen		Cr K Mader
31 August 2017		Cr D Hansen		
30 September 2017			Cr D Hansen Cr I Baird	
26 October 2017				
30 November 2017		Cr D Hansen		
14 December 2017		Cr D Hansen		
22 February 2018		Cr J Dwyer Cr J Lee	Cr D Hansen	
29 March 2018				
26 April 2018		Cr D Hansen	Cr I Baird	
31 May 2018		Cr D Hansen		
28 June 2018				

This page has been left intentionally blank

## TABLE OF CONTENTS

1	DECLARATION OF OPENING	1
2	ANNOUNCEMENT OF VISITORS	1
3	RECORD OF ATTENDANCE	1
4	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	1
5	PUBLIC QUESTION TIME	1
6	APPLICATIONS BY MEMBERS	1
7	DECLARATIONS OF INTEREST	1
8	NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS	1
9	CONFIRMATION / RECEIVAL OF MINUTES	1
9.1	MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON THURSDAY 31 MAY 2018. <i>(Provided under separate cover)</i>	1
10	PETITIONS / DEPUTATIONS / PRESENTATIONS	1
11	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	1
11.1	PRESIDENTS REPORT <i>(Provided under separate cover)</i>	1
12	REPORTS OF OFFICERS	2
12.1	HEALTH BUILDING AND TOWN PLANNING	2
12.1.1	Health and Building report for the Month of May 2018	2
12.1.2	Development Application – Goongarrie	5
12.2	FINANCE AND ADMINISTRATION	54
12.2.1	Statement of Financial Activity for the Month of May 2018	54
12.2.2	Monthly Listing of Payments for the Month of May 2018	107
12.2.3	Councillor Meetings and Committee Payments	114
12.2.4	Changing Methods of Valuation of Land	121
12.2.5	Differential Rating	125
12.3	WORKS AND SERVICES	127
12.3.1	Works Report for the Month of May 2018	127
12.3.2	Tender Assessment RFT CR0014-2017	135
12.4	COMMUNITY DEVELOPMENT	155
12.4.1	Community Development Report for the Month of May 2018	155
12.4.2	Events – Menzies Cyclclassic – Chas Egan Memorial Race	161
12.4.3	Events – Menzies Rodeo	173

12.5	MANAGEMENT AND POLICY	209
	12.5.1 Actions Performed under Delegation for the Month of May 2018	209
	12.5.2 Council Meeting Dates 2018/2019	212
	12.5.3 Shared Services for Statutory Compliance	215
13	ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN	222
14	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING	222
15	NEXT MEETING	222
16	CLOSURE OF MEETING	222

- 1 DECLARATION OF OPENING
- 2 ANNOUNCEMENT OF VISITORS
- 3 RECORD OF ATTENDANCE
- 4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE
- 5 PUBLIC QUESTION TIME
- 6 APPLICATIONS BY MEMBERS
- 7 DECLARATIONS OF INTEREST
- 8 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS
- 9 CONFIRMATION / RECEIVAL OF MINUTES

**9.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON THURSDAY 31 MAY 2018. (Provided Under Separate Cover)**

*That the minutes of the Ordinary Meeting of Council held on Thursday 31 May 2018 be confirmed as a true and correct record.*

<b>COUNCIL RESOLUTION:</b>	<b>No.</b>
----------------------------	------------

**MOVED: Cr**

**SECONDED: Cr**

*Carried /*

**10 PETITIONS / DEPUTATIONS / PRESENTATIONS**

**11 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

<b>COUNCIL RESOLUTION:</b>	<b>No.</b>
----------------------------	------------

**MOVED: Cr**

**SECONDED: Cr**

*Carried /*

**11.1 PRESIDENTS REPORT (Provided Under Separate Cover)**

## 12. REPORTS OF OFFICERS

### 12.1 HEALTH BUILDING AND TOWN PLANNING

#### 12.1.1 Health and Building Report for the Month of May 2018

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	GOV.957.1/NAM115
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	8 June 2018
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	Nil

<b>COUNCIL RESOLUTION:</b>	<b>No.</b>
----------------------------	------------

**MOVED:** Cr

**SECONDED:** Cr

*Carried /*

#### **OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:**

That Council

1. Receive the report of the Environmental Health Officer for the month of May 2018 for information.
2. Write to the State Government to express its concern with the delays in the installation and commissioning of the Tjuntjuntjara effluent scheme.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

This report is for the information of Council. It identifies matters addressed by the Environmental Health Officer for the month of May 2018.

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

##### *14.3 Active civic leadership achieved*

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.



- Regularly monitor and report on the Shire’s activities, budgets, plans and performance.
- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.
- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.
- Continue to participate in regional activities to the benefit of our community.

**STATUTORY AUTHORITY:**

*Building Act 2011*  
*Public Health Act 2016*

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:**

**OP97** – Council unable to fill the position of Authorised Officer under the Public Health Act 2016

**BACKGROUND:**

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

**COMMENT:**

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

**Health**

A Public Health Plan workshop for Officers and Members on 15 May 2018 in Leonora with Llew Withers who presented advice on how to prepare a health plan and what to include in the plan.

**Inspections**

- Davyhurst Village Camp on 24 April 2018 and noted no major issues with food handling practices. Other issues were found, and a list of maintenance items provided.
- Tjuntjuntjarra Community visit on 23 May 2018 with Aboriginal Health Worker Group to carry out inspection of accommodation facilities old, new and renovated.
  - Inspection of new septic systems installed and being installed to confirm compliance with approvals could not be completed due to lack of progress with the installation.
  - There appears to be very little coordination within the the Department of Communities as tenants have been forced out of homes to a camping area that has been upgraded to now number four family shelters with one large sheltered kitchen/laundry facility.

- At the start of this project only one sheltered family structure was available to families who's homes were being renovated. A number of families have moved to Kalgoorlie during the house renovations due to the original lack of camping facilities provided.

- Items of Concern.

That the effluent scheme proposed to be installed by end of this year may not be complete on time. (The current project is running late which resulted in the staged renovations of existing homes resulting in many families being moved out of homes into the cold due to limited sheltered camping facilities at that time.)

### **Processed**

- 22 plumbing applications for new septic systems at Tjuntjuntjarra.
- 1 plumbing application on behalf of AngloGold Ashanti and forwarded to Health Department for final approval for an additional waste water treatment plant at its mine village.
- 1 plumbing application for Shire of Menzies for the septic system serving the new recreation/youth centre building.

### **Building**

Carried out inspection of Mr Gopels property 24 May 2018 to determine if camping is still occurring.

Carried out inspection of dwelling renovations occurring at Tjuntjuntjarra as well as new dwellings being constructed on site.

Carried out inspection of Menzies Aboriginal Corporation kitchen renovation at request of the corporation and noted the improvement completed.

### 12.1.2 Development Application - Goongarrie

<b>LOCATION:</b>	Lot 121 Deposited Plan 26439
<b>APPLICANT:</b>	VisionStream Pty Limited
<b>DOCUMENT REF:</b>	DEV.882.1/NAM132
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	22 June 2018
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.1.2-1 – Planning Application Menzies 12.1.2-2 – Planning Application Testra DA1.5 Final 12.1.2-3 – Planning Application Plans W108417 12.1.2-4 – Planning Application EPBC Report 12.1.2-5 – Planning Application – Additional Information 12.1.2-6 – Planning Application Title

<b>COUNCIL RESOLUTION:</b>	<b>No.</b>
----------------------------	------------

**MOVED:** Cr

**SECONDED:** Cr

*Carried /*

#### **OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:**

That Council approve the Development Application for proposed Telecommunications Facility WA008741.01 Menzies on Lot 121 (on Deposited Plan 26439), Goldfields Highway, Menzies, WA 6436.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

An application for development of a telecommunications facility at Goongarrie has been received from Visionstream on behalf of Telstra Corporation Ltd.

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

##### *14.1 Sustainable local economy encouraged*

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.
- The installation of State Government infrastructure such as power, water and broadband to facilitate residential and commercial growth

#### *14.2 Strong sense of community maintained*

- Our community will have access to all necessary service requirements.
- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

#### *14.3 Active civic leadership achieved*

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

#### *14.4 Heritage & Natural assets conserved*

- A strengthening of our cultural and heritage awareness and values.

### **STATUTORY AUTHORITY:**

*Shire of Menzies Town Planning Scheme No1*

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:** Nil

### **BACKGROUND:**

Visionstream is proposing to construct a telecommunications facility at Goongarrie. The facility will form part of the Telstra Black Spot Program rollout across Australia.

### **COMMENT:**

The attached application and associated documents for information provide all documentation required to meet the requirements of the Town Planning Scheme No 1. The development is permitted subject to Council approval.

This facility will improve the communications for travellers on the Goldfields Highway between Kalgoorlie and Menzies. This is an important safety feature for the region.

The siting of the tower close to heritage buildings has been considered, and weighed against the safety of the public. Power is available to this site from the State electricity grid which services Kalgoorlie-Boulder and the southern portion of the state.

**SCHEDULE 5 FORM OF APPLICATION FOR PLANNING APPROVAL****APPLICATION FOR APPROVAL**

Please tick which approval is being sought and fill out the appropriate sections of this form

 **PLANNING APPROVAL** **BUILDING LICENCE** **DEMOLITION LICENCE** **SIGN LICENCE****PROPERTY DETAILS:**

Lot No. 121 House/Street No. .... Location No. .... Diagram or Plan No. DP 26439  
 Volume LR3124 Folio 131 Lot Area (m<sup>2</sup>) .....  
 Title Encumbrances (eg, easements, restrictive covenants) .....  
 Street Name Goldfields Hwy Suburb Menzies  
 Nearest Street Intersection Davies - Geongarnie Rd / Goldfields Hwy Assessment No (property rate no) .....

**OWNER DETAILS:**

Name Department of Lands  
 Address PO Box 1221, West Perth, W.A. Post Code 6872  
 Telephone (home) 08 6552 4400 Fax .....  
 Contact Person .....  
 Signature ..... Date .....  
 Signature ..... Date .....  
 Signature ..... Date .....

*The signature of the landowners is required for all applications This application will not proceed without that signature***APPLICANT DETAILS:**

Name Telstra Corporation Ltd C/Visionstream Pty Ltd  
 Address 35-37 Kewdale Rd, Welshpool, W.A. Post Code 6106  
 Phone (work) 6555 8518 (home) 0406526969 Fax .....  
 Contact Person Matthew Fletcher  
 Signature MFL Date 19/4/2018

 **PLANNING APPROVAL**

Existing Building/Land Use old train station  
 Approx. Cost of Development \$150,000 Est Date of Completion 2018  
 Description of Development of Proposed Use Installation of mobile phone telecommunications facility  
 Is the land affected by a Restricted Covenant? .....

Signed only as acknowledgment that a development application is being made in respect of a proposal that includes Crown land, land owned in fee simple by the Crown or state instrumentality, Crown reserves under management for the purpose, or a road, permitting this application to be assessed under the appropriate local and/or region planning scheme. The signature does not represent approval or consent for planning purposes under the relevant local and/or region scheme. Further in the event that development approval is granted for the proposal, the above signature should not be taken as an acknowledgment of or consent to the commencement or carrying out of the proposed development or to any modification of the tenure or reservation classification of the Crown land concerned.

  
JASON ROBERT GIBBONS  
ASST MANAGER \* 00025332  
21 May 2018

# PLANNING ASSESSMENT REPORT

## Development Application for

The installation of a Telecommunications Facility at

**Lot 121 (on Deposited Plan 26439), Goldfields Highway,  
Menzies, WA 6436**

Document prepared by **Visionstream Pty Ltd**

On behalf of **Telstra Corporation Ltd**

**Project Name: Menzies**

**Project No.: WA008741.01**

**May 2018**



Contents

Document Control .....	2
1.0 Executive Summary .....	3
1.1 Site and Proposal Details.....	3
1.2 Applicant Details .....	3
2.0 Introduction .....	3
3.0 Proposed Scope of Works .....	4
4.0 Purpose of the Proposal.....	4
5.0 Mobile Telecommunications Networks.....	4
6.0 Site Parameters .....	5
7.0 Candidate Sites .....	5
7.1 Nominated Candidate .....	8
7.2 The Site.....	9
8.0 Federal Regulatory Framework .....	9
8.1.0 Telecommunications Act 1997 .....	9
8.1.1 Telecommunications (Low-impact Facilities) Determination 2018 .....	10
9.0 State Regulatory Framework.....	10
9.1 Planning and Development Act 2005 .....	10
9.2 Statement of Planning Policy No. 5.2 - Telecommunications Infrastructures (WAPC) ...	10
10.0 Local Regulatory Framework .....	14
10.1 The Shire of Menzies Local Planning Scheme No. 1.....	14
11.0 General Provisions.....	16
11.1 Visual Impacts.....	16
11.2 Heritage.....	16
11.3 Flora and Fauna .....	16
11.4 Traffic .....	17
11.5 Access .....	17
11.6 Utilities.....	17
11.7 Construction .....	17
11.8 Bushfire .....	18
12.0 Conclusion .....	20
Appendix A - Certificate of Title .....	21
Appendix B - Plans of the Proposal .....	22
Appendix C - Environmental EME Report.....	23
Appendix D - Site Photographs .....	24
Appendix E - Fact Sheets .....	26
Appendix F - Environment Analysis Report (EPBC) .....	27



**Document Control**

This Development Application is prepared by:

Visionstream Australia Pty Ltd

ABN 85 093 384 680

Postal Address:

35-37 Kewdale Road

Welshpool WA 6106

**T** (08) 6555 8518

**W** www.visionstream.com.au

<b>Document Control</b>				
Rev	Date	Status	Prepared by	Reviewed by
1.0	07/05/2018	Draft	M Fletcher	Daniel Hay
2.0	07/05/2018	Final	M Fletcher	
3.0				
4.0				

**DISCLAIMER**

Visionstream Australia Pty Ltd does not accept any risk or responsibility for a third party using this document, unless written authorisation is provided by Visionstream Australia Pty Ltd.

## 1.0 Executive Summary

### 1.1 Site and Proposal Details

<b>Address of Site</b>	Lot 121, Goldfields Highway, Menzies, WA 6436
<b>Legal Property Description</b>	Lot 121 on DP 26439
<b>Local Authority</b>	Shire of Menzies
<b>Planning Instrument</b>	Shire Menzies TPS No. 1
<b>Zone and Overlay</b>	Townsite   Heritage – Goongarrie Townsite #16769
<b>Use</b>	Telecommunications Facility
<b>Owner</b>	Department of Lands

### 1.2 Applicant Details

<b>Applicant</b>	Telstra Corporation Limited ABN 051 775 556 C/- Visionstream Pty Ltd	
<b>Contact Person</b>	Matthew Fletcher	08 6555 8500 Matthew.fletcher@Visionstream.com.au
<b>Our Reference</b>	WA08741.01 Menzies	

## 2.0 Introduction

This report has been prepared by Visionstream on behalf of Telstra as supporting information to a Planning Permit Application for the installation of a 30.0m high telecommunications facility on lot 121 (DP 26439) Goldfields Highway, Menzies, WA 6436.

### Refer to Appendix 1 for Title details

All mobile phone network operators are bound by the operational provisions of the federal *Telecommunications Act 1997* (“The Act”) and the *Telecommunications Code of Practice 2018*. The *Telecommunications (Low-Impact Facilities) Determination 2018* allows for the upgrade of existing mobile phone network infrastructure without the consent of a relevant statutory authority.

In this instance the proposed development does not comply as a “Low Impact facility” under the definitions contained in the Commonwealth legislation. Therefore it is subject to the provisions of the *WA Planning and Development Act 2005* and the provisions of the *Shire of Menzies Town Planning Scheme No. 1*.

### 3.0 Proposed Scope of Works

The proposal is inclusive of the following scope of works:

- Installation of one (1) 30m monopole;
- Installation of one (1) triangular headframe;
- Installation of six (6) new panel antennas (no greater than 2.8m in length);
- Installation of three (6) TMAs;
- Installation of one (1) Telstra Equipment Shelter that is not more than 3m high with a base area of not more than 7.5m<sup>2</sup> at the base of the aforementioned monopole;
- Installation of associated ancillary cabling and equipment;
- Installation of 11m by 10m chain-link fence with a 3m wide gate.

**Refer to Plans attached in Appendix B for further details.**

### 4.0 Purpose of the Proposal

The purpose of the application is to receive development approval for the installation of a telecommunications facility on lot 121 (DP 26439) Goldfields Highway, Menzies, on behalf of Telstra.

#### Mobile Black Spot Program

Telstra is building more than 650 new mobile base stations under the Mobile Black Spot Program, more than double all of our competitors combined. This includes an investment of more than \$260 million of our own capital, significantly contributing to the co-investment between Telstra, the Federal and State Governments as well as numerous local councils.

In addition to the more than 650 new mobile base stations, Telstra is continuing to install up to 250 small cells to deliver high speed 4G services in some small country towns where suitable Telstra infrastructure is available.

By way of a background:

Mobile phones and mobile broadband devices continue to play an important role in the lives of Australians. This includes providing the fundamental ability to be in contact with family and friends, operating businesses more efficiently and effectively as well as dialling triple 0 during a natural disaster or other emergency.

Because of the ever growing demand for more data and better reception, mobile phone carriers such as Telstra are continually having to upgrade and expand mobile phone networks to eliminate coverage blackspots and to keep up with the demands and expectations placed upon them by the community.

Recently Telstra has identified the need to increase coverage of the mobile phone network in Menzies due to demands placed upon the existing network by people in the locality.

As the incumbent telco, Telstra knows how important access to modern telecommunications infrastructure is and in order to remedy the lack of mobile phone coverage in the aforementioned areas Telstra wishes to establish a new mobile telecommunications base station facility on lot 121 on DP 26439 Menzies, WA 6436.

### 5.0 Mobile Telecommunications Networks

A mobile telecommunications network is made up of multiple base stations covering a geographic area. They work by sending and receiving radio signals from their antennas to mobile phones and other mobile devices such as tablet computers, wireless dongles etc. Base stations are designed to provide service

to the area immediately surrounding the base station which can be up to several kilometers in distance. Depending on the technical objectives of a base station, the physical characteristics of each telecommunications facility; such as its height, number and size of antennas, equipment, cabling etc. will vary.

As a general rule, the higher the antennas of a base station the greater the range of coverage and the ability to relieve capacity issues. If this height is compromised then additional facilities, and thus more infrastructure, will be required for any given locality. The further a facility is located away from its technically optimum position the greater the compromise of the service. This may result in coverage gaps and require additional or taller base stations to provide adequate service.

Each base station transmits and receives signals to and from mobile devices in the area. As the mobile device users move around their devices will communicate with the nearest base station facility to them at all times. If the users cannot pick up a signal, or the nearest base station is congested because it is already handling the maximum number of phone calls or maximum level of data usage, then the users may not be able to place a call, they may experience call “drop outs” or they might experience a slow data rate while attempting to download content.

The current proposal will form part of Telstra’s NextG network solution to the Menzies locality and will deliver essential mobile services (voice calling, SMS), as well as live video calling, video-based content including; news, finance and sports highlights, and high-speed wireless internet/wireless broadband. With a coverage footprint of more than 2.1 million square kilometers and covering more than 99% of the Australian population, Telstra’s NextG is Australia’s largest and fastest national mobile broadband network and, as a result, requires more network facilities, located closer together to ensure a high quality signal strength to achieve reliable service and the fastest possible data transfer rates.

## 6.0 Site Parameters

Telstra commences the site selection process with a search of potential sites that meet the network’s technical requirements, with a view to also having the least possible impact on the amenity of the surrounding locality. Telstra applies and evaluates a range of criteria as part of this site selection process.

Telstra assesses the technical viability of potential sites through the use of computer modelling tools that produce predictions of the coverage that may be expected from these sites as well as from the experience and knowledge of the radio engineers.

There are also a number of other important criteria that Telstra uses to assess options and select sites that may be suitable for a proposed new facility. These take into account factors other than the technical performance of the site, and include:

- The potential to co-locate on an existing telecommunications facility.
- The potential to locate on an existing building or structure.
- Visual impact and the potential to obtain relevant town planning approvals.
- Proximity to community sensitive locations and areas of environmental heritage.
- The potential to obtain tenure at the site.
- The cost of developing the site and the provision of utilities (power, access to the facility and transmission links).

In making the proposal for this site on Lot 121 on DP 26439 in Menzies, Telstra has carefully weighed all of the aforementioned criteria. This analysis is detailed in the next section.

## 7.0 Candidate Sites

Telstra carefully examined a range of possible deployment options in the area before concluding that a new telecommunications facility on Lot 121 would be the most appropriate solution to provide necessary mobile phone coverage to the Menzies and Goongarrie localities.

Accordingly, this section of the report will demonstrate the following:

- Colocation opportunities and existing telecommunications infrastructure within proximity to the proposed installation; and
- An analysis of the locations considered when determining an appropriate location for a new telecommunications installation within the required coverage area.

Colocation opportunities

The Communications Alliance Ltd. (formerly Australian Communications Industry Forum Ltd. - ACIF) *Industry Code C564:2011 – Mobile Phone Base Station Deployment* promotes the use of existing sites in order to mitigate the effects of facilities on the landscape. It should also be noted that as a first preference, Telstra attempts to utilise, where possible, any existing infrastructure or co-location opportunities.

Below is a map of existing and proposed telecommunications facilities surrounding the Menzies locality – the grey marker indicates the location of the proposed telecommunications facility on lot 121 on DP 26439.

The blue marker to North-West of the Goongarrie townsite shows an existing facility that was investigated as a potential co-location candidate. However, it is too far from the Goongarrie townsite and does not meet the coverage objectives of the project. Accordingly, there is an identified lack of suitable telecommunications facilities within the vicinity of the proposed installation. As a result, there were no suitable colocation opportunities to provide the required radio frequency coverage objectives.



**Figure 1: Location of nearby existing telecommunications facilities – Source: RFNSA, www.rfnsa.com.au**

Candidates considered

The site selected is deemed to be the most optimal location to achieve the required coverage requirements and requires a 30m high telecommunications on lot 121 (Candidate A). This is further outlined below along with the balance of alternative candidates considered as part of the site selection process:

Candidate	Location	Proposal	Zoning	Description
Candidate A	Lot 121 on DP 26439 Lat:-30.04756 Long: 121.16108	Greenfield 30m monopole	Townsite	Preferred Candidate and the subject of this application.
Candidate B	Lot 31 on Plan 91433 Lat: -29.982425 Long: 121.045155	Upgrade to existing 30m guyed mast	Crown Land Reserve	Site does not meet the radiofrequency objectives of the proposal.
Candidate C	Lot 142 on Plan 34850 Lat: --29.962485 Long: 121.129011	Greenfield 30m Monopole	Crown Land Reserve	Native Title claims in the area which may reduce or prevent the viability of this candidate.
Candidate D	Unallocated Crown Land Lat: -30.051851 Long: 121.162030	Greenfield 30m Monopole	Unallocated Crown Land	To obtain tenure at this location would require a typically extensive and slow acquisition process with the Department of Lands. There are also Native Title claims in the area. Given the urgency of the Mobile Black Spot Program, Telstra is not able to endure long delays.



Figure 2: Location of Proposed Candidates

## 7.1 Nominated Candidate

A preferred nominated candidate was selected for the proposed facility, based on the radiofrequency objectives, planning and environmental issues, potential community sensitive uses and engineering criteria as noted above. In this case, **Candidate A** (a new 30m Monopole located on Lot 121 (on Deposited Plan 26439), Goldfields Highway, Menzies, WA 6436) was considered the best option. This was based on the following:

- The site is appropriately located and sited to minimise visual and environmental impacts on the immediate and surrounding areas;
- Well setback from sensitive uses such as Native Title;
- The site will achieve the required coverage objectives for the area;
- The site will meet design and construction considerations; and
- The proposal operates within the regulatory framework of Commonwealth, State and Local Government.

As stated above, the site selection process carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the area and the design of the facility. On balance, it is considered that the location and height of the facility ensure optimal service provision to the area whilst minimizing any perceived visual impacts and impacts upon Native Title claims.

As a result of the aforementioned points it is considered that the siting and design effectively responds to the landscape setting in the area.

## 7.2 The Site

The legal description of the property is Lot 121 (on Deposited Plan 26439), Goldfields Highway, Menzies, WA 6436. A copy of the Certificate of Title has been attached for information purposes (**Appendix 1 – Certificate of Title**).

The land is owned by the Department of Lands.

The aforementioned land is zoned 'Townsite' under the provisions of the Shire of Menzies's *Local Planning Scheme No. 1* – refer to **Section 10.1** for additional information on planning schemes and map images.

The site is currently land set aside for the Goongarrie townsite. However, no significant development has been undertaken on the townsite and there appears to be no residents living in the locality. The site will be accessed from the existing access tracks and roads connected to the Goldfields Highway.



**Figure 3: Proposed Telstra Site – Lot 121 (Goldfields Highway, Menzies, WA 6436)** (Source: Google Earth)

The site is located in an area of environmental significance as defined by The *Telecommunications (Low-Impact Facilities) Determination 1997*, which is the Goongarrie townsite (Heritage item #16769)

## 8.0 Federal Regulatory Framework

The following information provides a summary of the Federal legislation relevant to telecommunications development proposals.

### 8.1.0 Telecommunications Act 1997

The *Telecommunications Act 1997* (the Act) came into operation on 1<sup>st</sup> July 1997. The Act provides a system for regulating telecommunications and the activities of carriers and service providers.

Under the Act, telecommunications carriers are no longer exempt from State and Territory planning laws except in three limited instances:



1. There are exemptions for inspection of land, maintenance of facilities, installation of “low impact facilities”, subscriber connections and temporary defence facilities. These exemptions are detailed in the *Telecommunications (Low-impact Facilities) Determination 2018* and these exceptions are subject to the *Telecommunications Code of Practice 2018*;
2. A limited case-by-case appeals process exists to cover installation of facilities in situations of national significance; and
3. There are some specific powers and immunities from the previous *Telecommunications Act 1991*.

### 8.1.1 Telecommunications (Low-impact Facilities) Determination 2018

The *Telecommunications (Low-impact Facilities) Determination 2018* came into effect in March 2018.

The Determination contains a list of Telecommunications Facilities that the Commonwealth will continue to regulate. These are facilities that are essential to maintaining telecommunications networks and are unlikely to cause significant community disruption during their installation or operation. These facilities are therefore considered to be ‘Low-impact’ and do not require planning approval under State or Territory laws.

The proposed facility on Lot 121 (on Deposited Plan 26439), Goldfields Highway, Menzies, WA 6436 does not fall under the Determination and, therefore, requires approval under State planning legislation.

## 9.0 State Regulatory Framework

The following information provides a summary of the State legislation/ guidelines relevant to telecommunications development proposals.

### 9.1 Planning and Development Act 2005

The Minister of Planning and Infrastructure has ultimate authority for town planning in Western Australia. Development within Western Australia is controlled by the *Planning and Development Act 2005* through the application of environmental planning instruments. Under the *Planning and Development Act 2005*, the Western Australian Planning Commission (WAPC) is the responsible authority for land use planning and development matters and this report seeks to demonstrate compliance with the WAPC and other items of relevant legislation which pertain to the subject application.

### 9.2 Statement of Planning Policy No. 5.2 – Telecommunications Infrastructures (WAPC)

The WAPC *Statement of Planning Policy No. 5.2 – Telecommunications Infrastructure* (SPP 5.2) provides a framework for the preparation, assessment and determination of applications for planning approval of telecommunications facilities within the context of the planning system of Western Australia. *Planning Policy 5.2* states that ‘telecommunications infrastructure should be located, sited and designed in accordance with the following Guiding Principles’.

Principles	Comments	Complies
There should be a co-ordinated approach to the planning and development of telecommunications infrastructure, although changes in the location and demand for services require a flexible approach.	Telstra undertakes a carefully co-ordinated and planned approach to the development of their network.	✓

<p>Telecommunications infrastructure should be strategically planned and co-ordinated, similar to planning for other essential infrastructure such as networks and energy supply.</p>	<p>The proposed facility is strategically planned and co-ordinated to ensure that the facility will provide high level coverage to the Goongarrie townsite and Menzies localities as well as along the important thoroughfare which is the Goldfields Highway.</p>	<p>✓</p>
<p>Telecommunications facilities should be located and designed to meet the communication needs of the community.</p>	<p>The proposed facility is strategically planned and co-ordinated to ensure that the facility will provide high level coverage to the Goongarrie townsite and Menzies localities as well as along the important thoroughfare which is the Goldfields Highway.</p>	<p>✓</p>
<p>Telecommunications facilities should be designed and sited to minimise any potential adverse visual impact on the character and amenity of the local environment, in particular, impacts on prominent landscape features, general views in the locality and individual significant views.</p>	<p>The proposed 30m monopole has been sited to maintain the primary use of the land whilst considering the visual impact to the surrounding locality. The site carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the area and the design of the facility. On balance, it is considered that the location and height of the facility ensure optimal service provision to the area whilst minimizing any perceived visual impact.</p>	<p>✓</p>
<p>Telecommunications facilities should be designed and sited to minimise impacts on areas of natural conservation value and places of heritage significance or where declared rare flora are located.</p>	<p>A desktop study of the proposed site indicated that it is in a heritage listed area which is the Goongarrie townsite. However, the land is already cleared so there will be no impact on the natural environment or its surrounds and the proposed location avoids nearby Native Title claims. The CEO of the Shire, Rhonda Evans, was also happy with the proposed site locations.</p>	<p>✓</p>
<p>Telecommunications facilities should be designed and sited with specific consideration of water catchment protection requirements and the need to minimise land degradation.</p>	<p>Prior to the commencement of work Telstra will undertake such measures as deemed necessary by Council to effectively protect water catchments within the immediate area.</p>	<p>✓</p>
<p>Telecommunications facilities should be designed and sited to minimise adverse impacts on the visual character and amenity of residential area.</p>	<p>Telstra has selected a site and location that seeks to minimise any perceived negative impacts on the visual amenity of the area whilst still meeting coverage objectives. The monopole will remain unpainted (dull grey in colour) which blends in with the sky. Furthermore, there are currently no existing occupied residences in the area.</p>	<p>✓</p>
<p>Telecommunications cables should be placed underground, unless it is impractical to do so and there would be no significant effect on visual amenity or, in the case of regional areas, it can be demonstrated that there are long-term benefits to the community that outweigh the</p>	<p>Overhead cabling is not proposed for this site.</p>	<p>✓</p>

visual impact.		
Telecommunications cables that are installed overhead with other infrastructure such as electricity cables should be removed and placed underground when it can be demonstrated and agreed by the carrier that it is technically feasible and practical to do so.	This principle does not apply to the subject of this application.	N/A
Unless it is impractical to do so telecommunications towers should be located within commercial, business, industrial and rural areas and areas outside identified conservation areas.	The proposed site is zoned 'Townsite' as identified by the Shire of Menzies' <i>Local Planning Scheme No. 1</i> . Given the rural nature of the land the proposed facility will be located in the desired zoning.	✓
The design and siting of telecommunications towers and ancillary facilities should be integrated with existing buildings and structures, unless it is impractical to do so, in which case they should be sited and designed so as to minimise any adverse impact on the amenity of the surrounding area.	As per Section 7 of this report, no opportunities for co-location were identified in the area and it has been identified that the proposed Telstra site location is seen as the preferred site location. Colocation on the existing microwave facility (candidate B) was investigated; however, the facility does not meet the radio frequency objectives of the proposal.	✓
Co-location of telecommunications facilities should generally be sought, unless such an arrangement would detract from local amenities or where operation of the facilities would be significantly compromised as a result.	As per Section 7 of this report, no opportunities for co-location were identified in the area and it has been identified that the proposed Telstra site location is seen as the preferred site location. Colocation on the existing microwave facility (candidate B) was investigated; however, the facility does not meet the radio frequency objectives of the proposal.	✓
Measures such as surface mounting, concealment, colour co-ordination, camouflage and landscaping to screen at least the base of towers and ancillary structures, and to draw attention away from the tower, should be used, where appropriate, to minimise the visual impact of telecommunications facilities.	Telstra has selected a site and location that seeks to minimise any perceived negative impacts on the visual amenity of the area whilst still meeting coverage objectives. The monopole will remain unpainted (dull grey in colour) which blends in with the sky. Furthermore, there are no existing occupied residences in the area.	✓
Design and operation of a telecommunications facility should accord with the licensing requirements of the Australian Communications Authority, with physical isolation and control of public access to emission hazard zones and use of minimum power levels	Telecommunications facilities include radio transmitters that radiate electromagnetic energy (EME) into the surrounding area. The levels of these electromagnetic fields must comply with safety limits imposed by the Australian Communications and Media Authority (ACMA, previously ACA). All Telstra installations are designed to operate within these limits.	✓

consistent with quality services.		
Construction of a telecommunications facility (including access to a facility) should be undertaken so as to minimise adverse effects on the natural environment and the amenity of users or occupiers of adjacent property, and ensure compliance with relevant health and safety standards.	During construction Telstra contractors will endeavour to minimise the impact of their works on the amenity of nearby residents and on the surrounding environment. As the proposed site is located in a rural area, adverse effects on nearby residential properties will be minimal. Following construction maintenance (excluding emergency repair work) activities should not interfere with the amenity of users. All Health and Safety standards will be adhered to.	✓

Under section 5.1.1 of the *State Planning Policy 5.2: Telecommunications Infrastructure Policy* the West Australian Planning Commission provides a set of measures in assessing the visual impact of a proposed telecommunications facility.

An assessment of these guidelines below has found that the proposed Telstra Mobile Phone Base Station is compliant with the intent and requirements of the *State Planning Policy 5.2: Telecommunication Infrastructure Policy*.

Measures	Comments	Complies
Be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites;	The proposed 30m monopole has been sited to maintain the primary use of the land whilst considering the visual impact to the surrounding locality. The site carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the area and the design of the facility. On balance, it is considered that the location and height of the facility ensure optimal service provision to the area whilst minimizing any perceived visual impact.	✓
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;	Telstra has selected a site and location that seeks to minimise any perceived negative impacts on the visual amenity of the area whilst still meeting coverage objectives. The monopole will remain unpainted (dull grey in colour) which blends in with the sky. Furthermore, there are no existing occupied residences in the area.	✓
Not be located on sites where environmental, cultural heritage, social and visual landscape values may be compromised;	Although the Goongarrie townsite is heritage listed, any visual impact has been mitigated through a variety of design elements. The proposed location has also sought to avoid nearby Native Title Claims.	✓
Display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape;	The proposed 30m monopole has been sited to maintain the primary use of the land whilst considering the visual impact to the surrounding locality. The site carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the area and the design of the facility. On balance, it is considered that the location and	✓

	height of the facility ensure optimal service provision to the area whilst minimizing any perceived visual impact.	
Be located where it will facilitate continuous network coverage and/or improved telecommunications services to the community;	<p>Telstra has identified mobile phone coverage blackspots in the Goongarrie townsite and Menzies localities. Furthermore, there is a lack of coverage along major transport routes such as along the Goldfields Highway which poses further public safety concerns.</p> <p>The proposed location on Lot 121 (on Deposited Plan 26439), Goldfields Highway, Menzies, will provide improved and continuous coverage to the localities and will also provide other carriers with the opportunity to co-locate their infrastructure in the future.</p>	✓
<p>Telecommunications infrastructure should be co-located and whenever possible: Cables and lines should be located within an existing underground conduit or duct; and Overhead lines and towers should be co-located with existing infrastructure and/or within an existing infrastructure corridor and/or mounted on existing or proposed buildings.</p>	<p>As per Section 7 of this report, no opportunities for co-location were identified in the area and it has been identified that the proposed Telstra site location is seen as the preferred site location. Colocation on the existing microwave facility (candidate B) was investigated; however, the facility does not meet the radio frequency objectives of the proposal.</p> <p>Therefore, it has been identified that the proposed Telstra site location is seen as the preferred site location. As mentioned previously, the proposed Telstra monopole will also provide other carriers with the opportunity to co-locate their infrastructure in the future.</p> <p>As this is a greenfield site there is no option to utilise existing underground conduit or ducts. However, the proposed site is in somewhat close proximity to an existing power pole, transformer and fibre pit which lie to the south.</p>	✓

## 10.0 Local Regulatory Framework

The following information provides a summary of the local provisions relevant to telecommunications development proposals.

### 10.1 The Shire of Menzies Local Planning Scheme No. 1

The *Shire of Menzies' Local Planning Scheme No. 1* provides the legal basis for planning in the Shire of Menzies' local government area. .

The proposed site is zoned "Townsite" and the land surrounding the townsite is zoned Rural/Mining as shown in **Figure 4** below.

For the purposes of this proposal the Principal Designated Use of the property is 'Rural'

Telecommunications infrastructure is not listed as an activity in the Shire of Menzies *Local Planning Scheme* text; however, the use will not be permitted unless Council has exercised its discretion by

granting development approval. Nonetheless, the proposed telecommunications facility on Lot 121 (on Deposited Plan 26439), Goldfields Highway, Menzies complies with the objectives of the “Townsite Zone” of the Scheme. Furthermore, the proposed telecommunications facility will assist with the Shire’s Scheme Objectives which aim to “assist employment and economic growth as well as “providing opportunities for home based employment” as the proposed telecommunications facility would provide mobile phone and mobile broadband services to residents, businesses, tourists and emergency services in Goongarrie and Menzies.



Figure 4: Zoning Map 1 (Shire of Menzies Local Planning Scheme No. 1) (Source: Dept. of Planning)



Figure 5: Aerial Photo of Proposed Site Showing 250m Radius (Source: Google Earth)

The proposal has been sited to retain the land for its current use and minimizes visual impacts upon the amenity of the area whilst still meeting the radiofrequency requirements of the Mobile Black Spot Project.

The detailed siting has been undertaken to ensure the primary use of the land and any potential future use of surrounding land is not negatively impacted upon.

Overall the proposed development application is consistent with the intent and requirements of the *Western Australian Planning Commission SSP 5.2* and the *Shire of Menzies Local Planning Scheme No. 1*.

## 11.0 General Provisions

This proposal is for the establishment of a Telstra Mobile Base Station Facility in the Goongarrie townsite and Menzies localities.

Telstra considers that the proposal is appropriate for the locality given the rural nature of the proposed site and the nature of existing and anticipated uses of surrounding land. There will be a small impact on the natural and built environment within the direct vicinity of the proposed site.

Environmental considerations such as visual impact, heritage, flora and fauna, traffic, flooding, bushfire, social and economic aspects, health and safety have been discussed within the below sub sections.

### 11.1 Visual Impacts

The site has been identified as being located within the Townsite zone in what is a rural area. In this regard, the detailed siting and design of the proposed facility has been taken this into consideration in conjunction with the aims of the Shire's *Local Planning Scheme No. 1*.

Telstra has selected a design, site and location that seek to minimise any perceived negative impacts on the visual amenity of the area.

The site selection carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the area and the design of the facility.

On balance, it is considered that the location and height of the facility ensure optimal service provision to the area whilst minimizing any perceived visual impact. Moreover, as previously mentioned the site will also provide other carriers with the opportunity to co-locate their infrastructure in the future.

### 11.2 Heritage

In order to determine any possible natural or cultural values of state or national significance associated with the site a search was conducted through the relevant Heritage Registers.

No sites of Aboriginal Heritage significance were identified within the subject land holding, however, there is land in the surrounding area that is subject to Native Title claims.

The Goongarrie townsite is heritage listed. However, consultation with the Shire of Menzies was untaken prior to the lodgement of this development application regarding the detailed site selection in order to help minimise potential impacts on the heritage listing whilst still meeting the coverage objectives of the Mobile Black Spot Program.

### 11.3 Flora and Fauna

In order to determine any possible natural Flora and Fauna significance associated with the site, a search was conducted through the relevant environmental searches.

Searches identified the potential of 4 threatened species and 4 migratory species of Flora and Fauna significance located in the vicinity of the proposed site.. See **Appendix G** – Environment Analysis Report for further information.

As per the drawings, no trees will be removed as part of this proposal.

The site is located in an area of environmental significance as defined by The *Telecommunications (Low-Impact Facilities) Determination 2018*.

## 11.4 Traffic

Mobile phone base stations are not a significant generator of pedestrian or vehicular traffic.

The site will be visited on a quarterly basis throughout the year for maintenance purposes.

During the construction phase various vehicles will be used to deliver equipment and construct the Telstra Mobile Base Station Facility. Any traffic impacts associated with construction and establishment will be of a short-term duration (i.e. approximately five weeks over non-consecutive periods) and are not anticipated to adversely impact on the surrounding road network.

Adequate parking will be available on site for these vehicles and these movements would not impact the local traffic.

Traffic from this construction would only occur from the hours of 7am to 6pm. If a road closure is required for the erection and installation of equipment, the appropriate approvals will be obtained from the Department of Transport (DOT).

The mobile base station facility is unmanned would require maintenance checks approximately 3-4 times per year as required. Routine maintenance would involve one vehicle per visit and parking would be available close to the proposed site for this purpose.

## 11.5 Access

Access to the proposed site will be via the existing tracks and roads off Goldfields Highway. In this regard, there is no requirement for special access to the site. (Refer to **Appendix B** – Proposal Plans (S1) for more information)

The proposed site access is considered to be appropriate given the Telstra facility will not be a significant generator of traffic. Once operational, the facility will require maintenance visits approximately 3-4 times per year as required, but will remain unattended at all other times. As the facility generates minimal visits per year it is considered that traffic interference will be negligible.

During the construction phase various vehicles will be used to deliver equipment and construct the Telstra Mobile Base Station Facility. Any traffic impacts associated with construction and establishment will be of a short-term duration (i.e. approximately five weeks over non-consecutive periods) and are not anticipated to adversely impact on the surrounding road network. Adequate parking would be available in the vicinity for vehicles used during construction and these movements would not impact local traffic. In the unlikely event that road closure is required Telstra will apply to the relevant authorities for permission.

## 11.6 Utilities

An application has been made to the local utility company confirming route and availability of power supply for this site. The proposed site does not require any additional permits for the connection of a sewer/roadway.

## 11.7 Construction

The construction of the mobile base station will take approximately five weeks over non-consecutive periods, subject to weather.



Noise and vibration emissions associated with the Telstra Mobile Base Station Facility will be limited to the construction phase. Noise generated during the construction phase will be of short duration and will be in accordance with the standards outlined in the Environmental Protection (Noise) Regulations 1997. Construction works will only occur between the hours of 7am and 6pm.

There will be some low level noise from the ongoing operation of air conditioning equipment associated with the equipment shelter once it is installed. Noise emanating from the air conditioning equipment is at a comparable level to a domestic air conditioning installation, and will generally accord with the background noise levels prescribed by Australian Standard AS1055.

The proposed site is appropriately setback from residential properties so that the noise related impacts will be negligible.

## 11.8 Bushfire

The specific site location is identified as being in a Bush Fire Prone Area by the Fire and Emergency Services Commissioner (See **Figure 6**).



**Figure 6 – Bushfire Prone Areas Mapping** (Source DFES Slip Mapping)

Natural disasters, including the continuing threat of bushfires, have served to highlight the critical importance of effective telecommunications. Previous bushfire incident reviews have demonstrated effective telecommunications networks are essential for disaster response management, allowing emergency services providers to be alerted to medical or fire emergencies.

In its *Communications Report 2014-2015* the Australian Communications and Media Authority reported that in 2014 -15, 66.9% of calls to the 000 emergency number were made from mobile phones. Therefore, in addition to day-to-day personal and business applications, effective telecommunications networks can be the difference between life and death in disaster situations.

The entirety of the facility will be earthed in accordance with the Australian Standard. Earthing draws any lightning strike underground away from combustible material. It is submitted that contrary to being a risk factor for fires, the site in this case could reduce the risk of lightning strike causing fires, by attracting the strike and earthing it underground.

The *State Planning Policy 3.7* provides the foundation for land use planning to address bushfire risk management in Western Australia. Notwithstanding the Department of Planning updated [Planning Bulletin 111/2016](#) to clarify that for telecommunications infrastructure, *SPP 3.7* should be applied pragmatically.

The Planning Bulletin states:

*“Exemptions from the requirements of SPP 3.7 and the deemed provisions should be applied pragmatically by the decision maker. If the proposal does not result in the intensification of development (or land use), does not result in an increase of residents or employees; or does not involve the occupation of employees on site for any considerable amount of time, then there may not be any practicable reason to require a BAL Assessment. Exemptions may apply to infrastructure including roads, telecommunications and dams; and to rural activities, including piggeries and chicken farms which do not involve employees on site for a considerable amount of time.”*

With respect to the above, Visionstream on behalf of Telstra believes that all necessary design measures have been undertaken to ensure the facility does not increase or affect the bushfire risk to the area.

## 11.9 Health and Safety

Telstra acknowledges some people are genuinely concerned about the possible health effects of electromagnetic energy (EME) from mobile phone base stations and is committed to addressing these concerns responsibly.

Telstra, along with the other mobile phone carriers, must strictly adhere to Commonwealth Legislation and regulations regarding mobile phone facilities and equipment administered by the Australian Communications and Media Authority (ACMA).

In 2003 the ACMA adopted a technical standard for continuous exposure of the general public to RF EME from mobile base stations. The standard, known as the *Radiocommunications (Electromagnetic Radiation – Human Exposure) Standard 2003*, was prepared by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) and is the same as that recommended by ICNIRP (International Commission for Non- Ionising Radiation Protection), an agency associated with the World Health Organisation (WHO). Mobile carriers must comply with the Australian Standard on exposure to EME set by the ACMA.

The Standard operates by placing a limit on the strength of the signal (or RF EME) that Telstra can transmit to and from any network base station. The general public health standard is not based on distance limitations or the creation of “buffer zones”. The environmental standard restricts the signal strength to a level low enough to protect everyone at all times. It has a significant safety margin, or precautionary approach, built into it.

In order to demonstrate compliance with the standard, the ARPANSA created a prediction report using a standard methodology to analyse the maximum potential impact of any new telecommunications facility. Carriers are obliged to undertake this analysis for each new facility and make it publicly available.

Importantly, the ARPANSA-created compliance report demonstrates the maximum signal strength of a proposed facility, assuming that it is handling the maximum number of users 24-hours a day.

In this way, the ARPANSA requires network carriers to demonstrate the greatest possible impact that a new telecommunications facility could have on the environment to give the community greater peace of mind. In reality, base stations are designed to operate at the lowest possible power level to accommodate only the number of customers using the facility at any one time. This design function is called “adaptive power control” and ensures that the base station operates at minimum, not maximum, power levels at all times.

Using the ARPANSA standard methodology, Telstra is required to complete and make available an EME report which predicts the maximum environmental EME level the facility will emit. Telstra has undertaken a compliance report that predicts the maximum levels of radiofrequency EME from the proposed installation on Lot 121 (on Deposited Plan 26439), Goldfields Highway, Menzies to be 0.16% of the public

exposure limit. The maximum environmental EME level predicted from this proposed facility is substantially within the allowable limit under the ARPANSA standard.

**Refer to the EME Report attached at Appendix C.**

Telstra relies on the expert advice of national and international health authorities such as the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) and the World Health Organisation (WHO) for overall assessments of health and safety impacts.

The WHO advises that all expert reviews on the health effects of exposure to radiofrequency fields have concluded that no adverse health effects have been established from exposure to radiofrequency fields at levels below the international safety guidelines that have been adopted in Australia.

Telstra has strict procedures in place to ensure its mobile phones and base stations comply with these guidelines. Compliance with all applicable EME standards is part of Telstra's responsible approach to EME and mobile phone technology.

## 12.0 Conclusion

This application is a direct result of the community's requests for reliable telecommunications to be provided to the Goongarrie and Menzies localities.

There is strong State policy support for telecommunications facilities if, when balancing improved telecommunications services with environmental impacts; including for example, visual impact and flood or fire hazard, a particular proposal provides a net community benefit.

The proposed works provide the community with reliable 4G access which in turn supports the various rural, residential and tourist industries in the region and form part of a wider plan to ensure reliable and accessible coverage during emergency situations such as bush fires.

The proposed telecommunications facility will form an integral component in Telstra's national 4GX network. This 4G service brings higher speeds and extra 4G coverage to a range of communities across the nation. 4GX will include services provided over Telstra's new 700MHz spectrum and deliver higher typical mobile speeds on compatible devices, allowing more Australians to experience more reliable connections and ultra-fast mobile internet.

Telstra has undertaken an assessment of the relevant matters as required by the *Telecommunications Act 1997*, State Legislation and the Shire of Menzies' *Local Planning Scheme No. 1*. The proposal is considered appropriate in light of the relevant legislative, environmental, technical, radio coverage and public safety requirements.

The assessment of the proposal demonstrates that the proposal represents sound and proper town planning and it is respectfully requested that consent is granted for this development application.

Should Council have any further queries regarding the subject application, please do not hesitate to contact the nominated representative outlined within this document.

## Appendix A – Certificate of Title

## **Appendix B – Plans of the Proposal**

## **Appendix C – Environmental EME Report**

## Appendix D – Site Photographs



View facing North-West towards the proposed site

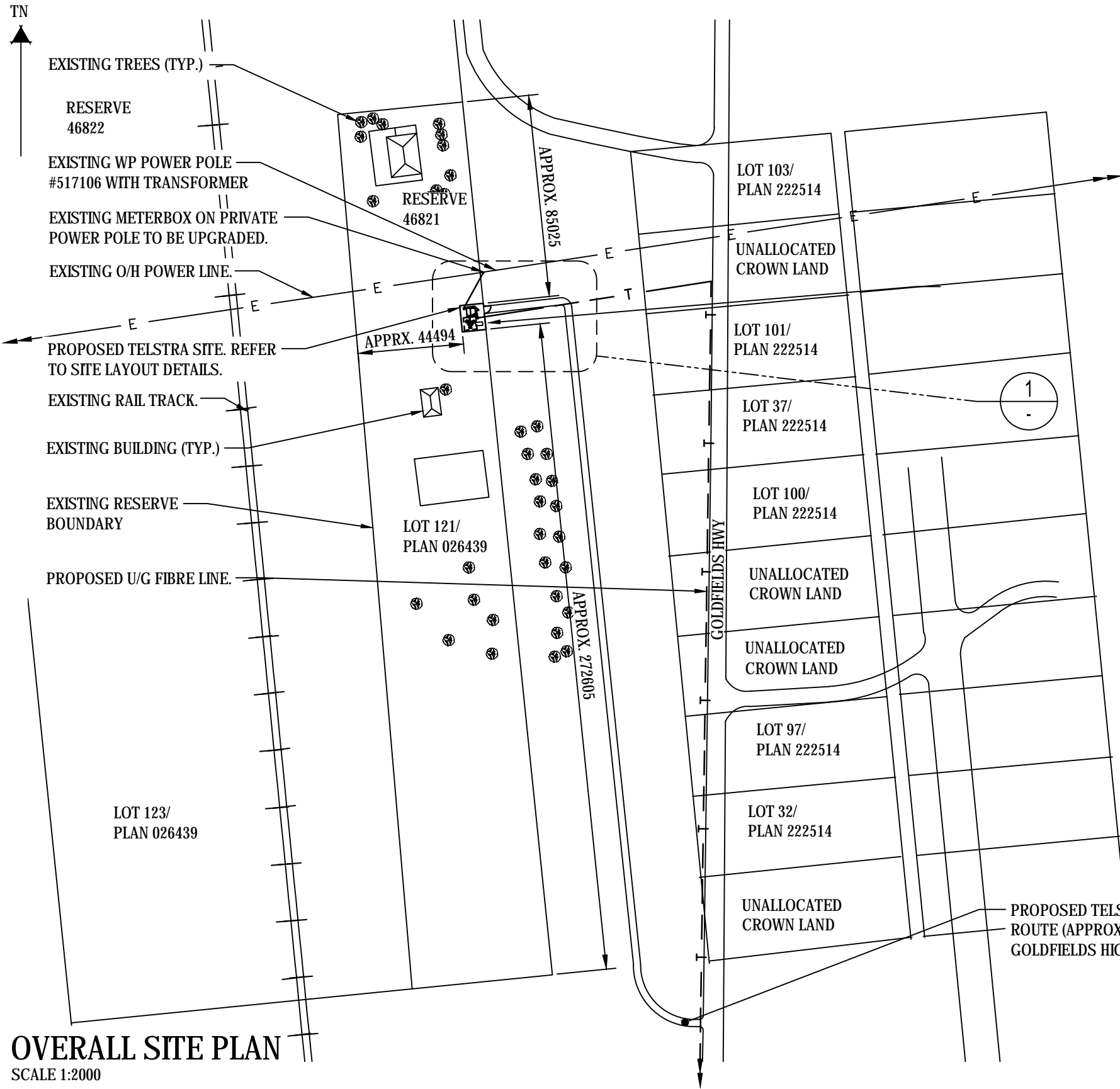


**View facing South-West towards the proposed site**

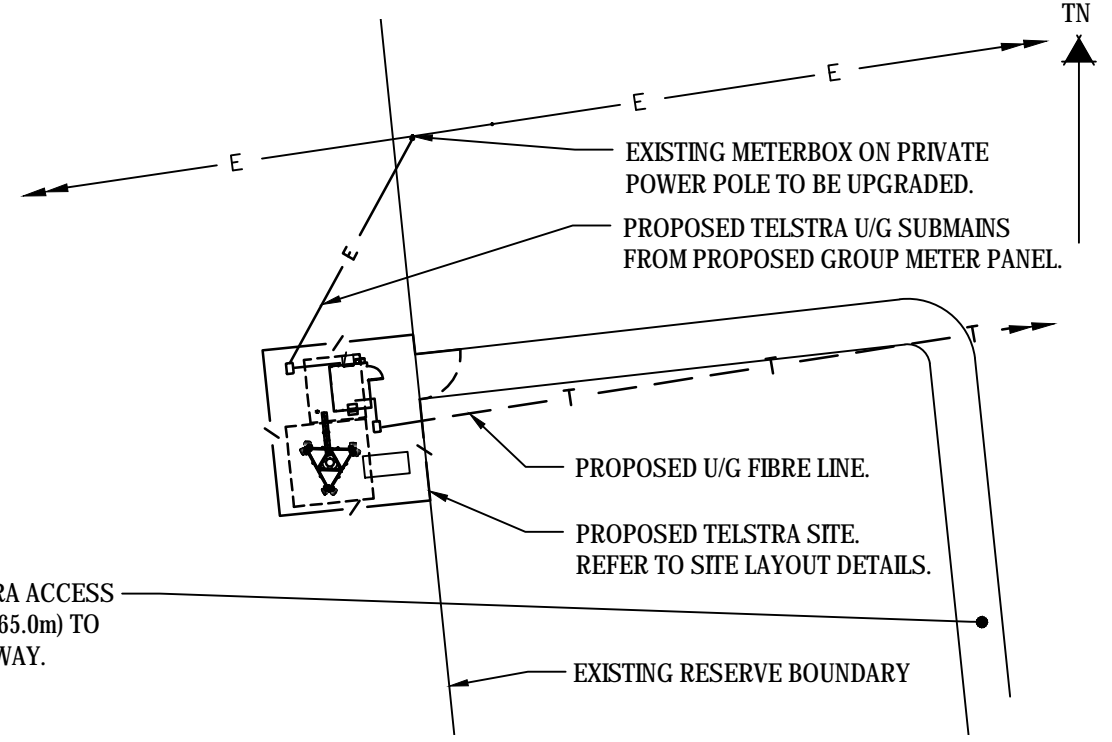


## Appendix E – Fact Sheets

## **Appendix F – Environment Analysis Report (EPBC)**



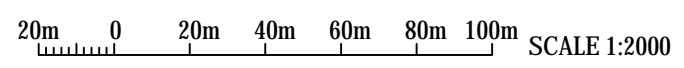
**LOCALITY PLAN**  
NOT TO SCALE



**DETAIL**  
SCALE 1:500

**PRELIMINARY**

**OVERALL SITE PLAN**  
SCALE 1:2000



TO BE READ IN CONJUNCTION WITH SHEETS S1-1, S1-2, S3 & S3-1.

**PROPERTY DESCRIPTION**

LOT 121 ON DEPOSITED PLAN 26439  
SHIRE OF MENZIES

SITE STRUCTURE CO-ORDINATES (GDA94)  
; DGF958-B; 5771 F57M-%a

CENTRE OF MONOPOLE

LATITUDE !' S'S(+&fl 85-(L

LONGITUDE %&#%& \$f 85-(L

**COMPLIANCE BOX**  
COMPLETED AS PER DESIGN   
ALTERATIONS IN RED   
NAME (PRINT) \_\_\_\_\_  
SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
WA08741.01	RA	SZ	PRELIMINARY - 30053775W0062 VPL - LTE700/WCDMA850	SR	RO	15.05.17	1

**Telstra**

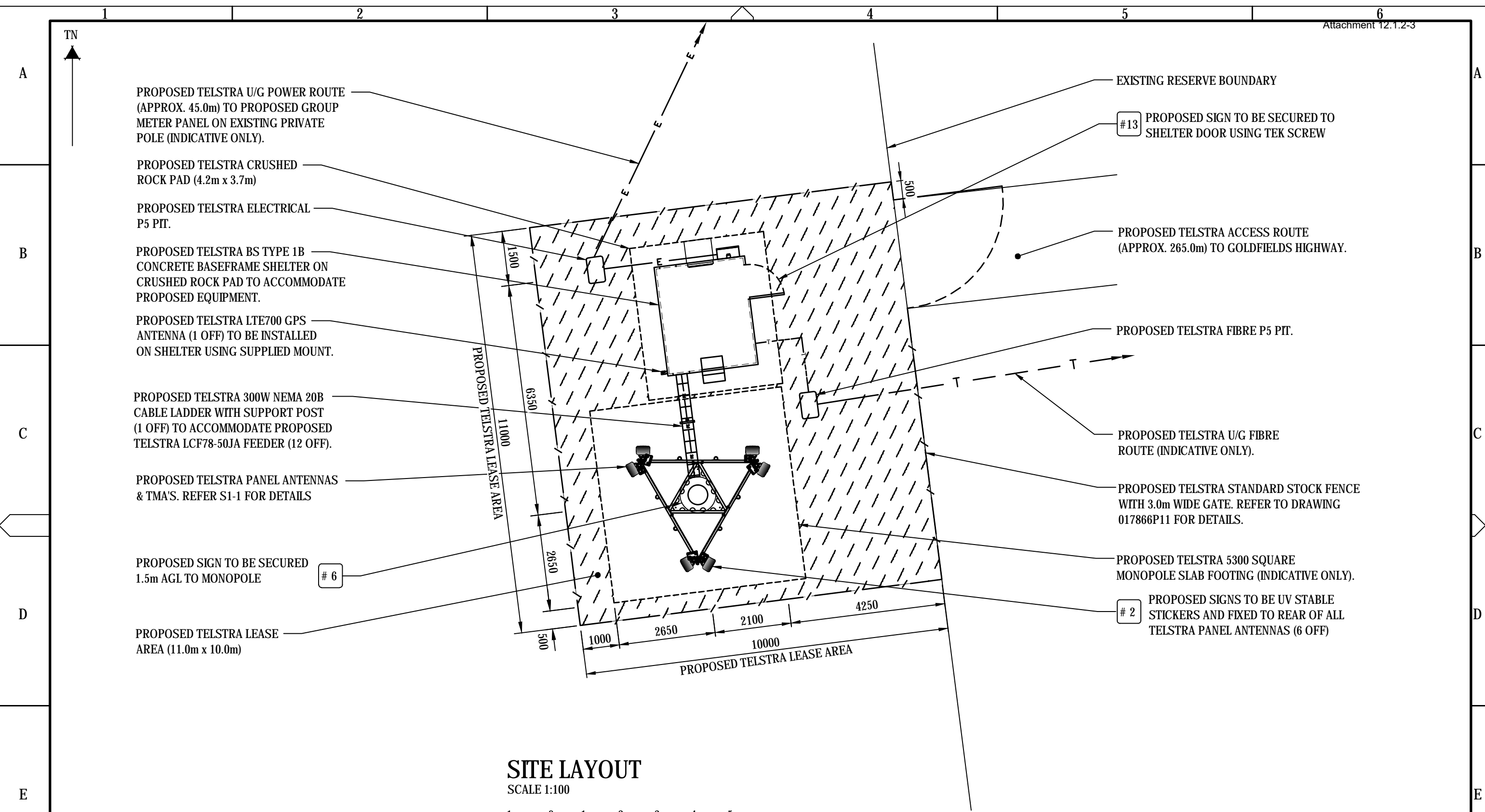
**MOBILE NETWORK SITE 310398**  
**MENZIES**

SITE ACCESS AND LOCALITY PLAN  
LOT 121 ON DEPOSITED PLAN 26439, MENZIES, WA 6436

DWG NO. **W108417** SHT NO. S1

Plot date: 18 October 2017 - 5:02 PM

Telstra Networks Wireless Program Delivery Template - 017866P02 Issue 12.11.04/2016



**SITE LAYOUT**

SCALE 1:100  
 1m 0 1m 2m 3m 4m 5m SCALE 1:100

- NOTES :**
1. ALL FEEDER ACCESS POINTS ON THE STRUCTURE MUST BE BIRD PROOFED AS PER EXTERNAL PLANT POLICY 003615.
  2. FOR EME SIGNS NOTED AS #X REFER TO 005486 DOCUMENTS FOR DETAILS.
  3. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS OTHERWISE STATED.
  4. PROPOSED TELSTRA LEASE AREA.

COMPLIANCE BOX

COMPLETED AS PER DESIGN

ALTERATIONS IN RED

NAME (PRINT) \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_



TO BE READ IN CONJUNCTION WITH SHEETS S1, S1-2, S3 & S3-1.

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
WA08741.01	RA	SZ	PRELIMINARY - 30053775W0062 VPL - LTE700/WCDMA850	SC	RO	15.05.17	1

PRELIMINARY

**MOBILE NETWORK SITE 310398**

**GOONGARRIE**

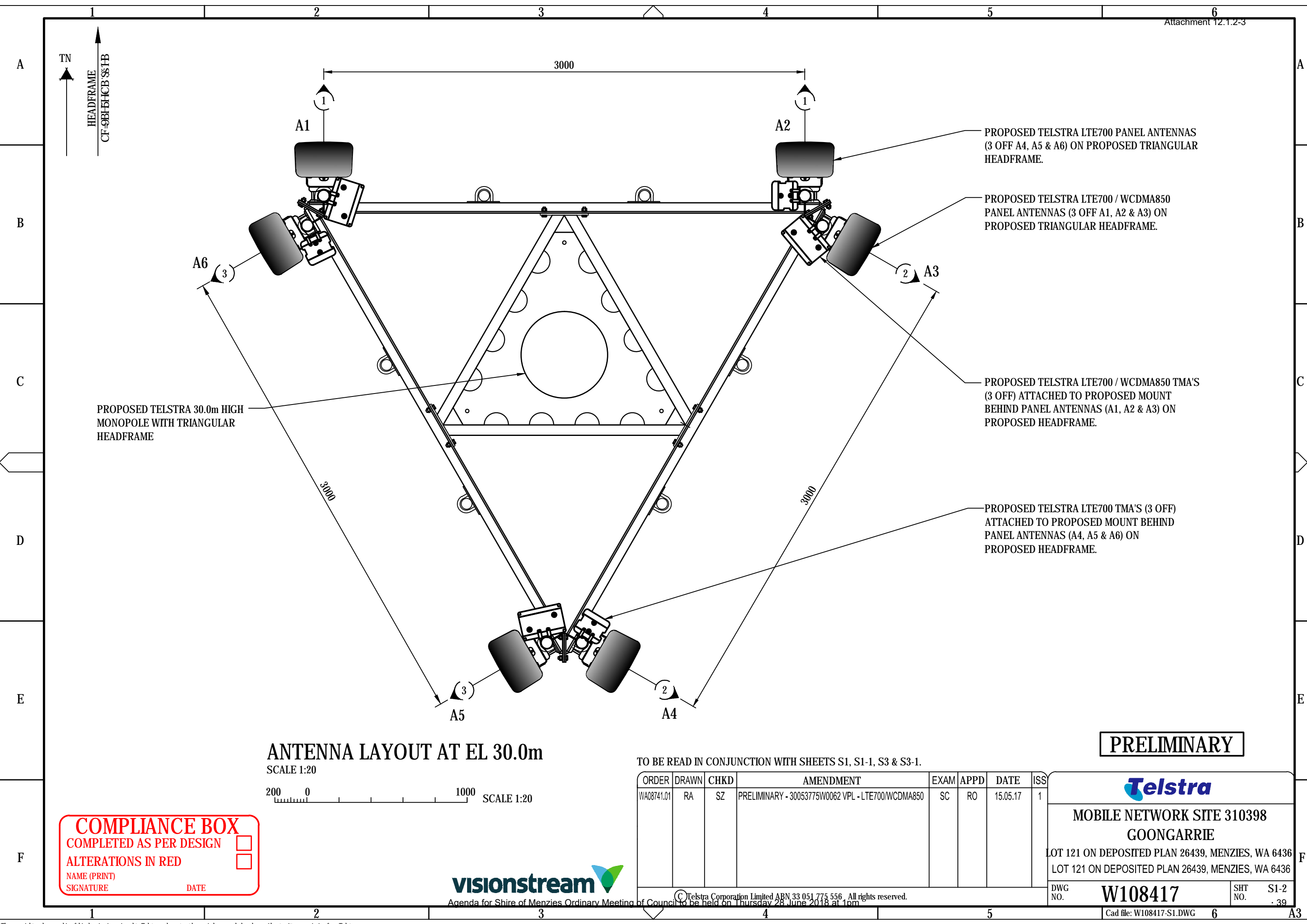
ANTENNA LAYOUT

LOT 121 ON DEPOSITED PLAN 26439, MENZIES, WA 6436

DWG NO. <b>W108417</b>	SHT NO. S1-1
- 38	

Plot date: 18 October 2017 - 5:02 PM

Telstra Networks Wireless Program Delivery Template - 017868P02 Issue 12.11.04/2016



**ANTENNA LAYOUT AT EL 30.0m**

SCALE 1:20  
 200 0 1000 SCALE 1:20

**COMPLIANCE BOX**  
 COMPLETED AS PER DESIGN   
 ALTERATIONS IN RED   
 NAME (PRINT) \_\_\_\_\_  
 SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



TO BE READ IN CONJUNCTION WITH SHEETS S1, S1-1, S3 & S3-1.

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
WA08741.01	RA	SZ	PRELIMINARY - 30053775W0062 VPL - LTE700/WCDMA850	SC	RO	15.05.17	1

**PRELIMINARY**



**MOBILE NETWORK SITE 310398**  
**GOONGARRIE**  
 LOT 121 ON DEPOSITED PLAN 26439, MENZIES, WA 6436  
 LOT 121 ON DEPOSITED PLAN 26439, MENZIES, WA 6436

DWG NO. **W108417** SHT NO. S1-2

PROPOSED SIGNS TO BE UV STABLE STICKERS AND FIXED TO REAR OF ALL TELSTRA PANEL ANTENNAS (6 OFF)

# 2

PROPOSED TELSTRA 30.0m HIGH MONOPOLE WITH TRIANGULAR HEADFRAME

PROPOSED TELSTRA LCF78-50 FEEDERS (12 OFF) TO RUN INSIDE PROPOSED MONOPOLE.

▽ E.L. 'Sa f%Sa aL RL 423.45m A.H.D.  
OVERALL HEIGHT

▽ E.L. 'S'a f%Sa aL RL 422.0m A.H.D.  
C/L PROPOSED TELSTRA LTE700 / WCDMA850 PANEL ANTENNAS (3 OFF, A1, A2 & A3)  
C/L PROPOSED TELSTRA LTE700 PANEL ANTENNAS (3 OFF, A4, A5 & A6)  
TOP OF PROPOSED MONOPOLE

▽ E.L. & "Sa f%Sa aL RL 421.0m A.H.D.  
C/L PROPOSED TELSTRA LTE700 TMA'S (3 OFF)  
C/L PROPOSED TELSTRA LTE700 / WCDMA850 TMA'S (3 OFF)

**COMPLIANCE BOX**  
 COMPLETED AS PER DESIGN   
 ALTERATIONS IN RED   
 NAME (PRINT) \_\_\_\_\_  
 SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**NOTES :**

1. ALL FEEDER ACCESS POINTS ON THE STRUCTURE MUST BE BIRD PROOFED AS PER EXTERNAL PLANT POLICY 003615.
2. FOR EME SIGNS NOTED AS #X REFER TO 005486 DOCUMENTS FOR DETAILS.

PROPOSED SIGN TO BE SECURED 1.5m AGL TO MONOPOLE

# 6

PROPOSED TELSTRA STANDARD STOCK FENCE WITH 3.0m WIDE GATE. REFER TO DRAWING 017866P11 FOR DETAILS.

PROPOSED TELSTRA 300W NEMA 20B CABLE LADDER TO ACCOMMODATE PROPOSED TELSTRA LCF78-50JA FEEDER (12 OFF)

PROPOSED TELSTRA LTE700 GPS ANTENNA (1 OFF) TO BE INSTALLED ON SHELTER USING SUPPLIED MOUNT.

PROPOSED TELSTRA BS TYPE 1B CONCRETE BASEFRAME SHELTER ON CRUSHED ROCK PAD TO ACCOMMODATE PROPOSED EQUIPMENT.

#13 PROPOSED SIGN TO BE SECURED TO SHELTER DOOR USING TEK SCREW

PROPOSED TELSTRA U/G POWER ROUTE (APPROX. 45.0m) TO PROPOSED GROUP METER PANEL ON EXISTING PROPERTY POLE (INDICATIVE ONLY).

▽ E.L. 'S'sa f%Sa aL RL 392.0m A.H.D.  
GROUND LEVEL

PROPOSED TELSTRA 5300 SQUARE MONOPOLE SLAB FOOTING (INDICATIVE ONLY).

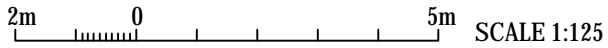
5300

PROPOSED TELSTRA FIBRE P5 PIT.

PROPOSED TELSTRA ELECTRICAL P5 PIT.

**EAST ELEVATION**

SCALE 1:125



**PRELIMINARY**

TO BE READ IN CONJUNCTION WITH SHEETS S1, S1-1 S1-2 & S3-1.

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
WA08741.01	RA	SZ	PRELIMINARY - 30053775W0062 VPL - LTE700/WCDMA850	SC	RO	15.05.17	1

**Telstra**  
**MOBILE NETWORK SITE 310398**  
**GOONGARRIE**  
 EAST ELEVATION  
 LOT 121 ON DEPOSITED PLAN 26439, MENZIES, WA 6436

DWG NO. **W108417** SHT NO. S3 - 40



### TELSTRA ANTENNA CONFIGURATION TABLE

ANTENNA No	ANTENNA TYPE & SIZE H x W x D	ANTENNA ACTION REQUIRED	ANTENNA HEIGHT C/L A.G.L.	ANTENNA BEARING fsiH	SECTOR NO. & TECHNOLOGY
A1	ARGUS RPX310B-T2 PANEL 2533 x 350 x 208mm	INSTALL	30.0m	§	S1: LTE700 / S1: WCDMA850 S1: LTE700 / S1: WCDMA850
A2	ARGUS RPX310B-T2 PANEL 2533 x 350 x 208mm	INSTALL	30.0m	§	S1: LTE700 S1: LTE700
A3	ARGUS RPX310B-T2 PANEL 2533 x 350 x 208mm	INSTALL	30.0m	§	S2: LTE700 / S2: WCDMA850 S2: LTE700 / S2: WCDMA850
A4	ARGUS RPX310B-T2 PANEL 2533 x 350 x 208mm	INSTALL	30.0m	§	S2: LTE700 S2: LTE700
A5	ARGUS RPX310B-T2 PANEL 2533 x 350 x 208mm	INSTALL	30.0m	§	S3: LTE700 / S3 WCDMA850 S3: LTE700 / S3 WCDMA850
A6	ARGUS RPX310B-T2 PANEL 2533 x 350 x 208mm	INSTALL	30.0m	§	S3: LTE700 S3: LTE700
A200	GPS ANTENNA KRE 101 2082/1 «*, 1 - *	INSTALL	BASE OF GPS 3.0m	§	-

COMPLIANCE BOX

COMPLETED AS PER DESIGN

ALTERATIONS IN RED

NAME (PRINT) \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PRELIMINARY

TO BE READ IN CONJUNCTION WITH SHEETS S1, S1-1, S1-2 & S3.

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
WA08741.01	RA	SZ	PRELIMINARY - 30053775W0062 VPL - LTE700/WCDMA850	SC	RO	15.05.17	1

MOBILE NETWORK SITE 310398  
GOONGARRIE

ANTENNA CONFIGURATION TABLE  
LOT 121 ON DEPOSITED PLAN 26439, MENZIES, WA 6436

DWG NO. <b>W108417</b>	SHT NO. S3-1 - 41
------------------------	----------------------



© Telstra Corporation Limited ABN 33 051 775 556. All rights reserved.  
Agenda for Shire of Menzies Ordinary Meeting of Council to be held on Thursday 28 June 2018 at 10am

Telstra Networks Wireless Program Delivery Template - 017668929 Issue 12 11/04/2016



# EPBC Act Protected Matters Report

This report provides general guidance on matters of national environmental significance and other matters protected by the EPBC Act in the area you have selected.

Information on the coverage of this report and qualifications on data supporting this report are contained in the caveat at the end of the report.

Information is available about [Environment Assessments](#) and the EPBC Act including significance guidelines, forms and application process details.

Report created: 08/05/18 09:42:02

[Summary](#)

[Details](#)

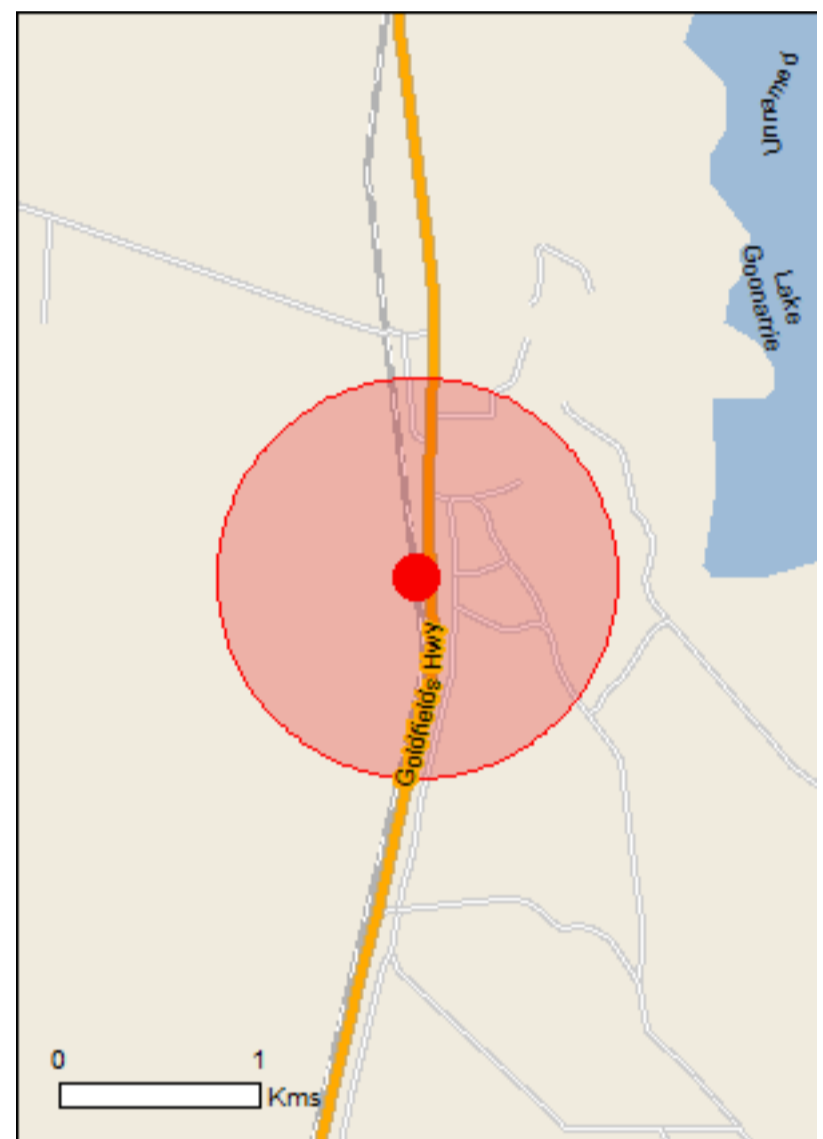
[Matters of NES](#)

[Other Matters Protected by the EPBC Act](#)

[Extra Information](#)

[Caveat](#)

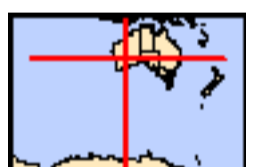
[Acknowledgements](#)



This map may contain data which are ©Commonwealth of Australia (Geoscience Australia), ©PSMA 2010

[Coordinates](#)

[Buffer: 1.0Km](#)





# Summary

## Matters of National Environmental Significance

This part of the report summarises the matters of national environmental significance that may occur in, or may relate to, the area you nominated. Further information is available in the detail part of the report, which can be accessed by scrolling or following the links below. If you are proposing to undertake an activity that may have a significant impact on one or more matters of national environmental significance then you should consider the [Administrative Guidelines on Significance](#).

<a href="#">World Heritage Properties:</a>	None
<a href="#">National Heritage Places:</a>	None
<a href="#">Wetlands of International Importance:</a>	None
<a href="#">Great Barrier Reef Marine Park:</a>	None
<a href="#">Commonwealth Marine Area:</a>	None
<a href="#">Listed Threatened Ecological Communities:</a>	None
<a href="#">Listed Threatened Species:</a>	4
<a href="#">Listed Migratory Species:</a>	4

## Other Matters Protected by the EPBC Act

This part of the report summarises other matters protected under the Act that may relate to the area you nominated. Approval may be required for a proposed activity that significantly affects the environment on Commonwealth land, when the action is outside the Commonwealth land, or the environment anywhere when the action is taken on Commonwealth land. Approval may also be required for the Commonwealth or Commonwealth agencies proposing to take an action that is likely to have a significant impact on the environment anywhere.

The EPBC Act protects the environment on Commonwealth land, the environment from the actions taken on Commonwealth land, and the environment from actions taken by Commonwealth agencies. As heritage values of a place are part of the 'environment', these aspects of the EPBC Act protect the Commonwealth Heritage values of a Commonwealth Heritage place. Information on the new heritage laws can be found at <http://www.environment.gov.au/heritage>

A [permit](#) may be required for activities in or on a Commonwealth area that may affect a member of a listed threatened species or ecological community, a member of a listed migratory species, whales and other cetaceans, or a member of a listed marine species.

<a href="#">Commonwealth Land:</a>	None
<a href="#">Commonwealth Heritage Places:</a>	None
<a href="#">Listed Marine Species:</a>	6
<a href="#">Whales and Other Cetaceans:</a>	None
<a href="#">Critical Habitats:</a>	None
<a href="#">Commonwealth Reserves Terrestrial:</a>	None
<a href="#">Commonwealth Reserves Marine:</a>	None

## Extra Information

This part of the report provides information that may also be relevant to the area you have nominated.

<a href="#">State and Territory Reserves:</a>	None
<a href="#">Regional Forest Agreements:</a>	None
<a href="#">Invasive Species:</a>	11
<a href="#">Nationally Important Wetlands:</a>	None
<a href="#">Key Ecological Features (Marine)</a>	None

# Details

## Matters of National Environmental Significance

Listed Threatened Species		[ Resource Information ]
Name	Status	Type of Presence
<b>Birds</b>		
<a href="#">Leipoa ocellata</a> Malleefowl [934]	Vulnerable	Species or species habitat likely to occur within area
<a href="#">Pezoporus occidentalis</a> Night Parrot [59350]	Endangered	Species or species habitat may occur within area
<b>Mammals</b>		
<a href="#">Dasyurus geoffroii</a> Chuditch, Western Quoll [330]	Vulnerable	Species or species habitat may occur within area
<b>Plants</b>		
<a href="#">Gastrolobium graniticum</a> Granite Poison [14872]	Endangered	Species or species habitat likely to occur within area
Listed Migratory Species		[ Resource Information ]
* Species is listed under a different scientific name on the EPBC Act - Threatened Species list.		
Name	Threatened	Type of Presence
<b>Migratory Terrestrial Species</b>		
<a href="#">Motacilla cinerea</a> Grey Wagtail [642]		Species or species habitat may occur within area
<b>Migratory Wetlands Species</b>		
<a href="#">Actitis hypoleucos</a> Common Sandpiper [59309]		Species or species habitat may occur within area
<a href="#">Calidris acuminata</a> Sharp-tailed Sandpiper [874]		Species or species habitat may occur within area
<a href="#">Calidris melanotos</a> Pectoral Sandpiper [858]		Species or species habitat may occur within area

Listed Marine Species	[ Resource Information ]
-----------------------	--------------------------

\* Species is listed under a different scientific name on the EPBC Act - Threatened Species list.

Name	Threatened	Type of Presence
<b>Birds</b>		
<a href="#">Actitis hypoleucos</a> Common Sandpiper [59309]		Species or species habitat may occur within area
<a href="#">Ardea alba</a> Great Egret, White Egret [59541]		Species or species habitat likely to occur within area
<a href="#">Calidris acuminata</a> Sharp-tailed Sandpiper [874]		Species or species habitat may occur within area
<a href="#">Calidris melanotos</a> Pectoral Sandpiper [858]		Species or species habitat may occur within area
<a href="#">Merops ornatus</a> Rainbow Bee-eater [670]		Species or species habitat may occur within area
<a href="#">Motacilla cinerea</a> Grey Wagtail [642]		Species or species habitat may occur within area

## Extra Information

Invasive Species	[ Resource Information ]
------------------	--------------------------

Weeds reported here are the 20 species of national significance (WoNS), along with other introduced plants that are considered by the States and Territories to pose a particularly significant threat to biodiversity. The following feral animals are reported: Goat, Red Fox, Cat, Rabbit, Pig, Water Buffalo and Cane Toad. Maps from Landscape Health Project, National Land and Water Resources Audit, 2001.

Name	Status	Type of Presence
<b>Birds</b>		
Columba livia Rock Pigeon, Rock Dove, Domestic Pigeon [803]		Species or species habitat likely to occur within area
Streptopelia chinensis Spotted Turtle-Dove [780]		Species or species habitat likely to occur within area
Streptopelia senegalensis Laughing Turtle-dove, Laughing Dove [781]		Species or species habitat likely to occur within area

Mammals
---------

Name	Status	Type of Presence
Canis lupus familiaris Domestic Dog [82654]		Species or species habitat likely to occur within area
Capra hircus Goat [2]		Species or species habitat likely to occur within area
Felis catus Cat, House Cat, Domestic Cat [19]		Species or species habitat likely to occur within area
Mus musculus House Mouse [120]		Species or species habitat likely to occur within area
Oryctolagus cuniculus Rabbit, European Rabbit [128]		Species or species habitat likely to occur within area
Vulpes vulpes Red Fox, Fox [18]		Species or species habitat likely to occur within area
<b>Plants</b>		
Carrichtera annua Ward's Weed [9511]		Species or species habitat may occur within area
Cenchrus ciliaris Buffel-grass, Black Buffel-grass [20213]		Species or species habitat may occur within area

# Caveat

The information presented in this report has been provided by a range of data sources as acknowledged at the end of the report.

This report is designed to assist in identifying the locations of places which may be relevant in determining obligations under the Environment Protection and Biodiversity Conservation Act 1999. It holds mapped locations of World and National Heritage properties, Wetlands of International and National Importance, Commonwealth and State/Territory reserves, listed threatened, migratory and marine species and listed threatened ecological communities. Mapping of Commonwealth land is not complete at this stage. Maps have been collated from a range of sources at various resolutions.

Not all species listed under the EPBC Act have been mapped (see below) and therefore a report is a general guide only. Where available data supports mapping, the type of presence that can be determined from the data is indicated in general terms. People using this information in making a referral may need to consider the qualifications below and may need to seek and consider other information sources.

For threatened ecological communities where the distribution is well known, maps are derived from recovery plans, State vegetation maps, remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.

Threatened, migratory and marine species distributions have been derived through a variety of methods. Where distributions are well known and if time permits, maps are derived using either thematic spatial data (i.e. vegetation, soils, geology, elevation, aspect, terrain, etc) together with point locations and described habitat; or environmental modelling (MAXENT or BIOCLIM habitat modelling) using point locations and environmental data layers.

Where very little information is available for species or large number of maps are required in a short time-frame, maps are derived either from 0.04 or 0.02 decimal degree cells; by an automated process using polygon capture techniques (static two kilometre grid cells, alpha-hull and convex hull); or captured manually or by using topographic features (national park boundaries, islands, etc). In the early stages of the distribution mapping process (1999-early 2000s) distributions were defined by degree blocks, 100K or 250K map sheets to rapidly create distribution maps. More reliable distribution mapping methods are used to update these distributions as time permits.

Only selected species covered by the following provisions of the EPBC Act have been mapped:

- migratory and
- marine

The following species and ecological communities have not been mapped and do not appear in reports produced from this database:

- threatened species listed as extinct or considered as vagrants
- some species and ecological communities that have only recently been listed
- some terrestrial species that overfly the Commonwealth marine area
- migratory species that are very widespread, vagrant, or only occur in small numbers

The following groups have been mapped, but may not cover the complete distribution of the species:

- non-threatened seabirds which have only been mapped for recorded breeding sites
- seals which have only been mapped for breeding sites near the Australian continent

Such breeding sites may be important for the protection of the Commonwealth Marine environment.

# Coordinates

-30.05247 121.16126

# Acknowledgements

This database has been compiled from a range of data sources. The department acknowledges the following custodians who have contributed valuable data and advice:

- [-Office of Environment and Heritage, New South Wales](#)
- [-Department of Environment and Primary Industries, Victoria](#)
- [-Department of Primary Industries, Parks, Water and Environment, Tasmania](#)
- [-Department of Environment, Water and Natural Resources, South Australia](#)
- [-Department of Land and Resource Management, Northern Territory](#)
- [-Department of Environmental and Heritage Protection, Queensland](#)
- [-Department of Parks and Wildlife, Western Australia](#)
- [-Environment and Planning Directorate, ACT](#)
- [-Birdlife Australia](#)
- [-Australian Bird and Bat Banding Scheme](#)
- [-Australian National Wildlife Collection](#)
- [-Natural history museums of Australia](#)
- [-Museum Victoria](#)
- [-Australian Museum](#)
- [-South Australian Museum](#)
- [-Queensland Museum](#)
- [-Online Zoological Collections of Australian Museums](#)
- [-Queensland Herbarium](#)
- [-National Herbarium of NSW](#)
- [-Royal Botanic Gardens and National Herbarium of Victoria](#)
- [-Tasmanian Herbarium](#)
- [-State Herbarium of South Australia](#)
- [-Northern Territory Herbarium](#)
- [-Western Australian Herbarium](#)
- [-Australian National Herbarium, Canberra](#)
- [-University of New England](#)
- [-Ocean Biogeographic Information System](#)
- [-Australian Government, Department of Defence Forestry Corporation, NSW](#)
- [-Geoscience Australia](#)
- [-CSIRO](#)
- [-Australian Tropical Herbarium, Cairns](#)
- [-eBird Australia](#)
- [-Australian Government – Australian Antarctic Data Centre](#)
- [-Museum and Art Gallery of the Northern Territory](#)
- [-Australian Government National Environmental Science Program](#)
- [-Australian Institute of Marine Science](#)
- [-Reef Life Survey Australia](#)
- [-American Museum of Natural History](#)
- [-Queen Victoria Museum and Art Gallery, Inveresk, Tasmania](#)
- [-Tasmanian Museum and Art Gallery, Hobart, Tasmania](#)
- [-Other groups and individuals](#)

The Department is extremely grateful to the many organisations and individuals who provided expert advice and information on numerous draft distributions.

Please feel free to provide feedback via the [Contact Us](#) page.

© Commonwealth of Australia  
 Department of the Environment  
 GPO Box 787  
 Canberra ACT 2601 Australia  
 +61 2 6274 1111



## Environmental EME Report

### LOT 121 on deposited Plan 26439, MENZIES WA 6436

**This report provides a summary of Calculated RF EME Levels around the wireless base station**

Date 9/5/2018

RFNSA Site No. 6436006

### Introduction

The purpose of this report is to provide calculations of EME levels from the existing facilities at the site and any proposed additional facilities.

This report provides a summary of levels of radiofrequency (RF) electromagnetic energy (EME) around the wireless base station at LOT 121 on deposited Plan 26439 MENZIES WA 6436. These levels have been calculated by Visionstream using methodology developed by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA).

The maximum EME level calculated for the proposed systems at this site is 0.51% of the public exposure limit.

### The ARPANSA Standard

ARPANSA, an Australian Government agency in the Health and Ageing portfolio, has established a Radiation Protection Standard specifying limits for general public exposure to RF transmissions at frequencies used by wireless base stations. The Australian Communications and Media Authority (ACMA) mandates the exposure limits of the ARPANSA Standard.

### How the EME is calculated in this report

The procedure used for these calculations is documented in the ARPANSA Technical Report "Radio Frequency EME Exposure Levels - Prediction Methodologies" which is available at <http://www.arpansa.gov.au>.

RF EME values are calculated at 1.5m above ground at various distances from the base station, assuming level ground.

The estimate is based on worst-case scenario, including:

- wireless base station transmitters for mobile and broadband data operating at maximum power
- simultaneous telephone calls and data transmission
- an unobstructed line of sight view to the antennas.

In practice, exposures are usually lower because:

- the presence of buildings, trees and other features of the environment reduces signal strength
- the base station automatically adjusts transmit power to the minimum required.

Maximum EME levels are estimated in 360° circular bands out to 500m from the base station.

These levels are cumulative and take into account emissions from all wireless base station antennas at this site.

The EME levels are presented in three different units:

- volts per metre (V/m) – the electric field component of the RF wave
- milliwatts per square metre (mW/m<sup>2</sup>) – the power density (or rate of flow of RF energy per unit area)
- percentage (%) of the ARPANSA Standard public exposure limit (the public exposure limit = 100%).

### Results

The maximum EME level calculated for the proposed systems at this site is 2.77 V/m; equivalent to 20.31 mW/m<sup>2</sup> or 0.51% of the public exposure limit.

## Radio Systems at the Site

There are currently no existing radio systems for this site.

It is proposed that this base station will have equipment for transmitting the following services:

Carrier	Radio Systems
Telstra	WCDMA850 (proposed), LTE700 (proposed)

## Calculated EME Levels

This table provides calculations of RF EME at different distances from the base station for emissions from existing equipment alone and for emissions from existing equipment and proposed equipment combined.

Distance from the antennas at LOT 121 on deposited Plan 26439 in 360° circular bands	Maximum Cumulative EME Level at 1.5m above ground – all carriers at this site					
	Existing Equipment			Proposed Equipment		
	Electric Field V/m	Power Density mW/m <sup>2</sup>	% ARPANSA exposure limits	Electric Field V/m	Power Density mW/m <sup>2</sup>	% ARPANSA exposure limits
0m to 50m				1.0	2.63	0.066%
50m to 100m				0.94	2.34	0.061%
100m to 200m				2.77	20.31	0.51%
200m to 300m				2.68	19.081	0.48%
300m to 400m				1.96	10.18	0.26%
400m to 500m				1.47	5.75	0.14%
<i>Maximum EME level</i>				2.77	20.31	0.51
				179.81 m from the antennas at LOT 121 on deposited Plan 26439		

## Calculated EME levels at other areas of interest

This table contains calculations of the maximum EME levels at selected areas of interest that have been identified through the consultation requirements of the Communications Alliance Ltd Deployment Code C564:2011 or via any other means. The calculations are performed over the indicated height range and include all existing and any proposed radio systems for this site.

Additional Locations	Height / Scan relative to location ground level	Maximum Cumulative EME Level All Carriers at this site Existing and Proposed Equipment		
		Electric Field V/m	Power Density mW/m <sup>2</sup>	% of ARPANSA exposure limits
1   No locations identified				



## RF EME Exposure Standard

The calculated EME levels in this report have been expressed as percentages of the ARPANSA RF Standard and this table shows the actual RF EME limits used for the frequency bands available. At frequencies below 2000 MHz the limits vary across the band and the limit has been determined at the Assessment Frequency indicated. The four exposure limit figures quoted are equivalent values expressed in different units – volts per metre (V/m), watts per square metre (W/m<sup>2</sup>), microwatts per square centimetre (μW/cm<sup>2</sup>) and milliwatts per square metre (mW/m<sup>2</sup>). Note: 1 W/m<sup>2</sup> = 100 μW/cm<sup>2</sup> = 1000 mW/m<sup>2</sup>.

Radio Systems	Frequency Band	Assessment Frequency	ARPANSA Exposure Limit (100% of Standard)
LTE 700	758 – 803 MHz	750 MHz	37.6 V/m = 3.75 W/m <sup>2</sup> = 375 μW/cm <sup>2</sup> = 3750 mW/m <sup>2</sup>
WCDMA850	870 – 890 MHz	900 MHz	41.1 V/m = 4.50 W/m <sup>2</sup> = 450 μW/cm <sup>2</sup> = 4500 mW/m <sup>2</sup>
GSM900, LTE900, WCDMA900	935 – 960 MHz	900 MHz	41.1 V/m = 4.50 W/m <sup>2</sup> = 450 μW/cm <sup>2</sup> = 4500 mW/m <sup>2</sup>
GSM1800, LTE1800	1805 – 1880 MHz	1800 MHz	58.1 V/m = 9.00 W/m <sup>2</sup> = 900 μW/cm <sup>2</sup> = 9000 mW/m <sup>2</sup>
LTE2100, WCDMA2100	2110 – 2170 MHz	2100 MHz	61.4 V/m = 10.00 W/m <sup>2</sup> = 1000 μW/cm <sup>2</sup> = 10000 mW/m <sup>2</sup>
LTE2300	2302 – 2400 MHz	2300 MHz	61.4 V/m = 10.00 W/m <sup>2</sup> = 1000 μW/cm <sup>2</sup> = 10000 mW/m <sup>2</sup>
LTE2600	2620 – 2690 MHz	2600 MHz	61.4 V/m = 10.00 W/m <sup>2</sup> = 1000 μW/cm <sup>2</sup> = 10000 mW/m <sup>2</sup>
LTE3500	3425 – 3575 MHz	3500 MHz	61.4 V/m = 10.00 W/m <sup>2</sup> = 1000 μW/cm <sup>2</sup> = 10000 mW/m <sup>2</sup>

## Further Information

The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is a Federal Government agency incorporated under the Health and Ageing portfolio. ARPANSA is charged with responsibility for protecting the health and safety of people, and the environment, from the harmful effects of radiation (ionising and non-ionising).

Information about RF EME can be accessed at the ARPANSA website, <http://www.arpansa.gov.au>, including:

- Further explanation of this report in the document “Understanding the ARPANSA Environmental EME Report”
- The procedure used for the calculations in this report is documented in the ARPANSA Technical Report; “Radio Frequency EME Exposure Levels - Prediction Methodologies”
- the current RF EME exposure standard  
**Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), 2002, ‘Radiation Protection Standard: Maximum Exposure Levels to Radiofrequency Fields — 3 kHz to 300 GHz’, Radiation Protection Series Publication No. 3, ARPANSA, Yallambie Australia.**  
 [Printed version: ISBN 0-642-79400-6 ISSN 1445-9760] [Web version: ISBN 0-642-79402-2 ISSN 1445-9760]

The Australian Communications and Media Authority (ACMA) is responsible for the regulation of broadcasting, radiocommunications, telecommunications and online content. Information on EME is available at <http://emr.acma.gov.au>

**The Communications Alliance Ltd Industry Code C564:2011 ‘Mobile Phone Base Station Deployment’ is available from the Communications Alliance Ltd website, <http://commsalliance.com.au> .**

Contact details for the Carriers (mobile phone companies) present at this site and the most recent version of this document are available online at the Radio Frequency National Site Archive, <http://www.rfnsa.com.au>.



REGISTER NUMBER <b>121/DP26439</b>	
DUPLICATE EDITION <b>N/A</b>	DATE DUPLICATE ISSUED <b>N/A</b>

**RECORD OF CERTIFICATE  
OF  
CROWN LAND TITLE  
UNDER THE TRANSFER OF LAND ACT 1893  
AND THE LAND ADMINISTRATION ACT 1997  
NO DUPLICATE CREATED**

VOLUME **LR3124** FOLIO **131**

The undermentioned land is Crown land in the name of the STATE OF WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.




REGISTRAR OF TITLES

**LAND DESCRIPTION:**

LOT 121 ON DEPOSITED PLAN 26439

**STATUS ORDER AND PRIMARY INTEREST HOLDER:  
(FIRST SCHEDULE)**

**STATUS ORDER/INTEREST:** RESERVE UNDER MANAGEMENT ORDER

**PRIMARY INTEREST HOLDER:** SHIRE OF MENZIES OF POST OFFICE BOX 4, MENZIES  
(XE I173309 ) REGISTERED 15/7/2002

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:  
(SECOND SCHEDULE)**

1. I173307 RESERVE 46821 FOR THE PURPOSE OF HISTORICAL HOUSING REGISTERED 15/7/2002.  
I173309 MANAGEMENT ORDER. CONTAINS CONDITIONS TO BE OBSERVED. WITH POWER TO LEASE FOR ANY TERM NOT EXCEEDING 21 YEARS, SUBJECT TO THE CONSENT OF THE MINISTER FOR LANDS, REGISTERED 15/7/2002.
2. I307060 MEMORIAL. HERITAGE OF WESTERN AUSTRALIA ACT 1990. AS TO PORTION ONLY. LODGED 26/11/2002.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.  
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF CROWN LAND TITLE-----

**STATEMENTS:**

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents of for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP26439  
PREVIOUS TITLE: LR3124-131  
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.  
LOCAL GOVERNMENT AUTHORITY: SHIRE OF MENZIES  
RESPONSIBLE AGENCY: DEPARTMENT OF LANDS (SLSD)

END OF PAGE 1 - CONTINUED OVER

## ORIGINAL CERTIFICATE OF CROWN LAND TITLE

REGISTER NUMBER: 121/DP26439

VOLUME/FOLIO: LR3124-131

PAGE 2

NOTE 1: A000001A CORRESPONDENCE FILE 02419-2000-01RO.  
NOTE 2: LAND PARCEL IDENTIFIER OF GOONGARRIE TOWN LOT/LOT 121 ON SUPERSEDED PAPER CERTIFICATE OF CROWN LAND TITLE CHANGED TO LOT 121 ON DEPOSITED PLAN 26439 ON 20-AUG-04 TO ENABLE ISSUE OF A DIGITAL CERTIFICATE OF TITLE.  
NOTE 3: THE ABOVE NOTE MAY NOT BE SHOWN ON THE SUPERSEDED PAPER CERTIFICATE OF TITLE.

## 12.2 FINANCE AND ADMINISTRATION

### 12.2.1 Statement of Financial Activity for the month of May 2018

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	FIN.935.1/NAM116
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	8 June 2018
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance and Administration
<b>ATTACHMENT:</b>	12.2.1-1 Monthly Financial Report for the period ending 31 May 2018 12.2.1-2 Operating Statement by Nature and Type for the period ending 31 May 2018 12.2.1-3 Capital Expenditure Statement for the period ending 31 May 2018

<b>COUNCIL RESOLUTION:</b>	<b>No.</b>
----------------------------	------------

**MOVED:** Cr

**SECONDED:** Cr

*Carried /*

#### **OFFICER RECOMMENDATION:**

Receive the Statement of Financial Activity for the period ending 31 May 2018 as attached and note any material differences.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

Statutory Financial Reports submitted to Council for acceptance as a record of financial activity for the period to 31 May 2018

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

##### *14.3 Active civic leadership achieved*

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

#### **STATUTORY AUTHORITY:**

*Local Government Act 1995 Section 6.4*

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

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:**

As detailed in the attachments

**RISK ASSESSMENTS:**

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

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

**BACKGROUND:**

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

- The annual budget estimates,
- 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 estimates, 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.

Detailed Statement of Operating Income and Expenditure by nature or type by program is provided for Council information.

Detailed Statement of Capital Expenditure is provided for Council consideration

# MONTHLY FINANCIAL REPORT

For the Period ended  
31 May 2018



## TABLE OF CONTENTS

**Statement of Comprehensive Income by Nature or Type**

**Statement of Comprehensive Income by Program**

**Statement of Financial Activity**

**Net Current Assets**

**Notes to and Forming Part of the Report**

Significant Accounting Policies

Revenues and Expenses

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

**Statement of Financial Activity Vairances**

Supplementary Reports - Note General Ledger is currently being reorganised

- Operating by Nature or Type Account
- Capital Jobs by General Ledger Accounts

**STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE OR TYPE**  
**For the Period ended**  
**31 May 2018**

	Note	2017/2018 Revised Budget \$	2017/2018 Actual \$
<b>REVENUE</b>			
Rates	5	2,809,112	3,035,767
Operating Grants, Subsidies and Contributions		1,717,444	1,680,290
Fees and Charges	6	171,620	225,687
Interest Earnings	3	184,600	286,458
Other Revenue		46,200	45,515
		<u>4,928,976</u>	<u>5,273,716</u>
<b>EXPENSES</b>			
Employee Costs		(1,615,058)	(1,395,039)
Materials and Contracts		(2,876,273)	(1,338,213)
Utility Charges		(56,160)	(84,247)
Depreciation	2	(2,076,951)	(2,116,293)
Insurance Expenses		(130,430)	(115,351)
Allocation to Capital		0	159,468
Other Expenditure		(332,400)	(207,575)
		<u>(7,087,272)</u>	<u>(5,097,250)</u>
		(2,158,296)	176,466
Non-Operating Grants, Subsidies and Contributions		3,609,875	1,962,815
Profit on Asset Disposals		10,750	28,638
Loss on Asset Disposals		(9,250)	(11,183)
<b>NET RESULT</b>		<b>1,453,079</b>	<b>2,156,736</b>
<b>Other Comprehensive Income</b>			
Changes on Revaluation of non-current assets			
<b>TOTAL COMPREHENSIVE INCOME</b>		<b><u>1,453,080</u></b>	<b><u>2,156,735</u></b>

**STATEMENT OF COMPREHENSIVE INCOME**  
**- Operating by Nature or Type L Account**  
**- BY PROGRAM OR FUNCTION**  
**31 May 2018**

	Note	2017/2018 Revised Budget \$	2017/2018 Actual \$
<b>REVENUE</b>			
Governance		0	164
General Purpose Funding		3,889,706	4,100,154
Law, Order, Public Safety		6,400	2,965
Health		0	7,187
Housing		65,220	92,149
Community Amenities		6,600	9,292
Recreation and Culture		10,000	1,029
Transport		727,250	868,523
Economic Services		185,100	143,364
Other Property and Services		38,700	48,889
		<u>4,928,976</u>	<u>5,273,716</u>
<b>EXPENSES EXCLUDING FINANCE COSTS</b>			
Governance		(534,774)	(637,421)
General Purpose Funding		(133,975)	(205,813)
Law, Order, Public Safety		(45,180)	(62,963)
Health		(109,000)	(89,209)
Housing		(291,334)	(131,440)
Community Amenities		(202,910)	(181,347)
Recreation & Culture		(503,390)	(514,809)
Transport		(2,597,655)	(2,271,491)
Economic Services		(830,321)	(738,889)
Other Property and Services		(1,838,733)	(263,869)
		<u>(7,087,272)</u>	<u>(5,097,250)</u>
		(2,158,296)	176,466
<b>NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>			
Recreation & Culture		261,000	88,517
Transport		3,333,875	1,874,298
Economic Services		15,000	0
		<u>3,609,875</u>	<u>1,962,815</u>
<b>PROFIT/(LOSS) ON DISPOSAL OF ASSETS (Refer Note 4)</b>			
Transport		1,500	13,231
Other Property and Services		0	4,223
		<u>1,500</u>	<u>17,454</u>
<b>NET RESULT</b>		<b>1,453,080</b>	<b>2,156,735</b>
<b>Other Comprehensive Income</b>			
Changes on Revaluation of non-current assets		0	0
<b>Total Other Comprehensive Income</b>		<u>0</u>	<u>0</u>
<b>TOTAL COMPREHENSIVE INCOME</b>		<u><u>1,453,080</u></u>	<u><u>2,156,735</u></u>



**Shire of Menzies**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period ended**  
**31 May 2018**

	Note	Revised Budget	Revised Budget YTD	Actual	Variance	
		\$	\$	\$	%	\$
<b>REVENUES</b>	1,2					
Governance		0	0	164	No budget	(164)
General Purpose Funding		1,080,594	990,545	1,064,388	-7%	(73,843)
Law, Order, Public Safety		6,400	5,867	2,965	49%	2,902
Health		0	0	7,187	No budget	(7,187)
Housing		65,220	59,785	92,149	-54%	(32,364)
Community Amenities		6,600	6,050	9,292	-54%	(3,242)
Recreation and Culture		10,000	9,167	1,029	89%	8,137
Transport		738,000	676,500	885,978	-31%	(209,478)
Economic Services		185,100	169,675	143,364	16%	26,311
Other Property and Services		38,700	35,475	48,889	-38%	(13,414)
		<u>2,130,614</u>	<u>1,953,063</u>	<u>2,255,404</u>		
<b>EXPENSES</b>	1,2					
Governance		(534,774)	(490,210)	(637,421)	-30%	147,211
General Purpose Funding		(133,975)	(122,810)	(205,813)	-68%	83,002
Law, Order, Public Safety		(45,180)	(41,415)	(62,963)	-52%	21,548
Health		(109,000)	(99,917)	(89,209)	11%	(10,708)
Housing		(291,334)	(267,056)	(131,440)	51%	(135,616)
Community Amenities		(202,910)	(186,001)	(181,347)	3%	(4,654)
Recreation & Culture		(503,390)	(461,441)	(514,809)	-12%	53,368
Transport		(2,606,905)	(2,389,663)	(2,271,491)	5%	(118,171)
Economic Services		(830,321)	(761,128)	(738,889)	3%	(22,239)
Other Property and Services		(1,838,733)	(1,685,505)	(263,869)	84%	(1,421,636)
		<u>(7,096,522)</u>	<u>(6,505,145)</u>	<u>(5,097,250)</u>		
<b>Net Operating Result Excluding Rates</b>		<u>(4,965,908)</u>	<u>(4,552,082)</u>	<u>(2,841,846)</u>		
<b>Adjustments for Cash Budget Requirements:</b>						
<b>Non-Cash Expenditure and Revenue</b>						
Initial Recognition of Assets due to change in Regulations						
(Profit)/Loss on Asset Disposals	4(b)	(1,500)	(1,375)	(17,454)		
Depreciation on Assets	2	2,076,951	1,903,872	2,116,293		
<b>Capital Expenditure and Revenue</b>						
Purchase Land and Buildings	4(a)	(1,061,000)	(972,583)	(261,863)	-73%	(710,720)
Purchase Infrastructure Assets - Roads	4(a)	(4,310,287)	(3,951,096)	(2,230,021)	-44%	(1,721,075)
Purchase Infrastructure Assets - Parks	4(a)	(674,000)	(617,833)	(301,451)	-51%	(316,383)
Purchase Infrastructure Assets - Footpaths	4(a)	(50,000)	(45,833)	(24,594)	-46%	(21,239)
Purchase Plant and Equipment	4(a)	(337,000)	(308,917)	(354,397)	15%	45,480
Purchase Furniture and Equipment	4(a)	(100,000)	(91,667)	(102,226)	12%	10,560
Proceeds from Disposal of Assets	4(b)	81,000	74,250	165,569	123%	(91,319)
Non Operating Grants and Subsidies		3,609,875	3,309,052	1,962,815	-41%	1,346,237
Transfers to Reserves (Restricted Assets)	7	(3,033,935)	(2,781,107)	(3,150,697)	13%	369,590
Transfers from Reserves (Restricted Assets)	7	272,000	249,333	147,000	-41%	102,333
<b>ADD</b> Estimated Surplus/(Deficit) July 1 B/Fwd		5,631,192	5,631,192	5,631,191		
Amount Raised from General Rates	5	2,809,112	2,809,112	3,035,767		
<b>Net Current Assets - Surplus (Deficit)</b>		<u><b>(53,500)</b></u>	<u><b>654,317</b></u>	<u><b>3,774,085</b></u>		

**STATEMENT OF COMPREHENSIVE INCOME****NET CURRENT ASSETS**

For the Period ended

31 May 2018

	Brought Forward Actual \$	Movement Actual \$	YTD Actual \$
<b>Surplus Deficit Brought Forward</b>	<b>5,631,191</b>	<b>(1,857,106)</b>	<b>3,774,085</b>
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents			
-Unrestricted Cash	5,477,846	(2,028,398)	3,449,448
-Restricted Cash - Reserves	4,617,827	3,003,697	7,621,524
Receivables		0	0
-Rates Outstanding	999,631	(267,970)	731,661
-Sundry Debtors	51,642	(17,406)	34,236
-Provision For Doubtful Debts	(385,257)	0	(385,257)
-Gst Receivable	79,217	101,381	180,598
-Accrued Income/Payments In Advance	34,427	(4,767)	29,660
Inventories			0
-Fuel, Oil & Materials on Hand	8,522	(5,392)	3,130
	<u>10,883,855</u>	<u>781,145</u>	<u>11,665,000</u>
<b>LESS CURRENT LIABILITIES</b>			
Trade and Other Payables			
-Sundry Creditors	(437,982)	348,938	(89,044)
-Accrued Salaries & Wages	(21,961)	21,961	(0)
-Income Received In Advance	(26,321)	0	(26,321)
-Gst Payable	(22,874)	(106,521)	(129,395)
-Payroll Creditors	(36,653)	12,021	(24,632)
-Accrued Expenses	(89,046)	89,046	0
Provisions			0
-Provision For Annual Leave	(105,969)	0	(105,969)
-Provision For Long Service Leave (Current)	(19,889)	0	(19,889)
	<u>(760,695)</u>	<u>365,445</u>	<u>(395,250)</u>
<b>Unadjusted Net Current Assets</b>	<b><u>10,123,160</u></b>	<b><u>1,146,590</u></b>	<b><u>11,269,750</u></b>
Less Reserves - restricted Cash	(4,617,827)	(3,003,697)	(7,621,524)
Add back Cash Backed Provision for Leave	125,858	0	125,858
Adjustment for Trust	0	0	0
<b>Adjusted net current assets</b>	<b><u>5,631,191</u></b>	<b><u>(1,857,107)</u></b>	<b><u>3,774,085</u></b>

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 May 2018**

**1. SIGNIFICANT ACCOUNTING POLICIES**

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

**(a) Basis of Accounting**

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

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

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

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

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

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

**(c) Rounding Off Figures**

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

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

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

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

**(e) Goods and Services Tax**

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

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

0

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

**(f) Superannuation**

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

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 May 2018**

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

**(g) Cash and Cash Equivalents**

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

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

**(h) Trade and Other Receivables**

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

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

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

**(i) Inventories**

***General***

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

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

***Land Held for Resale***

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

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

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

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 May 2018**

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

**(j) Fixed Assets**

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

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

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

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

- (a) for the financial year ending on 30 June 2016, the fair value of all of the assets of the local government that are plant and equipment; and
- (b) for the financial year ending on 30 June 2017, the fair value of all of the assets of the local government -
  - (i) that are plant and equipment; and
  - (ii) that are -
    - (I) land and buildings; or
    - (II) infrastructure;
- and
- (c) for a financial year ending on or after 30 June 2018, the fair value of all of the assets of the local government.

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

***Land Under Control***

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

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

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

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

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 May 2018**

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

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

**Depreciation of Non-Current Assets**

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

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

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

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

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

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

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

**Capitalisation Threshold**

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

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 May 2018**

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

**(k) Impairment**

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

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

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

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

**(l) Trade and Other Payables**

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services.

The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

**(m) Employee Benefits**

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

**(n) Borrowing Costs**

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

**(o) Provisions**

Provisions are recognised when:

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

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

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 May 2018**

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

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

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

**(q) Comparative Figures**

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

**(r) Budget Comparative Figures**

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



**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 May 2018**

<b>REVENUES AND EXPENSES</b>	<b>2017/18 Budget \$</b>	<b>2017/18 Actual \$</b>
<b>Net Result from Ordinary Activities was arrived at after:</b>		
(i) Charging as Expenses:		
<b>2 Depreciation</b>		
<b><u>By Class</u></b>		
Land and Buildings	367,436	336,810
Furniture and Equipment	11,230	14,851
Plant and Equipment	283,600	298,942
Roads	1,366,070	1,414,486
Footpaths	3,380	738
Parks and Ovals	35,185	37,166
Infrastructure Other	10,050	13,301
	<b>2,076,951</b>	<b>2,116,293</b>
	<b>2,076,951</b>	<b>2,116,293</b>

(ii) Crediting as Revenues:

<b>3 Interest Earnings</b>		
Investments		
- Reserve Funds	80,000	116,762
- Other Funds	50,000	54,962
Other Interest Revenue ( <i>refer note 13</i> )	54,600	114,734
	<b>184,600</b>	<b>286,458</b>
	<b>184,600</b>	<b>286,458</b>

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 May 2018**

**REVENUES AND EXPENSES (Continued)**

**Statement of Objective**

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

**COMMUNITY VISION**

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

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

**GOVERNANCE**

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

**GENERAL PURPOSE FUNDING**

Rates, general purpose government grants and interest revenue.

**LAW, ORDER, PUBLIC SAFETY**

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

**HEALTH**

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

**EDUCATION AND WELFARE**

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

**HOUSING**

Provision and maintenance of staff housing.

**COMMUNITY AMENITIES**

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

**RECREATION AND CULTURE**

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

**TRANSPORT**

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

**ECONOMIC SERVICES**

Building Control, provision of power and water supplies. Supply and maintenance of television re-

**OTHER PROPERTY & SERVICES**

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

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 May 2018**

<b>4(a) ACQUISITION OF ASSETS</b>	<b>2017/18 Budget \$</b>	<b>31-May-18 Actual \$</b>
The following assets are budgeted to be acquired during the year:		
<b><u>By Program</u></b>		
<b>Governance</b>	80,000	72,963
<b>General Purpose Funding</b>	0	0
<b>Law, Order, Public Safety</b>	0	0
<b>Health</b>	0	0
<b>Education and Welfare</b>	0	0
<b>Housing</b>	116,000	38,404
<b>Community Amenities</b>	90,000	0
<b>Recreation and Culture</b>	937,000	433,039
<b>Transport</b>	4,734,287	2,665,757
<b>Economic Services</b>	545,000	54,694
<b>Other Property and Services</b>	30,000	9,697
	<b><u>6,532,287</u></b>	<b><u>3,274,553</u></b>
<b><u>By Class</u></b>		
Purchase Land Held for Resale	0	0
Purchase Land and Buildings	1,061,000	261,863
Purchase Infrastructure Assets - Roads	4,310,287	2,230,021
Purchase Infrastructure Assets - Parks	674,000	301,451
Purchase Infrastructure Assets - Footpaths	50,000	24,594
Purchase Plant and Equipment	337,000	354,397
Purchase Furniture and Equipment	100,000	102,226
	<b><u>6,532,287</u></b>	<b><u>3,274,553</u></b>

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

- Capital Jobs Linked to General Ledger Accounts

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
For the Period ended  
**31 May 2018**

**4(b) DISPOSALS OF ASSETS**

<b>By Program</b>	<b>Net Book Value</b>		<b>Sale Proceeds</b>		<b>Profit(Loss)</b>	
	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>
	<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ACTUAL</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Other Property and Services</b>						
P0201 Prado 2014	41,250	38,921	44,000	38,182	2,750	(739)
P0205 Toyota L/C 2016		53,958		58,181	0	4,223
<b>Plant and Equipment</b>						
P0108 Car Skid Steer Bobcat	21,250	19,990	12,000	11,000	(9,250)	(8,990)
P0151 Water Cart	17,000	16,492	25,000	20,850	8,000	4,358
P0163 Vacuum Tank	0	4,250		16,682		12,432
P0184 Howard Porter Dog Trailer	0	12,369		19,439		7,070
P0144 Multi-Tyred Roller	0	425	0	482	0	57
P0135 Plate Compacter	0	375	0	19	0	(356)
P0139 Slasher Mower	0	128	0	100	0	(28)
PO122 Husqvarna Ride on Mower	0	1,206	0	136	0	(1,070)
Minor Equipment	0	0	0	497	0	497
	79,500	148,114	81,000	165,568	1,500	17,454

<b>By Class</b>	<b>Net Book Value</b>		<b>Sale Proceeds</b>		<b>Profit(Loss)</b>	
	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>
	<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ACTUAL</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Light Vehicles</b>						
P0201 Prado 2014	41,250	38,921	44,000	38,182	2,750	(739)
P0205 Toyota L/C 2016		53,958		58,182	0	4,224
<b>Heavy Vehicles</b>						
P0108 Car Skid Steer Bobcat	21,250	19,990	12,000	11,000	(9,250)	(8,990)
P0151 Water Cart	17,000	16,492	25,000	20,850	8,000	4,358
P0163 Vacuum Tank	0	4,250		16,682		12,432
P0184 Howard Porter Dog Trailer	0	12,369		19,439		7,070
<b>Plant &amp; Equipment</b>						
P0144 Multi-Tyred Roller	0	425	0	482	0	57
P0135 Plate Compacter	0	375	0	19	0	(356)
P0139 Slasher Mower	0	128	0	100	0	(28)
PO122 Husqvarna Ride on Mower	0	1,206	0	136	0	(1,070)
Minor Equipment	0	0	0	497	0	497
- Operating by Nature or Type Account						
	79,500	148,114	81,000	165,569	1,500	17,455

<b>Summary</b>	<b>2017/18</b>	<b>2017/18</b>
	<b>BUDGET</b>	<b>ACTUAL</b>
	<b>\$</b>	<b>\$</b>
Profit on Asset Disposals	10,750	28,638
Loss on Asset Disposals	(9,250)	(11,183)
	1,500	17,455

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
For the Period ended  
**31 May 2018**

**5. RATING INFORMATION - 2017/18 FINANCIAL YEAR**

<u>RATE TYPE</u>	Rate in \$	Number of Properties	Rateable Value \$	2017/18 Actual Rate Revenue \$	2017/18 Actual Interim Rates \$	2017/18 Actual Back Rates \$	2017/18 Actual Total Revenue \$	2017/18 Budget \$
Differential Rates								
01 GRV Vacant	8.3400	3	15,652	1,305			1,305	1,305
02 GRV General	8.3200	30	2,497,152	207,763			207,763	207,763
09 UV Mining Lease	15.9700	221	11,665,114	1,862,919	113,118		1,976,037	1,862,919
13 UV Exploration Lease	14.7300	19	3,749,048	552,235			552,235	552,235
14 UV Prospecting	14.5100	63	433,233	62,862			62,862	62,862
12 UV Pastoral	8.0000	225	734,152	59,760	(1,028)		58,732	59,760
13 UV Other	8.0000	197	310,500	25,275	(435)		24,840	25,275
<b>Sub-Totals</b>		758	19,404,851	2,772,119	111,655	0	2,883,774	2,772,119
<b>Minimum Rates</b>	<b>Minimum \$</b>							
01 GRV Vacant	200	213	43,649	42,600			42,600	42,600
02 GRV General	311	8	8,813	2,488			2,488	2,488
09 UV Mining Lease	311	62	48,050	19,282			19,282	19,282
13 UV Exploration Lease	275	166	149,360	45,650			45,650	45,650
14 UV Prospecting	244	158	151,557	38,552			38,552	38,552
12 UV Pastoral	311	8	16,843	2,488			2,488	2,488
13 UV Other	311	3	6,700	933			933	933
<b>Sub-Totals</b>		618	424,972	151,993	0	0	151,993	151,993
Discounts							0	0
<b>Total Amount of General Rates</b>							3,035,767	2,924,112
Specified Area Rates							0	
<b>Total Rates</b>							3,035,767	2,924,112

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 May 2018**

<b>6. FEES &amp; CHARGES REVENUE</b>	<b>2017/18 Budget \$</b>	<b>2017/18 Actual \$</b>
Governance	0	0
General Purpose Funding	1,800	9,094
Law, Order, Public Safety	400	0
Health	0	0
Education and Welfare	0	7,187
Housing	65,220	92,149
Community Amenities	6,600	8,443
Recreation & Culture	0	984
Transport	0	0
Economic Services	97,600	102,937
Other Property & Services	0	4,893
	<u>171,620</u>	<u>225,687</u>

**SHIRE OF MENZIES**  
**For the Period ended**  
**31 May 2018**

**7. RESERVES - CASH BACKED**

	Actual 2018 Opening Balance \$	Actual 2018 Transfer to \$	Actual 2018 Transfer (from) \$	Actual 2018 Closing Balance \$	Revised Budget 2018 Opening Balance \$	Revised Budget 2018 Transfer to \$	Revised Budget 2018 Transfer (from) \$	Revised Budget 2018 Closing Balance \$	Actual 2017 Opening Balance \$	Actual 2017 Transfer to \$	Actual 2017 Transfer (from) \$	Actual 2017 Closing Balance \$
Leave reserve	192,460	4,526	0	196,986	192,460	0	0	192,460	187,871	4,589	0	192,460
Plant reserve	932,561	308,542	(117,000)	1,124,103	932,561	283,600	(142,000)	1,074,161	558,156	521,640	(147,235)	932,561
Building reserve	1,161,096	778,504	(30,000)	1,909,600	1,161,096	750,000	(130,000)	1,781,096	684,086	477,010	0	1,161,096
TV reserve	16,789	395	0	17,183	16,789	0	0	16,789	16,388	401	0	16,789
Main street reserve	131,578	3,338	0	134,916	131,578	0	0	131,578	193,331	3,247	(65,000)	131,578
Staff amenities reserve	70,915	1,668	0	72,583	70,915	0	0	70,915	69,225	1,690	0	70,915
Roads reserve	474,836	1,013,971	0	1,488,806	474,836	1,000,000	0	1,474,836	164,020	310,816	0	474,836
Caravan park reserve	316,747	7,449	0	324,196	316,747	0	0	316,747	309,195	7,552	0	316,747
Rates future claims reserve	47,576	1,119	0	48,695	47,576	0	0	47,576	46,442	1,134	0	47,576
Bitumen resealing reserve	379,618	8,301	0	387,918	379,618	0	0	379,618	203,607	176,011	0	379,618
Niagara Dam reserve	800,049	518,309	0	1,318,358	800,049	500,000	0	1,300,049	123,062	676,987	0	800,049
Waterpark reserve	93,601	2,275	0	95,876	93,602	0	0	93,602	111,011	2,591	(20,000)	93,602
Economic Development Reserve	0	401,908	0	401,908	0	400,335	0	400,335	111,011	2,591	(20,000)	93,602
Waste Management reserve	0	100,393	0	100,393	0	100,000	0	100,000	111,011	2,591	(20,000)	93,602
	<u>4,617,827</u>	<u>3,150,697</u>	<u>(147,000)</u>	<u>7,621,523</u>	<u>4,617,827</u>	<u>3,033,935</u>	<u>(272,000)</u>	<u>7,379,762</u>	<u>2,888,416</u>	<u>2,188,850</u>	<u>(272,235)</u>	<u>4,805,031</u>

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

**7. RESERVES - CASH BACKED**

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

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

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**For the Period ended**  
**31 May 2018**

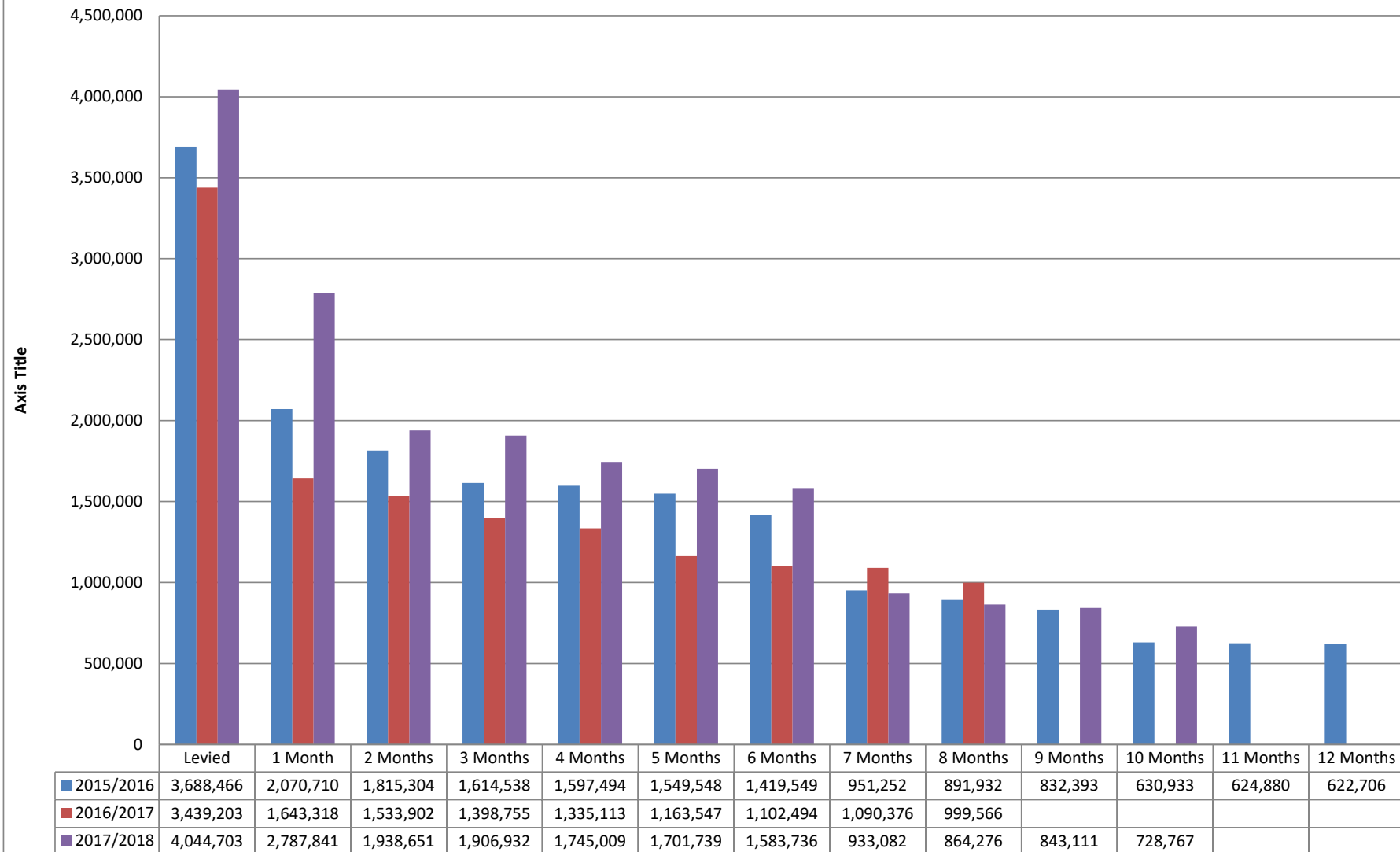
**8. TRUST FUNDS**

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

<b>Detail</b>	<b>Balance 1-Jul-17 \$</b>	<b>Amounts Received \$</b>	<b>Amounts Paid (\$)</b>	<b>Balance 31-May-18 \$</b>
Unidentified Deposits	0			0
Housing Bonds	1,680			1,680
Pet Bonds	200			200
Councillor Nomination Fees		640	(640)	0
				0
				0
	<u>1,880</u>			<u>1,880</u>



### Outstanding Rates and Charges

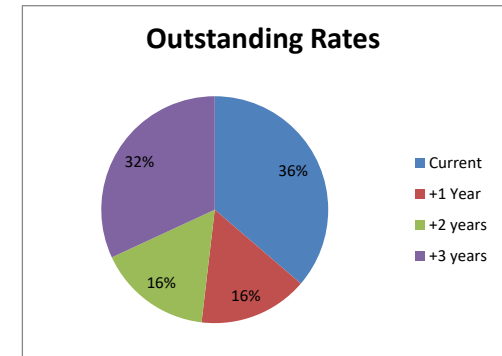
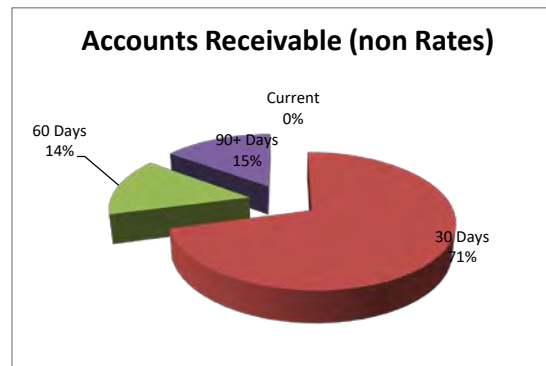
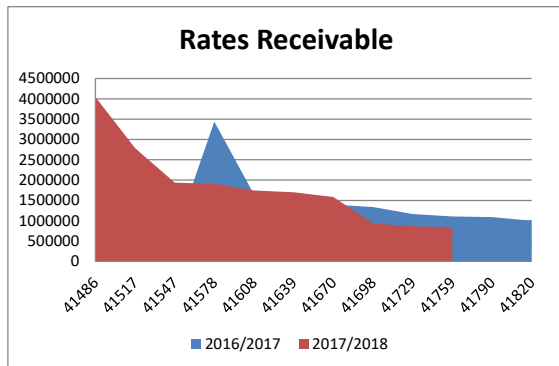


**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**30 April 2018**

9(b)

	31/12/2017	30/06/2017	<u>Receivables - Sundry Debtors</u>					<u>Receivables - Rates Debtors</u>						
	YTD		Current	30 Days	60 Days	90+ Days	Total	Current	+1 Year	+2 years	+3 years	Total		
Receivables - Rates and other Rate Receivables	999,566	630,933	Sundry Debtors	-	7,833	1,580	1,646	11,059	Rates Debtors	251,552	107,902	112,563	221,130	693,147
Levied This Year	100	3,026,081												
Discounts	-	-												
Deferred	-	-												
Less Collections to Date	3,182,537	2,495,036												
<b>Equals Current Outstanding*</b>	<b>843,111</b>	<b>999,566</b>												
*Difference between the Rates Outstanding in this report and the Rates Outstanding in the Net Current Assets is the pensioner rebate claim.														
<b>Net Rates Collectable</b>	<b>457,854</b>	<b>614,309</b>	<b>Total Receivables General Outstanding</b>					<b>11,059</b>	<b>Total Receivables General Outstanding</b>				<b>693,147</b>	
% collected	87.4%	92.8%												
Provision for Doubtful Debts	(385,257)	(385,257)												
Further doubtful debts*	-	(420,000)												

\*Anticipated further doubtful debt has been recovered in February 2018



\*This report is purely rates billed. Rates outstanding per Net Current Assets includes Rates Pensioner Claims

## STATEMENT OF FINANCIAL ACTIVITY

For the Period ended

31 May 2018

Note	2016/2017	2016/2017	2016/2017	Variance	
Note	Budget	Budget	Actual	%	\$
	\$	\$	\$		
<b>REVENUES</b>					
1,2					
Governance	0	0	164	No budget	(164)
General Purpose Funding	1,080,594	990,545	1,064,388	-7%	(73,843) FAGs grant fully received for year
Law, Order, Public Safety	6,400	5,867	2,965	49%	2,902
Health	0	0	7,187	No budget	(7,187) Unexpected application & instalation fees received that were not budgeted for.
Housing	65,220	59,785	92,149	-54%	(32,364) Unexpected long term rental of 29A Shenton Street & Walsh St
Community Amenities	6,600	6,050	9,292	-54%	(3,242) Rubbish charges generated with rates and exceded budget
Recreation and Culture	10,000	9,167	1,029	89%	8,137 Budgeted grant from Dept Sport & Recreation no longer available.
Transport	738,000	676,500	885,978	-31%	(209,478) Timing, Budget spread evenly over 12 months, grants usually received quarterly
Economic Services	185,100	169,675	143,364	16%	26,311 Timing
Other Property and Services	38,700	35,475	48,889	-38%	(13,414) Received early payment discounts \$17k not included in budget
	2,130,614	1,953,063	2,255,404		
<b>EXPENSES</b>					
1,2					
Governance	(534,774)	(490,210)	(637,421)	-30%	147,211 Admin allocated \$217k not in budget
General Purpose Funding	(133,975)	(122,810)	(205,813)	-68%	83,002 Admin allocated \$86k not in budget
Law, Order, Public Safety	(45,180)	(41,415)	(62,963)	-52%	21,548 Admin allocated \$9k not in budget
Health	(109,000)	(99,917)	(89,209)	11%	(10,708) Admin allocated \$7k not in budget
Housing	(291,334)	(267,056)	(131,440)	51%	(135,616) Staff Housing reallocated to Admin \$78k (which is reallocated to Programs) not included in budget
Community Amenities	(202,910)	(186,001)	(181,347)	3%	(4,654)
Recreation & Culture	(503,390)	(461,441)	(514,809)	-12%	53,368 Admin allocated \$91k not in budget
Transport	(2,606,905)	(2,389,663)	(2,271,491)	5%	(118,171) Admin allocated \$115k not in budget
Economic Services	(830,321)	(761,128)	(738,889)	3%	(22,239) Admin allocated \$108k not in budget
Other Property and Services	(1,838,733)	(1,685,505)	(263,869)	84%	(1,421,636) Admin allocated to Public works Overheads \$235, Admin Reallocated to programs -\$869k, PWOH allocated to jobs - \$730k not included in budget
	(7,096,522)	(6,505,145)	(5,097,250)		
<b>Net Operating Result Excluding Rates</b>	<b>(4,965,908)</b>	<b>(4,552,082)</b>	<b>(2,841,846)</b>		
<b>Adjustments for Cash Budget Requirements:</b>					
<b>Non-Cash Expenditure and Revenue</b>					
Initial Recognition of Assets due to change in Regulations					
(Profit)/Loss on Asset Disposals	4(b)	(1,500)	(1,375)		(17,454)
Depreciation on Assets	2	2,076,951	1,903,872		2,116,293
<b>Capital Expenditure and Revenue</b>					
Purchase Land and Buildings	4(a)	(1,061,000)	(972,583)	-73%	(710,720) Youth Centre progressing, Commercial kitchen for Lady Shenton not commenced
Purchase Infrastructure Assets - Roads	4(a)	(4,310,287)	(3,951,096)	-44%	(1,721,075) Roads program progressing
Purchase Infrastructure Assets - Parks	4(a)	(674,000)	(617,833)	-51%	(316,383) Timing - budget spread evenly over 12 months
Purchase Infrastructure Assets - Footpaths	4(a)	(50,000)	(45,833)	-46%	(21,239) Cycle path constructed June 2018
Purchase Plant and Equipment	4(a)	(337,000)	(308,917)	15%	45,480 Streetlighting for Village has been ordered
Purchase Furniture and Equipment	4(a)	(100,000)	(91,667)	12%	10,560
Proceeds from Disposal of Assets	4(b)	81,000	74,250	123%	(91,319) Some equipment disposed not in budget - see Note 4(b)
Non Operating Grants and Subsidies		3,609,875	3,309,052	-41%	1,346,237 Grants claimed on completion or progress of jobs - Roads.
Transfers to Reserves (Restricted Assets)	7	(3,033,935)	(2,781,107)	13%	369,590 Budget transfers to reserves have been done
Transfers from Reserves (Restricted Assets)	7	272,000	249,333	-41%	102,333 Budgeted transfers are made as projects are undertaken
		0	0		0
ADD Estimated Surplus/(Deficit) July 1 B/Fwd		5,631,192	5,631,191		
Amount Raised from General Rates	5	2,809,112	2,809,112		3,035,767
<b>Net Current Assets - Surplus (Deficit)</b>		<b>(53,500)</b>	<b>654,317</b>		<b>3,774,085</b>

# Shire of Menzies

## Operating Report for the period ending 31 May 2018

General Purpose Funding	Current Budget	YTD Actual
<b>Other General Purpose Funding</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	894,194	768,672
Interest Earnings	130,000	171,724
<b>Subtotal Operating Revenue</b>	<b>1,024,194</b>	<b>940,396</b>
<b>TOTAL Other General Purpose Funding</b>	<b>1,024,194</b>	<b>940,396</b>
<b>Rate Revenue</b>		
<b>Operating Revenue</b>		
Rates	2,809,112	3,035,767
Fees & Charges	56,400	9,094
Interest Earnings	-	114,734
Other Revenue	-	164
<b>Subtotal Operating Revenue</b>	<b>2,865,512</b>	<b>3,159,759</b>
<b>Operating Expense</b>		
Employee Costs	(100,575)	(80,135)
Materials & Contracts	(31,000)	(16,102)
Insurance Expenses	(2,400)	-
Other Expenditure	-	(22,600)
Reallocation Codes Expenditure	-	(3,214,494)
Reallocation Codes Income	-	3,127,517
<b>Subtotal Operating Expense</b>	<b>(133,975)</b>	<b>(205,813)</b>
<b>TOTAL Rate Revenue</b>	<b>2,731,537</b>	<b>2,953,946</b>
<b>Total - Cost of General Purpose Funding</b>	<b>3,755,731</b>	<b>3,894,342</b>

# Shire of Menzies

## Operating Report for the period ending 31 May 2018

<b>Governance</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Governance - General</b>		
<b>Operating Expense</b>		
Employee Costs	(220,824)	(219,027)
Materials & Contracts	(91,500)	(36,269)
Insurance Expenses	(5,000)	-
Other Expenditure	-	(3,118)
Reallocation Codes Expenditure	-	(48)
<b>Subtotal Operating Expense</b>	<b>(317,324)</b>	<b>(258,463)</b>
<hr/>		
<b>TOTAL Governance - General</b>	<b>(317,324)</b>	<b>(258,463)</b>
<hr/>		
<b>Members Of Council</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	-	84
Other Revenue	-	80
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>164</b>
<b>Operating Expense</b>		
Employee Costs	(500)	(521)
Materials & Contracts	(48,300)	(37,932)
Other Expenditure	(167,900)	(123,064)
Reallocation Codes Expenditure	(750)	(217,441)
<b>Subtotal Operating Expense</b>	<b>(217,450)</b>	<b>(378,958)</b>
<hr/>		
<b>TOTAL Members Of Council</b>	<b>(217,450)</b>	<b>(378,794)</b>
<hr/>		
<b>Total - Cost of Governance</b>	<b>(534,774)</b>	<b>(637,257)</b>

# Shire of Menzies

## Operating Report for the period ending 31 May 2018

<b>Law, Order &amp; Public Safety</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Other Law, Order &amp; Public Safety</b>		
<b>Operating Expense</b>		
Employee Costs	(6,500)	(2,577)
Materials & Contracts	(500)	(5,044)
Reallocation Codes Expenditure	(5,250)	(7,552)
<b>Subtotal Operating Expense</b>	<b>(12,250)</b>	<b>(15,172)</b>
<hr/>		
<b>TOTAL Other Law, Order &amp; Public Safety</b>	<b>(12,250)</b>	<b>(15,172)</b>
<hr/>		
<b>Animal Control</b>		
<b>Operating Revenue</b>		
Fees & Charges	400	-
<b>Subtotal Operating Revenue</b>	<b>400</b>	<b>-</b>
<b>Operating Expense</b>		
Employee Costs	-	(157)
Materials & Contracts	(20,500)	(10,405)
Depreciation On Non-Current Assets	(580)	(621)
Other Expenditure	-	(37)
Reallocation Codes Expenditure	-	(275)
<b>Subtotal Operating Expense</b>	<b>(21,080)</b>	<b>(11,495)</b>
<hr/>		
<b>TOTAL Animal Control</b>	<b>(20,680)</b>	<b>(11,495)</b>
<hr/>		
<b>Fire Prevention</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	6,000	2,965
<b>Subtotal Operating Revenue</b>	<b>6,000</b>	<b>2,965</b>
<b>Operating Expense</b>		
Employee Costs	(700)	(3,533)
Materials & Contracts	(1,050)	-
Utilities	(200)	(161)
Depreciation On Non-Current Assets	(5,850)	(3,260)
Insurance Expenses	(3,000)	(2,936)
Other Expenditure	-	(75)
Reallocation Codes Expenditure	(1,050)	(26,331)
<b>Subtotal Operating Expense</b>	<b>(11,850)</b>	<b>(36,296)</b>
<hr/>		
<b>TOTAL Fire Prevention</b>	<b>(5,850)</b>	<b>(33,331)</b>
<hr/>		

**Shire of Menzies**  
**Operating Report for the period ending**  
**31 May 2018**

<b>Total - Cost of Law, Order &amp; Public Safety</b>	<b>(38,780)</b>	<b>(59,998)</b>
---	-----------------	-----------------

# Shire of Menzies

## Operating Report for the period ending 31 May 2018

Health	Current Budget	YTD Actual
<b>Other Health</b>		
<b>Operating Revenue</b>		
Fees & Charges	-	7,187
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>7,187</b>
<b>Operating Expense</b>		
Employee Costs	(3,200)	-
Materials & Contracts	(96,000)	(81,054)
Other Expenditure	-	(1,189)
Reallocation Codes Expenditure	(4,800)	(6,523)
<b>Subtotal Operating Expense</b>	<b>(104,000)</b>	<b>(88,767)</b>
<b>TOTAL Other Health</b>	<b>(104,000)</b>	<b>(81,580)</b>
<b>Preventative Services - Pest Control</b>		
<b>Operating Expense</b>		
Materials & Contracts	(5,000)	(350)
Other Expenditure	-	(92)
<b>Subtotal Operating Expense</b>	<b>(5,000)</b>	<b>(442)</b>
<b>TOTAL Preventative Services - Pest Control</b>	<b>(5,000)</b>	<b>(442)</b>
<b>Total - Cost of Health</b>	<b>(109,000)</b>	<b>(82,022)</b>



# Shire of Menzies

## Operating Report for the period ending 31 May 2018

Housing	Current Budget	YTD Actual
<b>Other Housing</b>		
<b>Operating Revenue</b>		
Fees & Charges	49,360	77,669
<b>Subtotal Operating Revenue</b>	<b>49,360</b>	<b>77,669</b>
<b>Operating Expense</b>		
Employee Costs	(13,100)	(5,489)
Materials & Contracts	(29,696)	(18,646)
Utilities	(2,750)	(4,133)
Depreciation On Non-Current Assets	(93,144)	(76,336)
Insurance Expenses	(3,040)	(3,718)
Other Expenditure	-	(263)
Reallocation Codes Expenditure	(19,650)	(8,377)
<b>Subtotal Operating Expense</b>	<b>(161,380)</b>	<b>(116,960)</b>
<b>TOTAL Other Housing</b>	<b>(112,020)</b>	<b>(39,291)</b>
<b>Staff Housing</b>		
<b>Operating Revenue</b>		
Fees & Charges	15,860	14,480
<b>Subtotal Operating Revenue</b>	<b>15,860</b>	<b>14,480</b>
<b>Operating Expense</b>		
Employee Costs	(10,800)	(4,882)
Materials & Contracts	(50,462)	(25,636)
Utilities	(9,700)	(9,824)
Depreciation On Non-Current Assets	(40,422)	(35,403)
Insurance Expenses	(2,370)	(5,428)
Other Expenditure	-	(563)
Reallocation Codes Expenditure	(16,200)	67,256
<b>Subtotal Operating Expense</b>	<b>(129,954)</b>	<b>(14,480)</b>
<b>TOTAL Staff Housing</b>	<b>(114,094)</b>	<b>-</b>
<b>Total - Cost of Housing</b>	<b>(226,114)</b>	<b>(39,291)</b>

# Shire of Menzies

## Operating Report for the period ending 31 May 2018

Community Amenities	Current Budget	YTD Actual
<b>Other Community Amenities</b>		
<b>Operating Expense</b>		
Employee Costs	(22,000)	(10,287)
Materials & Contracts	(2,600)	(1,355)
Depreciation On Non-Current Assets	(2,850)	(2,688)
Insurance Expenses	(240)	(233)
Other Expenditure	-	(75)
Reallocation Codes Expenditure	(33,000)	(16,983)
<b>Subtotal Operating Expense</b>	<b>(60,690)</b>	<b>(31,621)</b>
<hr/>		
<b>TOTAL Other Community Amenities</b>	<b>(60,690)</b>	<b>(31,621)</b>
<hr/>		
<b>Town Planning &amp; Regional Development</b>		
<b>Operating Expense</b>		
Materials & Contracts	(50,000)	(54,399)
<b>Subtotal Operating Expense</b>	<b>(50,000)</b>	<b>(54,399)</b>
<hr/>		
<b>TOTAL Town Planning &amp; Regional Development</b>	<b>(50,000)</b>	<b>(54,399)</b>
<hr/>		
<b>Sewerage</b>		
<b>Operating Expense</b>		
Employee Costs	(700)	(655)
Materials & Contracts	(6,100)	(383)
Insurance Expenses	(110)	-
Reallocation Codes Expenditure	(1,050)	(1,321)
<b>Subtotal Operating Expense</b>	<b>(7,960)</b>	<b>(2,359)</b>
<hr/>		
<b>TOTAL Sewerage</b>	<b>(7,960)</b>	<b>(2,359)</b>
<hr/>		
<b>Sanitation - Household Refuse</b>		
<b>Operating Revenue</b>		
Fees & Charges	6,600	8,443
Other Revenue	-	849
<b>Subtotal Operating Revenue</b>	<b>6,600</b>	<b>9,292</b>
<hr/>		
<b>Operating Expense</b>		
Employee Costs	(22,000)	(22,880)
Materials & Contracts	(20,000)	(2,237)
Depreciation On Non-Current Assets	(6,100)	(5,664)
Insurance Expenses	(160)	(159)
Reallocation Codes Expenditure	(36,000)	(70,471)
Reallocation Codes Income	-	8,443
<b>Subtotal Operating Expense</b>	<b>(84,260)</b>	<b>(92,968)</b>

**Shire of Menzies**  
**Operating Report for the period ending**  
**31 May 2018**

<b>Community Amenities</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>TOTAL Sanitation - Household Refuse</b>	<b>(77,660)</b>	<b>(83,676)</b>
<b>Total - Cost of Community Amenities</b>	<b>(196,310)</b>	<b>(172,055)</b>

# Shire of Menzies

## Operating Report for the period ending 31 May 2018

<b>Recreation &amp; Culture</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Communities</b>		
<b>Operating Revenue</b>		
Fees & Charges	-	123
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>123</b>
<b>Operating Expense</b>		
Employee Costs	(2,000)	(681)
Materials & Contracts	(6,500)	(76,800)
Other Expenditure	(164,500)	(37,575)
Reallocation Codes Expenditure	(3,000)	(43,675)
<b>Subtotal Operating Expense</b>	<b>(176,000)</b>	<b>(158,731)</b>
<b>TOTAL Communities</b>	<b>(176,000)</b>	<b>(158,608)</b>
<b>Other Culture</b>		
<b>Operating Expense</b>		
Employee Costs	(600)	-
Materials & Contracts	(500)	(2,907)
Utilities	(1,500)	(645)
Insurance Expenses	-	(1,413)
Other Expenditure	-	(75)
Reallocation Codes Expenditure	(900)	-
<b>Subtotal Operating Expense</b>	<b>(3,500)</b>	<b>(5,040)</b>
<b>TOTAL Other Culture</b>	<b>(3,500)</b>	<b>(5,040)</b>
<b>Libraries</b>		
<b>Operating Expense</b>		
Employee Costs	-	(212)
Materials & Contracts	(2,500)	(2,935)
Reallocation Codes Expenditure	-	(4,349)
<b>Subtotal Operating Expense</b>	<b>(2,500)</b>	<b>(7,496)</b>
<b>TOTAL Libraries</b>	<b>(2,500)</b>	<b>(7,496)</b>
<b>Television And Rebroadcasting</b>		
<b>Operating Expense</b>		
Employee Costs	(700)	-
Materials & Contracts	(15,000)	(12,545)
Insurance Expenses	-	(50)
Reallocation Codes Expenditure	(1,050)	-
<b>Subtotal Operating Expense</b>	<b>(16,750)</b>	<b>(12,595)</b>

# Shire of Menzies

## Operating Report for the period ending 31 May 2018

<b>Recreation &amp; Culture</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>TOTAL Television And Rebroadcasting</b>	<b>(16,750)</b>	<b>(12,595)</b>
<b>Other Recreation &amp; Sport</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	10,000	45
Fees & Charges	-	941
<b>Subtotal Operating Revenue</b>	<b>10,000</b>	<b>986</b>
<b>Operating Expense</b>		
Employee Costs	(115,900)	(69,294)
Materials & Contracts	(54,200)	(28,773)
Utilities	(5,200)	(7,458)
Depreciation On Non-Current Assets	(20,080)	(23,281)
Insurance Expenses	(1,640)	(1,485)
Other Expenditure	-	(17,087)
Reallocation Codes Expenditure	(90,100)	(166,603)
<b>Subtotal Operating Expense</b>	<b>(287,120)</b>	<b>(313,981)</b>
<b>TOTAL Other Recreation &amp; Sport</b>	<b>(277,120)</b>	<b>(312,994)</b>
<b>Public Halls &amp; Civic Centres</b>		
<b>Operating Revenue</b>		
Fees & Charges	-	(80)
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>(80)</b>
<b>Operating Expense</b>		
Employee Costs	-	(304)
Materials & Contracts	(12,000)	(10,985)
Depreciation On Non-Current Assets	(5,520)	(5,069)
Other Expenditure	-	(75)
Reallocation Codes Expenditure	-	(532)
<b>Subtotal Operating Expense</b>	<b>(17,520)</b>	<b>(16,966)</b>
<b>TOTAL Public Halls &amp; Civic Centres</b>	<b>(17,520)</b>	<b>(17,046)</b>
<b>Total - Cost of Recreation &amp; Culture</b>	<b>(493,390)</b>	<b>(513,780)</b>

# Shire of Menzies

## Operating Report for the period ending 31 May 2018

Transport	Current Budget	YTD Actual
<b>Aerodromes</b>		
<b>Operating Expense</b>		
Employee Costs	(2,000)	(1,313)
Materials & Contracts	(4,000)	-
Reallocation Codes Expenditure	(3,000)	(2,385)
<b>Subtotal Operating Expense</b>	<b>(9,000)</b>	<b>(3,699)</b>
<b>TOTAL Aerodromes</b>	<b>(9,000)</b>	<b>(3,699)</b>
<b>Plant &amp; Equipment Purchases</b>		
<b>Operating Revenue</b>		
Profit On Asset Disposal	-	13,231
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>13,231</b>
<b>TOTAL Plant &amp; Equipment Purchases</b>	<b>-</b>	<b>13,231</b>
<b>Streets, Roads, &amp; Bridges Maintenance</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	727,250	868,523
<b>Subtotal Operating Revenue</b>	<b>727,250</b>	<b>868,523</b>
<b>Operating Expense</b>		
Employee Costs	(105,700)	(110,607)
Materials & Contracts	(899,400)	(203,814)
Utilities	(9,000)	(4,010)
Depreciation On Non-Current Assets	(1,394,005)	(1,444,507)
Other Expenditure	-	(652)
Reallocation Codes Expenditure	(180,550)	(504,203)
<b>Subtotal Operating Expense</b>	<b>(2,588,655)</b>	<b>(2,267,793)</b>
<b>TOTAL Streets, Roads, &amp; Bridges Maintenance</b>	<b>(1,861,405)</b>	<b>(1,399,270)</b>
<b>Total - Cost of Transport</b>	<b>(1,870,405)</b>	<b>(1,389,737)</b>

# Shire of Menzies

## Operating Report for the period ending 31 May 2018

Economic Services	Current Budget	YTD Actual
<b>Caravan Park</b>		
<b>Operating Revenue</b>		
Fees & Charges	65,000	63,520
Other Revenue	3,500	-
<b>Subtotal Operating Revenue</b>	<b>68,500</b>	<b>63,520</b>
<b>Operating Expense</b>		
Employee Costs	(34,000)	(39,400)
Materials & Contracts	(30,550)	(18,240)
Utilities	(10,900)	(27,363)
Insurance Expenses	(3,400)	(3,089)
Other Expenditure	-	(75)
Reallocation Codes Expenditure	(51,000)	(56,803)
<b>Subtotal Operating Expense</b>	<b>(129,850)</b>	<b>(144,970)</b>
<b>TOTAL Caravan Park</b>	<b>(61,350)</b>	<b>(81,449)</b>
<b>Crc</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	80,000	40,000
Fees & Charges	-	449
Other Revenue	-	(18)
<b>Subtotal Operating Revenue</b>	<b>80,000</b>	<b>40,431</b>
<b>Operating Expense</b>		
Employee Costs	(72,225)	(52,200)
Materials & Contracts	(3,475)	(3,194)
Utilities	(2,700)	(3,031)
Insurance Expenses	(1,600)	(4,088)
Reallocation Codes Expenditure	-	(2,033)
<b>Subtotal Operating Expense</b>	<b>(80,000)</b>	<b>(64,547)</b>
<b>TOTAL Crc</b>	<b>-</b>	<b>(24,117)</b>
<b>Other Economic Services</b>		
<b>Operating Revenue</b>		
Fees & Charges	3,100	1,143
<b>Subtotal Operating Revenue</b>	<b>3,100</b>	<b>1,143</b>
<b>Operating Expense</b>		
Employee Costs	(300)	(237)
Materials & Contracts	-	(824)
Utilities	-	(75)
Depreciation On Non-Current Assets	(7,340)	(6,737)
Insurance Expenses	(1,300)	(1,319)
Other Expenditure	-	(75)

# Shire of Menzies

## Operating Report for the period ending 31 May 2018

Economic Services	Current Budget	YTD Actual
<b>Other Economic Services</b>		
<b>Operating Expense</b>		
Reallocation Codes Expenditure	(450)	(415)
<b>Subtotal Operating Expense</b>	<b>(9,390)</b>	<b>(9,683)</b>
<hr/>		
<b>TOTAL Other Economic Services</b>	<b>(6,290)</b>	<b>(8,540)</b>
<hr/>		
<b>Building Control</b>		
<b>Operating Revenue</b>		
Fees & Charges	500	-
<b>Subtotal Operating Revenue</b>	<b>500</b>	<b>-</b>
<b>Operating Expense</b>		
Materials & Contracts	(12,000)	(13,579)
Reallocation Codes Expenditure	-	(21,744)
<b>Subtotal Operating Expense</b>	<b>(12,000)</b>	<b>(35,323)</b>
<hr/>		
<b>TOTAL Building Control</b>	<b>(11,500)</b>	<b>(35,323)</b>
<hr/>		
<b>Tourism &amp; Area Promotion</b>		
<b>Operating Revenue</b>		
Fees & Charges	29,000	37,825
Other Revenue	4,000	446
<b>Subtotal Operating Revenue</b>	<b>33,000</b>	<b>38,270</b>
<b>Operating Expense</b>		
Employee Costs	(131,241)	(99,613)
Materials & Contracts	(295,500)	(114,918)
Utilities	(510)	(201)
Depreciation On Non-Current Assets	(137,810)	(127,472)
Insurance Expenses	(8,970)	(11,631)
Other Expenditure	-	(1,767)
Reallocation Codes Expenditure	(25,050)	(128,764)
<b>Subtotal Operating Expense</b>	<b>(599,081)</b>	<b>(484,366)</b>
<hr/>		
<b>TOTAL Tourism &amp; Area Promotion</b>	<b>(566,081)</b>	<b>(446,095)</b>
<hr/>		
<b>Total - Cost of Economic Services</b>	<b>(645,221)</b>	<b>(595,524)</b>



# Shire of Menzies

## Operating Report for the period ending 31 May 2018

Other Property & Services	Current Budget	YTD Actual
<b>Unclassified</b>		
<b>Operating Expense</b>		
Employee Costs	-	(13,641)
Other Expenditure	-	1,245
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>(12,396)</b>
<hr/>		
<b>TOTAL Unclassified</b>	<b>-</b>	<b>(12,396)</b>
<hr/>		
<b>Salaries &amp; Wages</b>		
<b>Operating Expense</b>		
Employee Costs	-	-
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>-</b>
<hr/>		
<b>TOTAL Salaries &amp; Wages</b>	<b>-</b>	<b>-</b>
<hr/>		
<b>Administration</b>		
<b>Operating Revenue</b>		
Profit On Asset Disposal	-	4,223
Fees & Charges	-	(1,546)
Other Revenue	7,700	30,759
<b>Subtotal Operating Revenue</b>	<b>7,700</b>	<b>33,436</b>
<hr/>		
<b>Operating Expense</b>		
Employee Costs	(317,551)	(310,309)
Materials & Contracts	(265,200)	(251,861)
Utilities	(13,300)	(27,345)
Depreciation On Non-Current Assets	(106,480)	(110,938)
Insurance Expenses	(67,500)	(52,365)
Other Expenditure	-	(351)
Reallocation Codes Expenditure	(36,450)	736,352
<b>Subtotal Operating Expense</b>	<b>(806,481)</b>	<b>(16,816)</b>
<hr/>		
<b>TOTAL Administration</b>	<b>(798,781)</b>	<b>16,619</b>
<hr/>		
<b>Plant Operation Costs</b>		
<b>Operating Revenue</b>		
Other Revenue	25,500	11,627
<b>Subtotal Operating Revenue</b>	<b>25,500</b>	<b>11,627</b>
<hr/>		
<b>Operating Expense</b>		
Employee Costs	(85,560)	(79,781)
Materials & Contracts	-	(197,083)
Depreciation On Non-Current Assets	(256,770)	(274,318)
Insurance Expenses	(28,000)	(15,985)

# Shire of Menzies

## Operating Report for the period ending 31 May 2018

Other Property & Services	Current Budget	YTD Actual
<b>Plant Operation Costs</b>		
<b>Operating Expense</b>		
Reallocation Codes Expenditure	(128,340)	309,504
<b>Subtotal Operating Expense</b>	<b>(498,670)</b>	<b>(257,662)</b>
<hr/>		
<b>TOTAL Plant Operation Costs</b>	<b>(473,170)</b>	<b>(246,035)</b>
<hr/>		
<b>Public Works Overheads</b>		
<b>Operating Revenue</b>		
Other Revenue	5,500	1,610
<b>Subtotal Operating Revenue</b>	<b>5,500</b>	<b>1,610</b>
<hr/>		
<b>Operating Expense</b>		
Employee Costs	(346,382)	(265,921)
Materials & Contracts	(78,000)	(109,945)
Utilities	(400)	-
Insurance Expenses	(1,700)	(11,451)
Other Expenditure	-	(14)
Reallocation Codes Expenditure	(107,100)	418,712
<b>Subtotal Operating Expense</b>	<b>(533,582)</b>	<b>31,382</b>
<hr/>		
<b>TOTAL Public Works Overheads</b>	<b>(528,082)</b>	<b>32,992</b>
<hr/>		
<b>Private Works</b>		
<b>Operating Revenue</b>		
Fees & Charges	-	6,440
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>6,440</b>
<hr/>		
<b>Operating Expense</b>		
Employee Costs	-	(1,384)
Reallocation Codes Expenditure	-	(6,993)
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>(8,377)</b>
<hr/>		
<b>TOTAL Private Works</b>	<b>-</b>	<b>(1,938)</b>
<hr/>		
<b>Total - Cost of Other Property &amp; Services</b>	<b>(1,800,033)</b>	<b>(210,757)</b>

**Shire of Menzies**  
**Operating Report for the period ending**  
**31 May 2018**

TOTAL - Balance to Programme Schedule 193,921

This report differs from Statement of Comprehensive Income due to inclusion of profit on sale of assets \$17,454



**Shire of Menzies  
2017-2018  
Capital Jobs - linked to General Ledger Accounts  
as at 30 April 2018**

*printed 18/05/2018*

Shire of Menzies

2017 2018

Capital Jobs - linked to General Ledger Accounts as at 30 April 2018  
By Category

Buildings -

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD
C08001	Youth Centre (Building)	(450,000)	(310,032)	(136,999)	68.90%
<b>Sub Total - 08662</b>		<b>(450,000)</b>	<b>(310,032)</b>	<b>(136,999)</b>	<b>68.90%</b>
C09002	Capital - Lot 1 (37 - 39 Reid) St (Asset 209)	(63,000)	(10,306)	(10,306)	16.36%
C09009	Capital - Lot 1089 (57) Walsh St (Asset 76)	(20,000)	(10,340)	(10,340)	51.70%
C09012	Capital - Lot 91 (40) Mercer St (Asset 200)	(9,000)	(12,339)	(10,306)	137.10%
C09019	39 Mercer Street (Building Capital)	(7,000)	(2,638)	(2,638)	37.69%
C09020	25 Onslow Street (Building Capital)	(10,000)	(2,636)	-	26.36%
C09021	36 Mercer Street (Building Capital)	(7,000)	(3,465)	(3,465)	49.50%
<b>Sub Total - 09162</b>		<b>(116,000)</b>	<b>(41,724)</b>	<b>(37,055)</b>	<b>35.97%</b>
C09001	Unit 1 / 29 Shenton Street (Building Capital)	-	(156)	(156)	100.00%
<b>Sub Total - 09262</b>		<b>-</b>	<b>(156)</b>	<b>(156)</b>	<b>100.00%</b>
C11100	Town Hall - Capital Upgrade	(80,000)	(49,843)	(49,843)	62.30%
<b>Sub Total - 11162</b>		<b>(80,000)</b>	<b>(49,843)</b>	<b>(49,843)</b>	<b>62.30%</b>
C11600	Butcher Shop And Tea Rooms (Capex Building)	(25,000)	(22,418)	(11,957)	89.67%

Shire of Menzies

2017 2018

Capital Jobs - linked to General Ledger Accounts as at 30 April 2018  
By Category

Buildings -

	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD
	<b>Sub Total - 11650</b>		<b>(25,000)</b>	<b>(22,418)</b>	<b>(11,957)</b>	<b>89.67%</b>
	C12101	Depot Extension	(30,000)	(11,517)	(11,517)	38.39%
	<b>Sub Total - 12120</b>		<b>(30,000)</b>	<b>(11,517)</b>	<b>(11,517)</b>	<b>38.39%</b>
	C13100	Commercial Kitchen - Lady Shenton	(35,000)	-	-	0.00%
	C13101	Airconditioner Replacement Program	(10,000)	-	-	0.00%
	C13106	Goongarrie Cottage Maintenance	(50,000)	-	-	0.00%
	<b>Sub Total - 13267</b>		<b>(95,000)</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
	<b>Buildings</b>		<b>(796,000)</b>	<b>(435,689)</b>	<b>(247,526)</b>	<b>54.73%</b>

Shire of Menzies

2017 2018

Capital Jobs - linked to General Ledger Accounts as at 30 April 2018  
By Category

Furniture & Equipment -

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD
C04002	Software And Systems	(35,000)	(31,098)	(31,098)	88.85%
<b>Sub Total - 04250</b>		<b>(35,000)</b>	<b>(31,098)</b>	<b>(31,098)</b>	<b>88.85%</b>
C04001	Administration Communications Equipment	(45,000)	(42,280)	(30,836)	93.96%
<b>Sub Total - 04265</b>		<b>(45,000)</b>	<b>(42,280)</b>	<b>(30,836)</b>	<b>93.96%</b>
C11307	Collections - Furniture And Equipment	(15,000)	(12,348)	(12,348)	82.32%
<b>Sub Total - 11653</b>		<b>(15,000)</b>	<b>(12,348)</b>	<b>(12,348)</b>	<b>82.32%</b>
C11309	Library - Furniture And Equipment	(8,000)	(4,161)	(3,210)	52.02%
<b>Sub Total - 11654</b>		<b>(8,000)</b>	<b>(4,161)</b>	<b>(3,210)</b>	<b>52.02%</b>
C14000	Office Furniture (Not Capitalised)	(30,000)	(8,926)	(6,325)	29.75%
<b>Sub Total - 14595</b>		<b>(30,000)</b>	<b>(8,926)</b>	<b>(6,325)</b>	<b>29.75%</b>

**Shire of Menzies**

**2017 2018**

**Capital Jobs - linked to General Ledger Accounts as at 30 April 2018**

**By Category**

<b>Furniture &amp; Equipment</b>	<b>(133,000)</b>	<b>(98,814)</b>	<b>(83,817)</b>	<b>74.30%</b>
----------------------------------	------------------	-----------------	-----------------	---------------



Shire of Menzies

2017 2018

Capital Jobs - linked to General Ledger Accounts as at 30 April 2018  
By Category

Plant & Equipment -

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD
C12102	Minor Plant & Equipment (Not Capitalised)	(12,000)	(11,668)	(11,668)	97.23%
<b>Sub Total - 12325</b>		<b>(12,000)</b>	<b>(11,668)</b>	<b>(11,668)</b>	<b>97.23%</b>
CP002	Vehicle Replacement Works Supervisor	(70,000)	(65,708)	(65,708)	93.87%
CP004	Garden Trailer With Ramps	(6,000)	(4,427)	(4,427)	73.79%
CP005	Skid Steer Loader	(56,000)	(65,535)	(65,535)	117.03%
CP006	Water Truck And Tank	(100,000)	(99,500)	(99,500)	99.50%
CP007	Vehicle Replacement For Ceo	-	(75,527)	-	100.00%
<b>Sub Total - 12345</b>		<b>(232,000)</b>	<b>(310,697)</b>	<b>(235,170)</b>	<b>133.92%</b>
C12300	Electronic Signage	(15,000)	(13,404)	(13,404)	89.36%
C12301	Banners And Signage	(15,000)	(18,121)	(18,121)	120.80%
C12302	Street Lighting - Village	(15,000)	-	-	0.00%
<b>Sub Total - 12347</b>		<b>(45,000)</b>	<b>(31,525)</b>	<b>(31,525)</b>	<b>70.06%</b>

**Shire of Menzies**

**2017 2018**

**Capital Jobs - linked to General Ledger Accounts as at 30 April 2018**

**By Category**

<b>Plant &amp; Equipment</b>	<b>(289,000)</b>	<b>(353,890)</b>	<b>(278,363)</b>	<b>122.45%</b>
------------------------------	------------------	------------------	------------------	----------------

Shire of Menzies

2017 2018

Capital Jobs - linked to General Ledger Accounts as at 30 April 2018  
By Category

Roads -

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD
CR0002	Evanston- Menzies Road Crsf	(292,800)	(1,851)	(1,851)	0.63%
<b>Sub Total - 12101</b>		<b>(292,800)</b>	<b>(1,851)</b>	<b>(1,851)</b>	<b>0.63%</b>
CR0001	Menzies Northwest Road R2R	(778,000)	(790,131)	(790,131)	101.56%
CR0012	Connie Sue R2R Remote Aboriginal Access Roads	(200,000)	-	-	0.00%
<b>Sub Total - 12104</b>		<b>(978,000)</b>	<b>(790,131)</b>	<b>(790,131)</b>	<b>80.79%</b>
CR0014	Menzies Nw Rd	-	(26,356)	(25,573)	100.00%
CR0015	Evanstone Menzies Rd Black Spot	-	(4,916)	(4,916)	100.00%
<b>Sub Total - 12105</b>		<b>-</b>	<b>(31,273)</b>	<b>(30,490)</b>	<b>100.00%</b>
CR0007	Menzies North West Road	-	(205)	(205)	100.00%
CR0009	Tjunjuntjarra Access Road	(219,335)	(81,348)	(81,348)	37.09%
CR0010	Main Street Menzies Upgrade	-	(5,400)	(5,400)	100.00%
CR0011	Connie Sue	-	(286,955)	(286,955)	100.00%
CR0032	Town Site Reseal	(200,000)	(3,511)	(3,511)	1.76%
<b>Sub Total - 12106</b>		<b>(419,335)</b>	<b>(377,418)</b>	<b>(377,418)</b>	<b>90.00%</b>
CR0004	Evanston Menzies Road Rrg	(280,000)	(313,384)	(313,384)	111.92%

Shire of Menzies

2017 2018

Capital Jobs - linked to General Ledger Accounts as at 30 April 2018  
By Category

Roads -

			Budget Expense	Total Actual Expense	Actual Expense	% YTD
Job #	Job Description					
CR0005	Yarri Road Rrg		(265,167)	(188,354)	(188,354)	71.03%
CR0013	Menzies Northwest Rd Rrg		(382,985)	(289,347)	(289,347)	75.55%
CR0040	Pinjin Road Rrg		(330,000)	-	-	0.00%
<b>Sub Total - 12109</b>			<b>(1,258,152)</b>	<b>(791,084)</b>	<b>(791,084)</b>	<b>62.88%</b>
WR0000	Wandrra Funding - Associated Costs (Wml)		(1,300,000)	(42,202)	(26,362)	3.25%
<b>Sub Total - 12145</b>			<b>(1,300,000)</b>	<b>(42,202)</b>	<b>(26,362)</b>	<b>3.25%</b>
<b>Roads</b>			<b>(4,248,287)</b>	<b>(2,033,959)</b>	<b>(2,017,336)</b>	<b>47.88%</b>

Shire of Menzies

2017 2018

Capital Jobs - linked to General Ledger Accounts as at 30 April 2018  
By Category

Footpaths -

			Budget Expense	Total Actual Expense	Actual Expense	% YTD
Job #	Job Description					
CR0008	Footpaths- Walsh & Kensington Streets		-	(332)	(332)	100.00%
<b>Sub Total - 12108</b>			-	<b>(332)</b>	<b>(332)</b>	<b>100.00%</b>
C12100	Bicycle Path Construction		(50,000)	(90,948)	(24,262)	181.90%
<b>Sub Total - 12112</b>			<b>(50,000)</b>	<b>(90,948)</b>	<b>(24,262)</b>	<b>181.90%</b>
<b>Footpaths</b>			<b>(50,000)</b>	<b>(91,280)</b>	<b>(24,594)</b>	<b>182.56%</b>

Shire of Menzies

2017 2018

Capital Jobs - linked to General Ledger Accounts as at 30 April 2018  
By Category

Other Infrastructure -

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD
C10700	Public Toilet - Construction	(90,000)	-	-	0.00%
<b>Sub Total - 10750</b>		<b>(90,000)</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
C11301	Playground Menzies Park	(30,000)	(50,453)	(50,453)	168.18%
C11302	Splash Park Surrounds Upgrade	(20,000)	(6,457)	(6,457)	32.29%
C11303	Softfall For Existing Playground	(94,000)	(52,663)	(52,663)	56.02%
C11304	Tree Planting (Establishment)	(25,000)	(26,303)	(26,303)	105.21%
C11305	Upgrade Town Dam (2)	(50,000)	(26,510)	(26,510)	53.02%
C11306	Hardcourts - Resurface	(90,000)	(5,000)	(5,000)	5.56%
<b>Sub Total - 11351</b>		<b>(309,000)</b>	<b>(167,386)</b>	<b>(167,386)</b>	<b>54.17%</b>
C11400	Television And Radio Rebroadcast (Capital Equipment)	(50,000)	(45,757)	(26,798)	91.51%
<b>Sub Total - 11401</b>		<b>(50,000)</b>	<b>(45,757)</b>	<b>(26,798)</b>	<b>91.51%</b>
CR0006	Shire House Crossovers	(30,000)	-	-	0.00%
<b>Sub Total - 12110</b>		<b>(30,000)</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
C12103	Bores To Support Road Works	(30,000)	(14,100)	(14,100)	47.00%
C12104	Grid Replacement Program	(32,000)	(22,004)	(22,004)	68.76%

Shire of Menzies

2017 2018

Capital Jobs - linked to General Ledger Accounts as at 30 April 2018  
By Category

Other Infrastructure -

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD
<b>Sub Total - 12140</b>		<b>(62,000)</b>	<b>(36,103)</b>	<b>(36,103)</b>	<b>58.23%</b>
C13001	Tourism Information Bay Shenton / Brown	(35,000)	(10,650)	(10,650)	30.43%
C13002	Truck Bay Wilson And Shenton	(250,000)	(10,985)	(10,985)	4.39%
C13010	Niagara Dam - Other Infrastructure Capitalised	(40,000)	(28,000)	(8,518)	70.00%
C13011	Tourism Information Bay Kookynie	-	(2,848)	(2,848)	100.00%
C13200	Museum And Surrounds	(25,000)	(17,698)	(17,698)	70.79%
<b>Sub Total - 13266</b>		<b>(350,000)</b>	<b>(70,183)</b>	<b>(50,701)</b>	<b>20.05%</b>
C13800	Caravan Park - Solar Project	(100,000)	-	-	0.00%
<b>Sub Total - 13820</b>		<b>(100,000)</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>

Shire of Menzies

2017 2018

Capital Jobs - linked to General Ledger Accounts as at 30 April 2018

By Category

Other Infrastructure	(991,000)	(319,429)	(280,988)	32.23%
----------------------	-----------	-----------	-----------	--------

Total Reported Items - balance to Note 4 (6,507,287) (2,932,624)



## 12.2.2 Monthly Listing of Payments for the Month of May 2018

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	FIN.935.1/NAM117
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	8 June 2018
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance and Administration
<b>ATTACHMENT:</b>	12.2.2-1 Payment Listing for May 2018
<b>COUNCIL RESOLUTION:</b>	<b>No.</b>

**MOVED: Cr**

**SECONDED: Cr**

*Carried /*

### **OFFICER RECOMMENDATION:**

That Council receive the list of payments for the month of May 2018 totalling \$1,656,156.32 being:

- 1) No Cheques were drawn
- 2) Electronic Fund Transfer EFT3044 – EFT3140 payments in the Municipal Fund totalling \$1,598,647.62
- 3) Direct Debit payments from the Municipal Fund totally \$57,508.70
- 4) Credit Card payments for the statement period 29 March 2018 to 00 April 2018 (included in Direct Debits) totalling \$6,620.36

### **VOTING REQUIREMENTS:**

Simple Majority

### **IN BRIEF:**

The list of payments made for the month of May 2018 to be received by Council.

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

#### *14.3 Active civic leadership achieved*

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

### **STATUTORY AUTHORITY:**

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

**POLICY IMPLICATIONS:**

**Policy 4.7** – Creditors – Preparation for Payment

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:**

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

**BACKGROUND:**

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

**COMMENT:**

The EFT and Direct Debit payments that have been raised for the month of May 2018 are attached.

After payment, the balance of creditors will be \$47,552.64.

**Shire of Menzies**  
**Payments for the Month of May 2018**

Attachment 12.2.2-1

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
		Cheques		\$0.00
		EFT		\$1,598,647.62
		Direct Debit		\$57,508.70
		<b>Total Payments</b>	<hr/> <hr/>	<b>\$1,656,156.32</b>
		Credit Card Payments (included in Direct Debit)		\$6,620.36

**Shire of Menzies**  
**Payments for the Month of May 2018**

Attachment 12.2.2-1

<b>EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
	01/05/2018	NAB	Transfer to Term Deposit	\$1,000,000.00
3044	03/05/2018	Carroll & Richardson Flagworld	Naidoc & Easter Banners	\$940.50
3045	03/05/2018	Leonora Pharmacy	Account for April 2018	\$380.25
3046	03/05/2018	Long Neck Creek Holdings	Drill bores on N/W Road	\$6,776.00
3047	03/05/2018	Child Support	Payroll Deduction	\$696.68
3048	03/05/2018	Lone Star Surveys Pty Ltd	Digital Ground Survey N/W Road	\$9,770.75
3049	03/05/2018	Yeti's Records Management Consultant	Records Management Services	\$1,280.00
3050	03/05/2018	Stratagen Environmental	Bushfire Management Plan	\$7,118.60
3051	03/05/2018	Irrigation Australia	Membership package	\$649.00
3052	03/05/2018	James Gregory Epis	Refund of incorrect deposit	\$200.00
3053	03/05/2018	WA Local Government Association	Councillor Training - Cr. J. Dwyer	\$100.00
3054	03/05/2018	Australian Performing Rights Accoc	General Licence	\$71.73
3055	03/05/2018	Australian Taxation Office	March BAS	\$25,540.00
3056	03/05/2018	Cr. I. Baird	Hire car for Council Meeting - March 2018	\$214.50
3057	03/05/2018	Bergies	Mulch	\$405.00
3058	03/05/2018	Bunnings	Mulch, Sprinklers	\$450.53
3059	03/05/2018	Castledex	Files for record keeping	\$186.57
3060	03/05/2018	C Direct	Mobile Phone Credit Cards for resale	\$728.01
3061	03/05/2018	Central Regional TAFE	Staff Training	\$422.50
3062	03/05/2018	Toll Ipec Pty Ltd	Freight - Binding Council Minutes	\$93.90
3063	03/05/2018	Daphne Florist	2 x Wreaths for ANZAC Day	\$200.00
3064	03/05/2018	Eagle Petroleum (WA) Pty Ltd	Bulk Fuel 5,000 litres	\$7,085.65
3065	03/05/2018	JR & A Hersey	Workshop consumables	\$1,639.42
3066	03/05/2018	Landgate	Rural UV General revaluation	\$501.66
3067	03/05/2018	Shire of Menzies Social Club	Payroll Deduction	\$150.00
3068	03/05/2018	Netlogic Information Technology	Computer repairs and advice	\$975.00
3069	03/05/2018	OCL (UK)	Amlib Annual Maintenance - Library operations	\$1,340.14
3070	03/05/2018	Office National	Photocopier Service	\$132.00
3071	03/05/2018	Pila Ngura Aboriginal Corporation	Desert Star Program	\$13,237.02
3072	03/05/2018	Paupiyala Tjarutja Aboriginal Corp	Tjuntjuntjara Dog Health Program	\$19,861.00
3073	03/05/2018	Taps Industries	Run new gas line, instal regulator, relocate gas bottles	\$3,521.20
3074	03/05/2018	TR Homes	Claim 3 - Youth Centre	\$43,800.55
3075	18/05/2018	Spinifex Contracting Aboriginal Corp	Maintenance grade (48km) - Tjuntjuntjara to Ilkurla	\$7,623.00
3076	18/05/2018	Canine Control	May Invoice	\$1,600.50
3077	18/05/2018	Child Support	Payroll Deduction	\$696.68
3078	18/05/2018	Advanced Pest Control	Pest control - Town Hall	\$1,260.00
3079	18/05/2018	Yeti's Records Management Consultant	Records Management Services - Site visit	\$1,560.00
3080	18/05/2018	Market Creations	Implent SynergySoft to Cloud	\$3,655.84
3081	18/05/2018	AMPAC Debt Recovery (WA) Pty Ltd	Skip Trace Fees	\$209.00
3082	18/05/2018	Air Liquide WA Pty Ltd	Hire Oxy bottles	\$187.09
3083	18/05/2018	Blackwoods	Plastic tubs & Louvred panels	\$410.01
3084	18/05/2018	Bunnings	Poly fittings & conduit	\$24.30
3085	18/05/2018	Cancer Council WA	Biggest Morning Tea Merchandise	\$247.00
3086	18/05/2018	Coopers Fluid Systems	Hydraulic fittings and hose	\$1,072.65
3087	18/05/2018	Toll Ipec Pty Ltd	Freight for shelving	\$877.03
3088	18/05/2018	Cybersecure	Back up Service May 2018	\$212.58
3089	18/05/2018	Deborah Whitehead	Reimburse power bill as per contract	\$298.60
3090	18/05/2018	Eagle Petroleum (WA) Pty Ltd	Unleaded fuel from bowser	\$87.85
3091	18/05/2018	Goldline Distributors	ANZAC Day Breakfast	\$728.95
3092	18/05/2018	Goldfields Pest Control	Termite control	\$99.00

**Shire of Menzies**  
**Payments for the Month of May 2018**

Attachment 12.2.2-1

3093	18/05/2018	Goldfields Tourism Network Assoc	Promotion of Local Attractions	\$2,200.00
3094	18/05/2018	Goldfields Toyota	Fit new Fuel filter KBC866N	\$961.49
3095	18/05/2018	Goldfields Truck Power	Hire Excavator	\$9,831.62
3096	18/05/2018	Menzies Hotel	Newspapers for April	\$112.20
3097	18/05/2018	IT Vision	Assistance to Market Creations for Cloud migration	\$8,251.85
3098	18/05/2018	Kleenheat Gas	Facility Fees for Gas Bottles - Town hall	\$37.95
3099	18/05/2018	Landgate	Mining Tenement Roll	\$8,792.25
3100	18/05/2018	Marketforce	Advertising - Planning Scheme	\$173.60
3101	18/05/2018	McLeods Barristers & Solicitors	Health Act Prosecution	\$275.00
3102	18/05/2018	Shire of Menzies Social Club	Payroll Deduction	\$160.00
3103	18/05/2018	Menzies Aboriginal Corporation	Bus Hire - School Holiday Program	\$1,144.60
3104	18/05/2018	Office National	Unique Stand workpad table	\$732.09
3105	18/05/2018	Kalgoorlie Retravision	Bosch Slimline dishwasher	\$1,349.00
3106	18/05/2018	Shire of Leonora	Stunt jump into Menzies	\$5,000.00
3107	18/05/2018	Kalgoorlie United Steel Pty Ltd	Steel strip for wear pads	\$75.90
3108	18/05/2018	WA Country Health Service	Provision of Registered Nurse	\$9,618.94
3109	18/05/2018	Woodlands Distributors & Agencies	Sunrise seating set & hyde park seat	\$4,392.30
3110	18/05/2018	Wurth Australia	Workshop consumables	\$708.11
3111	24/05/2018	Goldfields Toyota	CEO Vehicle changeover	\$19,079.88
3112	28/05/2018	Debbie Pianto	Meal Allowance while training	\$70.00
3113	28/05/2018	Beverley Golding	Meal Allowance while training	\$70.00
3114	28/05/2018	Nadine Tucker	Meal Allowance while training	\$70.00
3115	30/05/2018	Long Neck Creek Holdings	Drill water bores Menzies N/W Road	\$10,037.50
3116	30/05/2018	Child Support	Payroll Deduction	\$696.68
3117	30/05/2018	3E Advantage	Copier charges April & May, Smartboard rent April & May	\$5,672.59
3118	30/05/2018	Xstra Global IT & Commercial Solutions	Phone system	\$12,397.36
3119	30/05/2018	Irrigation Australia	Cert 3 for 2 staff	\$3,850.00
3120	30/05/2018	Trevor James Ellice	Rates Refund on dead tenements	\$138.87
3121	30/05/2018	Black Mountain Gold Limited	Rates Refund on dead tenements	\$937.22
3122	30/05/2018	Northern Goldfields Earthmoving	Macolm Road grading	\$11,742.50
3123	30/05/2018	WA Local Government Association	Goldfields Waste Summit	\$210.00
3124	30/05/2018	Bitutek Pty Ltd	Town streets, Kookynie Rd, Goldfields highway	\$212,685.25
3125	30/05/2018	Bunnings	Conduit	\$266.43
3126	30/05/2018	Cabcharge Australia Limited	Taxi for staff on training	\$58.20
3127	30/05/2018	Toll Ipec Pty Ltd	Freight for stationery	\$121.32
3128	30/05/2018	Eagle Petroleum (WA) Pty Ltd	Bulk Fuel 4999 litres	\$7,560.99
3129	30/05/2018	Dept Fire & Emergency Services	ESL 4th quarter	\$4,380.00
3130	30/05/2018	Flex Industries	Mirror Glass	\$494.41
3131	30/05/2018	Forman Bros	Pump out sewage tanks	\$1,778.70
3132	30/05/2018	Goldfields Image Works	Councillor photographs - 2018	\$1,342.00
3133	30/05/2018	Goldfields Toyota	Service Car - KBC 866N	\$344.81
3134	30/05/2018	Menzies Hotel	Gas bottle	\$179.50
3135	30/05/2018	LGIS	Event Insurance - Cyclclassic & Rodeo	\$3,003.00
3136	30/05/2018	Shire of Menzies Social Club	Payroll Deduction	\$160.00
3137	30/05/2018	Netlogic Information Technology	Cloud connection issues - Depot	\$187.50
3138	30/05/2018	T-Quip	Service kit for Toro	\$247.90
3139	30/05/2018	Moore Stephens	WALGA Tax PAYG Workshop 2018	\$660.00
3140	31/05/2018	Goldfields Toyota	Replace springs with heavy duty springs - KBC866N	\$1,599.99
	10/05/2018	Payroll		\$38,716.90
	24/05/2018	Payroll		\$36,752.98

**\$1,598,647.62**

**Shire of Menzies**  
**Payments for the Month of May 2018**

Attachment 12.2.2-1

<b>Direct Debit</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
1920.1	08/05/2018	WA Local Government Superannuation Plan	Superannuation Contributions	\$4,886.46
1920.2	08/05/2018	Kinetic Superannuation	Superannuation Contributions	\$1,084.41
1920.3	08/05/2018	WA Local Government Superannuation Plan	Payroll Deductions	\$1,835.42
1920.4	08/05/2018	Catholic Super	Superannuation Contributions	\$757.90
1920.5	08/05/2018	Australian Super	Superannuation Contributions	\$428.33
1920.6	08/05/2018	Commonwealth Essential Super	Superannuation Contributions	\$67.37
1929.1	01/05/2018	NAB	Merchant Fee - April	\$98.09
1929.2	01/05/2018	Westnet	Internet for NBN - May	\$54.99
1931.1	02/05/2018	NAB	Credit Card - April	\$6,620.36
1933.1	03/05/2018	Water Corporation	Water Usage 14 Feb - 11 April	\$823.71
1935.1	07/05/2018	GOGO Media	On hold messages for office	\$75.90
1937.1	09/05/2018	Telstra	Satelite phone charges	\$191.78
1939.1	10/05/2018	Telstra	Office internet & phones	\$6,910.15
1939.2	10/05/2018	Horizon Power	Power - Caravan Park	\$4,457.84
1941.1	14/05/2018	Telstra	Mobiles & Internet - April	\$625.36
1943.1	15/05/2018	Toyota Finance	GTNA Vehicle Lease	\$1,099.07
1945.1	16/05/2018	Horizon Power	Street Lighting	\$621.20
1950.1	22/05/2018	WA Local Government Superannuation Plan	Superannuation Contributions	\$4,641.12
1950.2	22/05/2018	Kinetic Superannuation	Superannuation Contributions	\$1,097.77
1950.3	22/05/2018	WA Local Government Superannuation Plan	Payroll Deductions	\$1,824.84
1950.4	22/05/2018	Catholic Super	Superannuation Contributions	\$757.90
1950.5	22/05/2018	Australian Super	Superannuation Contributions	\$613.34
1950.6	22/05/2018	Commonwealth Essential Super	Superannuation Contributions	\$198.01
1957.1	18/05/2018	Horizon Power	Power - 28/2/2018 - 1/5/2018	\$7,650.42
1959.1	29/05/2018	Wright Express Australia	Fuel Cards	\$742.44
1961.1	24/05/2018	Australia Post	Stamps April	\$202.50
1963.1	28/05/2018	Cr. G. Dwyer	Sitting Fee May 2018	\$3,364.49
1965.1	28/05/2018	Cr. I. Baird	Sitting Fee May 2018	\$1,289.67
1967.1	28/05/2018	Cr. K. Mader	Sitting Fee May 2018	\$875.83
1969.1	28/05/2018	Cr. D. hansen	Sitting Fee May 2018	\$875.83
1971.1	28/05/2018	Cr. I. Tucker	Sitting Fee May 2018	\$875.83
1973.1	28/05/2018	Cr. J. Dwyer	Sitting Fee May 2018	\$875.83
1975.1	28/05/2018	Cr. J. Lee	Sitting Fee May 2018	\$875.83
1989.1	31/05/2018	NAB	B-Pay Charges	\$52.22
1991.1	22/05/2018	NAB	Nab Connect Fees March	\$56.49
				<b><u>\$57,508.70</u></b>

**Shire of Menzies**  
**Payments for the Month of May 2018**

Attachment 12.2.2-1

<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
29/03/2018	Bunnings	Potting mix	\$22.98
03/04/2018	Officeworks	Computer collections display & library	\$1,821.95
03/04/2018	Nespresso	Coffee	\$141.00
03/04/2018	NAB	International Fee - Nespresso Coffee	\$3.57
03/04/2018	Vistaprint	Stubby holders	\$118.99
04/04/2018	QBE	Insurance for training travel	\$12.00
04/04/2018	Qantas	Airfares Arborist Training	\$1,507.18
05/04/2018	Booktopia	Inside Australia books	\$234.45
09/04/2018	Woolworths	Chips and drinks for resale	\$37.85
10/04/2018	Kmart	Bath mats for caravan park	\$34.00
10/04/2018	Woolworths	Cooking class supplies & drinks for resale	\$70.55
11/04/2018	Office National	Calculator	\$20.57
12/04/2018	Cleverpatch	Craft supplies for kids activities	\$149.38
16/04/2018	Bunnings	Picture hanging supplies	\$28.41
16/04/2018	Harvey Norman	Pizza Oven	\$499.00
17/04/2018	Woolworths	Chips and drinks for resale	\$76.40
18/04/2018	Orana Cinemas	20 Combo tickets to Peter Rabbit	\$300.00
18/04/2018	Curtain Villa	Replace blind in staff housing	\$148.50
20/04/2018	Woolworths	Badmington supplies	\$30.28
23/04/2018	Lakes Electrical	Globes for town hall	\$42.00
23/04/2018	Harvey Norman	Vacuum cleaner for town hall	\$367.00
24/04/2018	Woolworths	Chips and drinks for resale, ANZAC day, cooking class, craft class	\$126.95
26/04/2018	Menzies Hotel	Bread for Anzac Day	\$5.00
26/04/2018	Solar Gain	Frost Valve for hot water systems in houses	\$276.66
27/04/2018	Kids N CO Kalgoorlie	Menzies school holiday program	\$321.75
27/04/2018	NAB	Card Fee	\$9.00
	IRIS	Recordkeeping & Accountability for Councillors training - Cr G D	\$149.00
	Eagle Petroleum	Fuel	\$56.94
27/04/2018	NAB	Card fee	\$9.00
		Direct Debit	<b>\$6,620.36</b>

### 12.2.3 Councillor Meeting and Committee Payments

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	GOV.956.1/NAM124
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	20 June 2018
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance and Administration
<b>ATTACHMENT:</b>	12.2.3-1 Salaries and Allowances Tribunal for Local Government Part 6 Meeting Attendance Fees

<b>COUNCIL RESOLUTION:</b>	<b>No.</b>
----------------------------	------------

**MOVED: Cr**

**SECONDED: Cr**

*Carried /*

#### **OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:**

That Council Resolve

1. That Councillors be paid for attendance of council and committee meetings as per Local Government Act 1995 section 5.98(1) and Salaries and Allowances Tribunal section 6.1(4) (including via phone and video conferencing).
2. To set *council* meeting fees with regard to the maximim and minimums set out in Salaries and Allowances Tribunal section 6.2 at the Budget meeting in July 2018;
  - a. Table 4: Council meeting fees per meeting – local governments, and
  - b. Table 5: Council meeting fees per meeting – regional local governments
3. To set *committee* meeting fees with regard to the maximim and minimums set out in Salaries and Allowances Tribunal section 6.3 at Budget meeting in July 2018;

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

In line with the proposed cost efficiencies in the Shire's 18/19 budget, the purpose of this item is for Council to consider the above items to create efficiencies, increase transparency and set a high standard for the Shire of Menzies for current and future Councillors.



Councillors are currently being paid for meetings irrespective of attendance. A more fair and equitable practice would be for Councillors to be paid for the meetings they attend in line with Salaries and Allowances Tribunal sections 6.2 and 6.3. It is anticipated a claim form will be available for Councillors to complete at the Ordinary Council Meeting in the same way the travel and milage is currently claimed.

The Shire of Menzies is Band 4 as per Salaries and Allowances Tribunal Schedule 1: Local Government band allocations.

The Salaries and Allowances Tribunal sets out minimums and maximum council and committee meeting allowances in Table 4 and Table 6 of section 6.2 Council meeting attendance fees – per meeting.

Table 4: *Council* meeting fees per meeting – local governments

Council members other than mayor or president		
Minimum payment	\$90	Maximum payment \$236
Council members who hold the office of mayor or president		
Minimum payment	\$90	Maximum payment \$485

Table 6: *Committee* meetings and prescribed meeting fees per meeting – local governments

Council members including the mayor or president		
Minimum payment	\$45	Maximum payment \$118

The above does not affect the annual allowance for a mayor, president, chair, deputy president and deputy chair.

**RELEVANT TO STRATEGIC PLAN:**

*14.3 Active civic leadership achieved*

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

**STATUTORY AUTHORITY:**

*Local Government Act 1995 section 5.98(1)*  
*Local Government Act 1995 section 5.99*

*Salaries and Allowances Act 1975 – Determination of the Salaries and Allowances Tribunal for Local Government – Chief Executive Officer and Elected Members – Pursuant to Section 7A and &B*

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:** Nil

**BACKGROUND:**

Councillors are being paid an annual attendance fee in arrears on a monthly basis to the Councillors nominated bank account for meetings under LGA s5.99 and Salaries and Allowances Tribunal Part 6, irrespective of attendance at meetings.

**COMMENT:**

The above officer recommendation is consistent with Councils request to create efficiencies and transparencies within the Shire of Menzies.

## PART 6: MEETING ATTENDANCE FEES

*This Part deals with fees payable to council members for attendance at council and other meetings*

### 6.1 GENERAL

- (1) Pursuant to section 5.98(1)(b) of the LG Act, a council member who attends a council meeting is entitled to be paid the fee set by the local government or the regional local government within the range determined in section 6.2 of this Part for council meeting attendance fees.
- (2) Pursuant to section 5.98(1)(b) and (2A)(b) of the LG Act, a council member who attends a committee meeting or (at the request of the local government or regional local government) a meeting of a type prescribed in regulation 30(3A) of the LG Regulations is entitled to be paid the fee set by the local government or regional local government within the range determined in section 6.3 of this Part for attending committee meetings or, as the case requires, meetings of that type.
- (3) Each of the following meetings is a type of meeting prescribed in regulation 30(3A) of the LG Regulations -
  - (a) meeting of a WALGA Zone, where the council member is representing a local government as a delegate elected or appointed by the local government;
  - (b) meeting of a Regional Road Group established by Main Roads Western Australia, where the council member is representing a local government as a delegate elected or appointed by the local government;
  - (c) council meeting of a regional local government where the council member is the deputy of a member of the regional local government and is attending in the place of the member of the regional local government;
  - (d) meeting other than a council or committee meeting where the council member is attending at the request of a Minister of the Crown who is attending the meeting;
  - (e) meeting other than a council meeting or committee meeting where the council member is representing a local government as a delegate elected or appointed by the local government.
- (4) Pursuant to section 5.99 of the LG Act, a local government or regional local government may decide by an absolute majority that instead of paying council members an attendance fee referred to in section 5.98(1) of the LG Act, it will pay all

council members who attend council or committee meetings a fee set within the range for annual fees determined in section 6.4 of this Part.

- (5) Regulation 30(3C) of the LG Regulations prevents the payment of a fee to a council member for attending a meeting of a type prescribed in regulation 30(3A) of those regulations if –
  - (a) the person who organises the meeting pays the council member a fee for attending the meeting; or
  - (b) the council member is paid an annual fee in accordance with section 5.99 of the LG Act; or
  - (c) the council member is deputising for a council member at a meeting of a regional local government and the member of the regional local government is paid an annual fee in accordance with section 5.99 of the LG Act.
  
- (6) In determining the fees set out in this Part, the Tribunal has taken into account a range of factors including –
  - (a) the time required to prepare adequately for the meetings including consideration of agenda papers, site visits related to agenda items and consultation with council staff and community members;
  - (b) the role of the council member, mayor or president including, but not limited to, representation, advocacy, and oversight and determination of policy and local legislation;
  - (c) particular responsibilities associated with the types of meetings attended;
  - (d) responsibilities of a mayor, president or chair to preside over meetings; and
  - (e) the relative “size” of the local government as reflected in the Tribunal’s local government banding model.
  
- (7) The Tribunal has not determined a specific meeting attendance fee for the purposes of section 5.98(1)(a) or (2A)(a) of the LG Act.

## **6.2 COUNCIL MEETING ATTENDANCE FEES – PER MEETING**

- (1) The ranges of fees in Table 4 and Table 5 apply where a local government or regional local government decides by an absolute majority to pay a council member a fee referred to in section 5.98(1)(b) of the LG Act for attendance at a council meeting.

**Table 4: Council meeting fees per meeting – local governments**

Band	For a council member other than the mayor or president		For a council member who holds the office of mayor or president	
	Minimum	Maximum	Minimum	Maximum
1	\$609	\$785	\$609	\$1,177
2	\$369	\$576	\$369	\$772
3	\$191	\$406	\$191	\$628
4	\$90	\$236	\$90	\$485

**Table 5: Council meeting fees per meeting – regional local governments**

	For a council member other than the chair		For a council member who holds the office of chair	
	Minimum	Maximum	Minimum	Maximum
All regional local governments	\$90	\$236	\$90	\$485

### 6.3 COMMITTEE MEETING AND PRESCRIBED MEETING ATTENDANCE FEES – PER MEETING

- (1) The ranges of fees in Table 6 and Table 7 apply where a local government or regional local government decides to pay a council member a fee referred to in –
  - (a) section 5.98(1)(b) of the LG Act for attendance at a committee meeting; or
  - (b) section 5.98(2A)(b) of the LG Act for attendance at a meeting of a type prescribed in regulation 30(3A) of the LG Regulations.

**Table 6: Committee meeting and prescribed meeting fees per meeting – local governments**

For a council member (including the mayor or president)		
Band	Minimum	Maximum
1	\$305	\$392
2	\$184	\$288
3	\$96	\$203
4	\$45	\$118

**Table 7: Committee meeting and prescribed meeting fees per meeting – regional local governments**

For a council member (including the chair)		
	Minimum	Maximum
All regional local governments	\$45	\$118

#### 12.2.4 Changing Methods of Valuation of Land

<b>LOCATION:</b>	Assessment 5364 part of M30/255
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	RAT.823.1/NAM73
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	24 June 2018
<b>AUTHOR:</b>	Glenn Bone, Consultant
<b>ATTACHMENT:</b>	Nil

<b>COUNCIL RESOLUTION:</b>	<b>No.</b>
----------------------------	------------

**MOVED: Cr**

**SECONDED: Cr**

*Carried /*

#### **OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:**

That Council in accordance with the provisions of section 6.28 of the *Local Government Act 1995*, prepare an application to the Minister for Local Government, Sporting and Cultural Industries, to change the basis of rating from Unimproved Values to Gross Rental Values, for the following mining operation:

- Carnegie Gold Pty Ltd
- Davyhurst Accommodation Village – Part of M30/255 – Ass 5364 – with effect from 1 September 2018, or thereabouts.

#### **VOTING REQUIREMENTS:**

Simple majority

#### **IN BRIEF:**

Preparation of an application to the Minister for Local Government, Sporting and cultural Industries to ‘spot rate’ (GRV) to the Davyhurst accommodation village on M30/255.

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

##### *14.1 Sustainable local economy encouraged*

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.
- A local economy that has close working partnerships with mining companies and other industries.

### 14.3 Active civic leadership achieved

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

### **STATUTORY AUTHORITY:**

*Local Government Act 1995 Section 6.28 – Enables Local Government to phase-in valuations*

*Local Government Act 1995 Section 6.31 - The Minister to determine the method of rating*

### **POLICY IMPLICATIONS:**

Council has no policies relating to this matter.

Minister for Local Government – Valuation of Land – Mining.

### **FINANCIAL IMPLICATIONS:**

The land on which the Davyhurst Accommodation Village is located, is rated on unimproved values (mining tenement) and therefore takes no account of the infrastructure on the land. A change to GRV recognise the infrastructure. The Davyhurst Accommodation Village was constructed some time in the 1990s as a camp for up to 160 persons.

Notional values are now to hand and on a rating basis over 2017/18 the following effect on rates can be calculated:

Davyhurst Operation

Accommodation Village

(M30/255)      \$165,000 @ 8.32c rate in the dollar (2017/18) = \$13,728

A survey of the site to enable a formal description of the rating area in the *Government Gazette* following the Minister's approval will be required.

Landgate – Property & Valuations is now able to provide this service at around \$500.

There will be a further cost from Landgate – Property & Valuations in respect to the provision of formal GRVs. It is not known at this stage what the cost will be.

### **RISK ASSESSMENTS:**

A decision to not endorse the recommendation has a risk implication of Council alienating itself to Anglo Gold Ashanti (Tropicana) on the dual basis of Fairness and Equity and also Inconsistency, in the application of GRV rating to similar infrastructure in the Shire.



## CONSULTATION

As a compliance requirement to the DLGSC Rating Policy – Valuation of Land – Mining, letters explaining Council’s proposal were forwarded to Carnegie Gold Pty Ltd (the tenement holder) and Eastern Goldfields Ltd (the mine operator), following the 26 April 2018 Council meeting. The policy stipulates that the holder is to be given at least 28 days after receiving the information to make submissions to the local government on the proposal.

In accordance with the Department’s guidelines, the consultation advices of the Shire’s GRV rating intentions were sent in April 2018 (electronically) to both companies.

A period of at least 28 days from receipt of the Shire’s correspondence has been allowed for the lodgement of submissions, the closure time was set at 5 pm on Friday 8 June 2018.

No submission or response was received,

## BACKGROUND:

In the past Council has agreed to the principle of applying ‘spot rating’ (GRV) to the accommodation village of the Tropicana mine site. This opportunity now extends to the re-opened Davyhurst mine on M30/255.

At the meeting held on 26 April 2018, Council commenced the process for a Change of Method of Valuation and accordingly resolved at Minute 1400:

*That Council commence formalities for changing the method of valuation for the accommodation village and associated infrastructure located on tenement M30/255 – (Davyhurst).*

## COMMENT:

The principal details relevant to the change of method of valuation for M30/255 are set out below:

### Proposed Change of Method of Valuing Land:

#### CARNEGIE GOLD PTY LTD

#### Property Details:

Assessment 5364	M30/255
Name	Davyhurst
Location	Davyhurst, 53km SW of Menzies

#### Improvements:

Accommodation Village	Accommodates up to 160
Mine Life	Davyhurst – no confirmation of mine life is available, however, the site has been operating since the 1990’s, and local expectations indicate that operations will continue for at least the next five years.

## Valuation System

Currently UV rating for M30/255	\$94,953.79 (2017/18 rates for the whole of the tenement area)
Proposed GRV (notional) – village	\$165,000
Notional 2017/18 rating (without phase-in)	\$13,728
Estimated Effective Date	1 September 2018 (pro rata)

## Similar Properties:

There is only one other mining operation in the Shire that is subject to ‘spot’ GRV rating. This is Anglo Gold Ashanti’s Tropicana mine site accommodation village.

## Phase-in Consideration:

Any proposal for a change of method of valuation should also include consideration as to whether there should be a phase-in of the intended change. As mentioned elsewhere, Schedule 6.1 enables a local government to phase-in the impact of the change over a period of three years.

In practical terms, such a move would ameliorate the financial impact on the Davyhurst operation quite considerably. Instead of being faced with the total impact immediately, the extra cost would be borne progressively by one third in Year 1, two thirds in Year 2 and finally, the full amount in Year 3. This would result in the operators saving approximately one year’s impact of the new rating impost over the triennium.

From the Shire’s point of view, the cost (reduced income) of a phase-in for the Davyhurst accommodation village based on 2017/18 notional Year 1 full rating, would be more than \$14,000 over the triennium. However, this is not a new principle for the Shire as the question also arose when Tropicana was considered in 2015. On that occasion the phase-in approach was not pursued.

A further dissuasion to the use of the phase-in approach also arises due to the 12 month embargo on capital improvements, as entrenched in the Government’s policy. In the current case this does not really apply as the camp was constructed many years ago and the Davyhurst operation was then placed ‘in care and maintenance’ for a significant period before being re-commissioned again last year. Technically it could have been GRV rated a long time ago.

To allow a further concession on potential rating income would further add to the issue of equity being applied accros-the-board.

It is considered the phase-in approach should not be used on this occasion.

### 12.2.5 Differential Rating

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	FIN.997.1/NAM134
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	22 June 2018
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	Nil

<b>COUNCIL RESOLUTION:</b>	<b>No.</b>
----------------------------	------------

**MOVED: Cr**

**SECONDED: Cr**

*Carried by Absolute Majority /*

#### **OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:**

That Council note that no submissions were received in response to the advertising of differential rates for the year ending 30 June 2019.

#### **VOTING REQUIREMENTS:**

Absolute Majority

#### **IN BRIEF:**

To consider objections received following the advertising of the differential rates for the year ending 30 June 2019.

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

##### *14.1 Sustainable local economy encouraged*

- The acquisition of appropriate resources to assist with economic and tourism planning and development.

##### *14.2 Strong sense of community maintained*

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

##### *14.3 Active civic leadership achieved*

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.

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

#### *14.4 Heritage & Natural assets conserved*

- A strengthening of our cultural and heritage awareness and values.

#### **STATUTORY AUTHORITY:**

*Local Government Act 1995 Section 6.35*

#### **POLICY IMPLICATIONS:**

*Department of Local Government Sport and Cultural Industries*

#### **FINANCIAL IMPLICATIONS:**

The level of rating must reflect the expenditure adopted in the proposed Budget for the year ending 30 June 2019.

#### **RISK ASSESSMENTS:**

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

#### **BACKGROUND:**

The Shire adopted proposed differential rates for properties valued using the Unimproved Rating method at its ordinary meeting of Council in May 2018.

Details of the resolution were advertised in a state circulating newspaper on 6 June 2018. Objections close at 9am 28 June 2018.

#### **COMMENT:**

At the time of writing, no objections have been received.

## 12.3 WORKS AND SERVICES

### 12.3.1 Works Report for the Month of May 2018

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	ROA.860.1/NAM118
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	8 June 2018
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.3.1-1 Capital Works Report – Streets Roads and Bridges

<b>COUNCIL RESOLUTION:</b>	<b>No.</b>
----------------------------	------------

**MOVED: Cr**

**SECONDED: Cr**

*Carried /*

#### **OFFICER RECOMMENDATION :**

That Council receive the Works Report for May 2018.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

Councils annual works program is now close to being complete for the 2017 2018 year.

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

##### *14.1 Sustainable local economy encouraged*

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

##### *14.2 Strong sense of community maintained*

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

##### *14.3 Active civic leadership achieved*

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.

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

#### *14.4 Heritage & Natural assets conserved*

- Our natural environment will be protected and preserved for future generations.
- Our built environment will be managed to sustain our growing needs, while protecting and restoring buildings of historical value.
- Heritage and cultural places and items will be protected.

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:**

No Risk Assessment has been undertaken relating to this item.

**BACKGROUND:**

The Shire manages the Works section with a permanent staff of a Works Supervisor, and 4.5 full time equivalent workers. Additional resources are contracted as required.

**COMMENT:**

The following is a brief report of the monthly activities extracted from the report to the Chief Executive Officer from Paul Warner, Works Supervisor.

**May/June 2018**

- Shire Grader maintenance grading – Menzies North West Road
- Contract Grader Maintenance – Tjuntjuntjara Access Road
- Concrete Pads and new cabling for new Satellite dishes now complete. Installation dates will be advised as soon as we have them.
- Contractors have commenced Pinjin Road Re-sheeting. This will be followed by Yarri Road re-sheet.
- Asphalt works for paths and crossovers in Menzies Townsite.

Time was spent preparing the Menzies Town site for the Cyclclassic. These duties have been combined with increased services to Niagara Dam and Lake Ballard free camp sites to accommodate the increase in use.

Attached is a report for Road Construction. Whilst some allocations between jobs are still to be processed, the report provides an excellent over-view of the status of jobs at 31 May 2018.

**Shire of Menzies**  
**2017 2018**  
**Operating Jobs - linked to General Ledger Accounts as at 31 May 2018**  
**% against Total**

**Transport****Streets, Roads, Bridges & Depot Construction -**

<b>Budget Revenue</b>	<b>Actual Revenue</b>	<b>Job #</b>	<b>Job Description</b>	<b>Budget Expense</b>	<b>Total Actual Expense</b>	<b>Actual Expense</b>	<b>% YTD</b>	<b>Budget Net</b>	<b>Actual Net</b>
195,000	195,000	CR0002	Evanston- Menzies Road Crsf	(292,800)	(1,851)	(1,851)	-1.97%	(97,800)	193,149
<b>195,000</b>	<b>195,000</b>	<b>Sub Total - 12101</b>		<b>(292,800)</b>	<b>(1,851)</b>	<b>(1,851)</b>	<b>-1.97%</b>	<b>(97,800)</b>	<b>193,149</b>
778,000	614,354	CR0001	Menzies Northwest Road R2R	(778,000)	(790,131)	(790,131)	100.00%	-	(175,777)
180,000	164,958	CR0012	Connie Sue R2R Remote Aboriginal Access Roads	(200,000)	(286,955)	(286,955)	106.10%	(20,000)	(121,997)
<b>958,000</b>	<b>779,312</b>	<b>Sub Total - 12104</b>		<b>(978,000)</b>	<b>(1,077,086)</b>	<b>(1,077,086)</b>	<b>114.89%</b>	<b>(20,000)</b>	<b>(297,774)</b>
-	-	CR0014	Menzies Nw Rd	-	(25,573)	(25,573)	100.00%	-	(25,573)
-	-	CR0015	Evanstone Menzies Rd Black Spot	-	(4,916)	(4,916)	100.00%	-	(4,916)
-	-	<b>Sub Total - 12105</b>		-	<b>(30,490)</b>	<b>(30,490)</b>	<b>100.00%</b>	-	<b>(30,490)</b>
-	-	CR0007	Menzies North West Road	-	(205)	(205)	100.00%	-	(205)
146,223	24,000	CR0009	Tjunjuntjarra Access Road	(219,335)	(81,348)	(81,348)	0.78%	(73,112)	(57,348)
-	-	CR0010	Main Street Menzies Upgrade	-	(5,400)	(5,400)	100.00%	-	(5,400)
-	-	CR0032	Town Site Reseal	(200,000)	(216,196)	(216,196)	101.08%	(200,000)	(216,196)

Shire of Menzies

2017 2018

Operating Jobs - linked to General Ledger Accounts as at 31 May 2018  
% against Total

Transport

Streets, Roads, Bridges & Depot Construction -

Budget Revenue	Actual Revenue	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD	Budget Net	Actual Net
146,223	24,000	<b>Sub Total - 12106</b>		(419,335)	(303,148)	(303,148)	101.02%	(273,112)	(279,148)
-	-	CR0008	Footpaths- Walsh & Kensington Streets	-	(332)	(332)	100.00%	-	(332)
-	-	<b>Sub Total - 12108</b>		-	(332)	(332)	100.00%	-	(332)
-	186,667	CR0004	Evanston Menzies Road Rrg	(280,000)	(313,384)	(313,384)	0.45%	(280,000)	(126,717)
176,667	176,667	CR0005	Yarri Road Rrg	(265,167)	(188,354)	(188,354)	0.13%	(88,500)	(11,687)
337,985	424,652	CR0013	Menzies Northwest Rd Rrg	(382,985)	(289,347)	(289,347)	-3.01%	(45,000)	135,305
220,000	88,000	CR0040	Pinjin Road Rrg	(330,000)	-	-	-0.80%	(110,000)	88,000
734,652	875,986	<b>Sub Total - 12109</b>		(1,258,152)	(791,084)	(791,084)	-0.16%	(523,500)	84,902
-	-	CR0006	Shire House Crossovers	(30,000)	(16,686)	-	0.00%	(30,000)	-
-	-	<b>Sub Total - 12110</b>		(30,000)	(16,686)	-	0.00%	(30,000)	-
-	-	C12100	Bicycle Path Construction	(50,000)	(60,625)	(24,262)	0.49%	(50,000)	(24,262)



Shire of Menzies

2017 2018

Operating Jobs - linked to General Ledger Accounts as at 31 May 2018  
% against Total

Transport

Streets, Roads, Bridges & Depot Construction -

Budget Revenue	Actual Revenue	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD	Budget Net	Actual Net
-	-		<b>Sub Total - 12112</b>	<b>(50,000)</b>	<b>(60,625)</b>	<b>(24,262)</b>	<b>0.49%</b>	<b>(50,000)</b>	<b>(24,262)</b>
-	-	C12101	Depot Extension	(30,000)	(11,517)	(11,517)	0.38%	(30,000)	(11,517)
-	-		<b>Sub Total - 12120</b>	<b>(30,000)</b>	<b>(11,517)</b>	<b>(11,517)</b>	<b>0.38%</b>	<b>(30,000)</b>	<b>(11,517)</b>
-	-	C12103	Bores To Support Road Works	(30,000)	(23,225)	(23,225)	0.77%	(30,000)	(23,225)
-	-	C12104	Grid Replacement Program	(32,000)	(57,629)	(22,004)	0.69%	(32,000)	(22,004)
-	-		<b>Sub Total - 12140</b>	<b>(62,000)</b>	<b>(80,853)</b>	<b>(45,228)</b>	<b>0.73%</b>	<b>(62,000)</b>	<b>(45,228)</b>
1,300,000	-	WR000	Wandrra Funding - Associated Costs (Wml) n	(1,300,000)	(26,362)	(26,362)	100.00%	-	(26,362)
1,300,000	-		<b>Sub Total - 12145</b>	<b>(1,300,000)</b>	<b>(26,362)</b>	<b>(26,362)</b>	<b>100.00%</b>	<b>-</b>	<b>(26,362)</b>

Shire of Menzies

2017 2018

Operating Jobs - linked to General Ledger Accounts as at 31 May 2018  
% against Total

Transport

3,333,875	1,874,298	Streets, Roads, Bridges & Depot Construction	(4,420,287)	(2,400,035)	(2,311,360)	0.40%	(1,086,412)	(437,062)
-----------	-----------	--	-------------	-------------	-------------	-------	-------------	-----------

2017 2018

## Operating Jobs - linked to General Ledger Accounts as at 31 May 2018

% against Total

## Transport

## Plant &amp; Equipment Purchases -

Budget Revenue	Actual Revenue	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD	Budget Net	Actual Net
-	-	C12102	Minor Plant & Equipment (Not Capitalised)	(12,000)	(11,766)	(11,766)	0.98%	(12,000)	(11,766)
-	-	<b>Sub Total - 12325</b>		<b>(12,000)</b>	<b>(11,766)</b>	<b>(11,766)</b>	<b>0.98%</b>	<b>(12,000)</b>	<b>(11,766)</b>
44,000	-	CP002	Vehicle Replacement Works Supervisor	(70,000)	(65,708)	(65,708)	102.53%	(26,000)	(65,708)
-	-	CP004	Garden Trailer With Ramps	(6,000)	(4,427)	(4,427)	0.74%	(6,000)	(4,427)
55,000	-	CP005	Skid Steer Loader	(56,000)	(65,535)	(65,535)	165.54%	(1,000)	(65,535)
99,000	-	CP006	Water Truck And Tank	(100,000)	(99,500)	(99,500)	199.50%	(1,000)	(99,500)
-	-	CP007	Vehicle Replacement For Ceo	-	(75,936)	(75,936)	100.00%	-	(75,936)
<b>198,000</b>	-	<b>Sub Total - 12345</b>		<b>(232,000)</b>	<b>(311,106)</b>	<b>(311,106)</b>	<b>109.15%</b>	<b>(34,000)</b>	<b>(311,106)</b>
-	-	C12300	Electronic Signage	(15,000)	(13,404)	(13,404)	0.89%	(15,000)	(13,404)
-	-	C12301	Banners And Signage	(15,000)	(18,121)	(18,121)	101.21%	(15,000)	(18,121)
-	-	C12302	Street Lighting - Village	(15,000)	(3,490)	-	0.00%	(15,000)	-
-	-	<b>Sub Total - 12347</b>		<b>(45,000)</b>	<b>(35,015)</b>	<b>(31,525)</b>	<b>0.70%</b>	<b>(45,000)</b>	<b>(31,525)</b>

## Shire of Menzies

2017 2018

Operating Jobs - linked to General Ledger Accounts as at 31 May 2018  
% against Total

## Transport

<b>198,000</b>	-	Plant & Equipement Purchases	(289,000)	(357,887)	(354,397)	103.89%	(91,000)	(354,397)
----------------	---	------------------------------	-----------	-----------	-----------	---------	----------	-----------

### 12.3.2 Tender Assessment RFT CR0014-2017

<b>LOCATION:</b>	Menzies North West Road
<b>APPLICANT:</b>	WML Consultants
<b>DOCUMENT REF:</b>	ROA.950.1/NAM130
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	22 June 2018
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.3.2-1 ( <i>Confidential</i> ) Tender Assessment Report

<b>COUNCIL RESOLUTION:</b>	<b>No.</b>
----------------------------	------------

**MOVED: Cr**

**SECONDED: Cr**

*Carried by Absolute Majority /*

#### **OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:**

That Council

1. Award Tender RFT CR0014-2017 for the Sealing of Menzies North West Road 21.5-27.9 SLK to Roadtech Construction as per tjeor submitted Tender Rates.
2. Advise unsuccessful tenderers of the outcome of the tender within seven working days.

#### **VOTING REQUIREMENTS:**

Absolute Majority

#### **IN BRIEF:**

The awarding of this contract will provide a further 6.4 kilometres of seal to be completed on the Menzies North West Road. The project is fully funded by Roads to Recovery and carried forward funding from Reserve.

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

##### *14.1 Sustainable local economy encouraged*

- A local economy accessing the commercial options and services in place, for timely development.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.

#### *14.2 Strong sense of community maintained*

- Our community will have access to all necessary service requirements.

#### *14.3 Active civic leadership achieved*

- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.

#### *14.4 Heritage & Natural assets conserved*

- Our natural environment will be protected and preserved for future generations.
- Our built environment will be managed to sustain our growing needs, while protecting and restoring buildings of historical value.
- Heritage and cultural places and items will be protected.
- A strengthening of our cultural and heritage awareness and values.

### **STATUTORY AUTHORITY:**

*Local Government Act 1995 Section 3.57*

*Local Government (Functions and General) Regulation 1996 Part 4 Division 2*

### **POLICY IMPLICATIONS:**

Policy 4.2 Purchasing and Tenders

### **FINANCIAL IMPLICATIONS:**

The Project will be costed to Job CR0014, and funded from Roads to Recovery (\$612,853 and own funds to be allocated from Road Reserve (\$640,816). Funds not spent during the 2017/2018 financial year will be rolled over to the 2018/2019 year.

### **RISK ASSESSMENTS:**

There is no risk assessment for this matter

### **BACKGROUND:**

Tenders were advertised for the contracting of the sealing of Menzies North West Road between slk 21.5 and 27.9 on Saturday 12 May 2018 and closed on Wednesday 30 May 2018.

### **COMMENT:**

Three tenders were received and evaluated. All tenders received were deemed to be sufficiently compliant to be evaluated and considered. Evaluation of the tenders was undertaken by an independent consultant.

In terms of qualitative criteria the lowest price tenderer was also ranked first on overall scoring. The highest qualitative weighted scoring indicated that Roadtech Construction with lowest price was considered competitive. Other tenderers were considerably higher.

The results of the qualitative criteria as set out in the tender document were

Company (Tenderer)	Tendered Amount	Local Content Adjuster Price (Ex GST)	Total Score	Weighted
<b>A</b>	<b>1,253,669</b>	<b>1,253,669</b>	<b>76.0</b>	
<b>B</b>	<b>1,954,271</b>	<b>1,946,772</b>	<b>70.0</b>	
<b>C</b>	<b>1,402,544</b>	<b>1,391,521</b>	<b>52.5</b>	

**TENDER ASSESSMENT REPORT**  
**RFT CR0014-2017**  
**MENZIES NW ROAD 21.5-27.9 SLK**

**CONFIDENTIAL**

**SHIRE OF MENZIES**





**CONFIDENTIAL**

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL



CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL



## 12.4 COMMUNITY DEVELOPMENT

### 12.4.1 Community Development Report for the Month of May 2018

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	CS.860.1/NAM119
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	8 June 2018
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.4.1-1 Jobs as at 31 May 2018

<b>COUNCIL RESOLUTION:</b>	<b>No.</b>
----------------------------	------------

**MOVED:** Cr

**SECONDED:** Cr

*Carried /*

#### **OFFICER RECOMMENDATION:**

That Council receive the report of the activities for Community Development for May 2018.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

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

This report also addresses other areas of Tourism and area promotion such as the operating of is camping facilities at Lake Ballard and Niagara Dam, and contribution to Community Groups for activities.

Progress status report of the Menzies Youth Centre is included for information.

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

##### *14.1 Sustainable local economy encouraged*

- A local economy accessing the commercial options and services in place, for timely development.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.

#### *14.2 Strong sense of community maintained*

- Our community will be cohesive, inclusive and interactive, where people feel safe, are welcomed and can live comfortably.
- Our community will value each other, building relationships and networks to interact, socialise and for recreation.
- Our community will have access to all necessary service requirements.
- The Shire to review disability access throughout the Shire of Menzies.

#### *14.3 Active civic leadership achieved*

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

#### *14.4 Heritage & Natural assets conserved*

- Heritage and cultural places and items will be protected.
- A strengthening of our cultural and heritage awareness and values.

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

#### **FINANCIAL IMPLICATIONS :**

All expenditure to are within acceptable parameters of the adopted budget.

#### **RISK ASSESSMENTS:**

No Risk Assessment has been undertaken relating to this item.

#### **BACKGROUND:**

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

#### **COMMENT:**

##### **Caravan Park**

Occupancy of the caravan park is steadily increasing.

##### **Community Resource Centre (CRC) and Community Activities**

The Centre had 91 patrons in May 2018. The Menzies Matters was printed and distributed. There is a steady increase on the number of local clients meeting and joining in the activities. Both day time adult activities and after school activities are attracting regular clients.

### **Visitor Centre**

May 2018 attracted 1,099 visitors. Our Facebook appears to be one of the major referral sources for visitors. We continue to review methods and best means of promotion for Menzies.

### **Community Postal Agency**

This important service attended 310 customers in May 2018.

### **Statistics**

The attachment shows the financial details for services in this area which includes contributions and Community Events.

### **Menzies Youth Centre**

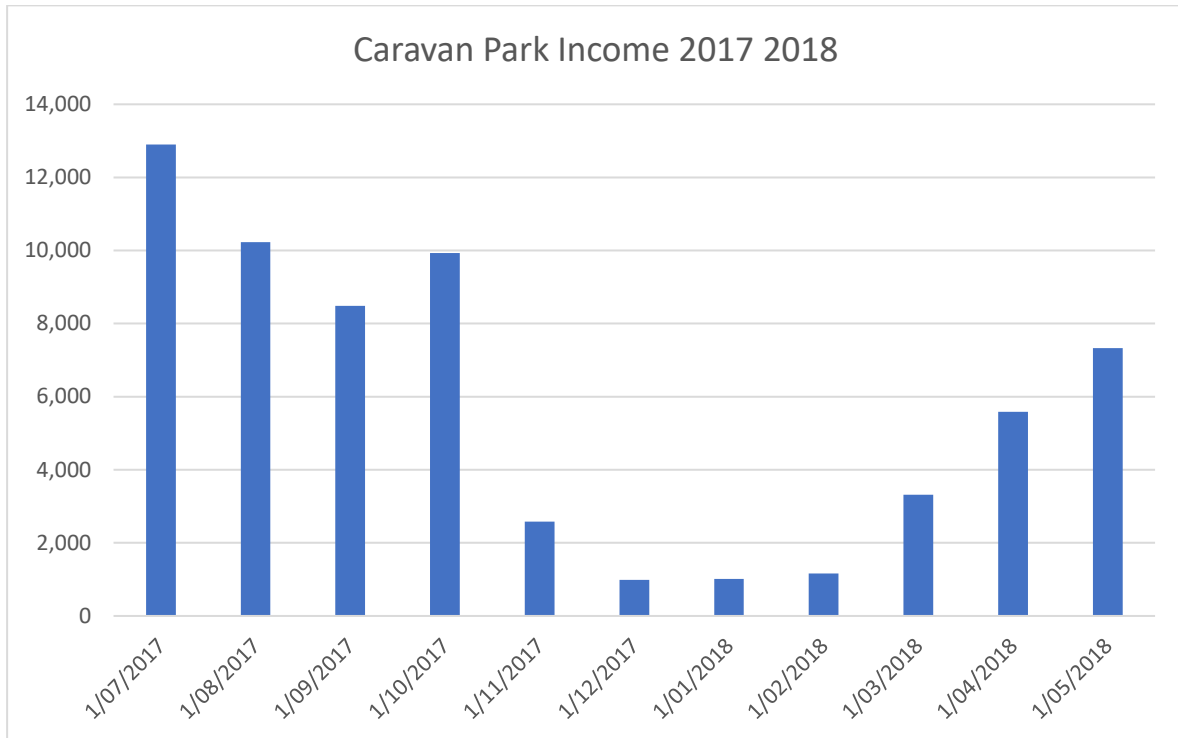
The construction of the Menzies Youth Centre continues to progress. The initial date of 8 June 2018 for the on-site arrival of the building was not met due to the inability of the contractor to access Department of Transport Police escort. We have been advised that the next available date is 18 July 2018.

While the building has been delayed, the construction of the stage and outdoor area continues to progress.

**Statistics**

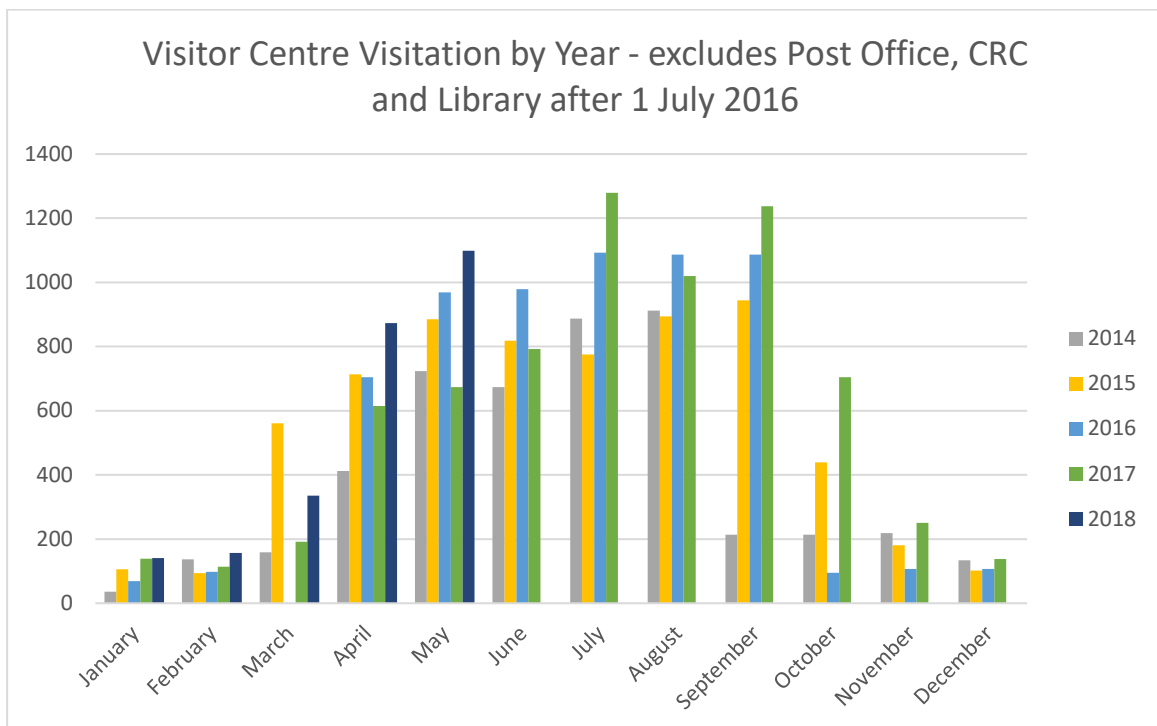
**Caravan Park Revenue.**

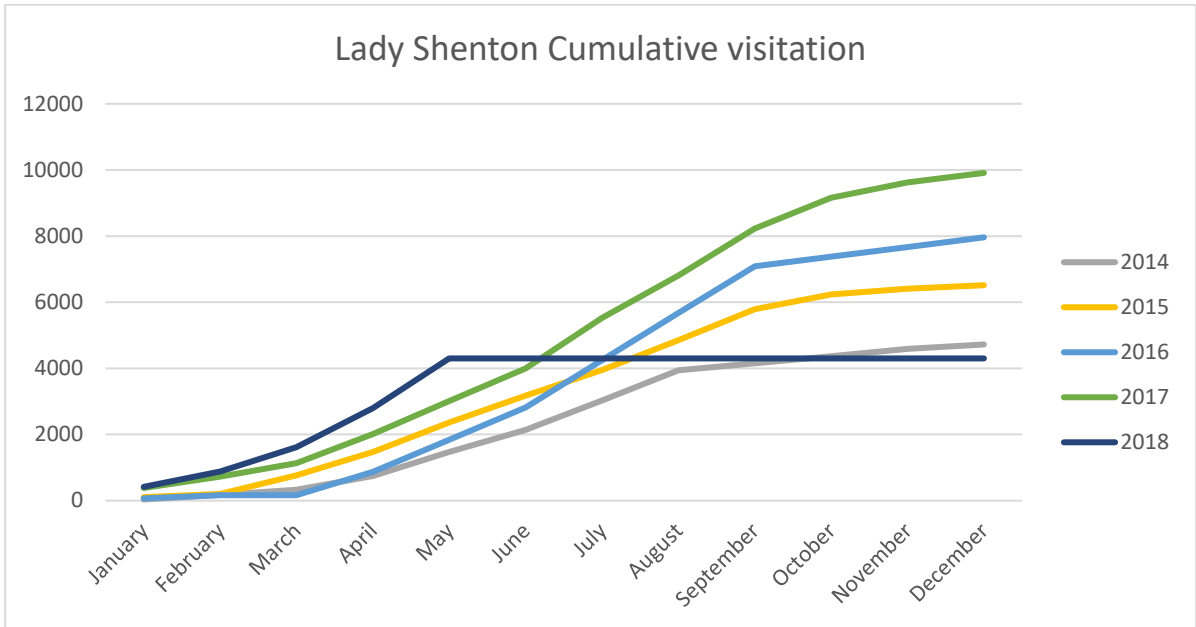
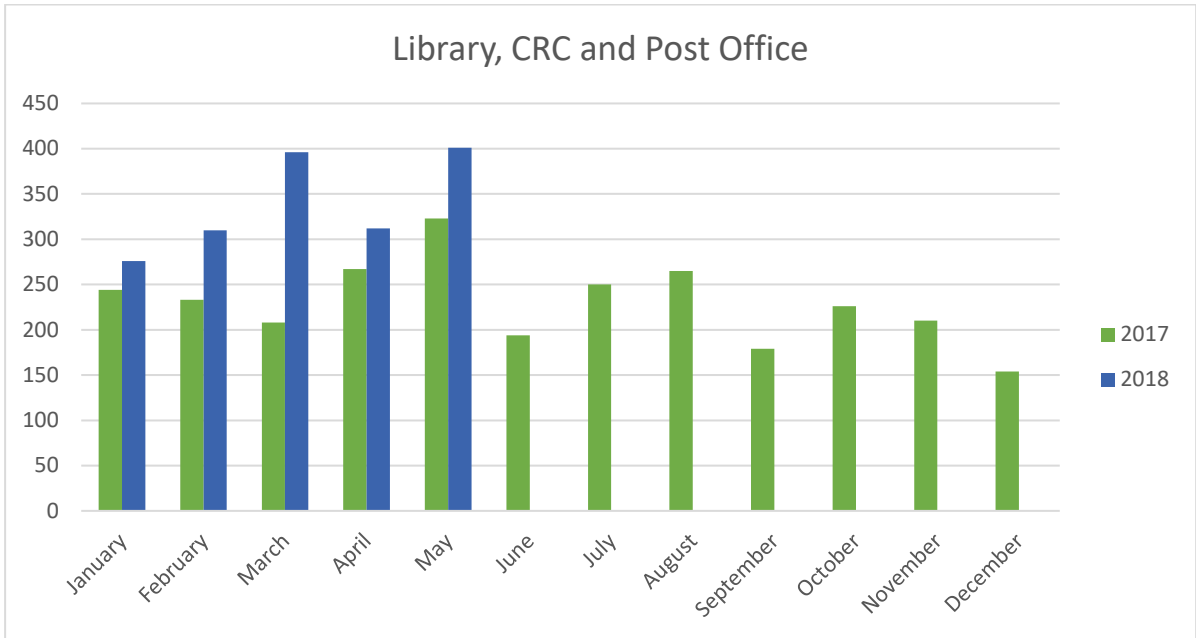
Revenue generated from the caravan park for April 2018 was \$7,327. Occupancy rates continue to increase as the tourist season commences.



**Visitation to Main Services**

Over all, visitation for all services shows a steady increase in the use of services.





**Shire of Menzies  
2017 2018**

**Operating Jobs - linked to General Ledger Accounts as at 31 May 2018  
% against Total**

**Recreation & Culture**

**Communities -**

Budget Revenue	Actual Revenue	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	% YTD	Budget Net	Actual Net
-	-	M13400	Tjuntjuntjara School Holiday Program	(52,000)	(36,477)	(36,477)	0.70%	(52,000)	(36,477)
-	-	M13402	Tjuntjuntjara Dog Health Program	(20,000)	(19,861)	(19,861)	0.99%	(20,000)	(19,861)
-	-	M13403	Tjuntjuntjara Site To Site Program	(17,500)	(16,991)	(16,991)	0.97%	(17,500)	(16,991)
-	123	M13404	Desert Stars - Distribution / Promotion / Touring	(20,000)	(15,437)	(15,437)	0.77%	(20,000)	(15,314)
-	-	M13405	Buffel Grass Management	(20,000)	(18,333)	(18,333)	0.92%	(20,000)	(18,333)
-	-	M13499	Tjuntjuntjara Provision For Contributions	(15,000)	-	-	0.00%	(15,000)	-
-	123	<b>Sub Total - 13445</b>		<b>(144,500)</b>	<b>(107,099)</b>	<b>(107,099)</b>	<b>0.74%</b>	<b>(144,500)</b>	<b>(106,976)</b>
-	-	M04010	Contribution - Mac Christmas Tree	(1,500)	(1,364)	(1,364)	0.91%	(1,500)	(1,364)
-	-	M13111	Event - Menzies Christmas	(10,000)	(4,401)	(4,401)	0.44%	(10,000)	(4,401)
-	-	M13699	Contributions To Menzies Town Community	(20,000)	(2,379)	(2,379)	0.12%	(20,000)	(2,379)
-	-	<b>Sub Total - 13446</b>		<b>(31,500)</b>	<b>(8,144)</b>	<b>(8,144)</b>	<b>0.26%</b>	<b>(31,500)</b>	<b>(8,144)</b>
-	-	X13499	Admin Allocated To Tjuntjuntjara	-	(43,488)	(43,488)	100.00%	-	(43,488)
-	-	<b>Sub Total - 13499</b>		<b>-</b>	<b>(43,488)</b>	<b>(43,488)</b>	<b>100.00%</b>	<b>-</b>	<b>(43,488)</b>

## 12.4.2 Events – Menzies Classic – Chas Egan Memorial Race

<b>LOCATION:</b>	Menzies Town Site
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	ECO.938.1/NAM128
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	21 June 2018
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.4.2-1 - Risk Assessment 2018 Cyclassic 12.4.2-2 - Brief History of the Menzies Classic 12.4.2-3 - Break down of costing 2018 event

<b>COUNCIL RESOLUTION:</b>	<b>No.</b>
----------------------------	------------

**MOVED: Cr**

**SECONDED: Cr**

*Carried /*

### **OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:**

That Council

1. Council hold community consultation as resolved in item 12.4.3 March 2018 to determine the future format of the Menzies Cyclassic Day One, on Wednesday 11 July commencing at 12.30pm.
2. Allocate an amount of \$60,000 in the 2018 2019 annual budget for the purpose of Sponsorship of a major event. (Job M13102)
3. Allocate an amount of \$55,000 be provided in the 2018 2019 annual budget for the purpose of an annual community event. (Job M13103)

### **VOTING REQUIREMENTS:**

Simple Majority

### **IN BRIEF:**

The annual Cyclassic Bike race between Kalgoorlie and Leonora is held on the first weekend in June each year. The race is organised by the Eastern Goldfields Cycle Club (the Club).

Historically, the Shire of Menzies has underwritten the section of the race between Kalgoorlie and Menzies.

## **RELEVANT TO STRATEGIC PLAN:**

### *14.1 Sustainable local economy encouraged*

- The acquisition of appropriate resources to assist with economic and tourism planning and development.

### *14.2 Strong sense of community maintained*

- Our community will be cohesive, inclusive and interactive, where people feel safe, are welcomed and can live comfortably.
- Our community will value each other, building relationships and networks to interact, socialise and for recreation.

### *14.3 Active civic leadership achieved*

- Continue to participate in regional activities to the benefit of our community.

### *14.4 Heritage & Natural assets conserved*

- A strengthening of our cultural and heritage awareness and values.

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

## **FINANCIAL IMPLICATIONS:**

Subject to the recommendation of Council, budget allocations for the 2018 2019 financial year will be included as

M13102 – Sponsorship of Major Event	\$60,000
M13103 - Annual Community Event	\$55,000

The cost of the event for the three years 2015 to 2017 is \$293,450. It is difficult to provide the cost for individual years as the event is held in June, and some costings go across financial years.

## **RISK ASSESSMENTS:**

Community Event Risk Assessment for 2018 Race is attached.

## **BACKGROUND:**

The Cyclassic is currently the major community event for the town of Menzies.

## **COMMENT:**

The Shire portion of the is currently undertaken by Shire staff with support from volunteers. The annual Cyclassic bike race between Kalgoorlie and Leonora is held on the first weekend in June each year. The race is organised and owned by the Eastern Goldfields Cycle Club (the Club).

Historically, the Shire of Menzies has underwritten the section of the race between Kalgoorlie and Menzies.



The annual cost of the underwriting varies from year to year, but for the past four years has been \$54,545, \$54,545, \$60,000 and \$60,000.

The Club is responsible for

- Organisation of the race
- Support of participants
- Promotion of the event
- Welfare of the participants including St John's support
- Traffic Management
- Awards and Dinner for participants and supporters.

In addition to the organisation, promotion and support of the race, the Club also run a bike repair day where the local students can bring their bikes for repair and servicing.

In association with the race organised by the Club, the Shire provides support to the Club and entertainment for the Community. This includes

- Setup of shelters and Shenton Street barriers
- DJ/Master of Ceremonies
- A social event aimed at adults (Friday night karaoke)
- Ablutions (both showers and toilets) for participants on arrival in Menzies
- Bouncy Castle and challenge equipment for children (although all equipment is rated for adults)
- Children's sports races and novelty events
- Community Dinner
- Fire Works
- Breakfast and farewell to riders and support teams

The level of Shire participation has reached the limit that can be reasonably resourced.

Should the Community and/or Council wish to increase the level of activities, additional Community involvement would be required to assist with the organisation of events and activities.

At the 29 March 2018 meeting of Council, it was resolved that

*“A report relating to the future format of the Cyclassic be reported following Community Consultation after this year's event.”*

The author has proposed that the Community consultation take place in July prior to the adoption of the 2018 2019 budget with a burger lunch provided to attendees.

It is suggested that the format of the meeting include

- A brief presentation of the history of the Cyclassic (*attached*)
- A breakdown of the costs of the event for 2018 showing
  - Sponsorship of the event
  - Costing of Fireworks
  - Costing of Master of Ceremonies
  - Staff Costs for preparation, assistance on Race Day and demobilisation
  - Cost of Activities
- The format and expectations for Community activities in association with the race for 2019.

# **CYCLASSIC EVENT 2018**

## **Risk Assessment**

LIKELIHOOD	RISK RANKING MATRIX				
HIGH	5	10	15	20	25
SIGNIFICANT	4	8	12	16	20
MODERATE	3	6	6	12	15
LOW	2	4	6	8	10
NEGLIGIBLE	1	2	3	4	5
CONSEQUENCE	NEGLIGIBLE	LOW	MODERATE	MAJOR	CATASTROPHIC

LIKELIHOOD DEFINITIONS	
A <b>high</b> likelihood	<ul style="list-style-type: none"> <li>It is expected to occur in most circumstances</li> <li>There is a strong likelihood of the hazards reoccurring</li> </ul>
A <b>significant</b> likelihood	<ul style="list-style-type: none"> <li>Similar hazards have been recorded on a regular basis</li> <li>Considered that it is likely that the hazard could occur</li> </ul>
A <b>moderate</b> likelihood	<ul style="list-style-type: none"> <li>Incidents or hazards have occurred infrequently in the past</li> </ul>
A <b>low</b> likelihood	<ul style="list-style-type: none"> <li>Very few known incidents of occurrence</li> <li>Has not occurred yet, but it could occur sometime</li> </ul>
A <b>negligible</b> likelihood	<ul style="list-style-type: none"> <li>No known or recorded incidents of occurrence</li> <li>Remote chance, may only occur in exceptional circumstance</li> </ul>

CONSEQUENCE DEFINITIONS	
<b>Catastrophic</b>	<ul style="list-style-type: none"> <li>Multiple of single death</li> <li>Costs to Event of up to \$5 million</li> <li>International and National Media outrage</li> </ul>
<b>Major</b>	<ul style="list-style-type: none"> <li>Serious health impacts on multiple or single persons or permanent disability.</li> <li>Costs to Event between \$2.5 – \$5 million</li> <li>National media outrage</li> </ul>
<b>Moderate</b>	<ul style="list-style-type: none"> <li>More than 10 days rehabilitation required for injured persons</li> <li>Costs to Event between \$200,000 and \$2.5 million</li> <li>Local media and community concern</li> </ul>
<b>Low</b>	<ul style="list-style-type: none"> <li>Injury to person resulting in lost time and claims</li> <li>Costs to Event between \$50,000 and \$200,000</li> <li>Minor isolated concerns raised by stakeholders, customers</li> </ul>
<b>Negligible</b>	<ul style="list-style-type: none"> <li>Persons requiring first aid</li> <li>Costs to Event up to \$50,000</li> <li>Minimum impact to reputation</li> </ul>

### How to control hazards.

By determining the consequences and likelihood of risks occurring, you can now, aim to eliminate, minimise and control the hazards.

Use the hierarchy of control system to minimise or eliminate exposure to hazards. It is a widely accepted system promoted by numerous safety organisations. Referring to the hierarchy will help you decide what controls to put in place to manage the hazards once you have assessed their risk level.

HEIRACHY OF CONTROLS	
<b>ELIMINATION</b> Eliminate the hazard	Remove or stop the hazard if possible, remove the cause or source of the hazard, by eliminating the machine, task or work process. <i>If this is not practical, then substitute.</i>
<b>SUBSTITUTION</b> Substitute the process	Use a less hazardous process- use a less-noisy machine for the task, or introduce a less-noisy work process. <i>If this is not practical, then engineer.</i>
<b>ENGINEERING</b> Change the equipment	Introduce enclosures and barriers around or between the hazard. Improve maintenance procedures. <i>If this is not practical, then:</i>
<b>ISOLATION</b>	Separate or isolate the hazard or equipment from people by relocation or by changing the operation. <i>If this is not practical, then administer</i>
<b>ADMINISTRATIVE</b>	Design and communicate written or verbal procedures that prevent the hazard from occurring. <i>If this is not practical, then PPE</i>
<b>PERSONAL PROTECTIVE EQUIPMENT (PPE)</b>	Provide protective equipment appropriate to the risk. Provide training information and supervision to ensure that personal hearing protection is fitted, used and maintained appropriately. Equipment that protects the person exposed to the hazard.

## EVENT RISK ASSESSMENT

RISK ASSESSMENT EXAMPLE			
Name of Event: <i>2018 Cycclassic Day One</i>		Risk Management Team: <i>Shire of Menzies</i>	<i>Chief Executive Officer</i>
Date of Event: <i>Saturday 2 June 2018</i>		Site Supervisor: <i>Shire of Menzies</i>	<i>Works Supervisor</i>
Location of Event: <i>Shenton Street Menzies</i>		Site Supervisor: <i>Eastern Goldfields Cycle Club</i>	<i>President</i>
Hazards	Risk rank	Control / Actions	Responsibility
Erection of temporary marquee causes an injury to contractor or member of the public.	12	<b>Engineer</b> the hazard by cordoning off the area with bollards and hazard tape. Site supervisor/s to monitor the area and ensure that the public are not entering the work space.	Site Supervisor
Event competitors a support staff operating within public road way.	15	Ensure traffic management conditions are met at all times.	
Fireworks preparation and performance.	16	<b>Area to be cordoned off, no access to any other than Cardle staff, buffer zones to be strictly controlled.</b>	Site supervisor

LIKELIHOOD	RISK RANKING MATRIX				
HIGH	5	10	15	20	25
SIGNIFICANT	4	8	12	16	20
MODERATE	3	6	6	12	15
LOW	2	4	6	8	10
NEGLIGIBLE	1	2	3	4	5
CONSEQUENCE	NEGLIGIBLE	LOW	MODERATE	MAJOR	CATASTROPHY

Hazards	Risk rank	Control / Actions	Responsibility
Power source is overloaded and fails.  Unsafe leads or damaged leads causing electrocution or damage to equipment	12	<b>Eliminate</b> the hazard by engaging a licensed electrician to check existing power supply <b>Administer</b> and ensure that power requirements are identified in the planning phase and adequate supply is provided and that vendors have been pre advised that all leads and equipment must be tested and tagged. <b>Engineer</b> the hazard by using cantilevers for wet ground areas or use rubber matting or cable traps for 'dry' ground areas.	Event Organiser Electrician
Gas bottle leak or explosion	8	Check all equipment prior to the event by licenced gas fitter	Site Supervisor
Member of the public injured by accessing equipment such as machinery, generators	12	<b>Engineer</b> the hazard by making these areas inaccessible to the public using equipment such as pedestrian barriers, hazard tape, bollards, para webbing and warning signage. Keep equipment locked.	Site Supervisor
Noise complaints	1	<b>Administrate</b> this control by doing a pre event assessment of what could generate noise and advise all Caravan Park clients of the Event	Event staff
Bins overflowing and litter on the ground.	1	<b>Administrate</b> this control by monitoring the bins and the cleaners during the event – rubbish truck to be stationed in the area.	Event organiser Cleaner Site Supervisor

LIKELIHOOD	RISK RANKING MATRIX				
HIGH	5	10	15	20	25
SIGNIFICANT	4	8	12	16	20
MODERATE	3	6	6	12	15
LOW	2	4	6	8	10
NEGLIGIBLE	1	2	3	4	5
CONSEQUENCE	NEGLIGIBLE	LOW	MODERATE	MAJOR	CATASTROPHY

Hazards	Risk rank	Control / Actions	Responsibility
Inadequate public toilets causing queuing and complaints	1	<b>Administer</b> this control by doing a pre event assessment of the amount of toilets required.	Event organiser
Inadequate free drinking water supply causing dehydration	6	<b>Administer</b> this control by doing a pre event assessment of the amount of water available on or close to the site. Order a drinking fountain or arrange to give bottled water away for free.	Event organiser
Temporary infrastructure blows away and causes injury to person or equipment	12	<b>Eliminate</b> this risk by ensuring that all light weigh equipment is adequately weighted or harnessed. <b>Administer</b> the control by monitoring the wind speeds prior to and during the event.	Event organiser Site supervisor
Inflatable rides become unstable in high winds and injures a person.	8	<b>Eliminate</b> this risk by checking that the provider has adequately pegged and weighted the equipment in accordance with the structures safety management plan.	Site Supervisor Air Castle operator

LIKELIHOOD	RISK RANKING MATRIX				
HIGH	5	10	15	20	25
SIGNIFICANT	4	8	12	16	20
MODERATE	3	6	6	12	15
LOW	2	4	6	8	10
NEGLIGIBLE	1	2	3	4	5
CONSEQUENCE	NEGLIGIBLE	LOW	MODERATE	MAJOR	CATASTROPHY

Hazards	Risk rank	Control / Actions	Responsibility
Person contracts food poisoning at the event.	8	<b>Administrate</b> this control by ensuring that prior to the event; all food vendors have relevant food vendor permits from the Shire of Menzies.	Site Supervisor
Public or staff member receives sun burn, heat stroke or dehydration.	8	<b>Administrate</b> this control by developing an Extreme Weather Policy and Contingency plan. Control the hazard by providing sun screen and making shade available. Monitor the weather and plan for work to be conducted in the early or late hours of the day.	Site Supervisor
Person on site requires an ambulance but the ambulance is not able to access the site.	12	<b>Administrate</b> this control by identifying an emergency vehicle access path onto the site and ensuring that it stays clear of objects during the event.	Safety Officer Site Supervisor
Person receives a minor injury on site	4	<b>Administrate</b> this control by ensuring there are adequate qualified first aiders on site during the event.	First Aid Site Supervisor
Small fire on site causes damage to equipment	4	<b>Administrate</b> this control by ensuring there are adequate fire extinguishers on the right site. Eliminate the risk of a larger fire by ensuring staff are trained in using fire extinguishers and that a Fire Management Plan and Emergency Response has been developed and approved by the CFA.	Safety Officer
Inappropriate behaviour from intoxicated person	3	<b>Administrate</b> this control by ensuring responsible service of alcohol and security on site.	Alcohol Provide Security

LIKELIHOOD	RISK RANKING MATRIX				
HIGH	5	10	15	20	25
SIGNIFICANT	4	8	12	16	20
MODERATE	3	6	6	12	15
LOW	2	4	6	8	10
NEGLIGIBLE	1	2	3	4	5
CONSEQUENCE	NEGLIGIBLE	LOW	MODERATE	MAJOR	CATASTROPHY





## Goldfields Cyclassic



The Goldfield Cyclassic the nation's Richest handicap cycle race, celebrated its 90th years on the first weekend of June 2018.

In 1928 a committee was formed to organise a long-distance event. They named it the Menzies Road Classic. The starting point was in the small mining town of Menzies and finishing 81 miles (132kms) away in Kalgoorlie. The date for the first race was the King's birthday in June 1928 .

The first race was won in the time 5hrs 55mins and 45secs .

The first five years route described as a bush track which was rough, rippley and sandy. The stretch from Menzies to Comet Vale was a cyclist nightmare, almost axle deep in sand. By the late 1930's the road improved having bitumen was from Broad Arrow to Hannans Street Kalgoorlie.

The Secretary of the bike club Chas (Charlie) Egan tragically died two days before 1932 race, all the riders worn black armbands as a token of respect. It was decided that future race would be known as the "Chas Egan Memorial Race".

In 1934 the trophy consisted of tubes & tyres . By 1939 the prize was more rewarding, for coming first was £75 cash, a Swansea cycle frame and a silver Prince cup, for the fastest time. The prize list included trophies for the first 15 men and 12 consolation prizes.

Prizes in 2018 are a total of \$40,000 this is shared between line honours, fastest time, Grades A, B, C, D the young rider award last rider home and the oldest rider.

2001 saw the first woman (Helen Kelly) rider.

In 2011 combining the Menzies Cyclassic with the Leonora Golden Gift, now held over two days. Starting in Kalgoorlie on the Saturday and finishing in Menzies, the Sunday is from Menzies to Leonora. The riders and official's stay in Menzies overnight and enjoy the evening meal where they have first day awards ceremony. After the evening meal is a fireworks show. Following a Community breakfast, the riders and supporters depart for Leonora.

The Menzies Classic – Chas Egan Memorial Race is a highlight of the Menzies Community.

The carnival adds to the excitement and fun. Activities this year will consist of kid's sports events. The children of Menzies compete in cycle, scooter and foot races of various types.

2018 saw most children resident in Menzies receive a bicycle. These were donated by the Eastern Goldfields Cycle Club, Kookynie Volunteers Association, and Minara Resources. Avanti Plus Bike Shop donated helmets for all prize winners.

## Cyclastic Costs - 2018

Sponsorship	\$60,000
Fireworks	\$18,000
DJ/ Master of Ceremonies	\$7,000
Staff and Plant	\$12,101
Cost of Activities	\$15,513
Costs to date	\$112,614

\*\*Costs shown are to date. Final June 2018 accounts are not complete.

### 12.4.3 Events - Menzies Rodeo

<b>LOCATION:</b>	Menzies Golf Course Reserve
<b>APPLICANT:</b>	Goldfields Conferences & Events (WA)
<b>DOCUMENT REF:</b>	ECO.938.1/NAM133
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	24 June 2018
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.4.3-1 (Confidential) Draft Budget 12.4.3-1 (Confidential) Draft Event Plan

<b>COUNCIL RESOLUTION:</b>	<b>No.</b>
----------------------------	------------

**MOVED:** Cr

**SECONDED:** Cr

*Carried /*

#### **OFFICER RECOMMENDATION:**

That Council

1. Receive the Report for the Menzies Rodeo
2. Allocate an amount of \$60,000 in the 2018 2019 annual budget for the purpose of the Menzies Rodeo. (Job M13102)

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

It is planned to hold a Rodeo in the Menzies Town site on 20 October 2018. The purpose of this report is to update Council on the progress of planning for this event.

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

##### *14.1 Sustainable local economy encouraged*

- A local economy that has close working partnerships with mining companies and other industries.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.

##### *14.2 Strong sense of community maintained*

- Our community will be cohesive, inclusive and interactive, where people feel safe, are welcomed and can live comfortably.

- Our community will value each other, building relationships and networks to interact, socialise and for recreation.

#### *14.3 Active civic leadership achieved*

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

#### *14.4 Heritage & Natural assets conserved*

- Our built environment will be managed to sustain our growing needs, while protecting and restoring buildings of historical value.
- A strengthening of our cultural and heritage awareness and values.

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

#### **FINANCIAL IMPLICATIONS:**

Subject to the recommendation of Council, budget allocations for the 2018 2019 financial year will be included for consideration in the 2018 2019 Budget as

M13115 – Menzies Rodeo	\$60,000
------------------------	----------

#### **RISK ASSESSMENTS:**

Council resolution 1293 requires that a risk assessment be presented to Council prior to the event.

#### **BACKGROUND:**

A budget allocation of \$50,000 was approved for the purpose of a Menzies Event.

At the ordinary meeting of Council on 10 November 2017, it was resolved to

1. *Rename Job M13115 from Menzies Promotions Events to Menzies Rodeo*
2. *Call for interested community members to form a Committee to assist the Event Manager*
3. *Support appropriate grant applications for funds to support a Rodeo to be held in the Menzies Townsite.*

At the ordinary meeting of Council in March 2018, it was resolved

*That Council support the formation of a Committee reporting to the Chief Executive Officer for the Menzies Rodeo to be held in October 2018.*

## **COMMENT:**

The Council, in the 2017/2018 budget allocated an amount of \$50,000 for the purpose of a community event. It further resolved that this event be a Rodeo to be held during the 2018 2019 financial year.

The Rodeo Committee has been formed to assist the Chief Executive Officer, and an Event Manager appointed to work with the community committee to manage, organise and operate a Rodeo now scheduled for October 2018. The committee members are

- Paul Warner
- Jeanette Taylor
- Nadine Tucker
- Bodine Buckingham
- Bev Golding
- Keith Purchase
- Dennis Kennedy

Goldfields Conferences and Events (WA) has been appointed as Event Co-Ordinator to provide support for the committee. The indicative budget is included in the Financial Implications section of this item.

Local businesses have offered support in-kind. An Event Management Plan which includes the names of some of these businesses and organisations is attached under confidential cover. This list will remain confidential until sponsorship proposals have closed and the budget confirmed.

A draft budget is also attached for the information of Council. This document will remain confidential until all costs and sponsorship have been confirmed.

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL



CONFIDENTIAL

CONFIDENTIAL

# Event Management Plan

## Menzies Rodeo



Saturday 20<sup>th</sup> October 2018

**CONFIDENTIAL**

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL



CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL



CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL



CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

## 12.5 MANAGEMENT AND POLICY

### 12.5.1 Actions performed under Delegations for the Month of May 2018

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	GOV.860.1/NAM120
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	8 June 2018
<b>AUTHOR:</b>	Deborah Whitehead, Executive Assistant
<b>ATTACHMENT:</b>	Nil

<b>COUNCIL RESOLUTION:</b>	<b>No.</b>
----------------------------	------------

**MOVED: Cr**

**SECONDED: Cr**

*Carried /*

#### **OFFICER RECOMMENDATION :**

That Council receive the report of the actions performed under delegation for the month of May 2018 for information.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

To report back to Council actions performed under delegated authority for the period 1 May 2018 to 31 May 2018.

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

*Active civic leadership achieved*

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

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

## **RISK ASSESSMENTS:**

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

## **BACKGROUND:**

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

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

The following tables outline the actions performed within the organisation relative to delegated authority for the period 1 May 2018 to 31 May 2018.

### ***Applications***

Mining/Prospecting/Exploration/Miscellaneous Applications – No objections for the period 1 May 2018 to 31 May 2018.

- Miscellaneous licence 30/60
- Miscellaneous Licence 39/274
- Miscellaneous Licence 30/69

### ***Bushfire***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Bushfire matters for the period 1 May 2018 to 31 May 2018.

### ***Common Seal***

No delegated decisions were undertaken by the Shire of Menzies pursuant to the Common Seal for the period 1 May 2018 to 31 May 2018.

### ***Planning Approvals***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Planning Approvals for the period 1 May 2018 to 31 May 2018.

### ***Health Approvals***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Health Approvals for the period 1 May 2018 to 31 May 2018.

### ***Ranger Related Dog Issues***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Ranger related Dog issues for the period 1 May 2018 to 31 May 2018.



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

The following delegated decisions were undertaken by the Shire of Menzies pursuant to Building Permits (*including Septic Tank approvals*) for the period 1 May 2018 to 31 May 2018.

<b><i>Date of decision</i></b>	<b><i>Decision ref:</i></b>	<b><i>Decision details</i></b>	<b><i>Applicant</i></b>	<b><i>Other affected person(s)</i></b>
11/05/2018	22 Plumbing Applications processed for new septic systems at Tjuntjuntjarra Community Lot 18/First Street Lot 19/First Street Lot 20/First Street Lot 201/First Street Lot 206/First Street Lot 222/First Street Lot 223/First Street Lot 224/First Street Lot 10/Second Street Lot 17/Second Street Lot 82/Fifth Street Lot 16/Sixth Street Lot 5/Seventh Street Lot 6/Seventh Street Lot 7/Seventh Street Lot 9/Seventh Street Lot 11/Seventh Street Lot 14 Seventh Street Lot 15 Seventh Street Lot1/Eight Street Lot 221/Tenth Street Lot 207/Fifteenth Street	Approved  M18/09 M18/10 M18/13 M18/15 M18/18 M18/22 M18/19 M18/18 M18/17 M18/12 M18/14 M18/11 M18/02 M18/05 M18/06 M18/03 M18/04 M18/07 M18/08 M18/01 M18/21 M18/16	Department of Communities	N/A
21/05/2018	Plumbing Application for AngloGold Ashanti	Processed and forwarded to Health Department	AngloGold	N/A
22/05/2018	Shire of Menzies Plumbing application for Menzies Youth Centre	Approved	Shire of Menzies	N/A

## 12.5.2 Meeting Dates for the Period 1 July 2018 to 30 June 2019

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	GOV.957.1/NAM122
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	20 June 2018
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	Nil

**MOVED: Cr**

**SECONDED: Cr**

*Carried /*

### **OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:**

That Council resolve that:

- 1) The last Thursday in each month be designated as the day of the Ordinary Council Meeting to be held at the Menzies Council Chambers in Shenton Street Menzies commencing at 1pm except where noted.
- 2) The following dates be appointed as the Ordinary Council Meeting dates and advertised locally:
  - 26 July 2018
  - 30 August 2018
  - 27 September 2018
  - 25 October 2018
  - 29 November 2018
  - 13 December 2018      Moved back two weeks to allow for Christmas Break
  - 28 February 2019
  - 28 March 2019
  - 24 April 2018      Moved back one day since 25 is Anzac Day Public Holiday
  - 30 May 2019
  - 27 June 2019
- 3) That permission be granted all members to attend the meetings by electronic communications subject to;
  - a) All requirements of the Local Government (Administration) Regulations 1996 Section 14A.
  - b) No more than 50% of meetings in any calendar year are attended by electronic means.

- c) Notice of intention to attend by electronic communications must be given to the Chief Executive Officer (or their delegate) at least 24 hours prior to the commencement of the meeting.

#### **VOTING REQUIREMENTS:**

Recommendation 1 and 2	Simple Majority
Recommendation 3	<b>Absolute Majority</b>

#### **IN BRIEF:**

For Council to consider setting the dates for Ordinary Meetings of Council from July 2018 until June 2019 and to grant permission for attendance at Meetings by electronic means.

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

##### *14.3 Active civic leadership achieved*

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

#### **STATUTORY AUTHORITY:**

*Local Government (Administration) Regulations 1996 12(1)(a)* – Requires the local government to give local public notice of the dates, times and places at which meetings are to be held.

*Local Government (Administration) Regulations 1996* – Provides conditions by which a Member may attend a meeting by instantaneous communications

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:** Nil

#### **BACKGROUND:**

Council currently holds their Ordinary Council Meetings on the last Thursday of each month. At the Ordinary Meeting held on Thursday 31 May 2018 Council set Ordinary Meeting dates until 30 June 2019.

**COMMENT:**

*Local Government (Administration) Regulations 1996* requires that local government to give local public notice of the dates, times and place at which meetings are to be held.

The regulations also detail the conditions under which a local government may allow attendance at meetings by electronic means.

Unless there are compelling reasons for changing the day of the Meetings, it will be recommended that they remain on the last Thursday of each month except where noted.

### 12.5.3 Shared Services for Statutory Compliance

<b>LOCATION:</b>	Shires of Wiluna, Laverton, Leonora and Wiluna
<b>APPLICANT:</b>	Shire Of Laverton
<b>DOCUMENT REF:</b>	GR.903.1/NAM131
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	22 June 2018
<b>AUTHOR:</b>	Rhonda Evans Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.3-1 ( <i>Confidential</i> ) Collated all Tenders 12.5.3-2 ( <i>Confidential</i> ) Collated Recommended Tenders

<b>COUNCIL RESOLUTION:</b>	<b>No.</b>
----------------------------	------------

**MOVED:** Cr

**SECONDED:** Cr

*Carried /*

#### **OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:**

That Council:

1. Accept the tender submitted by Moore Stephens for the provision of Statutory Compliance Services as per attached schedule for a four year period.
2. Authorise the Chief Executive Officer to meet with Moore Stephens to finalise contractual arrangements for a four (4) year period for the delivery of shared services with the Shires of Laverton, Leonora and Wiluna.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

For Council to consider tenders received for the provision of Shared Compliance Services with the Shires of Leonora, Laverton and Wiluna for the period 2018 to 2022.

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

##### *14.2 Strong sense of community maintained*

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

### *14.3 Active civic leadership achieved*

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.
- Regularly monitor and report on the Shire's activities, budgets, plans and performance.

### *14.4 Heritage & Natural assets conserved*

#### **STATUTORY AUTHORITY:**

*Local Government Act 1995 Section 3.57*

*Local Government (Functions and General) Regulation 1996 Part 4 Division 2*

#### **POLICY IMPLICATIONS:**

**Policy 4.2** - Purchasing and Tenders

#### **FINANCIAL IMPLICATIONS:**

The annual budget has allowance for the use of consultants to ensure statutory compliance. It has become increasingly difficult to attract suitable personnel in a timely manner to ensure dead lines are met. The contracting of these services as shared services with neighbouring Councils will ensure that the Shire of Menzies has the capacity to meet important compliance requirements.

#### **RISK ASSESSMENTS:**

**OP13** Council does not comply with statutory reporting requirements and deadlines

#### **BACKGROUND:**

Annual compliance requirements in Local Government have dramatically increased over the past five years. With the introduction of Audits by the Auditor General, and changes to the Local Government Act as it is reviewed over the next few years, it will become increasingly difficult for small local authorities to meet the requirements alone.

#### **COMMENT:**

The Chief Executive Officers of the Shires of Leonora, Laverton, Wiluna and Menzies who carry the responsibility of compliance have been meeting to discuss how each Council can be supported. By joining together and aligning the processes benefits can be gained by all.

The sharing of services will not only ensure that each Council will meet these important milestones, but will also provide the ability for inter-Council support and redundancy during periods of staff changes.

The tables attached identify each of the services to be provided.

<b>Tenderer</b>	<b>Comment</b>	<b>Price</b>	<b>Assess</b>
A	The price is unrealistically low. It is expected that the capacity to perform the required services without engaging additional resources which would attract additional costs.	13,241	3
B	Price is reasonable however they cannot undertake all tasks	36,471	5
C	Company is Canberra based which would impact on site visits	30,000	4
D	Cannot undertake all tasks	23,725	6
E	Best established company with a good track record in Western Australian Local government	69,867	1
F	Met all requirements, not known to evaluators, appear to have little experience in Local Government compliance	59,590	2

CONFIDENTIAL



CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

**13 ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN**

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

**15 NEXT MEETING**

The next Ordinary Meeting of Council will be held on Thursday 26 July 2018 commencing at 1pm.

**16 CLOSURE OF MEETING**

There being no further business the Chairperson closed the meeting at \_\_\_\_\_ pm.

I, \_\_\_\_\_ hereby certify that the Minutes of the Ordinary Meeting of Council held 28 June 2018 are confirmed as a true and correct record, as per the Council Resolution of the Ordinary Meeting of Council held 26 July 2018.

Signed: \_\_\_\_\_

Dated: 26 July 2018