



SHIRE OF MENZIES

Agenda

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

30 July 2020

Commencing at 1.00pm

**30 July
2020**

Ordinary Meeting of Council

**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 30 July 2020 in the Shire of Menzies Council Chambers commencing at 1pm.

Peter Money
Chief Executive Officer

22 July 2020

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 2019/2020**

Council Meeting Date	Leave of Absence	Apologies	Electronic Attendance	Absent
28 February 2019	-	Cr D Hansen	Cr I Baird	
28 March 2019	-	-	-	-
24 April 2019	-	-	Cr D Hansen Cr I Baird	-
30 May 2019	-	-	-	-
27 June 2019	-	-	-	Cr D Hansen
25 July 2019	-	Cr D Hansen	-	-
29 August 2019	-	Cr I Tucker Cr J Lee	-	-
26 September 2019	Adjourned			
31 October 2019	-	-	-	-
28 November 2019	-	Cr D Hansen	-	-
12 December 2019	-	Cr I Baird Cr D Hansen	-	-
27 February 2020	-	-	Cr J Lee	-
26 March 2020	-	-	Crs I Baird & Hansen by video Crs Lee, Ashwin by telephone with Cr J Dwyer by telephone at 1.29 pm.-	-
30 April 2020		Cr Hansen	Crs Baird (at Pila Nguru Aboriginal Corp), Lee & Ashwin (at MAC) by video conference	
28 May 2020			Crs Baird (at Pila Nguru Aboriginal Corp), Lee (at MAC) by video conference and Ashwin by telephone	
25 June 2020			Cr Ashwin in the transportable in the MAC yard. Cr Lee in the office at the MAC Centre	Cr Baird Cr Hansen

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1 DECLARATION OF OPENING

The President declared the meeting open at _____pm.

2 ANNOUNCEMENT OF VISITORS

3 RECORD OF ATTENDANCE

Present

Councillors: Cr G Dwyer Shire President
Cr I Baird Deputy Shire President
Cr J Dwyer
Cr J Lee
Cr V Ashwin
Cr D Hansen
Cr K Mader

Staff: Mr P Money Chief Executive Officer
Mrs H Cooper A/Executive Officer

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

There were no questions from the public.

5 PUBLIC QUESTION TIME

Nil.

6 APPLICATIONS BY MEMBERS

Nil.

7 DECLARATIONS OF INTEREST

Nil.

8 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Nil.

9 CONFIRMATION / RECEIVAL OF MINUTES

9.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 25 JUNE 2020 (Provided under Separate Cover)

COUNCIL RESOLUTION:	No.
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MOVED: Cr

SECONDED: Cr

That the minutes of the Ordinary Meeting of Council held on Thursday 25 June 2020 be confirmed as a true and correct record.

Carried /

9.2 CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 28 JULY 2020 (PROVIDED UNDER SEPARATE COVER)

COUNCIL RESOLUTION:	No.
----------------------------	------------

MOVED: Cr

SECONDED: Cr

That the minutes of the Special Council Meeting held on Tuesday 28 July 2020 be confirmed as a true and correct record.

Carried /

10 PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil.

11 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

11.1 PRESIDENTS REPORT FOR MONTH OF JULY 2020

To be presented at the Ordinary Council Meeting 30 July 2020.

COUNCIL RESOLUTION:	No.
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MOVED: Cr

SECONDED: Cr

That the President's Report for the month of July 2020 be received.

Carried /

12.1.1

Statement of Financial Activity for June 2020

LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
DOCUMENT REF:	As Applicable
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	30 July 2020
AUTHOR:	Ally Bryant Acting DCEO
ATTACHMENT:	12.1.1-1 Monthly Financial Report for the period ending 30 June 2020

IN BRIEF:

Statutory Financial Reports are submitted to Council as a record of financial activity for the year to 30 June 2020.

BACKGROUND:

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

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

COMMENT:

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

NOTE: The June Figures will continue to change until the Annuals are complete in September.

CONSULTATION:

Moore Stephens.

STATUTORY ENVIRONMENT:

Local Government Act 1995 Section 6.4

Local Government (Financial Management) Regulation 1996, 34

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

As detailed in the attachment.

RISK ASSESSMENT:

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.

STRATEGIC IMPLICATIONS:

14.3 Active civic leadership achieved

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

VOTING REQUIREMENTS:

Simple majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council receive the Statement of Financial Activity for the period ending 30 June 2020 as attached and note any material differences.

COUNCIL DECISION:

COUNCIL RESOLUTION:	No.
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MOVED: Cr

SECONDED: Cr

Carried /

SHIRE OF MENZIES

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 30 June 2020

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

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**Shire of Menzies
Information Summary
For the Period Ended 30 June 2020**

Key Information

Report Purpose

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

Overview

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

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 June 2020 of \$1,695,467.

Items of Significance

The material variance adopted by the Shire of Menzies for the 2019/20 year is \$10,000 and 10%. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

Income & Expenditure			Annual Budget		YTD Budget		YTD Actual
Operating Grants, Subsidies and Contributions	128%	\$	2,166,568	\$	2,166,568	\$	2,777,983
Non-operating Grants, Subsidies and Contributions	100%	\$	3,575,979	\$	2,489,351	\$	3,564,550
	110%	\$	5,742,547	\$	4,655,919	\$	6,342,533
Rates Levied	103%	\$	3,266,373	\$	3,266,373	\$	3,352,627
Materials & Contracts	80%	-\$	2,194,755	-\$	2,120,924	-\$	1,764,928
Capital Projects							
Infrastructure Assets - Roads	78%	-\$	2,316,771	-\$	1,955,095	-\$	1,805,055
Infrastructure Assets - Other	37%	-\$	777,761	-\$	532,261	-\$	289,164

% Compares current ytd actuals to annual budget

Financial Position			This Time Last Year		30 Jun 2020
Adjusted Net Current Assets	59%	\$	2,853,381	\$	1,692,081
Cash and Equivalent - Unrestricted	43%	\$	2,487,141	\$	1,065,940
Cash and Equivalent - Restricted	139%	\$	8,514,397	\$	11,856,154
Receivables - Rates	109%	\$	768,743	\$	837,053
Receivables - Other	-129%	\$	108,642	-\$	139,735
Payables	28%	\$	377,003	\$	104,405

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

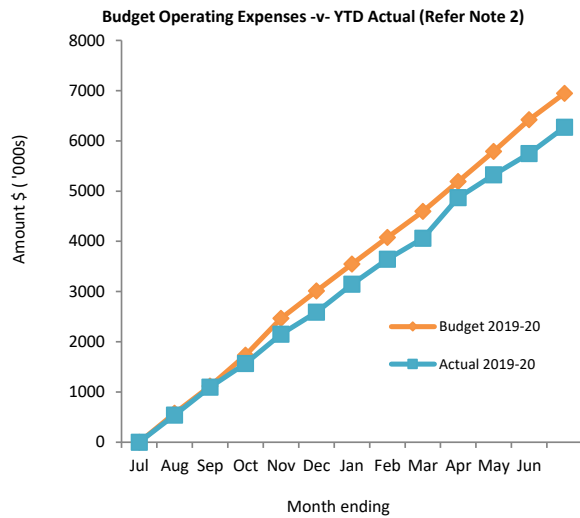
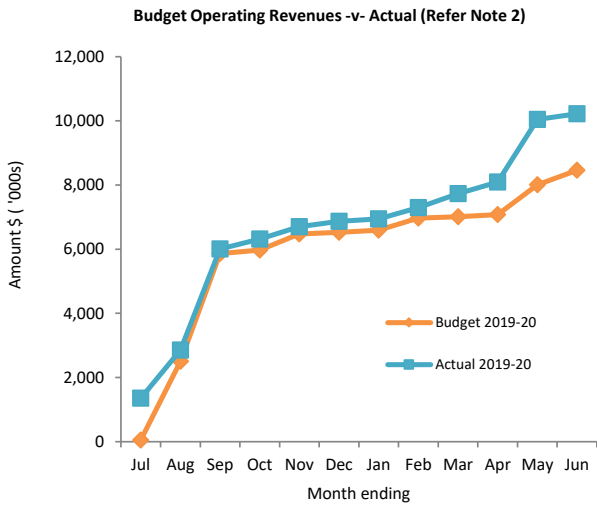
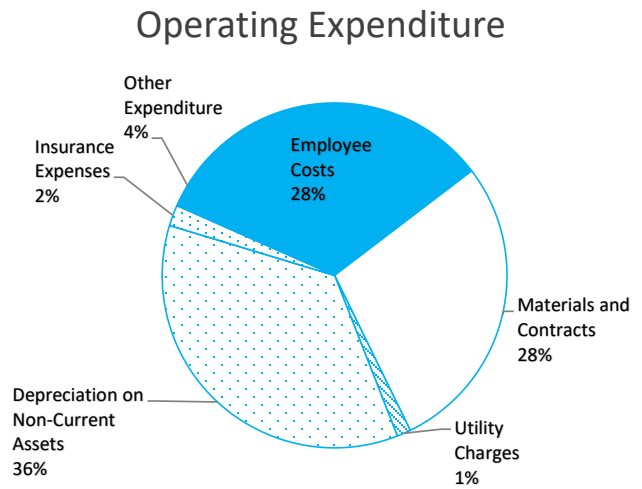
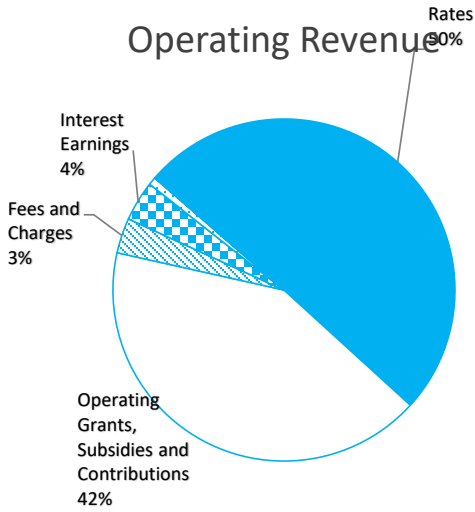
Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

Preparation

Prepared by: Ally Bryant

Date Prepared 16 Jul 2020

**Shire of Menzies
Information Summary
For the Period Ended 30 June 2020**



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

SHIRE OF MENZIES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 June 2020

	Note	Amended Annual Budget	YTD Amended Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3	1,994,974	1,994,974	1,994,974	0	0%	
Revenue from operating activities							
Governance		16,980	16,980	9,306	(7,674)	(45%)	
General Purpose Funding - Rates	9	3,266,373	3,266,373	3,335,291	68,918	2%	
General Purpose Funding - Other		1,126,704	1,126,704	2,223,642	1,096,938	97%	▲
Law, Order and Public Safety		10,569	10,569	10,686	117	1%	
Health		1,300	1,300	450	(850)	(65%)	
Education and Welfare		0	0	0	0		
Housing		100,600	100,600	88,687	(11,913)	(12%)	
Community Amenities		17,277	17,277	27,964	10,687	62%	
Recreation and Culture		800	800	16,730	15,930	1991%	
Transport		1,172,603	1,172,603	643,183	(529,419)	(45%)	▼
Economic Services		226,292	226,292	247,709	21,417	9%	
Other Property and Services		28,983	28,983	51,671	22,688	78%	
		<u>5,968,480</u>	<u>5,968,480</u>	<u>6,655,319</u>	<u>686,839</u>	<u>12%</u>	<u>▲</u>
Expenditure from operating activities							
Governance		(951,320)	(951,320)	(903,988)	47,332	5%	
General Purpose Funding		(225,840)	(225,840)	(269,842)	(44,002)	(19%)	▼
Law, Order and Public Safety		(116,855)	(116,855)	(111,025)	5,830	5%	
Health		(112,337)	(112,337)	(32,791)	79,546	71%	▲
Education and Welfare		0	0	0	0		
Housing		(206,258)	(206,258)	(147,284)	58,974	29%	▲
Community Amenities		(315,359)	(315,359)	(325,369)	(10,010)	(3%)	
Recreation and Culture		(971,687)	(971,687)	(816,474)	155,213	16%	▲
Transport		(2,493,759)	(2,493,759)	(2,328,595)	165,164	7%	
Economic Services		(1,388,398)	(1,388,398)	(879,454)	508,944	37%	▲
Other Property and Services		(301,447)	(301,447)	(458,366)	(156,919)	(52%)	▼
		<u>(7,083,260)</u>	<u>(7,083,260)</u>	<u>(6,273,189)</u>	<u>810,071</u>	<u>11%</u>	<u>▲</u>
Operating activities excluded from budget							
Add back Depreciation		1,986,269	1,986,269	2,234,291	248,022	12%	▲
Adjust (Profit)/Loss on Asset Disposal	8	(3,876)	(3,876)	33,735	37,611	(970%)	
Adjust Provisions and Accruals				(2,313)	(2,313)		
Amount attributable to operating activities		867,613	867,613	2,647,844			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	3,564,402	3,564,402	3,564,550	148	0%	
Proceeds from Disposal of Assets	8	250,911	250,911	222,901	(28,010)	(11%)	▼
Land and Buildings	13	(1,867,000)	(1,867,000)	(502,937)	1,364,063	73%	▲
Infrastructure Assets - Roads	13	(2,316,771)	(2,316,771)	(1,805,055)	511,716	22%	▲
Infrastructure Assets - Other	13	(777,761)	(777,761)	(289,164)	488,597	63%	▲
Infrastructure Assets - Footpaths	13	(220,000)	(220,000)	0	220,000	100%	▲
Infrastructure Assets - Drainage	13	0	0	0	0		
Plant and Equipment	13	(836,585)	(836,585)	(792,071)	44,514	5%	
Amount attributable to investing activities		(2,202,804)	(2,202,804)	398,224	2,601,028	118%	▲
Financing Activities							
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	3,626,546	3,626,546	277,292	(3,349,254)	(92%)	▼
Transfer from Restricted Cash		0	0	0	0		
Repayment of Debentures	10	0	0	0	0		
Transfer to Reserves	7	(4,262,750)	(4,262,750)	(3,620,624)	642,126	15%	▲
Amount attributable to financing activities		(636,204)	(636,204)	(3,343,332)	(2,707,128)	(426%)	
Closing Funding Surplus(Deficit)	3	23,580	23,580	1,695,467			

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

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

SHIRE OF MENZIES
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 June 2020

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	1,994,974	1,994,974	1,994,974	0	0%	
Revenue from operating activities							
Rates	9	3,266,373	3,266,373	3,352,627	86,254	3%	
Operating Grants, Subsidies and Contributions	11	2,137,567	2,166,568	2,777,983	611,415	28%	▲
Fees and Charges		241,847	244,309	221,411	(22,898)	(9%)	
Interest Earnings		233,789	233,789	252,350	18,561	8%	
Other Revenue		49,693	18,230	49,354	31,125	171%	▲
Profit on Disposal of Assets	8	39,212	39,212	1,593	(37,619)	(96%)	
		5,968,481	5,968,480	6,655,319	686,839	12%	▲
Expenditure from operating activities							
Employee Costs		(2,119,987)	(2,062,341)	(1,771,900)	290,441	14%	▲
Materials and Contracts		(2,194,755)	(2,120,924)	(1,764,928)	355,996	17%	▲
Utility Charges		(86,147)	(86,130)	(81,555)	4,575	5%	
Depreciation on Non-Current Assets		(1,986,269)	(2,028,156)	(2,234,291)	(206,135)	(10%)	▼
Non Operating Expenses		0	0	0	0		
Insurance Expenses		(149,012)	(153,416)	(122,358)	31,058	20%	▲
Other Expenditure		(511,755)	(461,622)	(262,828)	198,793	43%	▲
Loss on Disposal of Assets	8	(35,336)	(35,336)	(35,329)			
		(7,083,260)	(6,947,924)	(6,273,189)	674,735	10%	
Operating activities excluded from budget							
Add back Depreciation		1,986,269	2,028,156	2,234,291	206,135	10%	▲
Adjust (Profit)/Loss on Asset Disposal	8	(3,876)	(3,876)	33,735	37,611	(970%)	
Adjust Provisions and Accruals		0		(2,313)	(2,313)		
Amount attributable to operating activities		867,613	1,044,836	2,647,844	1,603,008		
Investing activities							
Grants, Subsidies and Contributions	11	3,564,402	2,489,351	3,564,550	1,075,199	43%	▲
Proceeds from Disposal of Assets	8	250,911	0	222,901	222,901		▲
Land and Buildings	13	(1,867,000)	(1,867,000)	(502,937)	1,364,063	73%	▲
Infrastructure Assets - Roads	13	(2,316,771)	(1,955,095)	(1,805,055)	150,040	8%	
Infrastructure Assets - Other	13	(777,761)	(532,261)	(289,164)	243,097	46%	▲
Infrastructure Assets - Footpaths	13	(220,000)	(220,000)	0	220,000	100%	▲
Plant and Equipment	13	(836,585)	(836,585)	(792,071)	44,514	5%	
Furniture and Equipment	13	0	0	0	0		
Amount attributable to investing activities		(2,202,804)	(2,921,590)	398,224	3,319,814	114%	
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Advances to Community Groups		0	0	0			
Transfer from Reserves	7	3,626,546	2,460,761	277,292	(2,183,469)	(89%)	▼
Repayment of Debentures	10	0	0	0	0		
Transfer to Reserves	7	(4,262,750)	(3,412,750)	(3,620,624)	(207,874)	(6%)	
Amount attributable to financing activities		(636,204)	(951,989)	(3,343,332)	(2,391,343)	(251%)	
Closing Funding Surplus (Deficit)	3	23,580	(833,769)	1,695,467	2,529,236	(303%)	

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

Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF MENZIES
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 June 2020

Capital Acquisitions

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Budget YTD Budget (d)	Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	502,937	0	1,867,000	1,867,000	502,937	(1,364,063)
Infrastructure Assets - Roads	13	1,805,055	0	1,955,095	1,801,203	1,805,055	(150,040)
Infrastructure Assets - Other	13	288,596	0	532,261	777,761	289,164	(243,097)
Infrastructure Assets - Footpaths	13	0	0	220,000	220,000	0	(220,000)
Infrastructure Assets - Drainage	13	0	0	0	0	0	0
Plant and Equipment	13	792,521	0	836,585	836,585	792,071	(44,514)
Capital Expenditure Totals		3,389,109	0	5,410,941	5,502,549	3,389,227	(2,021,714)
Capital acquisitions funded by:							
Capital Grants and Contributions				2,489,351	3,575,979	3,564,550	
Other (Disposals & C/Fwd)				250,911	250,911	222,901	
Council contribution - Cash Backed Reserves							
Building Reserve				0	1,832,000	102,292	
Plant Reserve				0	300,000	10,000	
Road Infrastructure Reserve				0	0	0	
					0	0	
Council contribution - operations				2,670,679	(456,341)	(510,516)	
Capital Funding Total				5,410,941	5,502,549	3,389,227	

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2020

Note 1: Significant Accounting Policies

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

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

There have been no changes to the Shire of Menzies significant accounting policies since adopting the 2019/2020 budget.

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2020

Note 2: Explanation of Material Variances

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

The material variance adopted by Council for the 2019/20 year is \$25,000 or 10% whichever is the greater.

Reporting Program	YTD Budget	YTD Actual	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues			\$	%			
Governance	16,980	9,306	(7,674)	(45%)			
General Purpose Funding- Rates	3,266,373	3,335,291	68,918	2%	▲	Permanent	Interim Rates
General Purpose Funding- Other	1,126,704	2,223,642	1,096,938	97%	▲	Permanent	Earyl Fags Payment
Law, Order and Public Safety	10,569	10,686	117	1%			
Health	1,300	450	(850)	(65%)			
Education and Welfare	0	0	0				
Housing	100,600	88,687	(11,913)	(12%)			
Community Amenities	17,277	27,964	10,687	62%			
Recreation and Culture	800	16,730	15,930	1991%			
Transport	1,172,603	643,183	(529,419)	(45%)	▼	Permanent	Road Contibution FAGS shown in General Purpose
Economic Services	226,292	247,709	21,417	9%			
Other Property and Services	28,983	51,671	22,688	78%			
Operating Expense							
Governance	(951,320)	(903,988)	47,332	5%			
General Purpose Funding	(225,840)	(269,842)	(44,002)	(19%)	▼	Permanent	Admin Allocations over budget and rates write off over budget
Law, Order and Public Safety	(116,855)	(111,025)	5,830	5%			
Health	(112,337)	(32,791)	79,546	71%	▲	Permanent	Shire is no longer liable for supply of nurse
Education and Welfare	0	0	0				
Housing	(206,258)	(147,284)	58,974	29%	▲	Timing	tree removal delay
Community Amenities	(315,359)	(325,369)	(10,010)	(3%)			
Recreation and Culture	(971,687)	(816,474)	155,213	16%	▲	Timing	Parks & Gardens Maintenance expense down and depreciation down
Transport	(2,493,759)	(2,328,595)	165,164	7%			
Economic Services				37%	▲	Permanent	Rodeo under \$80,000 Visitors centre and Caravan park down \$110,000, Buildersbudget employee costs in wrong account \$140,000, Noxious Weed down \$47,000
	(1,388,398)	(879,454)	508,944				

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2020

Note 2: Explanation of Material Variances

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

The material variance adopted by Council for the 2019/20 year is \$25,000 or 10% whichever is the greater.

Reporting Program	YTD Budget	YTD Actual	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Other Property and Services	(301,447)	(458,366)	(156,919)	(52%)	▼	Permanent	Depreciation POC over \$170,000 varies other accounts under and over.
Capital Revenues							
Grants, Subsidies and Contributions	3,564,402	3,564,550	148	0%			
Proceeds from Disposal of Assets	250,911	222,901	(28,010)	(11%)			
Capital Expenses							
Land and Buildings	(1,867,000)	(502,937)	1,364,063	73%	▲	Permanent	
Infrastructure - Roads	(2,316,771)	(1,805,055)	511,716	22%	▲	Timing	Payment timing
Infrastructure - Other	(777,761)	(289,164)	488,597	63%	▲	Permanent	Niagara dam, kookynie Airstrip and Grid replacement work.
Infrastructure - Footpaths	(220,000)	0	220,000	100%	▲	Permanent	Bicycle tracks not getting started
Infrastructure - Drainage	0	0	0				
Plant and Equipment	(836,585)	(792,071)	44,514	5%		Timing	Invoice need recognition of trade in Ute

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2020

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2020	01 Jul 2019	30 Jun 2020
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	2,136,522	2,487,141	1,065,940
Cash Restricted - Conditions over Grants	11	0	0	0
Cash Restricted	4	8,497,246	8,514,397	11,856,154
Receivables - Rates	6	767,983	768,743	837,053
Receivables - Other	6	(104,708)	108,642	(139,735)
Interest / ATO Receivable/Trust				
Inventories		10,706	4,211	22,789
		11,307,748	11,883,133	13,642,202
Less: Current Liabilities				
Payables		(819,963)	(377,003)	(104,405)
Provisions Loans		0	0	0
Provisions Leave		(138,351)	(138,351)	(129,659)
		(958,314)	(515,355)	(234,064)
Less: Cash Reserves	7	(8,497,246)	(8,514,397)	(11,856,154)
Less: Unspent Grants		0	0	0
Add: Loan Current		0	0	0
Less: SSL Repayments		0	0	0
Add: Leave Reserve		140,097	0	140,097
Trust imbalance (Department of Transport funds timing)			0	0
Net Current Funding Position		1,991,664	2,853,381	1,692,081

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2020

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution
	\$	\$	\$	\$	
(a) Cash Deposits					
Cash At Bank	735,172			735,172	NAB
Cash At Call - Bank	329,448			329,448	NAB
Municipal Fund Term Deposits	0			0	NAB
Cash at Reserve - Bank		8,601,945		8,601,945	NAB
Reserve Fund Term Deposits		3,254,210		3,254,210	NAB
Trust Fund Bank			0	0	NAB
Petty Cash Float	1,320			1,320	
Total	1,065,940	11,856,154	0	12,922,094	

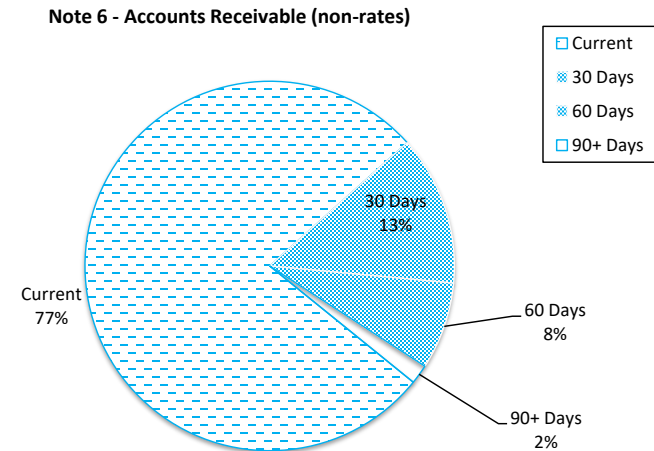
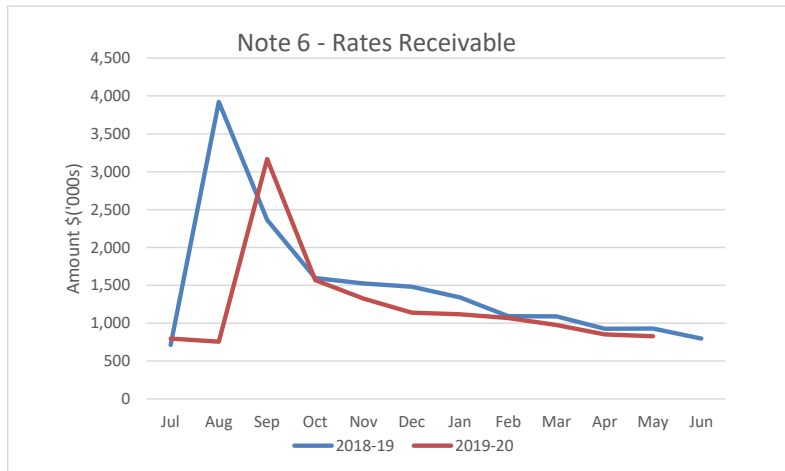
SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2020

Note 6: Receivables

Receivables - Rates Receivable	30 Jun 2020	30 June 2019
	\$	\$
Opening Arrears Previous Years	794,304	675,104
Levied this year	3,380,127	3,237,134
Less Collections to date	3,311,058	3,117,935
Equals Current Outstanding	863,373	794,304
Net Rates Collectable	863,373	794,304
% Collected	79.32%	79.70%

Receivables - General	Current	30 Days	60 Days	90+ Days	Totals
	\$	\$	\$	\$	\$
Sundry Debtors	22,007	3,724	2,170	485	28,385
Balance per Trial Balance					
Sundry Debtors					28,385
Total Receivables General Outstanding					28,385

Amounts shown above include GST (where applicable)



SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2020

Note 7: Cash Backed Reserve

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve - Accumulation	201,643	2,966	3,074	0	0	0	0	204,609	204,717
Building Reserve Accumulation	2,298,078	33,805	35,051	560,180	560,182	(1,832,000)	(102,292)	1,060,063	2,791,019
Plant Reserve Accumulation	1,395,073	20,526	21,277	527,570	527,572	(515,785)	0	1,427,384	1,943,922
Roads Reserve Accumulation	1,529,390	22,497	23,326	1,200,000	1,200,000	(300,000)	0	2,451,887	2,752,716
Main Street Reserve Accumulation	138,105	2,032	2,106	0	0	(10,000)	0	130,137	140,211
Staff Amenities Reserve Accumulation	74,299	1,093	1,133	1,150,000	500,000	(650,000)	0	575,392	575,432
TV Reserve Accumulation	17,590	259	268	0	0	0	0	17,849	17,858
Caravan Park Reserve Accumulation	434,027	6,385	6,620	0	0	(20,650)	(10,000)	419,762	430,647
Bitumen Reserve Accumulation	397,088	5,841	6,056	200,000	200,000	0	0	602,929	603,144
Rates Creditors Reserve Accumulation	50,119	737	936	0	0	0	0	50,856	51,054
Niagara Dam Reserve Accumulation	1,349,520	19,851	20,583	0	0	(203,111)	(120,000)	1,166,260	1,250,102
Water Park Reserve Accumulation	98,143	1,444	1,497	200,000	200,000	0	0	299,587	299,639
Waste Management Reserve Accumulation	102,766	1,512	1,567	0	0	(45,000)	(45,000)	59,278	59,333
Former Post Office Reserve Accumulation	411,407	6,052	6,274	0	0	(50,000)	0	367,459	417,681
Commercial Enterprise Reserve - Accumulation	0	0	1,034	100,000	100,000	0	0	100,000	101,034
Land Purchase Reserve - Accumulation	0	0	2,067	200,000	200,000	0	0	200,000	202,067
	8,497,246	125,000	132,870	4,137,750	3,487,754	(3,626,546)	(277,292)	9,133,450	11,840,577

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2020

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
Plant and Equipment									
517	P213 Toyota Landcruiser Dual Cab Ute - KBC 866N	57,013	57,073	60		35,637	57,273	21,636	
233	P0105 2008 Caterpillar 120M Grader MN980	116,430	83,601		(32,829)	132,000	100,000		(32,000)
34	Toyota Landcruiser LC200 4.5L 2018 1MN - P0218	67,754	65,255		(2,499)	53,788	65,455	11,667	
491	P0173 Digga Cleena Roadsweeper	1,011	1,218	207		825	455		(370)
495	P0189 Digga Slasher Mower	912	1,409	497		880	455		(425)
29	Nissan Xtrail ST-L 4WD CVT AUTO 2017 Rego 5MN - P0214	14,345	14,345	830		18,905	16,364		(2,541)
393	P0183 Trayback ute VW Amarok with toolboxes fitted 1EER484					5,000	10,909	5,909	
		257,466	222,901	1,594	(35,329)	247,035	250,911	39,212	(35,336)

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2020

Note 9: Rating Information

	Rate in	Number of Properties	Rateable Value	YTD Actual			Budget				
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
RATE TYPE											
Differential General Rate											
GRV - Vacant	0.0864	4	20,956	1,811	0	0	1,811	1,811	0	0	1,811
GRV - General	0.0862	29	2,490,652	214,694	0	0	214,694	214,694	0	0	214,694
UV - Mining Lease	0.1655	220	14,454,262	2,390,135	23,145	0	2,413,280	2,349,951	0	0	2,349,951
UV - Exploration	0.1500	269	2,751,508	420,983	0	0	420,983	412,726	0	0	412,726
UV - Prospecting	0.1477	159	380,152	53,882	0	0	53,882	56,148	0	0	56,148
UV - Pastoral	0.0829	19	734,152	60,861	0	0	60,861	60,861	0	0	60,861
UV - Other	0.0829	61	300,937	24,978			24,978	24,948			24,948
Sub-Totals		761	21,132,619	3,167,344	23,145	0	3,190,489	3,121,139	0	0	3,121,139
Minimum Payment	\$										
GRV - Townsites	200.00	200	40,000	40,000	0	0	40,000	40,000	0	0	40,000
UV - Agricultural	317.00	11	3,487	3,487	0	0	3,487	3,487	0	0	3,487
UV - Mining	317.00	60	19,020	19,020	0	0	19,020	19,020	0	0	19,020
UV - Exploration	280.00	190	53,200	53,760	0	0	53,760	53,200	0	0	53,200
UV - Prospecting	248.00	105	26,040	25,048	0	0	25,048	26,040	0	0	26,040
UV - Pastoral	317.00	8	2,536	2,536	0	0	2,536	2,536	0	0	2,536
UV - Other	317.00	3	951	951			951	951			951
Sub-Totals		577	145,234	144,802	0	0	144,802	145,234	0	0	145,234
		1,338	21,277,853	3,312,146	23,145	0	3,335,291	3,266,373	0	0	3,266,373
Movement in Excess Rates							0				0
Discounts							0				0
Amount from General Rates							3,335,291				3,266,373
Write Offs							0				0
Ex-Gratia Rates							0				0
Specified Area Rates											0
Totals							3,335,291				3,266,373

Comments - Rating Information

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2020

Note 11: Grants and Contributions

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating	Capital	YTD Budget	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue
				\$	\$	\$				\$
General Purpose Funding										
GEN PUR - Financial Assistance Grant - General	WALGGC	Operating	0	886,654	0	886,654	886,654		886,654	1,580,993
GEN PUR - Financial Assistance Grant - Roads	WALGGC	Operating	0	0	0	0	0		0	362,172
GEN PUR - Contributions & Donations		Operating	0	0	0	0	0		0	1,000
GEN PUR - Other Income	Landgate	Operating	0	268	0	268	268		268	550
Governance										
OTH GOV - Reimbursements		Operating	0	16,980	0	16,980	16,980		16,980	9,306
Law, Order and Public Safety										
FIRE - Grants	Dept. of Fire & Emergency Serv.	Operating	0	6,522	0	6,522	6,522		6,522	5,407
Housing										
OTH HOUSE - Rental Reimbursements		Operating	0	0	0	0	0		0	7,589
Recreation and Culture										
OTH CUL - Grants - Other Culture		Non-operating	0	0	25,570	25,570	25,570		25,570	20,242
Transport										
ROADC - Regional Road Group Grants (MRWA)	Main Roads WA	Non-operating	0	0	563,781	563,781	563,781		563,781	809,447
ROADC - Other Grants - Aboriginal Roads	Main Roads WA	Operating	0	128,647	0	128,647	128,647		128,647	0
ROADC - Roads to Recovery Grant	Commonwealth Gvt	Non-operating	0	0	700,628	0	700,628		700,628	548,628
ROADC - Other Grants - Aboriginal Roads	Commonwealth Gvt	Operating	0	0	0	0	0		0	0
ROADC - Other Grants - Flood Damage	Main Roads WA	Non-operating	0	0	1,900,000	1,900,000	1,900,000		1,900,000	2,065,646
ROADM - Street Lighting Subsidy		Operating	0	0	0	0	0		0	1,713
ROADM - Direct Road Grant (MRWA)	Main Roads WA	Operating	0	183,146	0	183,146	183,146		183,146	194,321
ROADM - Road Contribution Income	WALGGC	Operating	0	820,598	0	820,598	820,598		820,598	425,376
Economic Services										
TOUR - Other Income Relating to Tourism & Area Promotion		Operating	0	0	0	0	0		0	909
TOUR - Grants	Main Roads WA	Non-operating	0	0	386,000	0	386,000		386,000	120,588
OTH ECON - Community Resource Centre Income		Operating	0	0	0	0	0		0	109
OTH ECON - Community Resource Centre Grant		Operating	1	0	0	0	0		0	40,000
OTH ECON - Grants	Indue, DPIRD	Operating	0	112,000	0	112,000	112,000		112,000	115,984
Other Property & Services										
ADMIN - Reimbursements	DFES	Operating	0	11,753	0	11,753	11,753		11,753	8,603
POC - Reimbursements		Operating	0	0	0	0	0		0	4,393
POC - Fuel Tax Credits Grant Scheme		Operating	0	0	0	0	0		0	9,932
PWO - Long Service Leave Recoup		Operating	0	0	0	0	0		0	9,450
PWO - Other Reimbursements		Operating	0	0	0	0	0		0	176
TOTALS			1	2,166,568	3,575,979	4,655,919	5,742,547	0	5,742,547	6,342,357

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2020

Note 11: Grants and Contributions

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating	Capital	YTD Budget	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue
				\$	\$	\$				\$
SUMMARY										
Operating		Operating Grants, Subsidies and Contributions	1	2,166,568	0	2,166,568	2,166,568	0	2,166,568	2,777,983
Operating - Tied		Tied - Operating Grants, Subsidies and Contributions	0	0	0	0	0	0	0	0
Non-operating		Non-operating Grants, Subsidies and Contributions	0	0	3,575,979	2,489,351	3,575,979	0	3,575,979	3,564,550
TOTALS			1	2,166,568	3,575,979	4,655,919	5,742,547	0	5,742,547	6,342,533

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2020

Note 13: Capital Acquisitions

% of
Completion

Assets	Job	YTD Actual			Budget			
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
<i>Level of completion indicator, please see table at the end of this note for further detail.</i>								
Buildings								
Housing								
1.65	CEO's House - Lot 1 (37-39) Reid St - Building (Capital)	BC001	13,228	0	13,228	8,000	8,000	5,228
0.12	MFA's House - Lot - 1085 (39) Mercer St - Building (Capital)	BC002	2,305	0	2,305	20,000	20,000	(17,695)
0.26	MWS House Lot 165 (25) Onslow St - Building (Capital)	BC003	3,949	0	3,949	15,000	15,000	(11,051)
0.26	Lot 91 (40) Mercer St - Building (Capital)	BC004	5,103	0	5,103	20,000	20,000	(14,897)
0.49	Lot 93 (36) Mercer St - Building (Capital)	BC005	4,918	0	4,918	10,000	10,000	(5,082)
0.43	Lot 1086 (41) Mercer St - Building (Capital)	BC006	4,306	0	4,306	10,000	10,000	(5,694)
0.08	Duplex Lot 12a Walsh St (North Unit) - Building (Capital)	BC007	1,279	0	1,279	16,000	16,000	(14,721)
1.00	Duplex Lot 12b Walsh St (South Unit) - Building (Capital)	BC008	1,608	0	1,608	0	0	1,608
0.04	New Staff House 2020 - Building (Capital)	BC009	20,100	0	20,100	530,000	530,000	(509,900)
1.00	Teachers Unit Lot 1090 (53a) (14a) Walsh St - Building (Capital)	BC015	936	0	936	0	0	936
0.38	Unit Lot 45 (29b) Shenton (Back) - Building (Capital)	BC018	5,721	0	5,721	15,000	15,000	(9,279)
1.00	Lot 1089 (57) Walsh St Rental - Building (Capital)	BC019	1,510	0	1,510	0	0	1,510
0.00	Old Post Office House Lot 102 (33) Walsh St - Building (Capital)	BC020	0	0	0	50,000	50,000	(50,000)
1.00	Unit Lot 45 (29a) Shenton (Front) - Building (Capital)	BC017	1,250	0	1,250	0	0	1,250
0.26	Teachers Unit Lot 1090 (53b) (14b) Walsh St - Building (Capital)	BC016	5,824	0	5,824	22,000	22,000	(16,176)
	Housing Total		72,038	0	72,038	716,000	716,000	(643,962)
Community Amenities								
1.00	Niagra Toilet Block (Composting) - Building (Capital)	BC042	62	0	62	0	0	62
0.35	Truck Bay Ablution Block - Building (Capital)	BC048	83,571	0	83,571	240,000	240,000	(156,429)
	Community Amenities Total		83,571	0	83,633	240,000	240,000	(156,429)
Recreation And Culture								
0.06	Town Hall (Hall) - Building (Capital)	BC026	9,671	0	9,671	160,000	160,000	(150,329)
1.18	Youth Centre - Building (Capital)	BC036	23,698	0	23,698	20,000	20,000	3,698
	Recreation And Culture Total		33,369	0	33,369	180,000	180,000	(146,631)
Transport								
0.70	Depot - Building (Capital)	BC037	21,148	0	21,148	30,000	30,000	(8,852)
	Transport Total		21,148	0	21,148	30,000	30,000	(8,852)
Economic Services								
	Caravan Park Unit (Disabled) - Building (Capital)	BC021	259,938	0	259,938	400,000	400,000	(140,062)
	Lady Shenton/CRC Lot 41 (37) Shenton St - Building (Capital)	BC028	2,883	0	2,883	40,000	40,000	(37,117)
	Church Hall Lot 8 (50) Shenton St - Building (Capital)	BC030	13,822	0	13,822	55,000	55,000	(41,178)
0.13	Caravan Park Upgrade	C0133	1,314	0	1,314	10,000	10,000	(8,686)
	Economic Services Total		277,956	0	277,956	555,000	555,000	(277,044)
Other Property & Services								
0.00	New Records Facility - Building (Capital)	BC049	0	0	0	100,000	100,000	(100,000)
0.32	Town Hall (Admin) - Building (Capital)	BC027	14,792	0	14,792	46,000	46,000	(31,208)
	Other Property & Services Total		14,792	0	14,792	146,000	146,000	(131,208)
0.27	Buildings Total		502,875	0	502,937	1,867,000	1,867,000	(1,364,125)

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2020

Note 13: Capital Acquisitions
% of Completion

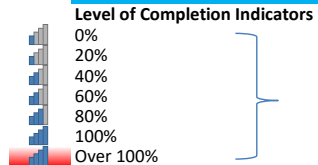
Assets	Job	YTD Actual			Budget			
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Plant & Equipment (inc Furniture)								
Governance								
0.59	Administration Communications Equipment	C0141	5,900	0	5,900	10,000	10,000	(4,100)
0.72	Software and Systems	C0142	25,325	0	25,325	35,000	35,000	(9,675)
0.91	Vehicle Replacement CEO	CP001	66,376	0	66,376	73,000	73,000	(6,624)
	Governance Total		97,602	0	97,602	118,000	118,000	(20,398)
Transport								
0.99	Minor Plant Purchases	C0127	11,235	0	11,235	11,300	11,300	(65)
0.89	Ice Machine	C1216	5,770	0	5,770	6,500	6,500	(730)
1.96	Removable Frame for Service Truck	C1210	19,647	0	19,647	10,000	10,000	9,647
0.48	New ute to replace stolen one 2020	CP012	19,216	0	19,216	40,000	40,000	(20,785)
1.00	CAT Grader 12m	CP008	390,214	0	390,214	390,000	390,000	214
	Transport Total		446,082	0	446,082	457,800	457,800	(11,718)
Economic Services								
0.99	Community Bus	CP009	56,161	0	56,161	56,500	56,500	(339)
	Economic Services Total		56,161	0	56,161	56,500	56,500	(339)
Other Property & Services								
0.95	Vehicle Replacement Manager Finance and Administratic	CP002	40,711	0	40,711	43,000	43,000	(2,289)
0.92	Vehicle Replacement Works Supervisor	CP003	80,944	0	80,944	88,000	88,000	(7,056)
0.92	Vehicle Building Maintenance Utily	CP005	30,571	0	30,571	33,285	33,285	(2,714)
1.00	Toyota Landcruiser Prado rego 1GED860	CP011	40,000	0	40,000	40,000	40,000	0
	Other Property & Services Total		192,227	0	192,227	204,285	204,285	(12,058)
0.95	Plant & Equipment Total		792,071	0	792,071	836,585	836,585	(44,514)
Infrastructure Assets - Roads								
Transport								
0.00	Program Reseal	C1213	0	0	0	200,000	200,000	(200,000)
0.62	Connie Sue Rd (Capital)	RC048	203,442	0	203,442	330,000	330,000	(126,559)
0.78	Menzies North West Rd (R2R)	R2R007	862,955	0	862,955	1,100,000	1,100,000	(237,045)
0.00	Tjuntjunjarra Access Rd (R2R)	R2R049	0	0	0	190,000	190,000	(190,000)
1.52	Menzies North West Rd (RRG)	RRG007	184,070	0	184,070	121,008	121,008	63,062
0.86	Evanston Menzies Rd (RRG)	RRG008	219,310	0	219,310	254,755	254,755	(35,445)
2.65	Yarri Rd (RRG)	RRG039	320,582	0	320,582	121,008	121,008	199,574
0.00	Tjuntjunjarra Access Rd (RRG)	RRG049	0	0	0	136,666	136,666	(136,666)
0.26	Shire House Crossovers	C1214	7,687	0	7,687	30,000	30,000	(22,313)
	Transport Total		1,805,055	0	1,805,055	2,483,437	2,483,437	(678,382)
0.73	Infrastructure Roads Total		1,805,055	0	1,805,055	2,483,437	2,483,437	(678,382)

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2020

Note 13: Capital Acquisitions

% of
Completion

Assets	Job	YTD Actual			Budget			
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Footpaths								
Transport								
0.00	Bicycle Path construction	C0125	0	0	0	100,000	100,000	(100,000)
0.00	Bicycle Track Menzies Town	C1212	0	0	0	120,000	120,000	(120,000)
	Transport Total		0	0	0	220,000	220,000	(220,000)
0.00	Footpaths Total		0	0	0	220,000	220,000	(220,000)
Other Infrastructure								
Community Amenities								
1.72	Menzies Refuse Site New Hole	C0101	51,544	0	51,544	30,000	30,000	21,544
0.61	Kookynie Refuse Site New Hole	C0102	9,154	0	9,154	15,000	15,000	(5,846)
0.00	Cometvale Cemetary fence	C0103	0	0	0	20,000	20,000	(20,000)
	Community Amenities Total		60,698	0	60,698	65,000	65,000	(4,302)
Recreation And Culture								
0.00	Rodeo Grounds Infrastructure	C0113	0	0	0	50,000	50,000	(50,000)
1.87	Sport Courts Adjustable Basketball Poles	C0114	16,815	0	16,815	9,000	9,000	7,815
0.00	Arbor for Fruit Trees	C0115	0	0	0	5,000	5,000	(5,000)
	Recreation And Culture Total		16,815	0	16,815	64,000	64,000	(47,185)
Transport								
1.61	Street Lights at Kookynie	C0122	11,240	0	11,240	7,000	7,000	4,240
0.85	Banners and Signage	C0128	8,510	0	8,510	10,000	10,000	(1,490)
0.00	Bores to Support Road Works	C0123	0	0	0	35,000	35,000	(35,000)
0.49	Grid Replacement Program	C0124	63,907	0	63,907	130,000	130,000	(66,093)
0.08	Truck Bay Wilson and Shenton	C1211	666	0	666	8,000	8,000	(7,334)
0.00	Town Dam Upgrade	C0121	0	0	0	200,000	200,000	(200,000)
0.00	Kookynie Airstrip Extension	C0126	0	0	0	20,000	20,000	(20,000)
	Transport Total		84,323	0	84,323	410,000	410,000	(325,677)
Economic Services								
0.58	Niagra Dam Capital Works	C0131	118,111	0	118,111	203,111	203,111	(85,000)
0.00	Goongarrie Security	C0137	0	0	0	25,000	25,000	(25,000)
0.87	Caravan Park Security Gate	C0134	9,217	0	9,217	10,650	10,650	(1,433)
	Economic Services Total		127,328	0	127,328	238,761	238,761	(111,433)
0.37	Other Infrastructure Total		289,164	0	289,164	777,761	777,761	(488,597)
0.55	Capital Expenditure Total		3,389,166	0	3,389,228	6,184,783	6,184,783	(2,795,617)



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

12.1.2 MONTHLY LISTING OF PAYMENTS FOR THE MONTH OF JUNE 2020

LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
DOCUMENT REF:	FIN.935.1/NAM307
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	30 July 2020
AUTHOR:	Carol Mc Allan Finance Officer
ATTACHMENT:	12.1.2-1 Payment Listing for June 2020 12.1.2-2 EFT Payment Listing for June 2020 12.1.2-3 Direct Debit Payment Listing for June 2020 12.1.2-4 Credit Card Payment Listing for June 2020

IN BRIEF:

The list of payments made for the month of June 2020 to be received by Council.

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 delegated authority to the Chief Executive Office and are reported to Council.

COMMENT:

The EFT and Direct Debit payments that have been raised for the month of June 2020 are attached.

CONSULTATION:

Nil.

STATUTORY ENVIRONMENT:

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.

STRATEGIC IMPLICATIONS:

14.3 Active civic leadership achieved

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

VOTING REQUIREMENTS:

Simple Majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council receive the list of payments for the month of June 2020 totalling \$949,233.69 being:

- 1) No cheques were drawn;
- 2) Electronic Fund Transfer EFT5150 – EFT5245 payments in the Municipal Fund totalling \$1,160,824.83;
- 3) Direct Debit payments from the Municipal Fund totally \$48,327.82; and
- 4) Credit Card payments for the statement month of May 2020 included in Direct Debits.

COUNCIL DECISION:

COUNCIL RESOLUTION:	No.
----------------------------	------------

MOVED: Cr

SECONDED: Cr

Carried /

Shire of Menzies
Payments for the Month of June 2020

Chq/EFT	Date	Name	Description	Amount
		Cheques		\$(0.00)
		EFT		\$(1,160,824.83)
		Direct Debit		\$(48,327.82)
		Total Payments		<u>\$(1,209,152.65)</u>
		Credit Card Payments (included in Direct Debit)		\$4,612.84

Shire of Menzies
Payments for the Month of June 2020

Chq/EFT	Date	Name	Description	Amount
EFT5150	05/06/2020	Canine Control	Ranger Services - Monday May 25 2020	\$1,600.50
EFT5151	05/06/2020	Leonora Pharmacy	Pharmacy item for the month of May 2020 -for resale	\$581.31
EFT5152	05/06/2020	Roadtech Civil & Construction	Menzies RFT 02/2020 - Final Claim	\$51,103.25
EFT5153	05/06/2020	Griffin Valuation Advisory	Additional work for 2020 revaluation of Land & Buildings	\$990.00
EFT5154	05/06/2020	3E Advantage	Copier charges	\$2,449.86
EFT5155	05/06/2020	Xstra Global IT and Communication Solutions	PABX Phone system for 1 May 2020 to 31 May 2020	\$370.77
EFT5156	05/06/2020	NGE Earthmoving Transport	Contract Maintenance Grading	\$84,700.00
EFT5157	05/06/2020	Hosemasters	Hydraulic Hose, & other Consumables Materials	\$167.15
EFT5158	05/06/2020	Helen Louise Cooper	Reimburse - 3x Bags sweets for Council Meetings	\$29.85
EFT5159	05/06/2020	Air Liquide Australia Ltd	Cylinder Fee Rental 01/05/2020 to 31/05/2020	\$28.16
EFT5160	05/06/2020	Bunnings	Hardware consumables	\$127.76
EFT5161	05/06/2020	Goldfields Locksmiths	Exit Stopper Door Alarm, Entrance set	\$395.80
EFT5162	05/06/2020	Goldfields Toyota	20,000km service - 3MN and 1 MN	\$1,541.65
EFT5163	05/06/2020	Goldrush Tours	Bus Tickets sold on consignment- May 2020	\$44.20
EFT5164	05/06/2020	Goldfields Voluntary Regional Org	Annual Contribution 2019/2020	\$11,000.00
EFT5165	05/06/2020	JR & A Hersey	Staff Uniforms	\$123.73
EFT5166	05/06/2020	Landgate	Valuation Rolls and Schedules	\$1,930.60
EFT5167	05/06/2020	LO-Go Appointments	Contract Services Helen Cooper - w/e 30 May 2020	\$2,976.08
EFT5168	05/06/2020	Cr Keith Mader	Travel to Council Meetings for month of May 2020	\$384.96
EFT5169	05/06/2020	Marketforce	Advertising, Road Closures - DCEO position	\$1,913.28
EFT5170	05/06/2020	Mcleods Barristers & Solicitors	Professional Advice - Re Road Contractors	\$14,815.26
EFT5171	05/06/2020	Shire of Menzies Social Club	Payroll deductions	\$100.00
EFT5172	05/06/2020	Netlogic Information Technology	Technology support	\$187.50
EFT5173	05/06/2020	Office National	Stationery	\$168.55
EFT5174	05/06/2020	R F Young	Roadworks supervision	\$5,647.65
EFT5175	05/06/2020	Moore Stephens	Budget Workshop 20 March 2020	\$770.00
EFT5176	05/06/2020	Verlinden's Electrical Service	Various works on Shire Buildings and Caravan Park	\$12,610.40
EFT5177	05/06/2020	WesTrac Pty Ltd	To attend to grader problems on site	\$1,917.69
EFT5178	10/06/2020	Goldfields Sheet Metal Fabrication	Golden Quest Trail - Supply Lettering for Sign	\$455.95
EFT5179	11/06/2020	Stratco	Patio and delivery for Shire housing- 25 Onslow st	\$3,949.00
EFT5180	11/06/2020	Roadtech Civil & Construction	RFT01/2020 and variations	\$532,280.49
EFT5181	11/06/2020	Tradelink Pty Limited	Pipe, couplings, soap holders, socket,	\$288.87
EFT5182	11/06/2020	Goldfields Glass	Security screen	\$9,601.00
EFT5183	11/06/2020	Rebus Restrooms	Progress claim -ablutions as per tender number 01/2019	\$79,750.00
EFT5184	11/06/2020	Australian Taxation Office	PAYG Tax - 1 May 2020 to 31 May 2020	\$26,716.00
EFT5185	11/06/2020	Construction Training Fund (B C I T F)	CTF Fees collected from Saracen Mineral Holdings	\$1,091.75
EFT5186	11/06/2020	Calypto Creative	Lake Ballard Website	\$341.00
EFT5187	11/06/2020	Conway Highbury	Land Seizure- Discussions, emails, Agenda preparation	\$605.00
EFT5188	11/06/2020	Cybersecure	Backup services to 4 June 2020	\$259.88
EFT5189	11/06/2020	Goldline Distributors	Catering and cleaning supplies	\$603.86
EFT5190	11/06/2020	Goldfields Toyota	P0225 - 100,000 km Service - 15MN	\$732.89
EFT5191	11/06/2020	IT Vision	IT Vision Payroll Upgrade	\$1,361.80
EFT5192	11/06/2020	JR & A Hersey	Staff Uniforms	\$364.63
EFT5193	11/06/2020	Kalgoorlie Precast Concrete	16 concrete blocks for air/cons	\$352.00
EFT5194	11/06/2020	Netlogic Information Technology	Consulting Labour - Setup Office for IT Vision RDS Session	\$75.00
EFT5195	11/06/2020	Office National	Travel for Service of Copier, stationery	\$178.13
EFT5196	11/06/2020	RAMM Software Pty Ltd	Rental of Pocket RAMM- 1 July 2020 to 30 June 2021	\$8,493.96
EFT5197	19/06/2020	Nullarbor Transport	Roadworks on Connie Sue Highway - Tender 03/2020	\$90,304.50
EFT5198	19/06/2020	Department Of Mines Industry Regulation and Safety	Fees collected from Rebus Restrooms - Ablution Block	\$262.86
EFT5199	19/06/2020	ModularWA	Practical Completion - Caravan Park Units	\$50,637.00
EFT5200	19/06/2020	KTEAM	Site inspection prepare tender, Tjuntjuntjara Access Rd	\$10,830.00
EFT5201	19/06/2020	Ivan Wells	Reimburse Kms travelled in personal vehicle for work	\$2,085.15
EFT5202	19/06/2020	Boord Constructions	Supply and deliver concrete to Caravan Park	\$2,175.80
EFT5203	19/06/2020	Beaurepairs	P0230 - 1MN Purchase Tyres	\$378.04
EFT5204	19/06/2020	Bunnings	Irrigation Fittings, Connectors,	\$612.14
EFT5205	19/06/2020	LO-Go Appointments	Contract Services - Helen Cooper - 3 Invoices	\$7,380.45
EFT5206	19/06/2020	Shire of Menzies Social Club	Payroll deductions	\$100.00
EFT5207	19/06/2020	R F Young	Supervision roadworks Connie Sue Highway.	\$7,391.70
EFT5208	19/06/2020	Moore Stephens	COA changeover assistance, NGCG Policy review.	\$2,563.00
EFT5209	29/06/2020	Canine Control	Ranger Services- Wednesday 10 June 2020	\$1,600.50
EFT5210	29/06/2020	Leonora Pharmacy	Pharmacy items for month of May - for resale	\$164.85
EFT5211	29/06/2020	Fiesta Canvas & Leathersgoods	Supply of new shade sail , replace missing sail	\$20,000.00
EFT5212	29/06/2020	Tradelink Pty Limited	Stormwater piping and fittings	\$891.14
EFT5213	29/06/2020	3E Advantage	Smartboard Rental May to June 2020	\$374.00

**Shire of Menzies
Payments for the Month of June 2020**

EFT5214	29/06/2020	Urbis Pty Ltd	Finalisation of Local Planning Scheme and Strategy	\$4,401.38
EFT5215	29/06/2020	Yeti's Records Management Consultancy	Update RKP - Procedure Manual	\$704.00
EFT5216	29/06/2020	Xstra Global IT and Communication Solutions	PABXPhone system 1 June 2020 to end of June 2020	\$311.30
EFT5217	29/06/2020	NGE Earthmoving Transport	Contract Maintenance Grading	\$31,955.00
EFT5218	29/06/2020	Emygor Services	Replace Water Heater- Grader Accom Unit	\$1,232.00
EFT5219	29/06/2020	Shire of Chapman Valley	Planning Services April to June 2020	\$1,210.00
EFT5220	29/06/2020	City Building Supplies	Building Supplies	\$893.65
EFT5221	29/06/2020	Express Yourself Printing	prestart books for Council Machinery	\$2,363.00
EFT5222	29/06/2020	Blackwoods	Coffee	\$40.11
EFT5223	29/06/2020	Bunnings	Consumables - Shelf, Tape, Brackets, Paint brush and PVC	\$506.15
EFT5224	29/06/2020	C Direct	Telstra Pre-Paid - \$50 mobile credit for resale	\$518.40
EFT5225	29/06/2020	Jillian Dwyer	Travel Niagara to Kalgoorlie return - Modular Homes Choose fittings	\$396.04
EFT5226	29/06/2020	Eagle Petroleum (W.A) Pty Ltd	Fuel - Bulk Delivery 8003L - \$1.0614	\$9,343.82
EFT5227	29/06/2020	Harvey Norman	Wall Mounted TV Fixtures - Caravan Park Units	\$178.00
EFT5228	29/06/2020	Institute of Public Works Engineering Australasia Limited (IPWEA)	NAM+ Subscription Fee (01/07/2020 - 30/06/2021)	\$935.00
EFT5229	29/06/2020	JR & A Hersey	Staff uniforms with Logo & Embroidery	\$201.30
EFT5230	29/06/2020	Grand Hotel Kookynie	Refreshments- Ordinary Council Meeting 25 June 2020	\$48.00
EFT5231	29/06/2020	LO-Go Appointments	Contract Services Helen Cooper - w/e 13 June 2020	\$562.32
EFT5232	29/06/2020	MLG OZ Pty Ltd	Deliver unscreened sand to menzies (2 Quad loads)	\$6,094.77
EFT5233	29/06/2020	Netlogic Information Technology	Technology Support Labour	\$2,337.50
EFT5234	29/06/2020	Office National	Stationery	\$315.60
EFT5235	29/06/2020	Paupiyala Tjarutja Aboriginal Corporation	School Holiday Program Tjuntjuntjara Community April	\$3,163.93
EFT5236	29/06/2020	R F Young	Supervision roadworks Connie Sue Highway.	\$13,251.70
EFT5237	29/06/2020	Kalgoorlie United Steel Pty Ltd	8 sheets of reo mesh -Caravan Park Units	\$555.50
EFT5238	29/06/2020	Verlinden's Electrical Service	Electrical works - 36 Mercer st and Old Post Office	\$4,077.70
EFT5239	30/06/2020	Batteries N More	1 Sat Dish for grader camp	\$120.00
EFT5240	30/06/2020	Bunnings	Padlocks, Padlock Cables & Chain	\$60.31
EFT5241	30/06/2020	Gregory Dwyer	Travel - 28/11/2019 - 29/5/2020	\$7,756.32
EFT5242	30/06/2020	Flex Industries	1 box of ratchet straps	\$96.25
EFT5243	30/06/2020	Taps Industries	Install and Supply 10x Ball Valves - Caravan Park	\$1,850.68
EFT5244	30/06/2020	The Work Wear Group	Hand Sanitiser	\$1,108.80
EFT5245	30/06/2020	Kalgoorlie United Steel Pty Ltd	Galv gate posts - 29b Shenton Street	\$308.00
				\$1,160,824.83

Shire of Menzies
Payments for the Month of June 2020

Chq/EFT	Date	Name	Description	Amount
DD3419.1	02/06/2020	WA Local Govt Superannuation Plan	Superannuation contributions	\$4,902.08
DD3419.2	02/06/2020	Australian Super	Superannuation contributions	\$810.97
DD3419.3	02/06/2020	WA Local Govt Superannuation Plan	Payroll deductions	\$2,359.98
DD3419.4	02/06/2020	GESB Superannuation	Superannuation contributions	\$61.22
DD3437.1	08/06/2020	Telstra - DIRECT DEBIT ONLY	Office phone, internet, sat phones to 24 May	\$6,639.32
DD3439.1	11/06/2020	Telstra - DIRECT DEBIT ONLY	Works phones and data to 23 May 2020	\$431.96
DD3442.1	16/06/2020	WA Local Govt Superannuation Plan	Superannuation contributions	\$5,011.19
DD3442.2	16/06/2020	Australian Super	Superannuation contributions	\$848.92
DD3442.3	16/06/2020	WA Local Govt Superannuation Plan	Payroll deductions	\$2,214.21
DD3442.4	16/06/2020	GESB Superannuation	Superannuation contributions	\$53.26
DD3446.1	18/06/2020	Horizon Power	Streetlights - 1 May 2020 to 31 May 2020	\$764.83
DD3457.1	26/06/2020	Water Corporation	Water Usage 31 March 2020 to 9 June 2020	\$1,364.33
DD3459.1	26/06/2020	Gregory Dwyer	President Allowance for June 2020	\$3,364.49
DD3459.2	26/06/2020	Ian Baird	Sitting Fee for June 2020	\$1,289.67
DD3459.3	26/06/2020	Jillian Dwyer	Sitting Fee for June 2020	\$875.83
DD3459.4	26/06/2020	Cr Keith Mader	Sitting Fee for June 2020	\$875.83
DD3459.5	26/06/2020	Vashti Marie Fay Ashwin	Sitting Fees for June 2020	\$875.83
DD3459.6	26/06/2020	Cr Justin Lee	Sitting Fees for June 2020	\$875.83
DD3459.7	26/06/2020	Cr Debbie Hansen	Sitting Fees for June 2020	\$875.83
DD3463.1	29/06/2020	Wright Express Australia Pty Ltd	Fuel Cards	\$1,001.99
DD3465.1	29/06/2020	Water Corporation	Service Charge Shenton Street Vacant Lot	\$44.06
DD3467.1	02/06/2020	NAB	Credit Cards	\$4,612.84
DD3469.1	30/06/2020	NAB	Bank Fees	\$48.96
DD3471.1	01/06/2020	WESTNET	CRC Internet 1 June 2020 to 1 July 2020	\$54.99
DD3473.1	08/06/2020	Power ICT Pty Ltd	Phone Messages on Hold - June 2020	\$75.90
DD3475.1	24/06/2020	NAB	NAB Connect Fees - June 2020	\$30.49
DD3477.1	30/06/2020	WA Local Govt Superannuation Plan	Superannuation contributions	\$4,897.75
DD3477.2	30/06/2020	Australian Super	Superannuation contributions	\$798.42
DD3477.3	30/06/2020	WA Local Govt Superannuation Plan	Payroll deductions	\$2,214.36
DD3477.4	30/06/2020	GESB Superannuation	Superannuation contributions	\$52.48
				<u>\$48,327.82</u>

**Shire of Menzies
Payments for the Month of June 2020**

\$(0.00)

Shire of Menzies
Payments for the Month of June 2020

Date	Name	Description	Amount
CEO CREDIT CARD			
01/05/2020	Coles	Councillor refreshments	\$ 28.60
01/05/2020	Target	12A&B pillows, quilts, sheets and mattress protectors	\$ 421.15
04/05/2020	Seek	Advertising DCEO position	\$ 313.50
07/05/2020	Activ8me	Staff internet	\$ 70.65
11/05/2020	Harvey Norman	New Units washing machines, irons, vacuums and fry pans	\$ 1,180.00
11/05/2020	Bunnings	New Units mop buckets, ironing boards and rubbish bins	\$ 174.20
11/05/2020	Kmart	New Units kitchen accessories and utensils	\$ 149.00
12/05/2020	Signal Events	Digital Thermometers	\$ 388.30
14/05/2020	Activ8me	Staff internet	\$ 70.65
18/05/2020	Kitchen Emporium	New Units Dinner sets and pot sets	\$ 349.88
28/05/2020	NAB	Card Fee	\$ 9.00
DCEO CREDIT CARD			
04/05/2020	Woolworths	DCEO house temp mop bucket and kitchen utensils	\$ 49.60
04/05/2020	Kmart	DCEO house temp mugs glasses and canisters	\$ 35.15
04/05/2020	Harvey Norman	DCEO House temp Vacuum and iron	\$ 288.00
04/05/2020	Target	DCEO house blanket, rug, ironing board, washing basket	\$ 228.00
05/05/2020	Caltex Kalgoorlie	Diesel Prado	\$ 132.50
13/05/2020	Shire of Menzies Post Office	Postage for items on account over past 2 years	\$ 615.85
25/05/2020	BP Wubin	Diesel Prado	\$ 99.81
25/05/2020	NAB	Card Fee	\$ 9.00
Direct Debit			<u>\$ 4,612.84</u>

12.1.3**MONTHLY INVESTMENT REPORT**

LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
DOCUMENT REF:	As Applicable
DISCLOSURE OF INTEREST:	Nil
DATE:	30 July 2020
AUTHOR:	Peter Money Chief Executive Officer
ATTACHMENT:	

IN BRIEF:

This item recommends Council receives the investment report for the month of June 2020

BACKGROUND:

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

COMMENT:

Below are the current investments for the Shire of Menzies as at 30/06/2020.

INSTITUTION / ACCOUNT TYPE	SUM	TERM	DATE OF MATURITY	INTEREST RATE	RISK ASSESMENT
NAB – Reserve Term Deposit	\$3,254,209.54	90 Days	08/07/2020	1.22%	Medium
NAB – Reserve Maximiser account	\$8,601,944.77	Open	Open		Medium

CONSULTATION:

Acting Deputy Chief Executive Officer

STATUTORY ENVIRONMENT

Local Government Act

- 2.7 (2) Without limiting subsection (1), the council is to —
- (a) oversee the allocation of the local government's finances and resources; and
 - (b) determine the local government's policies.

3.1. General function

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

6.14 Power to invest

Local Government (Administration) Regulations

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

- (1) In this regulation —
authorised institution means —
 - (a) an authorised deposit-taking institution as defined in the *Banking Act 1959* (Commonwealth) section 5; or
 - (b) the Western Australian Treasury Corporation established by the *Western Australian Treasury Corporation Act 1986*;
- (2) When investing money under section 6.14(1), a local government may not do any of the following —
 - (a) deposit with an institution except an authorised institution;
 - (b) deposit for a fixed term of more than 3 years;
 - (c) invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;
 - (d) invest in bonds with a term to maturity of more than 3 years;
 - (e) invest in a foreign currency.

POLICY IMPLICATIONS:

Council Policy 4.9 - Investments

Delegation 2.5 – Investment of Surplus Funds

FINANCIAL IMPLICATIONS:

Nil.

RISK ASSESSMENT:

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

STRATEGIC IMPLICATIONS:

14.3 Active civic leadership achieved

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

VOTING REQUIREMENTS:

Simple majority.

OFFICERS RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council receives the investment report for the month of June 2020.

COUNCIL DECISION:

COUNCIL RESOLUTION:	No.
----------------------------	------------

MOVED: Cr

SECONDED: Cr

Carried /

12.1.4 ADOPTION OF THE DRAFT CORPORATE BUSINESS PLAN 2020/2024

LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
DOCUMENT REF:	As Applicable
DISCLOSURE OF INTEREST:	Nil
DATE:	30 July 2020
AUTHOR:	Peter Money Chief Executive Officer
ATTACHMENT:	12.1.4-1 Draft Corporate Business Plan 2020/2024 12.1.4-2 Forecasts of Income Statements 2020/21 to 2034/2035

IN BRIEF:

The Corporate Business Plan has been reviewed by Moore Stephens for updating of data and compliance with changing Regulations.

BACKGROUND:

Achieving the community's vision and the Shire's strategic objectives requires the development of actions to address each strategy contained within the Strategic Community Plan.

Careful operational planning and prioritisation is required to achieve the objectives and desired outcomes due to the limited resources available.

This planning process is formalised by the development of our Corporate Business Plan.

The Corporate Business Plan then converts the Strategic Community Plan into action through the adoption of an Annual Budget.

Actions requiring funding will only be undertaken once approved within the statutory budget and subject to funding availability. Along with achieving the community aspirations and objectives, the Corporate Business Plan draws on information contained within the Strategic Resource Plan (Asset Management Plan & Long-Term Financial Plan) and the Workforce Plan.

COMMENT:

The Corporate Business Plan is the action document for the Strategic Community Plan. It is the source document for the Annual Budget, and, while Council may choose to set a budget that diverges from the Plan, it is used by Officers to assist in the preparation of the Budget.

The Corporate Business Plan is developed by drawing from the strategies of the Asset Management Plan, the Workforce Plan, the Long-Term Financial Plan and the Strategic Community Plan. The Youth Strategy, and Disability Access Plan will be incorporated into the process.

In accordance with statutory requirements, the Corporate Business Plan is to be reviewed and updated annually to assess the progress of projects and realign the Plan's actions and priorities based on current information and available funding.

The Chief Executive Officer will report to the Audit Committee and Council at regular intervals on the progress of the activities within the Corporate Plan.

CONSULTATION:

Tanya Browning - Moore Stephens
Jessica Spark – Moore Stephens
Ally Bryant – Acting Deputy Chief Executive Officer
Paul Warner - Works Supervisor

STATUTORY ENVIRONMENT:

Local Government Act 1995 S5.56
Local Government (Administration) Regulations 1996

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Nil as activities proposed in the Plan are subject to funding in the budget process.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
There is no risk in the adoption of the Corporate Business Plan as it is used only to give direction to the CEO in preparing the annual budget and the budget remains subject to Council approval.	Low	Failure to adopt the Plan annually would leave the Council non-compliant.

STRATEGIC IMPLICATIONS:

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.

14.3 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.

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council Adopt the Corporate Business Plan for the period 2020 - 2024.

COUNCIL DECISION

COUNCIL RESOLUTION:

MOVED:

SECONDED:

Carried /

Shire of Menzies

Draft Corporate Business Plan 2020-2024



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Shire of Menzies
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(08) 9024 2041
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www.menzies.wa.gov.au



Our Vision:

To be a prosperous, sustainable and dedicated community in which all residents are able to participate in decision making and benefit from the Shire's many opportunities and resources.

Integrated Planning and Reporting Framework

All Western Australian local governments are required to prepare a Plan for the Future for their district, comprising of two key strategic documents, a Strategic Community Plan and Corporate Business Plan, which the local government is required to have regard for when forming its annual budget.

This Draft Corporate Business Plan, together with the Strategic Community Plan, is the Shire of Menzies's Plan for the Future and has been prepared to achieve compliance with the *Local Government (Administration) Regulations 1996*.

Under *Local Government (Administration) Regulations 1996 Regulation 19DA (3)*, a Corporate Business Plan is to:

- a) set out, consistent with any relevant priorities included in the Strategic Community Plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
- b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
- c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

In the preparation of the annual budget the local government is to have regard to the contents of the Plan for the Future in terms of Section 6.2(2) of the *Local Government Act 1995*.

Development of the Plan has also been influenced by the Department of Local Government, Sport and Cultural Industries Framework and Guidelines for Integrated Planning and Reporting.

Strategic Community Plan

The Shire of Menzies community were invited to share their vision, aspirations and objectives for the future of the Shire of Menzies during the development of the Strategic Community Plan 2013 - 2023. In early 2020 a community survey was launched, and community workshops advertised as part of the major review of the Strategic Community Plan, however due to the COVID-19 Pandemic this engagement process was postponed.

In the interim and whilst in the current restricted situation, to maintain our strategic direction and focus, the elected members and staff have drawn on their ongoing communications and engagement with our communities to update the Strategic Community Plan.

This information provided a valuable insight into the key issues and aspirations, as held by the local community. Importantly for the Council, these views have helped establish clear priorities and shaped the visions, values, objectives and strategies contained within the Strategic Community Plan. The Strategic Community Plan will have a major review in conjunction with community consultation, at the earliest opportunity once COVID-19 restrictions are lifted and it is safe for our community.

The following four key strategic objectives are defined within the Strategic Community Plan.

- **Local Economy:** Sustainable local economy encouraged;
- **Community:** Maintain a Strong Sense of Community;
- **Civic Leadership:** Active Civic Leadership Achieved; and
- **Heritage:** Heritage and Natural Assets Conserved.

Integrated Planning and Reporting Framework (continued)

Corporate Business Plan

Achieving the community's vision and the Shire's strategic objectives requires the development of actions to address each strategy contained within the Strategic Community Plan. Careful operational planning and prioritisation is required to achieve the objectives and desired outcomes due to the limited resources available. This planning process is formalised by the development of our Corporate Business Plan. The Corporate Business Plan then converts the Strategic Community Plan into action through the adoption of an Annual Budget.

Actions requiring funding will only be undertaken once approved within the statutory budget and subject to funding availability. Along with achieving the community aspirations and objectives, the Corporate Business Plan draws on information contained within the following strategic documents.

Strategic Resource Plan

The Shire is taking a combined approach to asset management and long term financial planning processes to produce an overarching Strategic Resource Plan. A key objective of the Strategic Resource Plan is to highlight and define key long term strategies to maintain financial and asset services to the community over the long term.

Asset Management Planning Component

The Shire has developed an Asset Management Plan for major asset classes in accordance with Council's Asset Management Policy. The Asset Management Plan forms a component of an overall Asset Management Strategy which addresses the Shire's current processes and sets out the steps required to continuously improve the management of Shire controlled assets.

Capital renewal estimates contained within the Asset Management Plan have been included to the extent the financial and workforce resources are available to enable the renewals to occur.

Long Term Financial Planning Component

The Shire of Menzies is planning for a positive and sustainable future. The Shire seeks to maintain, and where possible, improve service levels into the future while maintaining a healthy financial position.

During the development of this Corporate Business Plan, the Long Term Financial Plan was considered to ensure integration. The COVID-19 Pandemic situation increased the level of uncertainty about the future. As a result, the long term financial and long term asset management planning requires further development to best reflect the current situation and the Pandemic's impact on planned future projects and service delivery.

A number of projects currently forecast to be undertaken during the life of the Plan result in additional capital expenditure. The projects include new, expansion, upgrade and renewal of assets and are detailed in the forecast capital expenditure provided in the Strategic Resource Plan (SRP). A number of the projects listed in the SRP are reliant on external contributions, should these not be received the project may be deferred until adequate funding is available.

Workforce Plan

The Workforce Plan provides the workforce management and resource strategies necessary to deliver the objectives, outcomes and strategies of the Shire's Strategic Community Plan.

Workforce issues have been considered during the development of this Corporate Business Plan and the financial impacts of the Plan captured within the Long Term Financial Plan. A combination of workforce and financial constraints has influenced the prioritisation of actions within this Plan.

Review of Plan

In accordance with statutory requirements, the Corporate Business Plan is to be reviewed and updated annually to assess the progress of projects and realign the Plan's actions and priorities based on current information and available funding.

Forecast Statement of Funding

The following Forecast Statement of Funding is extracted from the Draft Strategic Resource Plan 2020 - 2035 to provide an indication of the net funding available. The forecast statement should be read in conjunction with the full Strategic Resource Plan and its underlying assumptions and predictions.

	2020-21	2021-22	2022-23	2023-24
	\$	\$	\$	\$
FUNDING FROM OPERATIONAL ACTIVITIES				
Revenues				
Rates	3,348,032	3,431,733	3,517,526	3,605,464
Operating grants, subsidies and contributions	2,859,997	2,931,497	3,004,784	3,079,904
Fees and charges	248,100	254,302	260,661	267,177
Interest earnings	195,592	154,123	146,200	159,051
Other revenue	50,936	52,210	53,515	54,853
	<u>6,702,657</u>	<u>6,823,865</u>	<u>6,982,686</u>	<u>7,166,449</u>
Expenses				
Employee costs	(2,106,627)	(2,159,295)	(2,213,278)	(2,268,610)
Materials and contracts	(2,001,642)	(1,991,695)	(2,041,486)	(2,092,524)
Utility charges (electricity, gas, water etc.)	(88,300)	(90,504)	(92,765)	(95,083)
Depreciation on non-current assets	(2,071,044)	(2,173,485)	(2,236,414)	(2,294,158)
Insurance expense	(152,739)	(156,555)	(160,470)	(164,483)
Other expenditure	(447,058)	(458,230)	(469,683)	(481,424)
	<u>(6,867,410)</u>	<u>(7,029,764)</u>	<u>(7,214,096)</u>	<u>(7,396,282)</u>
	<u>(164,753)</u>	<u>(205,899)</u>	<u>(231,410)</u>	<u>(229,833)</u>
Funding position adjustments				
Depreciation on non-current assets	2,071,044	2,173,485	2,236,414	2,294,158
Net funding from operational activities	<u>1,906,291</u>	<u>1,967,586</u>	<u>2,005,004</u>	<u>2,064,325</u>
FUNDING FROM CAPITAL ACTIVITIES				
Inflows				
Proceeds on disposal	14,350	523,209	107,690	401,787
Non-operating grants, subsidies and contributions	2,431,407	1,264,407	1,264,407	1,264,407
Outflows				
Purchase of property plant and equipment	(2,334,500)	(2,355,002)	(823,286)	(1,176,869)
Purchase of infrastructure	(4,091,000)	(1,796,297)	(1,911,297)	(2,076,297)
Net funding from capital activities	<u>(3,979,743)</u>	<u>(2,363,683)</u>	<u>(1,362,486)</u>	<u>(1,586,972)</u>
FUNDING FROM FINANCING ACTIVITIES				
Inflows				
Transfer from reserves	3,098,150	1,776,793	780,596	940,082
Outflows				
Transfer to reserves	(748,455)	(1,380,696)	(1,423,114)	(1,417,435)
Net funding from financing activities	<u>2,349,695</u>	<u>396,097</u>	<u>(642,518)</u>	<u>(477,353)</u>
Estimated surplus/deficit July 1 B/Fwd	(276,243)	0	0	0
Estimated surplus/deficit June 30 C/Fwd	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Capital Program

A number of projects are forecast to be undertaken during the life of the Plan, which result in additional capital expenditure. The projects include new, expansion, upgrade and renewals of assets and are detailed in the forecast capital expenditure provided in the Draft Strategic Resource Plan 2020-2035 (SRP).

A number of the projects listed in the SRP are reliant on external contributions, should these not be received the project may be deferred until adequate funding is available.

Key projects included within this Plan are:

Projects by Asset Class	2020-21 \$	2021-22 \$	2022-23 \$	2023-24 \$
Building Infrastructure upgrades and renewals	2,190,500	470,000	380,000	75,000
Plant and Equipment upgrades and renewals	144,000	1,885,002	443,286	1,101,869
Road Infrastructure upgrades and renewals	2,772,000	1,546,297	1,546,297	1,546,297
Footpaths Infrastructure upgrades and renewals	200,000	100,000	100,000	100,000
Other Infrastructure upgrades and renewals	1,119,000	150,000	265,000	430,000
Total	6,425,500	4,151,299	2,734,583	3,253,166

Service Delivery

The Shire of Menzies delivers services to its community in line with its vision, values and the four key strategic objectives set out within the Strategic Community Plan. Each of the four objectives has several outcomes the Shire seeks to achieve over the 10+ years of the Strategic Community Plan.

The table below summarises the desired outcomes under each of the four key strategic objectives. Strategies and detailed actions to achieve these outcomes have been developed and are detailed on the following pages.

Local Economy

Sustainable local economy encouraged

- Outcome 1.1 Land Development:** Adequate land for commercial, industrial and residential purposes
- Outcome 1.2 Mining Partnership:** Working in partnership with the local mining industry to formalise service levels and funding arrangements to deliver mutual benefits
- Outcome 1.3 Emerging Industries:** Collaborate and support local emerging industries such as sandalwood crops and industrial potash production to deliver mutual benefits
- Outcome 1.4 Reliable Utilities:** Lobby State Government service providers for reliable access to power and water with the capacity to meet future demand
- Outcome 1.5 Safe and Useable Road Network:** Provide all seasons access to major roads where practicable
- Outcome 1.6 Commercial and Industrial Growth:** Facilitate Commercial and Service Industry Growth
- Outcome 1.7 Tourism Growth:** Promote and develop Menzies as a regional place to visit

Community

Maintain a Strong Sense of Community

- Outcome 2.1 Health and Wellbeing:** Ensure community health and wellbeing by: managing cactus, domestic animals and stray stock; adequate access to health services; appropriate power, water, sanitation and septic infrastructure
- Outcome 2.2 Essential Services:** Adequate and appropriate essential services are available. Continue to recognize and support volunteers: encourage community initiatives; provide opportunities to acknowledge the valuable contribution of volunteers
- Outcome 2.3 Recreational Facilities:** Logical and affordable recreation facilities
- Outcome 2.4 Connected Community:** Strengthen community cohesiveness and participation. Continue to develop the main street in Menzies. Encourage large scale events that celebrate local life and attract visitors. Continue to provide facilities for visiting services, community members and visitors, such as a Community Resource Centre
- Outcome 2.5 Community Needs and Services:** Ensure access to quality services to meet changing needs within the community
- Outcome 2.6 Quality Built Environment:** Logical and affordable upgrades and maintenance of infrastructure and assets
- Outcome 2.7 Increased Capacity and Accommodation Choices:** Construction of a variety of new housing. Provision of caravan and camping facilities
- Outcome 2.8 Community Identity:** Maintain effective representation of the local community's identity: continue to develop the main street in Menzies; increase communication and tourism signage throughout the Shire; review Shire logo and promotional materials.

Service Delivery

Civic Leadership

Active Civic Leadership Achieved

- | | |
|--------------------|---|
| Outcome 3.1 | Sustainability: Improve the sustainability of the Shire of Menzies |
| Outcome 3.2 | Regional and Onsite Record Keeping: Continued use of the Regional Records Facility whilst preparing for the return of Shire records to Menzies Lady Shenton Building record storage; implementation of standard internal record keeping |
| Outcome 3.3 | Reliable Emergency Services: Support local Bushfire Brigades and St Johns Ambulance Sub-Centre |
| Outcome 3.4 | Sustainable Shire Workforce: Develop workforce capability retain and attract the right people to do the work |
| Outcome 3.5 | Sustainable Resource Management: Ensure resources are managed effectively. Prepare timely accurate reports on the Shire's activities, budgets, plans and performance |
| Outcome 3.6 | Council and Community Leadership: Provide leadership and advocacy on behalf of the community |
| Outcome 3.7 | Community Engagement: Continue to engage in effective communication and collaboration with community members. Shire representatives involved in local initiatives with community group. Review plans with community consultation in alignment with community engagement policy |

Heritage

Heritage and Natural Assets Conserved

- | | |
|--------------------|--|
| Outcome 4.1 | Natural Environment Conserved: Protect and preserve natural environment |
| Outcome 4.2 | "Inside Australia" and Lake Ballard Protected: Manage and maintain the Lake Ballard Reserve |
| Outcome 4.3 | Niagara Dam Protected: Manage and maintain the Niagara Dam and camping area where practicable |
| Outcome 4.4 | Sculptures in Town to Attract and Inform: Increase the number and maintain sculptures in Menzies and Kookynie |
| Outcome 4.5 | Preservation of Indigenous Culture and Heritage: Work with Menzies Aboriginal Corporation and Tjuntjuntjara community to appropriately preserve indigenous culture and heritage |
| Outcome 4.6 | Built Environment Preserved: Restore and maintain historical buildings and places as financially able |

As the Shire strives to achieve these outcomes, the community will be kept informed of the progress by means of the Annual Report.

Local Economy

Sustainable local economy encouraged

The following tables reflect the future actions to be undertaken for each strategy. The prioritisation of the actions is reflected by a square indicating when the action is planned to be undertaken.

Outcome 1.1 Land Development: Adequate land for commercial, industrial and residential purposes

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
1.1.1 Facilitate land availability for development	1.1.1.1 Review land availability and current demand level	■		■		➔
1.1.2 Ensure Town planning scheme is effective	1.1.2.1 Review Town Planning Scheme	■				➔
1.1.3 Encourage industry growth	1.1.3.1 Ensure adequate provision for land use requirements included in the Town Planning Scheme	■				➔
	1.1.3.2 Encourage value add tertiary industries to support primary industry	■	■	■	■	➔

Outcome 1.2 Mining Partnership: Working in partnership with the local mining industry to formalise service levels and funding arrangements to deliver mutual benefits

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
1.2.1 Provide effective transport network	1.2.1.1 Maintain transport infrastructure in line with Asset Management Plan	■	■	■	■	➔
1.2.2 Work with key stakeholders to formalise service levels and funding arrangements	1.2.2.1 Develop, maintain and implement framework for managing development contributions		■	■	■	➔
	1.2.2.2 Develop, maintain and implement framework for managing community benefit contributions		■	■	■	➔

Outcome 1.3 Emerging Industries: Collaborate and support local emerging industries such as sandalwood crops and industrial potash production to deliver mutual benefits

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
1.3.1 Encourage local emerging industries	1.3.1.1 Collaborate and support local emerging industries to deliver mutual benefits	■	■	■	■	➔

Outcome 1.4 Reliable Utilities: Lobby State Government service providers for reliable access to power and water with the capacity to meet future demand

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
1.4.1 Lobby for reliable and adequate access to utilities	1.4.1.1 Ensure properties in the designated area have Horizon power service and water corporation meter connected	■	■	■	■	➔

Local Economy

Sustainable local economy encouraged

Outcome 1.5 Safe and Useable Road Network: Provide all seasons access to major roads where practicable

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
1.5.1 Provide all seasons access to major roads	1.5.1.1 Prioritise Riverina and Sandstone Roads in asset management planning to provide all seasons access	■	■	■	■	➔
	1.5.1.2 Maintain and implement asset management planning, aligned with long term financial planning	■	■	■	■	➔
	1.5.1.3 Review capital works plan and facilities maintenance, in line with annual and long term financial planning	■	■	■	■	➔

Outcome 1.6 Commercial and Industrial Growth: Facilitate Commercial and Service Industry Growth

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
1.6.1 Facilitate commercial and service industry growth	1.6.1.1 Actively promote local business development	■	■	■	■	➔

Outcome 1.7 Tourism Growth: Promote and develop Menzies as a regional place to visit

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
1.7.1 Promote and develop Menzies as a regional place to visit	1.7.1.1 Participate and complete development of a regional tourism plan	■	■	■	■	➔
	1.7.1.2 Support the local visitor centre	■	■	■	■	➔
	1.7.1.3 Build tourism capability through events, arts, history, walkways, and cultural experiences	■	■	■	■	➔
	1.7.1.4 Maintain 'place making' and community art/ garden initiatives in Main Street	■	■	■	■	➔

Measuring our progress

Indicator	Target
Council facility local business visitors	Increase in number of visitors
Alternate energy sources available	Maintain increase connections to Council facilities
Development building approvals	Increase in applications and approvals

Community

Maintain a strong sense of community

Outcome 2.1 Health and Wellbeing: Ensure community health and wellbeing by: managing cactus, domestic animals and stray stock; adequate access to health services; appropriate power, water, sanitation and septic infrastructure

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
2.1.1 Support pest and weed control within the district	2.1.1.1 Effective management of cactus, domestic animals and stray stock	■	■	■	■	➔
	2.1.1.2 Maximise external funding for pest and weed control	■	■	■	■	➔
2.1.2 Seek adequate medical and health services	2.1.2.1 Lobby for adequate access to health services	■	■	■	■	➔
2.1.3 Ensure appropriate power, water, sanitation and septic infrastructure	2.1.3.1 Provide high quality regulatory services	■	■	■	■	➔
	2.1.3.2 Lobby for appropriate power, water, sanitation and septic infrastructure	■	■	■	■	➔

Outcome 2.2 Essential Services: Adequate and appropriate essential services are available. Continue to recognize and support volunteers: encourage community initiatives; provide opportunities to acknowledge the valuable contribution of volunteers

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
2.2.1 Support provision of emergency services and encourage community volunteers	2.2.1.1 Work with key stakeholders and community to recognize and support volunteers	■	■	■	■	➔
	2.2.1.2 Encourage and support community initiatives	■	■	■	■	➔
	2.2.1.3 Provide opportunities to acknowledge the valuable contribution of volunteers	■	■	■	■	➔

Outcome 2.3 Recreational Facilities: Logical and affordable recreation facilities

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
2.3.1 Maintain and enhance recreation facilities	2.3.1.1 Maintain recreation facilities in line with asset management plan	■	■	■	■	➔

Community

Maintain a strong sense of community

Outcome 2.4 Connected Community: Strengthen community cohesiveness and participation. Continue to develop the main street in Menzies. Encourage large scale events that celebrate local life and attract visitors. Continue to provide facilities for visiting services, community members and visitors, such as a Community Resource Centre

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
2.4.1 Actively promote and support community events and activities within the district	2.4.1.1 Actively promote and support local events and activities	■	■	■	■	➔
	2.4.1.2 Actively promote and support the bi-annual rodeo event		■		■	➔
2.4.2 Community services and infrastructure meeting the needs of the district	2.4.2.1 Continue to provide facilities for visiting services, community members and visitors	■	■	■	■	➔
	2.4.2.2 Maintain and renew infrastructure in line with the Asset Management Plans	■	■	■	■	➔
	2.4.2.3 Participate in development of a regional plan for the provision of aged care services	■				
	2.4.2.4 Complete and implement plan to deliver specific youth activities and opportunities	■	■	■	■	➔
	2.4.2.5 Complete and implement plan to support cultural experiences (events, festivals, crafts and entertainment)	■	■	■	■	➔

Outcome 2.5 Community Needs and Services: Ensure access to quality services to meet changing needs within the community

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
2.5.1 Facilitate community safety, security and well being	2.5.1.1 Define role, level of service, and develop partnerships for delivery	■	■	■	■	➔
	2.5.1.2 Facilitate improved regional health and education services	■	■	■	■	➔

Community

Maintain a strong sense of community

Outcome 2.6 Quality Built Environment: Logical and affordable upgrades and maintenance of infrastructure and assets

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
2.6.1 Ongoing assessment of services and infrastructure	2.6.1.1 Maintain and renew infrastructure in line with the Asset Management Plans	■	■	■	■	➔

Outcome 2.7 Increased Capacity and Accommodation Choices: Construction of a variety of new housing. Provision of caravan and camping facilities

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
2.7.1 Support the community to address housing issues as well as enhancing and maintaining local attractions and associated infrastructure	2.7.1.1 Review land use strategy and policies	■	■	■	■	➔
	2.7.1.2 Facilitate affordable and sustainable housing options	■	■	■	■	➔
	2.7.1.3 Provision of caravan and camping facilities	■	■	■	■	➔
	2.7.1.4 Advocate relevant agencies on behalf of the community to access appropriate services	■	■	■	■	➔

Outcome 2.8 Community Identity: Maintain effective representation of the local community's identity; continue to develop the main street in Menzies; increase communication and tourism signage throughout the Shire; review Shire logo and promotional materials

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
2.8.1 Effective representation of the local community identity	2.8.1.1 Continue to develop and maintain the main street in Menzies	■	■	■	■	➔
	2.8.1.2 Review Shire branding and style guide		■			

Measuring our progress

Indicator	Target
Local volunteer base	Maintain Increase
Community activities events	Maintain Increase
Partnerships with private and public bodies	Maintain Increase

Civic Leadership

Active Civic Leadership Achieved

Outcome 3.1 Sustainability: Improve the sustainability of the Shire of Menzies

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
3.1.1 Provide strategic leadership	3.1.1.1 Support and implement the Integrated Planning and Reporting Framework	■	■	■	■	➔

Outcome 3.2 Regional and Onsite Record Keeping: Continued use of the Regional Records Facility whilst preparing for the return of Shire records to Menzies Lady Shenton Building record storage; implementation of standard internal record keeping

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
3.2.1 Maintain a high level of corporate governance, responsibility and accountability	3.2.1.1 Review and implement Record Keeping Plan	■		■		➔
	3.2.1.2 Active participant of Regional Records Facility	■	■	■	■	➔

Outcome 3.3 Reliable Emergency Services: Support local Bushfire Brigades and St Johns Ambulance Sub-Centre

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
3.3.1 Advocate and actively support emergency management and services	3.3.1.1 Lobby for regular and adequate support of volunteers	■		■		➔
	3.3.1.2 Continue to support emergency service volunteers	■	■	■	■	➔
	3.3.1.3 Active involvement with the Local Emergency Management Committee (LEMC)	■	■	■	■	➔

Outcome 3.4 Sustainable Shire Workforce: Develop workforce capability to retain and attract the right people to do the work

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
3.4.1 Maintain organisational policies and strategies for the attraction and retention of quality employees	3.4.1.1 Review and maintain effective workforce planning	■	■	■	■	➔
	3.4.1.2 Ensure implementation and commitment to continual workplace health and safety improvement	■	■	■	■	➔
	3.4.1.3 Provide opportunities for training and development for staff	■	■	■	■	➔
	3.4.1.4 Provision of quality housing to attract the necessary staff, locally and externally, to ensure committed and productive employees	■	■	■	■	

Civic Leadership

Active Civic Leadership Achieved

Outcome 3.5 Sustainable Resource Management: Ensure resources are managed effectively. Prepare timely accurate reports on the Shire's activities, budgets, plans and performance

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
3.5.1 Maintain a high level of corporate governance, responsibility and accountability	3.5.1.1 Seek to deliver best practice services and outcomes within resource capacity	■	■	■	■	→
	3.5.1.2 Develop and maintain strategic plans	■	■	■	■	→
	3.5.1.3 Maintain effective policies, procedures and practices	■	■	■	■	→
	3.5.1.4 Demonstrate sound financial planning and management	■	■	■	■	→
	3.5.1.5 Seek a high level of legislative compliance and effective internal controls	■	■	■	■	→

Outcome 3.6 Council and Community Leadership: Provide leadership and advocacy on behalf of the community

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
3.6.1 Provide leadership to the community, staff and wider region	3.6.1.1 Effectively represent and promote the Shire of Menzies	■	■	■	■	→
	3.6.1.2 Collaborate with regional partners, key stakeholders and other organisations to enhance community services and infrastructure	■	■	■	■	→
	3.6.1.3 Lobby and advocate for improved services, infrastructure and access	■	■	■	■	→

Outcome 3.7 Community Engagement: Continue to engage in effective communication and collaboration with community members. Shire representatives involved in local initiatives with community groups. Review plans with community consultation in alignment with community engagement policy

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
3.7.1 Effective communication and engagement with community	3.7.1.1 Ongoing communication and engagement with community	■	■	■	■	→
3.7.2 Promote and advocate for the community and district	3.7.2.1 Actively promoting and advocating on behalf of the community	■	■	■	■	→
	3.7.2.2 Participation with key stakeholders and committees	■	■	■	■	→

Measuring our progress

Indicator	Target
Elected members representation	Maintain participation on boards and committees
Strategic plans and reports	Maintain currency
Statutory financial ratios	Maintain healthy ratios

Heritage

Heritage and Natural Assets Conserved

Outcome 4.1 Natural Environment Conserved: Protect and preserve natural environment

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
4.1.1 Protect and preserve our natural environment	4.1.1.1 Develop a Tourism Strategy and Tourism Plan including a Shire Prospectus		■			
	4.1.1.2 Support programs to eradicate pest plants and animals	■	■	■	■	→
	4.1.1.3 Ensure restricted vehicle access to fragile areas	■	■	■	■	→

Outcome 4.2 “Inside Australia” and Lake Ballard Protected: Manage and maintain the Lake Ballard Reserve

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
4.2.1 Manage and maintain the Lake Ballard Reserve	4.2.1.1 Maintain infrastructure in line with asset management plan	■	■	■	■	→
	4.2.1.2 Review Local Laws in relation to vehicle access		■			→
	4.2.1.3 Liaise with Australia’s Golden Outback and key stakeholders to promote Lake Ballard Reserve	■	■	■	■	→

Outcome 4.3 Niagara Dam Protected: Manage and maintain the Niagara Dam and camping area where practicable

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
4.3.1 Manage and maintain the Niagara Dam and camping area	4.3.1.1 Maintain infrastructure in line with asset management plan	■	■	■	■	→

Outcome 4.4 Sculptures in Town to Attract and Inform: Increase the number and maintain sculptures in Menzies and Kookynie

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
4.4.1 Enhance and maintain local attractions and infrastructure	4.4.1.1 Maintain sculptures and information boards in consultation with the artists	■	■	■	■	→
	4.4.1.2 Increase number of sculptures in Menzies and Kookynie			■		

Heritage

Heritage and Natural Assets Conserved

Outcome 4.5 Preservation of Indigenous Culture and Heritage: Work with Menzies Aboriginal Corporation and Tjuntjuntjara community to appropriately preserve indigenous culture and heritage

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
4.5.1 Preserve our culture and heritage	4.5.1.1 Collaborate with key stakeholders to develop a complete register of sites to be protected	■	■	■	■	➔
	4.5.1.2 Collaborate with key stakeholders to develop appropriate information for public use and distribution regarding the culture, heritage, significant sites		■			

Outcome 4.6 Built Environment Preserved: Restore and maintain historical buildings and places as financially able

Strategy	Actions	2020-21	2021-22	2022-23	2023-24	2024
4.6.1 Maintain our heritage assets	4.6.1.1 Develop a program for the preservation and restoration of buildings in Menzies, Kookynie, Goongarrie in line with asset management plan	■	■	■	■	➔
	4.6.1.2 Investigate opportunity to develop former rifle range and potential for Kings Cup event			■	■	➔

Measuring our progress

Indicator	Target
Statutory asset management ratios	Improve Maintain healthy ratios
Infrastructure maintenance and renewal	In line with budget

Services and Facilities

Services and facilities provided by the Shire have been linked with the relevant strategies in the Strategic Community Plan in the following table. The table provides a connection between the services and facilities and the desired outcomes and community vision for the Shire of Menzies.

Services Facilities Support	Strategy
Customer service	3.6.1
Community consultation engagement	3.7.1
Strategic planning	3.1.1
Town planning	1.1.2
Economic development	1.1.3 1.3.1 1.6.1
Lake Ballard Reserve	4.2.1
Tourism management	1.7.1 2.4.2
Event management	2.4.1
Emergency services fire control	2.2.1 3.3.1
Ranger services	2.1.3
Natural resource management	4.1.1
Rubbish kerbside collection	2.1.3
Building control	2.1.3
Health administration inspection	2.1.3
Parks gardens reserves	2.4.1 2.4.2
Town beautification landscaping	2.4.1 2.8.1
Sport recreation facilities	2.3.1
Council buildings heritage assets	4.6.1
Caravan park	2.7.1
Airstrip	2.6.1
Library library services Post office	2.4.2 2.5.1
Visitor Centre Community Resource Centre	1.7.1
Cemetery management	2.6.1
Roads infrastructure	1.2.1, 1.5.1
Street lighting	1.4.1
Public toilets	1.7.1
Waste management facility	2.1.3
Medical health services	2.1.2 2.5.1
Youth services	2.4.2
Aged disabled services	2.4.2
Indigenous relations	1.2.2 4.5.1
Support for volunteers	3.3.1

Strategic Risk Management

It is important to consider the external and internal context in which the Shire of Menzies operates, relative to risk, to understand the environment in which the Shire seeks to achieve its strategic objectives. The factors identified and considered during the preparation of this Plan are:

External Factors

- Increasing community expectations in relation to service levels and service delivery
- Demand for resourcing due to potential expansion in service delivery
- Rapid changes in information technology changing the service delivery environment
- Increased compliance requirements due to Government Policy and Legislation
- Cost shifting by Federal and State Governments
- Reducing external funding for infrastructure and operations
- Changes in mining and pastoral practices and the associated social impacts
- Climate change and subsequent response
- COVID-19 Pandemic

Internal Factors

- The objectives and strategies contained in the Council's current Strategic Community Plan
- The timing and actions contained in the Council's Corporate Business Plan
- Organisational size, structure, activities and location
- Human resourcing levels and staff retention
- The financial capacity of the Shire
- Allocation of resources to achieve strategic outcomes
- Maintenance of corporate records

References and Acknowledgement

Reference to the following documents or sources were made during the preparation of the Corporate Business Plan:

- Shire of Menzies Draft Strategic Community Plan 2020 – 2030;
- Council website: www.menzies.wa.gov.au;
- Shire of Menzies Corporate Business Plan 2019-2023; and
- Shire of Menzies Draft Strategic Resource Plan 2020 – 2035.

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Disclaimer

This Plan has been prepared for the exclusive use of the Shire of Menzies.

This Plan contains quantitative and qualitative statements, including projections, estimates, opinions and forecasts concerning the anticipated future performance of the Shire of Menzies, based on a large number of assumptions, and will be, subject to significant uncertainties and contingencies many, if not all, of which are outside the control of the Shire of Menzies.

This Plan is supplied in good faith for public information purposes and the Shire accepts no responsibility for any loss occasioned by any person acting or refraining from action as a result of reliance on the Plan.

Document Management

Version	2020 – 2024 V3
Status	Draft
Date of Adoption	

Shire of Menzies
Abridged Forecast Statement of Funding
For the period 2020 - 2035
Draft Base Scenario - Version 1

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
FUNDING FROM OPERATIONAL ACTIVITIES															
Revenues															
Rates	3,348,032	3,431,733	3,517,526	3,605,464	3,695,601	3,787,991	3,882,691	3,979,758	4,079,252	4,181,233	4,285,764	4,392,908	4,502,731	4,615,299	4,730,681
All other operating revenue	3,354,625	3,392,132	3,465,160	3,560,985	3,655,581	3,754,834	3,861,425	3,969,927	4,077,773	4,182,446	4,293,875	4,404,556	4,521,339	4,649,696	4,763,689
	6,702,657	6,823,865	6,982,686	7,166,449	7,351,182	7,542,825	7,744,116	7,949,685	8,157,025	8,363,679	8,579,639	8,797,464	9,024,070	9,264,995	9,494,370
Expenses															
Cash operating expenditure	(4,796,366)	(4,856,279)	(4,977,682)	(5,102,124)	(5,229,685)	(5,360,421)	(5,494,430)	(5,631,791)	(5,772,575)	(5,916,888)	(6,064,814)	(6,216,437)	(6,371,858)	(6,531,141)	(6,694,429)
Movement in non current liabilities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Net funding available from operational activities	1,906,291	1,967,586	2,005,004	2,064,325	2,121,497	2,182,404	2,249,686	2,317,894	2,384,450	2,446,791	2,514,825	2,581,027	2,652,212	2,733,854	2,799,941
Net capital program (excluding carry over projects)	(3,979,743)	(2,363,683)	(1,362,486)	(1,586,971)	(1,517,614)	(1,320,454)	(1,404,139)	(1,619,327)	(1,962,092)	(1,806,617)	(2,035,859)	(1,923,162)	(1,545,017)	(2,477,671)	(2,275,538)
Net borrowings	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Net reserve transfers	2,349,695	396,097	(642,518)	(477,354)	(603,883)	(861,950)	(845,547)	(698,567)	(422,358)	(640,174)	(478,966)	(657,865)	(1,107,195)	(256,183)	(524,403)
Opening surplus/(deficit) July 1	(276,243)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Estimated surplus/(deficit) for the year ended 30 June	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Shire of Menzies
Forecast Statement of Comprehensive Income - by Nature or Type
For the period 2020 - 2035
Draft Base Scenario - Version 1

	2016-17	2017-18	2018-19	Base	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Revenues																				
Rates	2,863,670	3,035,767	3,123,507	3,266,373	3,348,032	3,431,733	3,517,526	3,605,464	3,695,601	3,787,991	3,882,691	3,979,758	4,079,252	4,181,233	4,285,764	4,392,908	4,502,731	4,615,299	4,730,681	
Operating grants, subsidies and contributions	4,178,927	3,027,985	2,938,278	2,137,567	2,859,997	2,931,497	3,004,784	3,079,904	3,156,901	3,235,823	3,316,719	3,399,638	3,484,631	3,571,747	3,661,041	3,752,569	3,846,384	3,942,544	4,041,107	
Fees and charges	175,723	246,983	398,736	242,047	248,100	254,302	260,661	267,177	273,859	280,706	287,722	294,914	302,284	309,841	317,586	325,528	333,668	342,010	350,561	
Interest earnings	250,445	312,795	337,268	233,789	195,592	154,123	146,200	159,051	168,596	180,675	197,913	214,827	228,797	237,246	250,046	259,627	272,784	294,927	300,051	
Other revenue	84,399	52,357	28,364	49,693	50,936	52,210	53,515	54,853	56,225	57,630	59,071	60,548	62,061	63,612	65,202	66,832	68,503	70,215	71,970	
	7,553,164	6,675,887	6,826,153	5,929,469	6,702,657	6,823,865	6,982,686	7,166,449	7,351,182	7,542,825	7,744,116	7,949,685	8,157,025	8,363,679	8,579,639	8,797,464	9,024,070	9,264,995	9,494,370	
Expenses																				
Employee costs	(1,569,381)	(1,597,958)	(1,687,899)	(2,055,237)	(2,106,627)	(2,159,295)	(2,213,278)	(2,268,610)	(2,325,326)	(2,383,462)	(2,443,050)	(2,504,126)	(2,566,731)	(2,630,897)	(2,696,669)	(2,764,085)	(2,833,190)	(2,904,019)	(2,976,618)	
Materials and contracts	(1,224,847)	(1,441,736)	(1,817,759)	(2,129,633)	(2,001,642)	(1,991,695)	(2,041,486)	(2,092,524)	(2,144,845)	(2,198,462)	(2,253,430)	(2,309,772)	(2,367,505)	(2,426,692)	(2,487,357)	(2,549,540)	(2,613,287)	(2,678,606)	(2,745,579)	
Utility charges	(48,211)	(100,056)	(89,726)	(86,147)	(88,300)	(90,504)	(92,765)	(95,083)	(97,461)	(99,897)	(102,392)	(104,952)	(107,577)	(110,265)	(113,024)	(115,851)	(118,747)	(121,716)	(124,760)	
Depreciation on non-current assets	(2,076,922)	(2,392,955)	(2,013,495)	(1,986,269)	(2,071,044)	(2,173,485)	(2,236,414)	(2,294,158)	(2,349,745)	(2,407,646)	(2,467,110)	(2,527,666)	(2,589,785)	(2,653,497)	(2,718,629)	(2,785,574)	(2,854,835)	(2,919,666)	(2,991,266)	
Insurance expenses	(138,200)	(127,351)	(137,988)	(149,012)	(152,739)	(156,555)	(160,470)	(164,483)	(168,595)	(172,809)	(177,128)	(181,556)	(186,096)	(190,747)	(195,515)	(200,401)	(205,407)	(210,540)	(215,804)	
Other expenditure	(524,345)	(278,054)	(301,063)	(436,155)	(447,058)	(458,230)	(469,683)	(481,424)	(493,458)	(505,791)	(518,430)	(531,385)	(544,666)	(558,287)	(572,249)	(586,560)	(601,227)	(616,260)	(631,668)	
	(5,581,906)	(5,938,110)	(6,047,930)	(6,842,453)	(6,867,410)	(7,029,764)	(7,214,096)	(7,396,282)	(7,579,430)	(7,768,067)	(7,961,540)	(8,159,457)	(8,362,360)	(8,570,385)	(8,783,443)	(9,002,011)	(9,226,693)	(9,450,807)	(9,685,695)	
	1,971,258	737,777	778,223	(912,984)	(164,753)	(205,899)	(231,410)	(229,833)	(228,248)	(225,242)	(217,424)	(209,772)	(205,335)	(206,706)	(203,804)	(204,547)	(202,623)	(185,812)	(191,325)	
Non-operating grants, subsidies and contributions	608,491	2,274,434	1,279,246	3,374,402	2,431,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407
Loss on revaluation	0	(84,699)	(18,922)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Profit on asset disposals	7,138	28,141	18,401	39,212	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Loss on asset disposal	0	(11,183)	(23,859)	(35,336)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
NET RESULT	2,586,887	2,944,470	2,033,089	2,465,294	2,266,654	1,058,508	1,032,997	1,034,574	1,036,159	1,039,165	1,046,983	1,054,635	1,059,072	1,057,701	1,060,603	1,059,860	1,061,784	1,078,595	1,073,082	
Other comprehensive income	(2,385,160)	(2,754,292)	639,667	0	3,234,920	3,404,103	3,536,176	3,617,880	3,720,364	3,831,690	3,934,827	4,028,313	4,139,204	4,259,526	4,372,141	4,500,708	4,641,782	4,724,340	4,872,174	
TOTAL COMPREHENSIVE INCOME	201,727	190,178	2,672,756	2,465,294	5,501,574	4,462,611	4,569,173	4,652,454	4,756,523	4,870,855	4,981,810	5,082,948	5,198,276	5,317,227	5,432,744	5,560,568	5,703,566	5,802,935	5,945,256	

Shire of Menzies
Forecast Statement of Comprehensive Income - by Program
 For the period 2020 - 2035
 Draft Base Scenario - Version 1

				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15		
	2016-17	2017-18	2018-19	Base	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Revenue																				
Governance	91	164	7,676	16,980	17,405	17,840	18,286	18,743	19,212	19,692	20,184	20,689	21,206	21,736	22,279	22,836	23,407	23,992	24,592	
General purpose funding	7,213,835	4,999,469	5,147,821	4,397,124	5,211,482	5,295,411	5,416,020	5,560,616	5,705,200	5,855,695	6,014,809	6,177,145	6,340,173	6,501,405	6,670,810	6,840,911	7,018,601	7,209,389	7,387,374	
Law, order, public safety	5,935	2,965	6,554	6,722	2,742	2,810	2,880	2,952	3,026	3,101	3,178	3,258	3,340	3,424	3,510	3,598	3,688	3,780	3,874	
Health	0	7,337	676	1,300	1,333	1,366	1,400	1,435	1,471	1,508	1,545	1,584	1,623	1,664	1,705	1,748	1,792	1,837	1,883	
Housing	63,205	99,840	91,051	100,600	103,115	105,693	108,336	111,044	113,821	116,666	119,582	122,572	125,636	128,777	131,996	135,296	138,679	142,146	145,700	
Community amenities	7,628	9,291	17,997	17,277	17,709	18,152	18,606	19,071	19,548	20,037	20,538	21,051	21,577	22,116	22,669	23,236	23,817	24,412	25,022	
Recreation and culture	293	1,085	4,703	800	820	840	861	882	905	928	951	975	999	1,024	1,049	1,076	1,103	1,131	1,159	
Transport	66	1,303,252	1,120,410	1,133,391	1,086,392	1,113,552	1,141,390	1,169,926	1,199,174	1,229,153	1,259,882	1,291,380	1,323,665	1,356,756	1,390,675	1,425,443	1,461,080	1,497,607	1,535,047	
Economic services	189,807	196,913	396,793	226,292	231,951	237,750	243,694	249,787	256,032	262,433	268,994	275,717	282,609	289,675	296,917	304,340	311,949	319,748	327,742	
Other property and services	72,304	55,571	32,472	28,983	29,708	30,451	31,213	31,993	32,793	33,612	34,453	35,314	36,197	37,102	38,029	38,980	39,954	40,953	41,977	
	7,553,164	6,675,887	6,826,153	5,929,469	6,702,657	6,823,865	6,982,686	7,166,449	7,351,182	7,542,825	7,744,116	7,949,685	8,157,025	8,363,679	8,579,639	8,797,464	9,024,070	9,264,995	9,494,370	
Expenses excluding finance costs																				
Governance	(777,853)	(733,330)	(813,644)	(903,820)	(925,678)	(947,753)	(971,266)	(995,510)	(1,020,437)	(1,045,964)	(1,072,128)	(1,098,956)	(1,126,451)	(1,154,633)	(1,183,524)	(1,213,135)	(1,243,473)	(1,274,697)	(1,306,593)	
General purpose funding	(34,375)	(224,429)	(165,567)	(225,840)	(231,486)	(237,276)	(243,206)	(249,286)	(255,521)	(261,908)	(268,456)	(275,168)	(282,044)	(289,095)	(296,322)	(303,730)	(311,325)	(319,103)	(327,078)	
Law, order, public safety	(51,920)	(71,659)	(98,801)	(116,855)	(119,876)	(123,016)	(126,114)	(129,270)	(132,497)	(135,807)	(139,201)	(142,678)	(146,240)	(149,894)	(153,638)	(157,474)	(161,411)	(165,426)	(169,557)	
Health	(36,615)	(94,238)	(92,394)	(128,587)	(81,802)	(83,846)	(85,943)	(88,092)	(90,293)	(92,552)	(94,866)	(97,237)	(99,667)	(102,158)	(104,712)	(107,330)	(110,012)	(112,762)	(115,581)	
Housing	(189,079)	(140,908)	(141,944)	(157,257)	(112,092)	(118,000)	(121,479)	(124,628)	(127,638)	(130,776)	(134,001)	(137,283)	(140,649)	(144,103)	(147,633)	(151,246)	(155,022)	(158,988)	(162,377)	
Community amenities	(134,137)	(214,083)	(243,779)	(315,359)	(323,408)	(271,725)	(278,558)	(285,531)	(292,628)	(299,974)	(307,470)	(315,154)	(323,026)	(331,095)	(339,369)	(347,849)	(356,541)	(365,423)	(374,554)	
Recreation and culture	(402,944)	(638,518)	(744,806)	(953,595)	(978,338)	(1,004,092)	(1,029,414)	(1,055,198)	(1,081,533)	(1,108,546)	(1,136,242)	(1,164,621)	(1,193,709)	(1,223,525)	(1,254,080)	(1,285,408)	(1,317,537)	(1,350,304)	(1,384,030)	
Transport	(2,457,273)	(2,581,706)	(2,317,032)	(2,317,201)	(2,395,384)	(2,484,481)	(2,551,546)	(2,616,391)	(2,680,781)	(2,747,317)	(2,815,579)	(2,885,323)	(2,956,837)	(3,030,160)	(3,105,223)	(3,182,268)	(3,261,606)	(3,339,375)	(3,422,059)	
Economic services	(788,328)	(936,257)	(1,216,727)	(1,317,284)	(1,354,661)	(1,394,930)	(1,430,888)	(1,466,891)	(1,503,341)	(1,540,816)	(1,579,242)	(1,618,573)	(1,658,900)	(1,700,243)	(1,742,600)	(1,786,031)	(1,830,639)	(1,875,572)	(1,922,288)	
Other property and services	(709,382)	(302,982)	(213,236)	(406,655)	(344,685)	(364,645)	(375,682)	(385,485)	(394,727)	(404,407)	(414,355)	(424,464)	(434,837)	(445,479)	(456,342)	(467,522)	(479,127)	(489,647)	(501,578)	
	(5,581,906)	(5,938,110)	(6,047,930)	(6,842,453)	(6,867,410)	(7,029,764)	(7,214,096)	(7,396,282)	(7,579,430)	(7,768,067)	(7,961,540)	(8,159,457)	(8,362,360)	(8,570,385)	(8,783,443)	(9,002,011)	(9,226,693)	(9,450,807)	(9,685,695)	
Finance costs																				
Non operating grants, subsidies and contributions																				
Recreation and culture	20,000	128,335	47,301	25,570	150,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Transport	530,364	2,146,099	1,121,945	2,962,832	1,734,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407
Economic services	57,727	0	110,000	386,000	547,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	608,491	2,274,434	1,279,246	3,374,402	2,431,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	
Profit/(loss) on disposal of assets																				
General purpose funding	0	0	(8,400)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Transport	6,348	13,473	2,942	3,876	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Other property and services	0	3,485	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	7,138	16,958	(5,458)	3,876	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Loss on revaluation	0	(84,699)	(18,922)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
NET RESULT	2,586,887	2,944,470	2,033,089	2,465,294	2,266,654	1,058,508	1,032,997	1,034,574	1,036,159	1,039,165	1,046,983	1,054,635	1,059,072	1,057,701	1,060,603	1,059,860	1,061,784	1,078,595	1,073,082	
Other comprehensive income	(2,385,160)	(2,754,292)	639,667	0	3,234,920	3,404,103	3,536,176	3,617,880	3,720,364	3,831,690	3,934,827	4,028,313	4,139,204	4,259,526	4,372,141	4,500,708	4,641,782	4,724,340	4,872,174	
TOTAL COMPREHENSIVE INCOME	201,727	190,178	2,672,756	2,465,294	5,501,574	4,462,611	4,569,173	4,652,454	4,756,523	4,870,855	4,981,810	5,082,948	5,198,276	5,317,227	5,432,744	5,560,568	5,703,566	5,802,935	5,945,256	

Shire of Menzies
Forecast Statement of Financial Position
For the period 2020 - 2035
Draft Base Scenario - Version 1

	2017	2018	2019	Base	1 30 June 21	2 30 June 22	3 30 June 23	4 30 June 24	5 30 June 25	6 30 June 26	7 30 June 27	8 30 June 28	9 30 June 29	10 30 June 30	11 30 June 31	12 30 June 32	13 30 June 33	14 30 June 34	15 30 June 35	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
CURRENT ASSETS																				
Unrestricted cash and cash equivalents	5,302,584	4,039,686	2,132,836	(2,005)	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238
Restricted cash and cash equivalent	4,793,090	8,368,964	8,500,931	9,781,573	7,431,878	7,035,781	7,678,299	8,155,653	8,759,536	9,621,486	10,467,033	11,165,600	11,587,958	12,228,132	12,707,098	13,364,963	14,472,158	14,728,341	15,252,744	
Trade and other receivables	779,660	564,214	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510
Inventories	8,522	5,157	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706
TOTAL CURRENT ASSETS	10,883,856	12,978,021	11,372,983	10,518,784	8,445,332	8,049,235	8,691,753	9,169,107	9,772,990	10,634,940	11,480,487	12,179,054	12,601,412	13,241,586	13,720,552	14,378,417	15,485,612	15,741,795	16,266,198	
NON-CURRENT ASSETS																				
Property plant and equipment	8,803,884	8,797,243	9,380,577	10,977,421	13,209,894	14,930,356	15,569,556	16,255,364	16,857,967	17,275,730	17,779,913	18,491,470	19,204,055	19,718,788	20,410,096	20,999,021	21,230,409	22,361,107	23,315,010	
Infrastructure	115,200,938	113,590,657	117,269,232	119,128,257	124,470,810	127,609,056	130,896,511	134,385,803	137,935,840	141,526,982	145,159,062	148,831,886	152,895,219	157,057,539	161,320,009	165,633,787	169,998,770	174,414,824	178,881,774	
TOTAL NON-CURRENT ASSETS	124,004,822	122,387,900	126,649,809	130,105,678	137,680,704	142,539,412	146,466,067	150,641,167	154,793,807	158,802,712	162,938,975	167,323,356	172,099,274	176,776,327	181,730,105	186,632,808	191,229,179	196,775,931	202,196,784	
TOTAL ASSETS	134,888,678	135,365,921	138,022,792	140,624,462	146,126,036	150,588,647	155,157,820	159,810,274	164,566,797	169,437,652	174,419,462	179,502,410	184,700,686	190,017,913	195,450,657	201,011,225	206,714,791	212,517,726	218,462,982	
CURRENT LIABILITIES																				
Trade and other payables	634,837	879,554	880,763	1,017,139	1,017,139	1,017,139	1,017,139	1,017,139	1,017,139	1,017,139	1,017,139	1,017,139	1,017,139	1,017,139	1,017,139	1,017,139	1,017,139	1,017,139	1,017,139	1,017,139
Provisions	125,858	170,534	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097
TOTAL CURRENT LIABILITIES	760,695	1,050,088	1,020,860	1,157,236	1,157,236	1,157,236	1,157,236	1,157,236	1,157,236	1,157,236	1,157,236	1,157,236	1,157,236	1,157,236	1,157,236	1,157,236	1,157,236	1,157,236	1,157,236	1,157,236
NON-CURRENT LIABILITIES																				
Provisions	70,253	67,925	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268
TOTAL NON-CURRENT LIABILITIES	70,253	67,925	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268	81,268
TOTAL LIABILITIES	830,948	1,118,013	1,102,128	1,238,504	1,238,504	1,238,504	1,238,504	1,238,504	1,238,504	1,238,504	1,238,504	1,238,504	1,238,504	1,238,504	1,238,504	1,238,504	1,238,504	1,238,504	1,238,504	1,238,504
NET ASSETS	134,057,730	134,247,908	136,920,664	139,385,958	144,887,532	149,350,143	153,919,316	158,571,770	163,328,293	168,199,148	173,180,958	178,263,906	183,462,182	188,779,409	194,212,153	199,772,721	205,476,287	211,279,222	217,224,478	
EQUITY																				
Retained surplus	16,039,864	15,235,528	17,138,002	18,322,654	22,939,003	24,393,608	24,784,087	25,341,307	25,773,583	25,950,798	26,152,234	26,508,302	27,145,016	27,562,543	28,144,180	28,546,175	28,500,764	29,323,176	29,871,855	
Reserves - cash backed	4,617,825	8,366,631	8,497,246	9,777,888	7,428,193	7,032,096	7,674,614	8,151,968	8,755,851	9,617,801	10,463,348	11,161,915	11,584,273	12,224,447	12,703,413	13,361,278	14,468,473	14,724,656	15,249,059	
Asset revaluation surplus	113,400,041	110,645,749	111,285,416	111,285,416	114,520,336	117,924,439	121,460,615	125,078,495	128,798,859	132,630,549	136,565,376	140,593,689	144,732,893	148,992,419	153,364,560	157,865,268	162,507,050	167,231,390	172,103,564	
TOTAL EQUITY	134,057,730	134,247,908	136,920,664	139,385,958	144,887,532	149,350,143	153,919,316	158,571,770	163,328,293	168,199,148	173,180,958	178,263,906	183,462,182	188,779,409	194,212,153	199,772,721	205,476,287	211,279,222	217,224,478	

Shire of Menzies
Forecast Statement of Changes in Equity
For the period 2020 - 2035
Draft Base Scenario - Version 1

	2017	2018	2019	Base	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
	\$	\$	\$	\$	30 June 21	30 June 22	30 June 23	30 June 24	30 June 25	30 June 26	30 June 27	30 June 28	30 June 29	30 June 30	30 June 31	30 June 32	30 June 33	30 June 34	30 June 35	
RETAINED SURPLUS																				
Opening balance	13,452,977	16,039,864	15,235,528	17,138,002	18,322,654	22,939,003	24,393,608	24,784,087	25,341,307	25,773,583	25,950,798	26,152,234	26,508,302	27,145,016	27,562,543	28,144,180	28,546,175	28,500,764	29,323,176	
Net result	2,586,887	2,944,470	2,033,089	2,465,294	2,266,654	1,058,508	1,032,997	1,034,574	1,036,159	1,039,165	1,046,983	1,054,635	1,059,072	1,057,701	1,060,603	1,059,860	1,061,784	1,078,595	1,073,082	
Amount transferred (to)/from reserves		(3,748,806)	(130,615)	(1,280,642)	2,349,695	396,097	(642,518)	(477,354)	(603,883)	(861,950)	(845,547)	(698,567)	(422,358)	(640,174)	(478,966)	(657,865)	(1,107,195)	(256,183)	(524,403)	
Closing balance	16,039,864	15,235,528	17,138,002	18,322,654	22,939,003	24,393,608	24,784,087	25,341,307	25,773,583	25,950,798	26,152,234	26,508,302	27,145,016	27,562,543	28,144,180	28,546,175	28,500,764	29,323,176	29,871,855	
RESERVES - CASH/INVESTMENT BACKED																				
Opening balance	4,617,825	4,617,825	8,366,631	8,497,246	9,777,888	7,428,193	7,032,096	7,674,614	8,151,968	8,755,851	9,617,801	10,463,348	11,161,915	11,584,273	12,224,447	12,703,413	13,361,278	14,468,473	14,724,656	
Amount transferred to/(from) retained surplus	0	3,748,806	130,615	1,280,642	(2,349,695)	(396,097)	642,518	477,354	603,883	861,950	845,547	698,567	422,358	640,174	478,966	657,865	1,107,195	256,183	524,403	
Closing balance	4,617,825	8,366,631	8,497,246	9,777,888	7,428,193	7,032,096	7,674,614	8,151,968	8,755,851	9,617,801	10,463,348	11,161,915	11,584,273	12,224,447	12,703,413	13,361,278	14,468,473	14,724,656	15,249,059	
ASSET REVALUATION SURPLUS																				
Opening balance	113,400,041	110,645,749	111,285,416	111,285,416	111,285,416	114,520,336	117,924,439	121,460,615	125,078,495	128,798,859	132,630,549	136,565,376	140,593,689	144,732,893	148,992,419	153,364,560	157,865,268	162,507,050	167,231,390	
Total other comprehensive income	0	0	0	0	3,234,920	3,404,103	3,536,176	3,617,880	3,720,364	3,831,690	3,934,827	4,028,313	4,139,204	4,259,526	4,372,141	4,500,708	4,641,782	4,724,340	4,872,174	
Closing balance	113,400,041	110,645,749	111,285,416	111,285,416	114,520,336	117,924,439	121,460,615	125,078,495	128,798,859	132,630,549	136,565,376	140,593,689	144,732,893	148,992,419	153,364,560	157,865,268	162,507,050	167,231,390	172,103,564	
TOTAL EQUITY	134,057,730	134,247,908	136,920,664	139,385,958	144,887,532	149,350,143	153,919,316	158,571,770	163,328,293	168,199,148	173,180,958	178,263,906	183,462,182	188,779,409	194,212,153	199,772,721	205,476,287	211,279,222	217,224,478	

Shire of Menzies

Forecast Statement of Cashflows - for the period 2020 - 2035

Draft Base Scenario - Version 1

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cash flows from operating activities															
Receipts															
Rates	3,348,032	3,431,733	3,517,526	3,605,464	3,695,601	3,787,991	3,882,691	3,979,758	4,079,252	4,181,233	4,285,764	4,392,908	4,502,731	4,615,299	4,730,681
Operating grants, subsidies and contributions	2,859,997	2,931,497	3,004,784	3,079,904	3,156,901	3,235,823	3,316,719	3,399,638	3,484,631	3,571,747	3,661,041	3,752,569	3,846,384	3,942,544	4,041,107
Fees and charges	248,100	254,302	260,661	267,177	273,859	280,706	287,722	294,914	302,284	309,841	317,586	325,528	333,668	342,010	350,561
Interest earnings	195,592	154,123	146,200	159,051	168,596	180,675	197,913	214,827	228,797	237,246	250,046	259,627	272,784	294,927	300,051
Other revenue	50,936	52,210	53,515	54,853	56,225	57,630	59,071	60,548	62,061	63,612	65,202	66,832	68,503	70,215	71,970
	6,702,657	6,823,865	6,982,686	7,166,449	7,351,182	7,542,825	7,744,116	7,949,685	8,157,025	8,363,679	8,579,639	8,797,464	9,024,070	9,264,995	9,494,370
Payments															
Employee costs	(2,106,627)	(2,159,295)	(2,213,278)	(2,268,610)	(2,325,326)	(2,383,462)	(2,443,050)	(2,504,126)	(2,566,731)	(2,630,897)	(2,696,669)	(2,764,085)	(2,833,190)	(2,904,019)	(2,976,618)
Materials and contracts	(2,001,642)	(1,991,695)	(2,041,486)	(2,092,524)	(2,144,845)	(2,198,462)	(2,253,430)	(2,309,772)	(2,367,505)	(2,426,692)	(2,487,357)	(2,549,540)	(2,613,287)	(2,678,606)	(2,745,579)
Utility charges	(88,300)	(90,504)	(92,765)	(95,083)	(97,461)	(99,897)	(102,392)	(104,952)	(107,577)	(110,265)	(113,024)	(115,851)	(118,747)	(121,716)	(124,760)
Insurance expenses	(152,739)	(156,555)	(160,470)	(164,483)	(168,595)	(172,809)	(177,128)	(181,556)	(186,096)	(190,747)	(195,515)	(200,401)	(205,407)	(210,540)	(215,804)
Other expenditure	(447,058)	(458,230)	(469,683)	(481,424)	(493,458)	(505,791)	(518,430)	(531,385)	(544,666)	(558,287)	(572,249)	(586,560)	(601,227)	(616,260)	(631,668)
	(4,796,366)	(4,856,279)	(4,977,682)	(5,102,124)	(5,229,685)	(5,360,421)	(5,494,430)	(5,631,791)	(5,772,575)	(5,916,888)	(6,064,814)	(6,216,437)	(6,371,858)	(6,531,141)	(6,694,429)
Net cash provided by (used in) operating activities	1,906,291	1,967,586	2,005,004	2,064,325	2,121,497	2,182,404	2,249,686	2,317,894	2,384,450	2,446,791	2,514,825	2,581,027	2,652,212	2,733,854	2,799,941
Cash flows from investing activities															
Payments for purchase of property, plant & equipment	(2,334,500)	(2,355,002)	(823,286)	(1,176,868)	(1,126,972)	(842,270)	(725,589)	(1,122,497)	(1,071,187)	(1,034,277)	(1,206,639)	(1,017,840)	(378,921)	(1,753,905)	(1,391,930)
Payments for construction of infrastructure	(4,091,000)	(1,796,297)	(1,911,297)	(2,076,297)	(2,096,297)	(2,096,297)	(2,096,297)	(2,096,297)	(2,446,297)	(2,496,297)	(2,546,297)	(2,546,297)	(2,546,297)	(2,546,297)	(2,546,297)
Proceeds from non-operating grants, subsidies and contributions	2,431,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407
Proceeds from sale of plant & equipment	14,350	523,209	107,690	401,787	441,248	353,706	153,340	335,060	290,985	459,550	452,670	376,568	115,794	558,124	398,282
Net cash provided by (used in) investing activities	(3,979,743)	(2,363,683)	(1,362,486)	(1,586,971)	(1,517,614)	(1,320,454)	(1,404,139)	(1,619,327)	(1,962,092)	(1,806,617)	(2,035,859)	(1,923,162)	(1,545,017)	(2,477,671)	(2,275,538)
Cash flows from financing activities															
Net cash provided by (used in) financing activities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Net increase (decrease) in cash held	(2,073,452)	(396,097)	642,518	477,354	603,883	861,950	845,547	698,567	422,358	640,174	478,966	657,865	1,107,195	256,183	524,403
Cash at beginning of year	9,779,568	7,706,116	7,310,019	7,952,537	8,429,891	9,033,774	9,895,724	10,741,271	11,439,838	11,862,196	12,502,370	12,981,336	13,639,201	14,746,396	15,002,579
Cash and cash equivalents at the end of year	7,706,116	7,310,019	7,952,537	8,429,891	9,033,774	9,895,724	10,741,271	11,439,838	11,862,196	12,502,370	12,981,336	13,639,201	14,746,396	15,002,579	15,526,982
Reconciliation of net cash provided by operating activities to net result															
Net result	2,266,654	1,058,508	1,032,997	1,034,574	1,036,159	1,039,165	1,046,983	1,054,635	1,059,072	1,057,701	1,060,603	1,059,860	1,061,784	1,078,595	1,073,082
Depreciation	2,071,044	2,173,485	2,236,414	2,294,158	2,349,745	2,407,646	2,467,110	2,527,666	2,589,785	2,653,497	2,718,629	2,785,574	2,854,835	2,919,666	2,991,266
Grants/contributions for the development of assets	(2,431,407)	(1,264,407)	(1,264,407)	(1,264,407)	(1,264,407)	(1,264,407)	(1,264,407)	(1,264,407)	(1,264,407)	(1,264,407)	(1,264,407)	(1,264,407)	(1,264,407)	(1,264,407)	(1,264,407)
Net cash from operating activities	1,906,291	1,967,586	2,005,004	2,064,325	2,121,497	2,182,404	2,249,686	2,317,894	2,384,450	2,446,791	2,514,825	2,581,027	2,652,212	2,733,854	2,799,941

Shire of Menzies

Forecast Statement of Funding - for the period 2020 - 2035

Draft Base Scenario - Version 1

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
FUNDING FROM OPERATIONAL ACTIVITIES															
Revenues															
Rates	3,348,032	3,431,733	3,517,526	3,605,464	3,695,601	3,787,991	3,882,691	3,979,758	4,079,252	4,181,233	4,285,764	4,392,908	4,502,731	4,615,299	4,730,681
Operating grants, subsidies and contributions	2,859,997	2,931,497	3,004,784	3,079,904	3,156,901	3,235,823	3,316,719	3,399,638	3,484,631	3,571,747	3,661,041	3,752,569	3,846,384	3,942,544	4,041,107
Fees and charges	248,100	254,302	260,661	267,177	273,859	280,706	287,722	294,914	302,284	309,841	317,586	325,528	333,668	342,010	350,561
Interest earnings	195,592	154,123	146,200	159,051	168,596	180,675	197,913	214,827	228,797	237,246	250,046	259,627	272,784	294,927	300,051
Other revenue	50,936	52,210	53,515	54,853	56,225	57,630	59,071	60,548	62,061	63,612	65,202	66,832	68,503	70,215	71,970
	6,702,657	6,823,865	6,982,686	7,166,449	7,351,182	7,542,825	7,744,116	7,949,685	8,157,025	8,363,679	8,579,639	8,797,464	9,024,070	9,264,995	9,494,370
Expenses															
Employee costs	(2,106,627)	(2,159,295)	(2,213,278)	(2,268,610)	(2,325,326)	(2,383,462)	(2,443,050)	(2,504,126)	(2,566,731)	(2,630,897)	(2,696,669)	(2,764,085)	(2,833,190)	(2,904,019)	(2,976,618)
Materials and contracts	(2,001,642)	(1,991,695)	(2,041,486)	(2,092,524)	(2,144,845)	(2,198,462)	(2,253,430)	(2,309,772)	(2,367,505)	(2,426,692)	(2,487,357)	(2,549,540)	(2,613,287)	(2,678,606)	(2,745,579)
Utility charges (electricity, gas, water etc.)	(88,300)	(90,504)	(92,765)	(95,083)	(97,461)	(99,897)	(102,392)	(104,952)	(107,577)	(110,265)	(113,024)	(115,851)	(118,747)	(121,716)	(124,760)
Depreciation on non-current assets	(2,071,044)	(2,173,485)	(2,236,414)	(2,294,158)	(2,349,745)	(2,407,646)	(2,467,110)	(2,527,666)	(2,589,785)	(2,653,497)	(2,718,629)	(2,785,574)	(2,854,835)	(2,919,666)	(2,991,266)
Insurance expense	(152,739)	(156,555)	(160,470)	(164,483)	(168,595)	(172,809)	(177,128)	(181,556)	(186,096)	(190,747)	(195,515)	(200,401)	(205,407)	(210,540)	(215,804)
Other expenditure	(447,058)	(458,230)	(469,683)	(481,424)	(493,458)	(505,791)	(518,430)	(531,385)	(544,666)	(558,287)	(572,249)	(586,560)	(601,227)	(616,260)	(631,668)
	(6,867,410)	(7,029,764)	(7,214,096)	(7,396,282)	(7,579,430)	(7,768,067)	(7,961,540)	(8,159,457)	(8,362,360)	(8,570,385)	(8,783,443)	(9,002,011)	(9,226,693)	(9,450,807)	(9,685,695)
	(164,753)	(205,899)	(231,410)	(229,833)	(228,248)	(225,242)	(217,424)	(209,772)	(205,335)	(206,706)	(203,804)	(204,547)	(202,623)	(185,812)	(191,325)
Funding position adjustments															
Depreciation on non-current assets	2,071,044	2,173,485	2,236,414	2,294,158	2,349,745	2,407,646	2,467,110	2,527,666	2,589,785	2,653,497	2,718,629	2,785,574	2,854,835	2,919,666	2,991,266
Net funding from operational activities	1,906,291	1,967,586	2,005,004	2,064,325	2,121,497	2,182,404	2,249,686	2,317,894	2,384,450	2,446,791	2,514,825	2,581,027	2,652,212	2,733,854	2,799,941
FUNDING FROM CAPITAL ACTIVITIES															
Inflows															
Proceeds on disposal	14,350	523,209	107,690	401,787	441,248	353,706	153,340	335,060	290,985	459,550	452,670	376,568	115,794	558,124	398,282
Non-operating grants, subsidies and contributions	2,431,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407
Outflows															
Purchase of property plant and equipment	(2,334,500)	(2,355,002)	(823,286)	(1,176,868)	(1,126,972)	(842,270)	(725,589)	(1,122,497)	(1,071,187)	(1,034,277)	(1,206,639)	(1,017,840)	(378,921)	(1,753,905)	(1,391,930)
Purchase of infrastructure	(4,091,000)	(1,796,297)	(1,911,297)	(2,076,297)	(2,096,297)	(2,096,297)	(2,096,297)	(2,096,297)	(2,446,297)	(2,496,297)	(2,546,297)	(2,546,297)	(2,546,297)	(2,546,297)	(2,546,297)
Net funding from capital activities	(3,979,743)	(2,363,683)	(1,362,486)	(1,586,971)	(1,517,614)	(1,320,454)	(1,404,139)	(1,619,327)	(1,962,092)	(1,806,617)	(2,035,859)	(1,923,162)	(1,545,017)	(2,477,671)	(2,275,538)
FUNDING FROM FINANCING ACTIVITIES															
Inflows															
Transfer from reserves	3,098,150	1,776,793	780,596	940,081	685,724	488,564	572,249	787,437	780,202	574,727	753,969	641,272	263,127	1,195,781	993,648
Outflows															
Transfer to reserves	(748,455)	(1,380,696)	(1,423,114)	(1,417,435)	(1,289,607)	(1,350,514)	(1,417,796)	(1,486,004)	(1,202,560)	(1,214,901)	(1,232,935)	(1,299,137)	(1,370,322)	(1,451,964)	(1,518,051)
Net funding from financing activities	2,349,695	396,097	(642,518)	(477,354)	(603,883)	(861,950)	(845,547)	(698,567)	(422,358)	(640,174)	(478,966)	(657,865)	(1,107,195)	(256,183)	(524,403)
Estimated surplus/deficit July 1 B/Fwd	(276,243)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Estimated surplus/deficit June 30 C/Fwd	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Funding available/(to be sourced)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
COMPOSITION OF CLOSING POSITION															
CURRENT ASSETS															
Unrestricted cash and equivalents	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238	274,238
Restricted cash and cash equivalent	7,431,878	7,035,781	7,678,299	8,155,653	8,759,536	9,621,486	10,467,033	11,165,600	11,587,958	12,228,132	12,707,098	13,364,963	14,472,158	14,728,341	15,252,744
Trade and other receivables	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510	728,510
Inventories	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706	10,706
CURRENT LIABILITIES															
Trade and other payables	(1,017,139)	(1,017,139)	(1,017,139)	(1,017,139)	(1,017,139)	(1,017,139)	(1,017,139)	(1,017,139)	(1,017,139)	(1,017,139)	(1,017,139)	(1,017,139)	(1,017,139)	(1,017,139)	(1,017,139)
Reserves	(7,428,193)	(7,032,096)	(7,674,614)	(8,151,968)	(8,755,851)	(9,617,801)	(10,463,348)	(11,161,915)	(11,584,273)	(12,224,447)	(12,703,413)	(13,361,278)	(14,468,473)	(14,724,656)	(15,249,059)
Estimated surplus/deficit June 30 C/Fwd	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL CURRENT ASSETS	8,445,332	8,049,235	8,691,753	9,169,107	9,772,990	10,634,940	11,480,487	12,179,054	12,601,412	13,241,586	13,720,552	14,378,417	15,485,612	15,741,795	16,266,198
TOTAL CURRENT LIABILITIES	(1,157,236)	(1,157,236)	(1,157,236)	(1,157,236)	(1,157,236)	(1,157,236)	(1,157,236)	(1,157,236)	(1,157,236)	(1,157,236)	(1,157,236)	(1,157,236)	(1,157,236)	(1,157,236)	(1,157,236)
Reserves	(7,428,193)	(7,032,096)	(7,674,614)	(8,151,968)	(8,755,851)	(9,617,801)	(10,463,348)	(11,161,915)	(11,584,273)	(12,224,447)	(12,703,413)	(13,361,278)	(14,468,473)	(14,724,656)	(15,249,059)
Add: leave reserve	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097	140,097
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Shire of Menzies

Forecast Statement of Movements in Fixed Assets - for the period 2020 - 2035

Draft Base Scenario - Version 1

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
CAPITAL WORKS - INFRASTRUCTURE															
Infrastructure - roads	2,772,000	1,546,297	1,546,297	1,546,297	2,096,297	2,096,297	2,096,297	2,096,297	2,446,297	2,496,297	2,546,297	2,546,297	2,546,297	2,546,297	2,546,297
Infrastructure - other	1,119,000	150,000	265,000	430,000	0	0	0	0	0	0	0	0	0	0	0
Infrastructure - footpaths	200,000	100,000	100,000	100,000	0	0	0	0	0	0	0	0	0	0	0
Total capital works - infrastructure	4,091,000	1,796,297	1,911,297	2,076,297	2,096,297	2,096,297	2,096,297	2,096,297	2,446,297	2,496,297	2,546,297	2,546,297	2,546,297	2,546,297	2,546,297
Represented by:															
Additions - assets at no cost	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Additions - expansion, upgrades and new	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Additions - renewal	4,091,000	1,796,297	1,911,297	2,076,297	2,096,297	2,096,297	2,096,297	2,096,297	2,446,297	2,496,297	2,546,297	2,546,297	2,546,297	2,546,297	2,546,297
Total Capital Works - Infrastructure	4,091,000	1,796,297	1,911,297	2,076,297	2,096,297	2,096,297	2,096,297	2,096,297	2,446,297	2,496,297	2,546,297	2,546,297	2,546,297	2,546,297	2,546,297
Asset movement reconciliation															
Total capital works infrastructure	4,091,000	1,796,297	1,911,297	2,076,297	2,096,297	2,096,297	2,096,297	2,096,297	2,446,297	2,496,297	2,546,297	2,546,297	2,546,297	2,546,297	2,546,297
Depreciation infrastructure	(1,726,655)	(1,769,821)	(1,814,067)	(1,859,418)	(1,905,905)	(1,953,552)	(2,002,390)	(2,052,450)	(2,103,761)	(2,156,356)	(2,210,265)	(2,265,520)	(2,322,158)	(2,380,213)	(2,439,719)
Net book value of disposed/written off assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Revaluation of infrastructure assets (inflation)	2,978,208	3,111,770	3,190,225	3,272,413	3,359,645	3,448,397	3,538,173	3,628,977	3,720,797	3,822,379	3,926,438	4,033,001	4,140,844	4,249,970	4,360,372
Net movement in infrastructure assets	5,342,553	3,138,246	3,287,455	3,489,292	3,550,037	3,591,142	3,632,080	3,672,824	4,063,333	4,162,320	4,262,470	4,313,778	4,364,983	4,416,054	4,466,950
CAPITAL WORKS - PROPERTY, PLANT AND EQUIPMENT															
Buildings	2,190,500	470,000	380,000	75,000	0	0	0	0	0	0	0	0	0	0	0
Plant and equipment	144,000	1,885,002	443,286	1,101,868	1,126,972	842,270	725,589	1,122,497	1,071,187	1,034,277	1,206,639	1,017,840	378,921	1,753,905	1,391,930
Total capital works property, plant and equipment	2,334,500	2,355,002	823,286	1,176,868	1,126,972	842,270	725,589	1,122,497	1,071,187	1,034,277	1,206,639	1,017,840	378,921	1,753,905	1,391,930
Represented by:															
Additions - assets at no cost	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Additions - expansion, upgrades and new	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Additions - renewal	2,334,500	2,355,002	823,286	1,176,868	1,126,972	842,270	725,589	1,122,497	1,071,187	1,034,277	1,206,639	1,017,840	378,921	1,753,905	1,391,930
Total capital works property, plant and equipment	2,334,500	2,355,002	823,286	1,176,868	1,126,972	842,270	725,589	1,122,497	1,071,187	1,034,277	1,206,639	1,017,840	378,921	1,753,905	1,391,930
Asset movement reconciliation															
Total capital works property, plant and equipment	2,334,500	2,355,002	823,286	1,176,868	1,126,972	842,270	725,589	1,122,497	1,071,187	1,034,277	1,206,639	1,017,840	378,921	1,753,905	1,391,930
Depreciation property, plant and equipment	(344,389)	(403,664)	(422,347)	(434,740)	(443,840)	(454,094)	(464,720)	(475,216)	(486,024)	(497,141)	(508,364)	(520,054)	(532,677)	(539,453)	(551,547)
Net book value of disposed/written off assets	(14,350)	(523,209)	(107,690)	(401,787)	(441,248)	(353,706)	(153,340)	(335,060)	(290,985)	(459,550)	(452,670)	(376,568)	(115,794)	(558,124)	(398,282)
Revaluation of property, plant and equipment (inflation)	256,712	292,333	345,951	345,467	360,719	383,293	396,654	399,336	418,407	437,147	445,703	467,707	500,938	474,370	511,802
Net movement in property, plant and equipment	2,232,473	1,720,462	639,200	685,808	602,603	417,763	504,183	711,557	712,585	514,733	691,308	588,925	231,388	1,130,698	953,903
CAPITAL WORKS - RIGHT OF USE ASSETS															
Total capital works right of use assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Asset movement reconciliation															
Net movement in right of use assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CAPITAL WORKS - TOTALS															
Capital works															
Total capital works infrastructure	4,091,000	1,796,297	1,911,297	2,076,297	2,096,297	2,096,297	2,096,297	2,096,297	2,446,297	2,496,297	2,546,297	2,546,297	2,546,297	2,546,297	2,546,297
Total capital works property, plant and equipment	2,334,500	2,355,002	823,286	1,176,868	1,126,972	842,270	725,589	1,122,497	1,071,187	1,034,277	1,206,639	1,017,840	378,921	1,753,905	1,391,930
Total capital works right of use assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total capital works	6,425,500	4,151,299	2,734,583	3,253,165	3,223,269	2,938,567	2,821,886	3,218,794	3,517,484	3,530,574	3,752,936	3,564,137	2,925,218	4,300,202	3,938,227
Fixed asset movement															
Net movement in infrastructure assets	5,342,553	3,138,246	3,287,455	3,489,292	3,550,037	3,591,142	3,632,080	3,672,824	4,063,333	4,162,320	4,262,470	4,313,778	4,364,983	4,416,054	4,466,950
Net movement in property, plant and equipment	2,232,473	1,720,462	639,200	685,808	602,603	417,763	504,183	711,557	712,585	514,733	691,308	588,925	231,388	1,130,698	953,903
Net movement in right of use assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Net movement in fixed assets	7,575,026	4,858,708	3,926,655	4,175,100	4,152,640	4,008,905	4,136,263	4,384,381	4,775,918	4,677,053	4,953,778	4,902,703	4,596,371	5,546,752	5,420,853

Shire of Menzies

Forecast Statement of Capital Funding - for the period 2020 - 2035

Draft Base Scenario - Version 1

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Capital expenditure															
Infrastructure - roads	2,772,000	1,546,297	1,546,297	1,546,297	2,096,297	2,096,297	2,096,297	2,096,297	2,446,297	2,496,297	2,546,297	2,546,297	2,546,297	2,546,297	2,546,297
Infrastructure - other	1,119,000	150,000	265,000	430,000	0	0	0	0	0	0	0	0	0	0	0
Infrastructure - footpaths	200,000	100,000	100,000	100,000	0	0	0	0	0	0	0	0	0	0	0
Buildings	2,190,500	470,000	380,000	75,000	0	0	0	0	0	0	0	0	0	0	0
Plant and equipment	144,000	1,885,002	443,286	1,101,868	1,126,972	842,270	725,589	1,122,497	1,071,187	1,034,277	1,206,639	1,017,840	378,921	1,753,905	1,391,930
Total - Capital expenditure	6,425,500	4,151,299	2,734,583	3,253,165	3,223,269	2,938,567	2,821,886	3,218,794	3,517,484	3,530,574	3,752,936	3,564,137	2,925,218	4,300,202	3,938,227
Funded by:															
Capital grants & contributions															
Infrastructure - roads	1,734,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407
Infrastructure - other	547,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Buildings	150,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total - Capital grants & contributions	2,431,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407	1,264,407
Own source funding															
Infrastructure - roads	1,037,593	281,890	281,890	281,890	831,890	831,890	831,890	831,890	1,181,890	1,231,890	1,281,890	1,281,890	1,281,890	1,281,890	1,281,890
Infrastructure - other	572,000	150,000	265,000	430,000	0	0	0	0	0	0	0	0	0	0	0
Infrastructure - footpaths	200,000	100,000	100,000	100,000	0	0	0	0	0	0	0	0	0	0	0
Buildings	2,040,500	470,000	380,000	75,000	0	0	0	0	0	0	0	0	0	0	0
Plant and equipment	129,650	1,361,793	335,596	700,081	685,724	488,564	572,249	787,437	780,202	574,727	753,969	641,272	263,127	1,195,781	993,648
Total - Own source funding	3,979,743	2,363,683	1,362,486	1,586,971	1,517,614	1,320,454	1,404,139	1,619,327	1,962,092	1,806,617	2,035,859	1,923,162	1,545,017	2,477,671	2,275,538
Borrowings															
Total - Borrowings	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other (disposals & C/Fwd)															
Plant and equipment	14,350	523,209	107,690	401,787	441,248	353,706	153,340	335,060	290,985	459,550	452,670	376,568	115,794	558,124	398,282
Total - Other (disposals & C/Fwd)	14,350	523,209	107,690	401,787	441,248	353,706	153,340	335,060	290,985	459,550	452,670	376,568	115,794	558,124	398,282
Total Capital Funding	6,425,500	4,151,299	2,734,583	3,253,165	3,223,269	2,938,567	2,821,886	3,218,794	3,517,484	3,530,574	3,752,936	3,564,137	2,925,218	4,300,202	3,938,227
Unfunded - capital works															
Total - Unfunded - capital works	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Shire of Menzies
Forecast Ratio Analysis
For the period 2020 - 2035
Draft Base Scenario - Version 1

	Target	Range	Average	1 2020-21	2 2021-22	3 2022-23	4 2023-24	5 2024-25	6 2025-26	7 2026-27	8 2027-28	9 2028-29	10 2029-30	11 2030-31	12 2031-32	13 2032-33	14 2033-34	15 2034-35
LIQUIDITY RATIOS																		
Current ratio	> 1.00	> 1.20	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
OPERATING RATIOS																		
Operating surplus ratio	> 1.00%	> 15.00%	(4.60%)	(4.29%)	(5.29%)	(5.82%)	(5.62%)	(5.44%)	(5.23%)	(4.91%)	(4.61%)	(4.39%)	(4.31%)	(4.14%)	(4.05%)	(3.91%)	(3.49%)	(3.51%)
Own source revenue coverage ratio	> 40.00%	> 60.00%	55.76%	55.96%	55.37%	55.14%	55.25%	55.34%	55.44%	55.61%	55.76%	55.87%	55.91%	56.00%	56.04%	56.12%	56.32%	56.30%
BORROWINGS RATIOS																		
Debt service cover ratio	> 3	> 5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FIXED ASSET RATIOS																		
Asset sustainability ratio	> 90.00%	> 110.00%	145.50%	310.25%	191.00%	122.28%	141.80%	137.18%	122.05%	114.38%	127.34%	135.82%	133.05%	138.05%	127.95%	102.47%	147.28%	131.66%
Asset consumption ratio	> 50.00%	> 60.00%	99.59%	98.43%	98.40%	98.38%	98.68%	98.96%	99.07%	99.20%	99.41%	99.78%	100.01%	100.33%	100.55%	100.53%	100.95%	101.23%
Asset renewal funding ratio	> 75.00%	> 95.00%	394.55%	749.61%	613.66%	492.05%	58.32%	59.11%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Shire of Menzies
Forecast Statement of Capital Funding - for the period 2020 - 2035
Draft Base Scenario - Version 1

Sum of Capital Project Value for Year		Column Labels														Grand Total	
Row Labels	Project	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34		2034-35
Buildings																	
	Ceo's House - Lot 1 (37-39) Reid St - Building (Capital)	20,000		25,000													45,000
	Mfa's House - Lot - 1085 (39) Mercer St - Building (Capital)	15,000															15,000
	Lot 91 (40) Mercer St - Building (Capital)	47,000	25,000														72,000
	Lot 93 (36) Mercer St - Building (Capital)	10,000															10,000
	Lot 1086 (41) Mercer St - Building (Capital)	15,000				20,000											35,000
	Duplex Lot 12A Walsh St (North Unit) - Building (Capital)	45,000	15,000	10,000	10,000												80,000
	New Staff House 2020 - Building (Capital)	180,000															180,000
	Teachers Unit Lot 1090 (53B) (148) Walsh St - Building (Capital)	18,000															18,000
	Teachers Unit Lot 1090 (53A) (144) Walsh St - Building (Capital)	18,000															18,000
	Unit Lot 45 (29A) Shenton (Front) - Building (Capital)	7,500	15,000	10,000	10,000												42,500
	Unit Lot 45 (29B) Shenton (Back) - Building (Capital)	18,000	15,000	10,000	10,000												53,000
	Lot 1089 (57) Walsh St Renta) - Building (Capital)	22,000	30,000	15,000	15,000												82,000
	Old Post Office House Lot 102 (33) Walsh St - Building (Capital)	500,000	200,000	200,000													900,000
	New 2x1 Staff House	240,000															240,000
	Truck Bay Ablution Block	10,000															10,000
	Depot - Building (Capital)	250,000															250,000
	Lady Shenton/Crc Lot 41 (37) Shenton St - Building (Capital)	300,000	100,000	100,000													500,000
	Church Hall Lot 8 (50) Shenton St - Building (Capital)	25,000	15,000														40,000
	Seniors Centre	350,000															350,000
	Town Hall - Building (Capital)	50,000															50,000
	Town Hall (Admin) - Building (Capital)		40,000														40,000
	Enclosed carport in workshop yard	50,000															50,000
	Duplex Lot 12b Walsh St (South Unit) - Building (Capital)		15,000	10,000	10,000												35,000
Buildings Total		2,190,500	470,000	380,000	75,000												3,115,500
Plant and Equipment																	
	Plant Replacement Program	97,000	1,830,002	408,286	1,066,868	1,126,972	842,270	725,589	1,122,497	1,071,187	1,034,277	1,206,639	1,017,840	378,921	1,753,905	1,391,930	15,074,183
	Test and Tag System	6,000															6,000
	Auto Tyre Changer	6,000															6,000
	Administration Communications Equipment	10,000	10,000	10,000	10,000												40,000
	Software And Systems	25,000	25,000	25,000	25,000												100,000
	Community CCTV		20,000														20,000
Plant and Equipment Total		144,000	1,885,002	443,286	1,101,868	1,126,972	842,270	725,589	1,122,497	1,071,187	1,034,277	1,206,639	1,017,840	378,921	1,753,905	1,391,930	15,246,183
Infrastructure - roads																	
	Program Reseal		200,000														200,000
	Menzies North West Rd (R2R)		1,100,000														1,100,000
	Tjuntjunjarra Access Rd (R2R)		190,000														190,000
	Menzies North West Rd (Rrg)		121,000														121,000
	Everston Menzies Rd (Rrg)		255,000														255,000
	Yarri Rd (Rrg)		121,000														121,000
	Tjuntjunjarra Access Rd (Capital)		240,000														240,000
	Pinjin Rd Commodity Freight Route Program		345,000														345,000
	Tjuntjunjarra Internal Roads Program		100,000														100,000
	RTR Road Renewals			510,628	510,628	510,628	510,628	510,628	510,628	510,628	510,628	510,628	510,628	510,628	510,628		7,148,792
	RTR Road Renewals - Tjuntjunjarra Access Rd			190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000	190,000		2,660,000
	RRG Road Renewals			845,669	845,669	845,669	845,669	845,669	845,669	845,669	845,669	845,669	845,669	845,669	845,669		11,839,366
	Road Renewals			550,000	550,000	550,000	550,000	900,000	950,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000		9,050,000
	Special Project - Regional Road Seal		100,000														100,000
Infrastructure - roads Total		2,772,000	1,546,297	1,546,297	1,546,297	2,096,297	2,096,297	2,096,297	2,096,297	2,446,297	2,496,297	2,546,297	2,546,297	2,546,297	2,546,297	2,546,297	33,470,158
Infrastructure - footpaths																	
	Onslow St - Footpath Capital		50,000														50,000
	Mercer St - Footpath Capital		50,000														50,000
	Footpaths Menzies Townsite		100,000	100,000	100,000	100,000											400,000
Infrastructure - footpaths Total		200,000	100,000	100,000	100,000												500,000
Infrastructure - other																	
	Cometvale Cemetary Fence		50,000														50,000
	Rodeo Grounds Infrastructure		40,000	20,000													60,000
	Wash Bay Dome		20,000														20,000
	Town Dam Upgrade		20,000														20,000
	Kookynie Airstrip Extension		20,000														20,000
	Banners And Signage		15,000		15,000												30,000
	Niagra Dam Capital Works		85,000			100,000											185,000
	Shelter and upgrade Lake Ballard		25,000														25,000
	Shelter and BBQ Niagra Dam		15,000														15,000
	Roller doors on Workshop Shed		12,000														12,000
	Shade at Tjuntjunjarra Cemetary		50,000														50,000
	Bores To Support Road Works		50,000		50,000	50,000											200,000
	Community BBQ Areas			30,000	30,000												60,000
	Recreation outdoor cover					150,000											150,000
	Mercer St Caravan Park Infrastructure		150,000			100,000	100,000										350,000
	Tourism Infrastructure			50,000		30,000											80,000
	Menzies Refuse Site New Hole					55,000											55,000
	Kookynie Refuse Site New Hole					15,000											15,000
	Drink Fountain in Park		10,000														10,000
	Hand wash at BBQ Area		10,000														10,000
	Infrastructure & Road Stimulus Jobs		547,000														547,000
Infrastructure - other Total		1,119,000	150,000	265,000	430,000												1,964,000
Grand Total		6,425,500	4,151,299	2,734,583	3,253,165	3,223,269	2,938,567	2,821,886	3,218,794	3,517,484	3,530,574	3,752,936	3,564,137	2,925,218	4,300,202	3,938,227	54,295,841

Shire of Menzies
Reserves Forecast
For the period 2020 - 2035

	Base	2020-21			2021-22			2022-23			2023-24			2024-25			2025-26			2026-27			2027-28			2028-29			2029-30				
		Trf to Reserve	Trf from Reserve	Balance	Trf to Reserve	Trf from Reserve	Balance	Trf to Reserve	Trf from Reserve	Balance	Trf to Reserve	Trf from Reserve	Balance	Trf to Reserve	Trf from Reserve	Balance	Trf to Reserve	Trf from Reserve	Balance	Trf to Reserve	Trf from Reserve	Balance	Trf to Reserve	Trf from Reserve	Balance	Trf to Reserve	Trf from Reserve	Balance	Trf to Reserve	Trf from Reserve	Balance		
1	TB Balance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Print	2	Long Service Leave Reserve	204,608	4,174	-	208,782	4,257	-	213,039	4,343	-	217,382	4,429	-	221,811	4,518	-	226,329	4,608	-	230,937	4,701	-	235,638	4,795	-	240,433	4,891	-	245,324	4,988	-	250,312
Print	3	Building Reserve	1,496,257	307,514	(470,000)	1,333,771	304,264	(380,000)	1,258,035	302,749	(75,000)	1,485,784	307,304	-	1,793,088	313,450	-	2,106,538	319,719	-	2,426,257	326,114	-	2,752,371	332,636	-	3,085,007	339,289	-	3,424,296	346,074	-	3,770,370
Print	4	Plant Reserve	1,516,517	714,638	(1,306,793)	924,362	702,795	(300,596)	1,326,561	710,839	(665,081)	1,372,319	711,754	(685,724)	1,398,349	712,275	(488,564)	1,622,040	716,749	(572,249)	1,766,560	719,639	(787,437)	1,698,762	718,283	(780,202)	1,636,843	717,045	(574,727)	1,779,161	719,891	(753,969)	1,745,083
Print	5	Roads Reserve	2,451,887	291,150	-	2,743,037	347,314	-	3,090,351	335,730	-	3,426,081	205,071	-	3,631,152	258,001	-	3,889,153	313,205	-	4,202,358	370,763	-	4,573,121	80,764	-	4,653,885	86,271	-	4,740,156	93,231	-	4,833,387
Print	6	Main Street Reserve	130,137	2,655	-	132,792	2,708	-	135,500	2,762	-	138,262	2,817	-	141,079	2,874	-	143,953	2,931	-	146,884	2,990	-	149,874	3,050	-	152,924	3,111	-	156,035	3,173	-	159,208
Print	7	Staff Amenities Reserve	575,392	3,338	-	578,730	3,405	-	582,135	3,473	-	585,608	3,542	-	589,150	3,613	-	592,763	3,685	-	596,448	3,759	-	600,207	3,834	-	604,041	3,911	-	607,952	3,989	-	611,941
Print	8	TV Reserve	17,849	364	-	18,213	371	-	18,584	379	-	18,963	386	-	19,349	394	-	19,743	402	-	20,145	410	-	20,555	418	-	20,973	427	-	21,400	435	-	21,835
Print	9	Caravan Park Reserve	419,762	5,563	-	425,325	5,674	(100,000)	330,999	3,788	(100,000)	234,787	1,864	-	236,651	1,901	-	238,552	1,939	-	240,491	1,978	-	242,469	2,017	-	244,486	2,058	-	246,544	2,099	-	248,643
Print	10	Bitumen Reserve	602,928	12,300	-	615,228	12,546	-	627,774	12,797	-	640,571	13,053	-	653,624	13,314	-	666,938	13,580	-	680,518	13,852	-	694,370	14,129	-	708,499	14,411	-	722,910	14,699	-	737,609
Print	11	Rates Creditors Reserve	50,856	1,037	-	51,893	1,058	-	52,951	1,079	-	54,030	1,101	-	55,131	1,123	-	56,254	1,145	-	57,399	1,168	-	58,567	1,192	-	59,759	1,216	-	60,975	1,240	-	62,215
Print	12	Niagara Dam Reserve	1,285,371	24,522	-	1,309,893	25,012	-	1,334,905	25,512	(100,000)	1,260,417	24,022	-	1,284,439	24,503	-	1,308,942	24,993	-	1,333,935	25,493	-	1,359,428	26,003	-	1,385,431	26,523	-	1,411,954	27,053	-	1,439,007
Print	13	Water Park Reserve	299,587	6,112	-	305,699	6,234	-	311,933	6,359	-	318,292	6,486	-	324,778	6,615	-	331,393	6,748	-	338,141	6,883	-	345,024	7,020	-	352,044	7,161	-	359,205	7,304	-	366,509
Print	14	Waste Management Reserve	59,278	1,209	-	60,487	1,233	-	61,720	1,258	-	62,978	1,283	-	64,261	1,309	-	65,570	1,335	-	66,905	1,362	-	68,267	1,389	-	69,656	1,417	-	71,073	1,445	-	72,518
Print	15	Former Post Office Reserve	367,459	-	-	367,459	-	-	367,459	-	-	367,459	-	-	367,459	-	-	367,459	-	-	367,459	-	-	367,459	-	-	367,459	-	-	367,459	-	-	367,459
Hide	16	Economic Development Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Print	17	Commercial Enterprise Reserve	100,000	2,040	-	102,040	2,081	-	104,121	2,122	-	106,243	2,165	-	108,408	2,208	-	110,616	2,252	-	112,868	2,297	-	115,165	2,343	-	117,508	2,390	-	119,898	2,438	-	122,336
Print	18	Land Purchase Reserve	200,000	4,080	-	204,080	4,162	-	208,242	4,245	-	212,487	4,330	-	216,817	4,416	-	221,233	4,505	-	225,738	4,595	-	230,333	4,687	-	235,020	4,780	-	239,800	4,876	-	244,676
Hide	19	Reserves cash backed - [describe]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Hide	20	Reserves cash backed - [describe]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Hide	21	Reserves cash backed - [describe]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Hide	22	Reserves cash backed - [describe]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Hide	23	Reserves cash backed - [describe]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Hide	24	Reserves cash backed - [describe]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Hide	25	Reserves cash backed - [describe]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Hide	26	Reserves cash backed - [describe]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Hide	27	Reserves cash backed - [describe]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Hide	28	Reserves cash backed - [describe]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Hide	29	Reserves cash backed - [describe]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Hide	30	Reserves cash backed - [describe]	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Print			9,777,888	1,380,696	(1,776,793)	9,381,791	1,423,114	(780,596)	10,024,309	1,417,435	(940,081)	10,501,663	1,289,607	(685,724)	11,105,546	1,350,514	(488,564)	11,967,496	1,417,796	(572,249)	12,813,043	1,486,004	(787,437)	13,511,610	1,202,560	(780,202)	13,933,968	1,214,901	(574,727)	14,574,142	1,232,935	(753,969)	15,053,108

Shire of Menzies

Asset Class	Asset Sub-Class	Heirarchy	Pavement Type	Max Est Useful Life	Min Est Useful Life	Adjusted Useful Life	Residual Value
Buildings						50	
Buildings - specialised						50	
Furniture and equipment						20	
Infrastructure - footpaths						50	
Infrastructure - other						50	
Infrastructure - parks and gardens						50	
Infrastructure - roads	Pavement Structure	LOCAL DISTRIBUTOR	Thin Surfaced Flexible			80	
Infrastructure - roads	Pavement Structure	ACCESS ROAD	Thin Surfaced Flexible			80	
Infrastructure - roads	Pavement Structure	ACCESS ROAD	Unsealed			30	
Infrastructure - roads	Pavement Structure	LOCAL DISTRIBUTOR	Unsealed			30	
Infrastructure - roads	Pavement Structure	ACCESS ROAD	Structural Asphaltic Concrete			80	
Infrastructure - roads	Pavement Structure	LOCAL DISTRIBUTOR	Structural Asphaltic Concrete			80	
Infrastructure - roads	Subgrade Structure	ACCESS ROAD	Thin Surfaced Flexible			100	100%
Infrastructure - roads	Subgrade Structure	LOCAL DISTRIBUTOR	Structural Asphaltic Concrete			100	100%
Infrastructure - roads	Subgrade Structure	ACCESS ROAD	Structural Asphaltic Concrete			100	100%
Infrastructure - roads	Subgrade Structure	LOCAL DISTRIBUTOR	Thin Surfaced Flexible			100	100%
Infrastructure - roads	Subgrade Structure	ACCESS ROAD	Unsealed			100	100%
Infrastructure - roads	Subgrade Structure	LOCAL DISTRIBUTOR	Unsealed			100	100%
Infrastructure - roads	Surface Structure	ACCESS ROAD	Thin Surfaced Flexible			15	
Infrastructure - roads	Surface Structure	ACCESS ROAD	Unsealed				
Infrastructure - roads	Surface Structure	LOCAL DISTRIBUTOR	Structural Asphaltic Concrete			15	
Infrastructure - roads	Surface Structure	ACCESS ROAD	Structural Asphaltic Concrete			15	
Infrastructure - roads	Surface Structure	LOCAL DISTRIBUTOR	Thin Surfaced Flexible			15	
Infrastructure - roads	Surface Structure	LOCAL DISTRIBUTOR	Unsealed				
Land - freehold land							
Plant and equipment						10	60%

12.1.5 ADOPTION OF BUDGET FOR THE YEAR ENDING 30 JUNE 2021

LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
DOCUMENT REF:	
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	25 June 2020
AUTHOR:	Ally Bryant Acting DCEO
ATTACHMENT:	12.1.5-1 Statutory Budget for year ending 30 June 2021 12.1.5-2 Supplementary Notes to the Budget 12.1.5-3 Capital Budget Job Details 2021-21

IN BRIEF:

For Council to consider the adoption of the Budget for the year ending 30 June 2021.

BACKGROUND:

The Statutory Budget has been developed following three workshops with input from Councillor's. All items were discussed for both the operating and capital budget.

COMMENT:

There has been a zero dollar increase in the rate in the dollar for the 2020/21 Financial year. All valuations have now been applied so the rates revenue is up to date. Due to the Shire's minimum rates not being compliant with the Local Government Act 1995 we have adjusted all minimum rates to \$200 so that we comply for the 2020/21 year. This will result in a decrease in income of \$28,709 which will result in a decrease in the reserves of that amount. The total Reserves for the 2020/21 year see an overall decrease of \$2,956,724.

The budget as presented has been developed by using the following reference documents.

- Workforce Plan
- Asset Management Plan
- Long Term Financial Management Plan
- Strategic Community Plan
- Corporate Business Plan.

CONSULTATION:

- Three Budget Workshops with Council.
- Chief Executive Officer
- Acting Deputy Chief Executive Officer
- Works Supervisor
- Local Advertising

STATUTORY AUTHORITY:

Local Government Act 1995 Section 5.98, 6.32, 6.36, 6.46(3), 6.47 and 6.51

Waste Avoidance and Resource Recovery Act 2007 Section 67

Local Government (Financial Management) Regulations 1996 Regulation 64(2) and 67

POLICY IMPLICATIONS:

Policy Schedule 4.1 – Budget Preparation Timetable

FINANCIAL IMPLICATIONS:

The Annual Budget determines how funds will be allocated for the forthcoming financial year.

RISK ASSESSMENTS:

- OP9** Budgets are inaccurately reported with differences in the Budget adopted by Council, and that exercised by Council administration.
- OP10** Budgets do not reflect strategic objectives.
- OP13** Council does not comply with statutory reporting requirements and deadlines.
- OP14** Council does not raise the correct level of rate income.
- OP30** Unrealistic budgets adopted.

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.

14.2 Strong sense of community maintained

- Our community will have access to all necessary service requirements.
- The Shire to review disability access throughout the Shire of Menzies.
- 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 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.

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

Recommendation 1 – Valuations and Rates

That the valuations supplied by the Valuer General below, be adopted and recorded in the rate book for use in the 2020/2021 financial year

- Gross Rental Value (GRV) \$2,568,002
- Unimproved Value (UV) \$20,467,104

COUNCIL DECISION:

COUNCIL RESOLUTION:	No.
----------------------------	------------

MOVED: Cr

SECONDED: Cr

Carried /

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

Recommendation 2 - Rate in the Dollar

That in accordance with the Local Government Act 1995 Section 6.32, Council impose the advertised general rates in GRV and UV in the 2020 / 2021 financial year as:

- | | | | |
|----|--------------------------|---------------------------|--------------------|
| 1. | Gross Rental Value (GRV) | | |
| | a. GRV Improved | 8.62 cents in the dollar | Minimum Rate \$200 |
| | b. GRV Vacant | 8.64 cents in the dollar | Minimum Rate \$200 |
| 2. | Unimproved Value | | |
| | a. UV Mining Operating | 16.55 cents in the dollar | Minimum Rate \$200 |
| | b. UV Mining Exploration | 15.00 cents in the dollar | Minimum Rate \$200 |
| | c. UV Mining Prospecting | 14.77 cents in the dollar | Minimum Rate \$200 |
| | d. UV Pastoral and Other | 8.29 cents in the dollar | Minimum Rate \$200 |

COUNCIL DECISION:

COUNCIL RESOLUTION:

No.

MOVED: Cr

SECONDED: Cr

Carried /

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

Recommendation 3 – Rubbish Removal Charge

That in accordance with section 67 of the Waste Avoidance and Resource Recovery Act 2007, Council impose Receptacle Collection Charges at no increase to the 2020 / 2020 year.

- | | | |
|----|--|-------|
| 1. | 240 litre bin (first service for residential property) | \$140 |
| 2. | 240 litre bin (additional service for residential property) | \$155 |
| 3. | 240 litre bin service (per service) for non-residential property | \$168 |

COUNCIL DECISION:

COUNCIL RESOLUTION:

No.

MOVED: Cr

SECONDED: Cr

Carried /

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

Recommendation 4 – Payment Options

That in accordance with Regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominate the following due dates for the payment of rates and charges in the 2020 / 2021 financial year

Issue Date	14 August 2020
1. Payment in Full	23 September 2020
2. Payment in Four Instalments	
a. First Instalment	23 September 2020
b. Second Instalment	25 November 2020
c. Third Instalment	28 January 2021 30
d. Fourth Instalment	March 2021

COUNCIL DECISION:

COUNCIL RESOLUTION:	No.
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MOVED: Cr

SECONDED: Cr

Carried /

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

Recommendation 5 – Instalment Charges

That in accordance with section 6.45(3) of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, Council impose administration fees (excluding eligible pensioners and seniors) as:

1. Payment of rates and charges by instalments (not including the first instalment) \$10 per instalment and 5.5% interest to apply to instalments that remain outstanding after the due date;

COUNCIL DECISION:

COUNCIL RESOLUTION:

No.

MOVED: Cr

SECONDED: Cr

Carried /

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

Recommendation 6 – Penalties and Additional Charges for unpaid Rates and Charges

That in accordance with section 6.51 of the Local Government Act 1995, Council impose penalty interest of 8% per annum, calculated daily, on rates and service charges remaining unpaid (excluding eligible pensioners opting to defer the payment of their rates), after the due date and that the following fees be adopted for the non-payment of rates and charges

1. A fee of \$11 will be levied on each Final Notice issued (concession holders not to receive final notices).
2. A fee of \$40 will be levied on each title search required for recovery of outstanding rates.

COUNCIL DECISION

COUNCIL RESOLUTION:

No.

MOVED: Cr

SECONDED: Cr

Carried /

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

Recommendation 7 – Councillor Remuneration

As determined by Western Australia Salaries and Allowances Act 1975, Determination of the Salaries and Allowances Tribunal for Local Government, Chief Executive Officers and Elected Members Part 6.4 and Part 7 Band 4, the following Fees and Allowances be adopted.

President

Annual Attendance Fee	\$19,410.00
Annual Presidents Allowance	\$19,864.00

Deputy President

Annual Attendance Fee	\$9,410.00
Annual Deputy Presidents Allowance	\$4,966.00

All other Councillors

Annual Attendance Fee	\$9,410.00
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All Councillors

Annual Communication Fee	\$1,100.00
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COUNCIL DECISION

COUNCIL RESOLUTION:	No.
---------------------	-----

MOVED: Cr

SECONDED: Cr

Carried /

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION:

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council adopts the following employee Loyalty Payment in accordance with Policy 5.11 and approves an increase of the Cost Index due for release 30 June 2020.

Year 1	\$41.69	per fortnight
Year 2	\$83.52	per fortnight
Year 3	\$125.29	per fortnight
Year 4	\$167.06	per fortnight

COUNCIL DECISION:

COUNCIL RESOLUTION:

No.

MOVED: Cr

SECONDED: Cr

Carried /

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

Recommendation 9 – Adoption of Variance

That Council adopt the percentage and dollar value for identifying and reporting material variances for the Monthly Statement of Financial Activity presented to Council for review and comparison to Budget which indicates the variance value of plus (+) or minus (-) of 10% for items greater than \$25,000 variance.

COUNCIL DECISION:

COUNCIL RESOLUTION:

No.

MOVED: Cr

SECONDED: Cr

Carried /

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

Recommendation 10 – Adoption of Threshold for Capitalisation

That Council adopt a minimum value of \$5,000 for the capitalisation of purchases as Assets as per the Local Government (Financial Management) Regulations 1996 Reg 17a (amended 26th June 2018)

COUNCIL DECISION:

COUNCIL RESOLUTION:

No.

MOVED: Cr

SECONDED: Cr

Carried /

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

Recommendation 11 – Adoption of 2020 / 2021 Budget

That the 2020/2021 Annual Budget including the following be adopted:

- a. Statements of Comprehensive Income by Nature and Type
- b. Statement of Comprehensive Income by Program
- c. Statement of Cash Flows
- d. Rate Setting Statement by Program
- e. Notes to and forming the Annual Budget
- f. Capital Works Program

COUNCIL DECISION:

COUNCIL RESOLUTION:

No.

MOVED: Cr

SECONDED: Cr

Carried /

SHIRE OF MENZIES
BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

LOCAL GOVERNMENT ACT 1995

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Statement of Comprehensive Income by Program	4
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SHIRE'S VISION

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

SHIRE OF MENZIES
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
		\$	\$	\$
Revenue				
Rates	1(a)	3,562,400	3,352,627	3,266,373
Operating grants, subsidies and contributions	9(a)	1,515,687	2,706,390	2,137,567
Fees and charges	8	192,830	212,030	242,047
Interest earnings	11(a)	211,640	242,751	233,789
Other revenue	11(b)	23,050	82,397	49,693
		5,505,607	6,596,195	5,929,469
Expenses				
Employee costs		(2,020,866)	(1,844,687)	(2,055,237)
Materials and contracts		(2,307,568)	(2,045,231)	(2,129,633)
Utility charges		(80,588)	(77,638)	(86,147)
Depreciation on non-current assets	5	(2,225,431)	(2,169,448)	(1,986,269)
Insurance expenses		(129,692)	(121,790)	(149,012)
Other expenditure		(580,435)	(192,102)	(436,155)
		(7,344,580)	(6,450,896)	(6,842,453)
Subtotal		(1,838,973)	145,299	(912,984)
Non-operating grants, subsidies and contributions	9(b)	2,241,861	3,586,953	3,374,402
Profit on asset disposals	4(b)	0	1,594	39,212
Loss on asset disposals	4(b)	0	(35,329)	(35,336)
		2,241,861	3,553,218	3,378,278
Net result		402,888	3,698,517	2,465,294
Other comprehensive income				
Changes on revaluation of non-current assets		0	0	0
Total other comprehensive income		0	0	0
Total comprehensive income		402,888	3,698,517	2,465,294

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

SHIRE OF MENZIES

FOR THE YEAR ENDED 30 JUNE 2021

BASIS OF PREPARATION

The budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations. The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this budget. This is not in accordance with the requirements of AASB 1051 *Land Under Roads* paragraph 15 and AASB 116 *Property, Plant and Equipment* paragraph 7.

Accounting policies which have been adopted in the preparation of this budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the budget has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire of Menzies 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. A separate statement of those monies appears at Note 13 to the budget.

2019/20 ACTUAL BALANCES

Balances shown in this budget as 2019/20 Actual are estimates as forecast at the time of budget preparation and are subject to final adjustments.

CHANGE IN ACCOUNTING POLICIES

On the 1 July 2020 the following new accounting policies are to be adopted and may impact the preparation of the budget:

AASB 1059 Service Concession Arrangements: Grantors

AASB 2018-7 Amendments to Australian Accounting Standards - Materiality

AASB 1059 is not expected to impact the annual budget. Specific impacts of AASB 2018-7 have not been identified.

KEY TERMS AND DEFINITIONS - NATURE OR TYPE

REVENUES RATES

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

SERVICE CHARGES

Service charges imposed under Division 6 of Part 6 of the *Local Government Act 1995*. Regulation 54 of the *Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services.

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

PROFIT ON ASSET DISPOSAL

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

REVENUES (CONTINUED)

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

FEES AND CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, and rebates. Reimbursements and recoveries should be separated by note to ensure the correct calculation of ratios.

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets includes loss on disposal of long term investments.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation and amortisation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

SHIRE OF MENZIES
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
Revenue	1,8,9(a),11(a),11(b)	\$	\$	\$
Governance		100	9,306	16,980
General purpose funding		4,974,022	5,549,644	4,397,124
Law, order, public safety		11,462	10,121	6,722
Health		300	450	1,300
Housing		65,700	86,831	100,600
Community amenities		25,630	28,025	17,277
Recreation and culture		800	16,730	800
Transport		198,034	642,410	1,133,391
Economic services		207,359	198,737	226,292
Other property and services		22,200	53,941	28,983
		5,505,607	6,596,195	5,929,469
Expenses excluding finance costs	4(a),5,11(c),(d),(e),(f)			
Governance		(746,054)	(892,421)	(903,820)
General purpose funding		(421,679)	(272,971)	(225,840)
Law, order, public safety		(75,511)	(112,741)	(116,855)
Health		(46,337)	(37,058)	(128,587)
Housing		(270,951)	(175,337)	(157,257)
Community amenities		(326,485)	(316,322)	(315,359)
Recreation and culture		(767,059)	(860,122)	(953,595)
Transport		(2,820,848)	(2,290,753)	(2,317,201)
Economic services		(1,258,356)	(884,750)	(1,317,284)
Other property and services		(611,300)	(608,421)	(406,655)
		(7,344,580)	(6,450,896)	(6,842,453)
Subtotal		(1,838,973)	145,299	(912,984)
Non-operating grants, subsidies and contributions	9(b)	2,241,861	3,586,953	3,374,402
Profit on disposal of assets	4(b)	0	1,594	39,212
(Loss) on disposal of assets	4(b)	0	(35,329)	(35,336)
		2,241,861	3,553,218	3,378,278
Net result		402,888	3,698,517	2,465,294
Other comprehensive income				
Changes on revaluation of non-current assets		0	0	0
Total other comprehensive income		0	0	0
Total comprehensive income		402,888	3,698,517	2,465,294

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

KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS

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, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

OBJECTIVE

GOVERNANCE

To provide a decision making process for the efficient allocation of scarce resources.

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

LAW, ORDER, PUBLIC SAFETY

To provide services to help ensure a safer and environmentally conscious community.

HEALTH

To provide an operational framework for environmental and community health.

EDUCATION AND WELFARE

To provide services to disadvantages persons, the elderly, children and youth.

HOUSING

To provide and maintain housing.

COMMUNITY AMENITIES

To provide services required by the community.

RECREATION AND CULTURE

To establish and effectively manage infrastructure and resources which will help the social well being of the community.

TRANSPORT

To provide safe, effective and efficient transport services to the community.

ECONOMIC SERVICES

To help promote the Shire and its economic well being.

OTHER PROPERTY AND SERVICES

To monitor and control Shire's overheads operating accounts.

ACTIVITIES

Includes the members of Council and the administrative support available to the Council for the provision of the governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific Shire services.

The reporting of the Shire's general rating income and the recognition of the Western Australian Grants Commission payment together with interest on investments and costs associated with the collection of funds.

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.

Expenditure to assist in the education of the children and youth within the Shire.

Income and expenditure associated with the provision of housing to staff and others.

Rubbish collections services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

The reporting of income and expenditure associated with the Town Hall, library and recreation area, oval and reserves operated by the Shire.

Construction and maintenance of roads, grids, footpaths, depots, cycleways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting and the maintenance of the Shire's airstrips.

The reporting of income and expenditure including the operation of Shire's caravan park and administration of the Building Code of Australia.

Involves the expenditure and allocation of employee overheads and plant costs. Also included is the accounting for private works, salary and wages reconciliation and other incomes and expenditures not included elsewhere.

SHIRE OF MENZIES
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
		\$	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		3,562,400	3,345,257	3,266,373
Operating grants, subsidies and contributions		1,515,687	2,721,114	2,137,567
Fees and charges		192,830	212,030	242,047
Interest earnings		211,640	242,751	233,789
Goods and services tax		0	53,142	256,579
Other revenue		23,050	82,397	49,693
		5,505,607	6,656,691	6,186,048
Payments				
Employee costs		(2,020,866)	(1,780,187)	(2,055,237)
Materials and contracts		(2,307,568)	(2,110,494)	(1,993,257)
Utility charges		(80,588)	(77,638)	(86,147)
Interest expenses		0	(155,998)	0
Insurance expenses		(129,692)	(121,790)	(149,012)
Goods and services tax		0	0	(256,579)
Other expenditure		(580,435)	(192,102)	(436,155)
		(5,119,149)	(4,438,209)	(4,976,387)
Net cash provided by (used in) operating activities	3	386,458	2,218,482	1,209,661
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	4(a)	(2,334,500)	(1,478,666)	(2,612,085)
Payments for construction of infrastructure	4(a)	(4,091,000)	(2,479,882)	(3,077,088)
Non-operating grants, subsidies and contributions		2,241,861	3,586,953	3,374,402
Proceeds from sale of plant and equipment	4(b)	0	222,901	250,911
Net cash provided by (used in) investing activities		(4,183,639)	(148,694)	(2,063,860)
Net increase (decrease) in cash held		(3,797,181)	2,069,788	(854,199)
Cash at beginning of year		12,703,555	10,633,767	10,632,087
Cash and cash equivalents at the end of the year	3	8,906,374	12,703,555	9,777,888

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

SHIRE OF MENZIES
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2021

NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
OPERATING ACTIVITIES			
Net current assets at start of financial year - surplus/(deficit)	811,748	1,994,974	2,262,666
	811,748	1,994,974	2,262,666
Revenue from operating activities (excluding rates)			
Governance	100	9,306	16,980
General purpose funding	1,411,622	2,197,017	1,130,751
Law, order, public safety	11,462	10,121	6,722
Health	300	450	1,300
Housing	65,700	86,831	100,600
Community amenities	25,630	28,025	17,277
Recreation and culture	800	16,730	800
Transport	198,034	644,004	1,172,603
Economic services	207,359	198,737	226,292
Other property and services	22,200	53,941	28,983
	1,943,207	3,245,162	2,702,308
Expenditure from operating activities			
Governance	(746,054)	(892,421)	(903,820)
General purpose funding	(421,679)	(272,971)	(225,840)
Law, order, public safety	(75,511)	(112,741)	(116,855)
Health	(46,337)	(37,058)	(128,587)
Housing	(270,951)	(175,337)	(157,257)
Community amenities	(326,485)	(316,322)	(315,359)
Recreation and culture	(767,059)	(860,122)	(953,595)
Transport	(2,820,848)	(2,326,082)	(2,352,537)
Economic services	(1,258,356)	(884,750)	(1,317,284)
Other property and services	(611,300)	(608,421)	(406,655)
	(7,344,580)	(6,486,225)	(6,877,789)
Non-cash amounts excluded from operating activities	2 (a)(i) 2,225,431	2,192,745	1,982,393
Amount attributable to operating activities	(2,364,194)	946,656	69,578
INVESTING ACTIVITIES			
Non-operating grants, subsidies and contributions	9(b) 2,241,861	3,586,953	3,374,402
Purchase property, plant and equipment	4(a) (2,334,500)	(1,478,666)	(2,612,085)
Purchase and construction of infrastructure	4(a) (4,091,000)	(2,479,882)	(3,077,088)
Proceeds from disposal of assets	4(b) 0	222,901	250,911
Amount attributable to investing activities	(4,183,639)	(148,694)	(2,063,860)
FINANCING ACTIVITIES			
Transfers to cash backed reserves (restricted assets)	7(a) (100,000)	(3,616,133)	(4,658,077)
Transfers from cash backed reserves (restricted assets)	7(a) 3,085,433	277,292	3,377,435
Amount attributable to financing activities	2,985,433	(3,338,841)	(1,280,642)
Budgeted deficiency before general rates	(3,562,400)	(2,540,879)	(3,274,924)
Estimated amount to be raised from general rates	1 3,562,400	3,352,627	3,266,373
Net current assets at end of financial year - surplus/(deficit)	2 (a)(iii) 0	811,748	(8,551)

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

SHIRE OF MENZIES
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FOR THE YEAR ENDED 30 JUNE 2021

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SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

1. RATES AND SERVICE CHARGES

(a) Rating Information

RATE TYPE	Rate in	Number of properties	Rateable value	2020/21 Budgeted rate revenue	2020/21 Budgeted interim rates	2020/21 Budgeted back rates	2020/21 Budgeted total revenue	2019/20 Actual total revenue	2019/20 Budget total revenue
	\$		\$	\$	\$	\$	\$	\$	\$
Differential general rate or general rate									
Gross rental valuations									
GRV Vacant	0.08640	4	20,956	1,811	0	0	1,811	1,811	1,811
GRV General	0.08620	29	2,490,652	214,694	0	0	214,694	214,694	214,694
Unimproved valuations									
UV Mining Lease	0.16550	223	15,475,383	2,561,176	50,000	0	2,611,176	2,430,616	2,349,951
UV Exploration Lease	0.15000	280	3,117,012	467,552	0	0	467,552	420,983	412,726
UV Prospecting	0.14770	174	426,802	63,039	0	0	63,039	53,882	56,148
UV Pastoral	0.08290	20	817,244	67,750	0	0	67,750	60,861	60,861
UV Other	0.08290	61	301,300	24,978	0	0	24,978	24,978	24,948
Sub-Totals		791	22,649,349	3,401,000	50,000	0	3,451,000	3,207,825	3,121,139
Minimum payment	\$								
Gross rental valuations									
GRV Vacant	200	200	41,081	40,000	0	0	40,000	40,280	40,000
GRV General	200	11	15,313	2,200	0	0	2,200	3,487	3,487
Unimproved valuations									
UV Mining Lease	200	60	49,994	12,000	0	0	12,000	19,020	19,020
UV Exploration Lease	200	187	186,850	37,400	0	0	37,400	53,480	53,200
UV Prospecting	200	89	71,442	17,800	0	0	17,800	25,048	26,040
UV Pastoral	200	7	14,377	1,400	0	0	1,400	2,536	2,536
UV Other	200	3	6,700	600	0	0	600	951	951
Sub-Totals		557	385,757	111,400	0	0	111,400	144,802	145,234
		1,348	23,035,106	3,512,400	50,000	0	3,562,400	3,352,627	3,266,373
Total amount raised from general rates							3,562,400	3,352,627	3,266,373

All land (other than exempt land) in the Shire of Menzies is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire of Menzies.

The general rates detailed for the 2020/21 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis of the Shire of Menzies Ordinary Council Meeting to be held on Thursday 30 July 2020.

1. RATES AND SERVICE CHARGES (CONTINUED)

(b) Interest Charges and Instalments - Rates and Service Charges

The following instalment options are available to ratepayers for the payment of rates and service charges.

Instalment options	Date due	Instalment plan admin charge	Instalment plan interest rate	Unpaid rates interest rates
		\$	%	%
Option one				
Pay in full	27/08/2020	0	0.0%	8.0%
Option two				
First Installment	27/08/2020	0	0.0%	8.0%
Second Installment	27/10/2020	10	5.5%	8.0%
Third Installment	11/01/2021	10	5.5%	8.0%
Fourth Installment	11/03/2021	10	5.5%	8.0%

	2020/21 Budget revenue	2019/20 Actual revenue	2019/20 Budget revenue
	\$	\$	\$
Instalment plan admin charge revenue	5,500	4,795	10,040
Instalment plan interest earned	5,500	4,973	8,667
Unpaid rates and service charge interest earned	91,140	85,507	98,622
	102,140	95,275	117,329

1. RATES AND SERVICE CHARGES (CONTINUED)

(c) Objectives and Reasons for Differential Rating

To provide equity in the rating of properties across the Shire the following rate categories have been determined for the implementation of differential rating.

Differential general rate

Description	Characteristics	Objects	Reasons
GRV Vacant	Vacant lots within the townsite of Menzies	The majority of the properties rates GRV are vacant lots. The minimum of \$200 has been set for these vacant lots. This represents a contribution to the community of \$3.85 per week, which although below expectation is considered fair to encourage owners of vacant blocks in town to retain ownership and not hand the blocks back into the Shire.	The reason for differentially rating this category is to meet the criteria of the Local Government Act 1995, which does not allow for a minimum rate exceeding \$200 per lot where the number of lots which attract the minimum rate is greater than 50% of the properties in the category (being GRV).
UV Mining, Exploration and Prospecting Leases	Mining tenements	Mining, Exploration and Prospecting Leases are rated differentially to reflect the nature of the lease. Prospecting leases attract a lower minimum and rate in the dollar (RID) to acknowledge that these leases are not, for the most part, income producing.	As per previous years, the differential rate for the UV Pastoral and Other has been set taking into account issues of rating equity including capacity to pay, The Pastoral and Other sector are increasingly taking opportunities afforded to them to diversify, and it is believed that the capacity to pay.

(d) Differential Minimum Payment

Description	Characteristics	Objects	Reasons
All properties charged a minimum payment.	Properties with a value below a designated threshold will attract a minimum charge.	The setting of minimum rates within rating categories is an important method of ensuring that all properties contribute an equitable rate amount.	A minimum rate for UV Mining, Exploration and Prospecting categories has been set lower than other rating categories to reflect the Shire's goal to encourage mining in the district.

**SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021**

1. RATES AND SERVICE CHARGES (CONTINUED)

(e) Specified Area Rate

The Shire did not raise specified area rates for the year ended 30 June 2021.

(f) Service Charges

The Shire did not raise service charges for the year ended 30 June 2021.

1. RATES AND SERVICE CHARGES (CONTINUED)

(g) Waivers or concessions

The Shire does not anticipate any waivers or concessions for the year ended 30 June 2021.

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

2 (a). NET CURRENT ASSETS

Items excluded from calculation of budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

Note	2020/21 Budget 30 June 2021	2019/20 Actual 30 June 2020	2019/20 Budget 30 June 2020
	\$	\$	\$
(i) Operating activities excluded from budgeted deficiency			
The following non-cash revenue or expenditure has been excluded from operating activities within the Rate Setting Statement.			
Adjustments to operating activities			
Less: Profit on asset disposals	4(b) 0	(1,594)	(39,212)
Less: Movement in employee liabilities associated with restricted cash	0	(10,438)	0
Add: Loss on disposal of assets	4(b) 0	35,329	35,336
Add: Depreciation on assets	5 2,225,431	2,169,448	1,986,269
Non cash amounts excluded from operating activities	2,225,431	2,192,745	1,982,393
(ii) Current assets and liabilities excluded from budgeted deficiency			
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement.			
Adjustments to net current assets			
Less: Cash - restricted reserves	3 (8,850,654)	(11,836,087)	(9,777,888)
Add: Current liabilities not expected to be cleared at end of year - Employee benefit provisions	129,659	129,659	0
Total adjustments to net current assets	(8,720,995)	(11,706,428)	(9,777,888)

2 (a). NET CURRENT ASSETS (CONTINUED)

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

	2020/21 Budget 30 June 2021	2019/20 Actual 30 June 2020	2019/20 Budget 30 June 2020
Note	\$	\$	\$
(iii) Composition of estimated net current assets			
Current assets			
Cash and cash equivalents- unrestricted	55,720	867,468	0
Cash and cash equivalents - restricted			
Cash backed reserves	8,850,654	11,836,087	9,777,888
Receivables	668,014	668,014	808,324
Inventories	12,916	12,916	13,654
	9,587,304	13,384,485	10,599,866
Less: current liabilities			
Trade and other payables	(736,650)	(736,650)	(830,529)
Provisions	(129,659)	(129,659)	0
	(866,309)	(866,309)	(830,529)
Net current assets	8,720,995	12,518,176	9,769,337
Less: Total adjustments to net current assets	(8,720,995)	(11,706,428)	(9,777,888)
Closing funding surplus / (deficit)	0	811,748	(8,551)

2 (b). NET CURRENT ASSETS (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

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 Shire's operational cycle. In the case of liabilities where the Shire 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 sale where it is held as non-current based on the Shire's intentions to release for sale.

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire of Menzies 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.

CONTRACT ASSETS

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

PROVISIONS

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

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

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.

Superannuation

The Shire of Menzies contributes to a number of superannuation funds on behalf of employees.

All funds to which the Shire of Menzies contributes are defined contribution plans.

LEASE LIABILITIES

The present value of future lease payments not paid at the reporting date discounted using the incremental borrowing rate where the implicit interest rate in the lease is not readily determined.

TRADE AND OTHER RECEIVABLES

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

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

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

EMPLOYEE BENEFITS

Short-term employee benefits

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

The Shire of Menzies's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The Shire of Menzies's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

LAND HELD FOR RESALE

Land held for development and sale 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 profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

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

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

3. RECONCILIATION OF CASH

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

Note	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
Cash at bank and on hand	8,906,374	12,703,555	0
Term deposits	0	0	9,777,888
	8,906,374	12,703,555	9,777,888
- Unrestricted cash and cash equivalents	55,720	867,468	0
- Restricted cash and cash equivalents	8,850,654	11,836,087	9,777,888
	8,906,374	12,703,555	9,777,888
The following restrictions have been imposed by regulation or other externally imposed requirements on cash and cash equivalents:			
Leave reserve	206,413	204,689	204,609
Building Reserve	1,452,386	2,777,045	1,496,257
Plant Reserve	1,901,735	1,957,365	1,516,517
Roads Reserve	2,175,679	2,752,496	2,451,887
Main Street Reserve	141,373	140,192	130,137
Staff Amenities Reserve	159,412	574,565	575,392
TV Reserve	18,862	18,712	17,848
Caravan Park Reserve	284,210	430,584	419,762
Bitumen Reserve	608,166	603,087	602,929
Rates Creditors Reserve	51,303	50,875	50,855
Niagara Dam Reserve	1,175,434	1,249,909	1,285,371
Water Park Reserve	302,149	299,625	299,586
Waste Management Reserve	59,818	59,319	59,278
Former Post Office Reserve	11,141	417,624	367,460
Commercial Enterprise Reserve	100,857	100,000	100,000
Land Purchase Reserve	201,716	200,000	200,000
	8,850,654	11,836,087	9,777,888
Reconciliation of net cash provided by operating activities to net result			
Net result	402,888	3,698,517	2,465,294
Depreciation	5	2,225,431	2,169,448
(Profit)/loss on sale of asset	4(b)	0	33,735
(Increase)/decrease in receivables		0	60,496
(Increase)/decrease in inventories		0	(2,210)
Increase/(decrease) in payables		0	(144,113)
Increase/(decrease) in employee provisions		0	(10,438)
Non-operating grants, subsidies and contributions		(2,241,861)	(3,586,953)
Net cash from operating activities	386,458	2,218,482	1,209,661

SIGNIFICANT ACCOUNTING POLICES

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 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 in Note 2 - Net Current Assets.

FINANCIAL ASSETS AT AMORTISED COST

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

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

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

4. FIXED ASSETS

(a) Acquisition of Assets

The following assets are budgeted to be acquired during the year.

Asset class	Reporting program							2020/21 Budget total	2019/20 Actual total	2019/20 Budget total
	Governance	Housing	Community amenities	Recreation and culture	Transport	Economic services	Other property and services			
	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<i>Property, Plant and Equipment</i>										
Buildings - non-specialised	0	1,155,500	10,000	400,000	250,000	325,000	50,000	2,190,500	667,643	1,076,000
Buildings - specialised	0	0	0	0	0	0	0	0	0	786,000
Furniture and equipment	0	0	0	0	0	0	0	0	0	45,000
Plant and equipment	35,000	0	0	0	25,000	0	84,000	144,000	811,023	705,085
	35,000	1,155,500	10,000	400,000	275,000	325,000	134,000	2,334,500	1,478,666	2,612,085
<i>Infrastructure</i>										
Infrastructure - roads	0	0	0	0	2,772,000	0	0	2,772,000	2,175,389	2,193,438
Infrastructure - footpaths	0	0	0	0	200,000	0	0	200,000	0	100,000
Infrastructure - other	0	0	120,000	40,000	125,000	822,000	12,000	1,119,000	304,493	783,650
	0	0	120,000	40,000	3,097,000	822,000	12,000	4,091,000	2,479,882	3,077,088
Total acquisitions	35,000	1,155,500	130,000	440,000	3,372,000	1,147,000	146,000	6,425,500	3,958,548	5,689,173

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

SIGNIFICANT ACCOUNTING POLICIES

RECOGNITION OF ASSETS

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

SHIRE OF MENZIES
 NOTES TO AND FORMING PART OF THE BUDGET
 FOR THE YEAR ENDED 30 JUNE 2021

4. FIXED ASSETS

(b) Disposals of Assets

The following assets are budgeted to be disposed of during the year.

	2020/21 Budget Net Book Value	2020/21 Budget Sale Proceeds	2020/21 Budget Profit	2020/21 Budget Loss	2019/20 Actual Net Book Value	2019/20 Actual Sale Proceeds	2019/20 Actual Profit	2019/20 Actual Loss	2019/20 Budget Net Book Value	2019/20 Budget Sale Proceeds	2019/20 Budget Profit	2019/20 Budget Loss
By Program	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Transport	0	0	0	0	256,636	222,901	1,594	(35,329)	247,035	250,911	39,212	(35,336)
	0	0	0	0	256,636	222,901	1,594	(35,329)	247,035	250,911	39,212	(35,336)
By Class												
<i>Property, Plant and Equipment</i>												
Plant and equipment	0	0	0	0	256,636	222,901	1,594	(35,329)	247,035	250,911	39,212	(35,336)
	0	0	0	0	256,636	222,901	1,594	(35,329)	247,035	250,911	39,212	(35,336)

A detailed breakdown of disposals on an individual asset basis can be found in the supplementary information attached to this budget document

SIGNIFICANT ACCOUNTING POLICIES

GAINS AND LOSSES ON DISPOSAL

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

5. ASSET DEPRECIATION

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
By Program			
Governance	15,451	0	0
Law, order, public safety	4,805	4,804	5,515
Housing	119,611	119,559	121,852
Community amenities	12,745	8,625	9,097
Recreation and culture	105,165	105,103	50,783
Transport	1,180,050	1,180,050	1,145,192
Economic services	154,054	103,020	209,244
Other property and services	633,550	648,287	444,586
	2,225,431	2,169,448	1,986,269
By Class			
Buildings - non-specialised	121,194	118,971	121,253
Buildings - specialised	270,614	265,651	249,253
Furniture and equipment	15,907	15,615	48,133
Plant and equipment	517,059	492,408	349,567
Infrastructure - roads	1,131,261	1,110,514	1,091,120
Infrastructure - footpaths	7,670	7,529	7,024
Infrastructure - other	154,933	152,092	79,175
Infrastructure - parks and ovals	6,793	6,668	40,744
	2,225,431	2,169,448	1,986,269

SIGNIFICANT ACCOUNTING POLICIES

DEPRECIATION

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

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.

Major depreciation periods used for each class of depreciable asset are:

Buildings - non-specialised	20 to 50 years
Buildings - specialised	20 to 50 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Infrastructure - roads	Not depreciated
Infrastructure - footpaths	20 years
Infrastructure - other	80 years
Infrastructure - parks and ovals	30 to 75 years

**SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021**

6. INFORMATION ON BORROWINGS

(a) Borrowing repayments

The Shire has not budgeted to have any borrowings for the year ended 30 June 2021 and did not have or budget to have any borrowings for the year ended 30 June 2020

(a) New borrowings - 2020/21

The Shire does not intend to undertake any new borrowings for the year ended 30 June 2021

(b) Unspent borrowings

The Shire had no unspent borrowing funds as at 30 June 2020 nor is it expected to have unspent borrowing funds as at 30 June 2021.

(c) Credit Facilities

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
Undrawn borrowing facilities			
credit standby arrangements			
Bank overdraft limit	0	0	0
Bank overdraft at balance date	0	0	0
Credit card limit	0	0	20,000
Credit card balance at balance date	0	0	0
Total amount of credit unused	0	0	20,000

SIGNIFICANT ACCOUNTING POLICIES

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 until such time as the asset is substantially ready for its intended use or sale.

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

7. CASH BACKED RESERVES

(a) Cash Backed Reserves - Movement

	2020/21 Budget Opening Balance	2020/21 Budget Transfer to	2020/21 Budget Transfer (from)	2020/21 Budget Closing Balance	2019/20 Actual Opening Balance	2019/20 Actual Transfer to	2019/20 Actual Transfer (from)	2019/20 Actual Closing Balance	2019/20 Budget Opening Balance	2019/20 Budget Transfer to	2019/20 Budget Transfer (from)	2019/20 Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
(a) Leave reserve	204,689	1,724	0	206,413	201,643	3,046	0	204,689	201,643	2,966	0	204,609
(b) Building Reserve	2,777,045	23,774	(1,348,433)	1,452,386	2,298,078	581,259	(102,292)	2,777,045	2,298,078	980,179	(1,782,000)	1,496,257
(c) Plant Reserve	1,957,365	16,370	(72,000)	1,901,735	1,395,073	562,292	0	1,957,365	1,395,073	557,229	(435,785)	1,516,517
(d) Roads Reserve	2,752,496	23,183	(600,000)	2,175,679	1,529,390	1,223,106	0	2,752,496	1,529,390	1,222,497	(300,000)	2,451,887
(e) Main Street Reserve	140,192	1,181	0	141,373	138,105	2,087	0	140,192	138,105	2,032	(10,000)	130,137
(f) Staff Amenities Reserve	574,565	4,847	(420,000)	159,412	74,299	500,266	0	574,565	74,299	1,151,093	(650,000)	575,392
(g) TV Reserve	18,712	150	0	18,862	17,589	1,123	0	18,712	17,589	259	0	17,848
(h) Caravan Park Reserve	430,584	3,626	(150,000)	284,210	434,027	6,557	(10,000)	430,584	434,027	6,385	(20,650)	419,762
(i) Bitumen Reserve	603,087	5,079	0	608,166	397,088	205,999	0	603,087	397,088	205,841	0	602,929
(j) Rates Creditors Reserve	50,875	428	0	51,303	50,118	757	0	50,875	50,118	737	0	50,855
(k) Niagara Dam Reserve	1,249,909	10,525	(85,000)	1,175,434	1,349,520	20,389	(120,000)	1,249,909	1,349,520	19,851	(84,000)	1,285,371
(l) Water Park Reserve	299,625	2,524	0	302,149	98,142	201,483	0	299,625	98,142	201,444	0	299,586
(m) Waste Management Reserve	59,319	499	0	59,818	102,766	1,553	(45,000)	59,319	102,766	1,512	(45,000)	59,278
(n) Former Post Office Reserve	417,624	3,517	(410,000)	11,141	411,408	6,216	0	417,624	411,408	6,052	(50,000)	367,460
(o) Commercial Enterprise Reserve	100,000	857	0	100,857	0	100,000	0	100,000	0	100,000	0	100,000
(p) Land Purchase Reserve	200,000	1,716	0	201,716	0	200,000	0	200,000	0	200,000	0	200,000
	11,836,087	100,000	(3,085,433)	8,850,654	8,497,246	3,616,133	(277,292)	11,836,087	8,497,246	4,658,077	(3,377,435)	9,777,888

7. CASH BACKED RESERVES (CONTINUED)

(b) Cash Backed Reserves - Purposes

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Anticipated date of use	Purpose of the reserve
(a) Leave reserve	Perpetual	To be used to fund annual and long service leave requirements
(b) Building Reserve	Perpetual	To be used for the purchase of major plant.
(c) Plant Reserve	Perpetual	To be used for the acquisition of future buildings and renovation of existing building
(d) Roads Reserve	Perpetual	To be use to fund major road works
(e) Main Street Reserve	Perpetual	Established for the beautification of the main street
(f) Staff Amenities Reserve	Perpetual	Established for the purpose of providing staff housing and amenities
(g) TV Reserve	Perpetual	To be used to fund upgrades to the rebroadcasting equipment.
(h) Caravan Park Reserve	Perpetual	Established for the purpose of providing upgrades to the caravanpark.
(i) Bitumen Reserve	Perpetual	Established to fund resealing of roads
(j) Rates Creditors Reserve	Perpetual	Established for future rates claims
(k) Niagara Dam Reserve	Perpetual	Established for ongoing upgrade of Niagara Dam valve workings and other maintenance
(l) Water Park Reserve	Perpetual	Established to provide a water park
(m) Waste Management Reserve	Perpetual	Provide for the statutory reinstatement and development of the reserve.
(n) Former Post Office Reserve	Perpetual	For restoration and maintenance of the Former Post Office.
(o) Commercial Enterprise Reserve	Perpetual	To fund a facility for purchase with a view to producing a profit.
(p) Land Purchase Reserve	Perpetual	To be used for purchase of selective properties with developmental potential.

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

8. FEES & CHARGES REVENUE

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
General purpose funding	6,500	13,661	10,040
Law, order, public safety	800	710	200
Health	300	450	1,300
Housing	65,700	86,831	100,600
Community amenities	25,630	28,025	15,215
Recreation and culture	500	0	800
Economic services	91,300	82,353	113,892
Other property and services	2,100	0	0
	192,830	212,030	242,047

9. GRANT REVENUE

	Unspent grants, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Total Liability 30 June 2021	Current Liability 30 June 2021	2020/21 Budget	2019/20 Actual	2019/20 Budget
By Program:	\$	\$	\$	\$	\$	\$	\$	\$
(a) Operating grants, subsidies and contributions								
General purpose funding	0	0	0	0	0	1,197,422	1,943,165	886,654
Law, order, public safety	0	0	0	0	0	6,522	5,271	6,522
Transport	0	0	0	0	0	196,034	621,410	1,132,391
Economic services	0	0	0	0	0	115,709	115,984	112,000
Other property and services	0	0	0	0	0	0	20,560	0
	0	0	0	0	0	1,515,687	2,706,390	2,137,567
(b) Non-operating grants, subsidies and contributions								
Recreation and culture	0	0	0	0	0	200,000	25,570	25,570
Transport	0	0	0	0	0	1,494,406	3,440,795	2,962,832
Economic services	0	0	0	0	0	547,455	120,588	386,000
	0	0	0	0	0	2,241,861	3,586,953	3,374,402
Total	0	0	0	0	0	3,757,548	6,293,343	5,511,969

SHIRE OF MENZIES
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

10. REVENUE RECOGNITION

SIGNIFICANT ACCOUNTING POLICIES

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Specified area rates	Rates charge for specific defined purpose	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Service charges	Charge for specific service	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants with no contract commitments	General appropriations and contributions with no reciprocal commitment	No obligations	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment and issue of the licence, registration or approval
Pool inspections	Compliance safety check	Single point in time	Equal proportion based on an equal annually fee	None	Set by State legislation	Apportioned equally across the inspection cycle	No refunds	After inspection complete based on a 4 year cycle
Other inspections	Regulatory Food, Health and Safety	Single point in time	Full payment prior to inspection	None	Set by State legislation or limited by legislation to the cost of provision	Applied fully on timing of inspection	Not applicable	Revenue recognised after inspection event occurs
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Adopted by council annually	Apportioned equally across the collection period	Not applicable	Output method based on regular weekly and fortnightly period as proportionate to collection service
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	Adopted by council annually	Based on timing of entry to facility	Not applicable	On entry to facility
Airport landing charges	Permission to use facilities and runway	Single point in time	Monthly in arrears	None	Adopted by council annually	Applied fully on timing of landing/take-off	Not applicable	On landing/departure event
Property hire and entry	Use of halls and facilities	Single point in time	In full in advance	Refund if event cancelled within 7 days	Adopted by council annually	Based on timing of entry to facility	Returns limited to repayment of transaction price	On entry or at conclusion of hire
Memberships	Gym and pool membership	Over time	Payment in full in advance	Refund for unused portion on application	Adopted by council annually	Apportioned equally across the access period	Returns limited to repayment of transaction price	Output method Over 12 months matched to access right
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Sale of stock	Aviation fuel, kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Adopted by council annually, set by mutual agreement	Applied fully based on timing of provision	Returns limited to repayment of transaction price	Output method based on goods
Commissions	Commissions on licencing and ticket sales	Over time	Payment in full on sale	None	Set by mutual agreement with the customer	On receipt of funds	Not applicable	When assets are controlled
Reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	Set by mutual agreement with the customer	When claim is agreed	Not applicable	When claim is agreed

11. OTHER INFORMATION

The net result includes as revenues

(a) Interest earnings

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
Investments			
- Reserve funds	100,000	130,000	125,000
- Other funds	15,000	22,271	1,500
Other interest revenue (refer note 1b)	96,640	90,480	107,289
	211,640	242,751	233,789

* The Shire has resolved to charge interest under section 6.13 for the late payment of any amount of money at 5%.

(b) Other revenue

Reimbursements and recoveries	23,050	82,397	49,693
	23,050	82,397	49,693

The net result includes as expenses

(c) Auditors remuneration

Audit services	45,000	74,000	45,000
	45,000	74,000	45,000

(d) Elected members remuneration

Meeting fees	75,870	70,764	75,870
Mayor/President's allowance	19,864	19,864	19,864
Deputy Mayor/President's allowance	4,966	4,966	4,966
Travelling expenses	25,000	20,189	37,000
Telecommunications allowance	7,700	7,333	7,700
	133,400	123,116	145,400

(e) Write offs

General rate	200,000	85,954	50,000
	200,000	85,954	50,000

(f) Low Value lease expenses

Office equipment	4,488	4,488	4,488
	4,488	4,488	4,488

12. INTERESTS IN JOINT ARRANGEMENTS

The Shire together with the City of Kalgoorlie Boulder, Shires of Coolgardie, Dundas, Esperance, Laverton, Leonora, Ngaanyatjarraku, Ravensthorpe and Wiluna have a joint arrangement, classified as a joint operation with regards to the provision of a Regional Records Service. Management have determined this as a joint operation.

The assets included in the joint venture are one tenth share

Non-current assets

Land and buildings

Furniture and equipment

Plant and equipment

Light vehicles

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
Land and buildings	0	69,500	66,500
Furniture and equipment	0	3582	6204
Plant and equipment	0	7204	2982
Light vehicles	0	2650	2100

SIGNIFICANT ACCOUNTING POLICIES

INTERESTS IN JOINT ARRANGEMENTS

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Shire of Menzies's interests in the assets liabilities revenue and expenses of joint operations are included in the respective line items of the financial statements.

13. SIGNIFICANT ACCOUNTING POLICIES - OTHER INFORMATION

GOODS AND SERVICES TAX (GST)

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

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

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

CRITICAL ACCOUNTING ESTIMATES

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

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

ROUNDING OFF FIGURES

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

COMPARATIVE FIGURES

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

BUDGET COMPARATIVE FIGURES

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

**SUPPLEMENTARY NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021**

Detail - Note 4 - Capital Acquisition

Governance	Governance - General	
C0141	Administration Communications Equipment	\$10,000.00
C0142	Software And Systems	\$25,000.00
TOTAL GOVERNANCE		\$35,000.00

Housing	Housing	
BC001	Ceo'S House - Lot 1 (37-39) Reid St - Building (Capital)	\$20,000.00
BC002	Mfa'S House - Lot - 1085 (39) Mercer St - Building (Capital)	\$15,000.00
BC004	Lot 91 (40) Mercer St - Building (Capital)	\$47,000.00
BC005	Lot 93 (36) Mercer St - Building (Capital)	\$10,000.00
BC006	Lot 1086 (41) Mercer St - Building (Capital)	\$15,000.00
BC007	Duplex Lot 12A Walsh St (North Unit) - Building (Capital)	\$45,000.00
BC009	New Staff House 2020 - Building (Capital)	\$180,000.00
BC016	Teachers Unit Lot 1090 (53B) (14B) Walsh St - Building (Capita	\$18,000.00
BC015	Teachers Unit Lot 1090 (53A) (14A) Walsh St - Building (Capita	\$18,000.00
BC017	Unit Lot 45 (29A) Shenton (Front) - Building (Capital)	\$7,500.00
BC018	Unit Lot 45 (29B) Shenton (Back) - Building (Capital)	\$18,000.00
BC019	Lot 1089 (57) Walsh St Rental - Building (Capital)	\$22,000.00
BC020	Old Post Office House Lot 102 (33) Walsh St - Building (Capital)	\$500,000.00
NEW	New 2x1 Staff House	\$240,000.00
TOTAL HOUSING		\$1,155,500.00

Community Amc Other		
C0103	Cometvale Cemetery Fence	\$50,000.00
NEW	Shade at Tjuntjunjarra Cemetery	\$50,000.00
BC048	Truck Bay Ablution Block	\$10,000.00
NEW	Drink Fountain in Park	\$10,000.00
NEW	Hand wash at BBQ Area	\$10,000.00
TOTAL COMMUNITIES AMENITIES		\$130,000.00

Recreation & Cu Public Halls & Civic Centres		
NEW	Seniors Centre	\$350,000.00
BC026	Town Hall - Building (Capital)	\$50,000.00
Recreation & Cu Other Recreation & Sport		
C0113	Rodeo Grounds Infrastructure	\$40,000.00
TOTAL RECREATION AND CULTURE		\$440,000.00

Transport	Construction Streets, Roads, Bridges & Depot	
	Road Construction CFRP -Jobs	
NEW	Pinjin Rd Commodity Freight Route Program	\$345,000.00
	Roads to Recovery Construction -Jobs	
R2R007	Menzies North West Rd (R2R)	\$1,100,000.00
R2R049	Tjuntjunjarra Access Rd (R2R)	\$190,000.00
	Road Construction Muni - Jobs	
RC049	Tjuntjunjarra Access Rd (Capital)	\$240,000.00
	Road Construction RRG - jobs	
RRG007	Menzies North West Rd (Rrg)	\$121,000.00
RRG008	Evanston Menzies Rd (Rrg)	\$255,000.00
RRG039	Yarri Rd (Rrg)	\$121,000.00
	Footpaths	
FC047	Onslow St - Footpath Capital	\$50,000.00
FC053	Mercer St - Footpath Capital	\$50,000.00
NEW	Footpaths Menzies Townsite	\$100,000.00

**SUPPLEMENTARY NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021**

Transport	<i>Muni Jobs - Other</i>	
C1213	Program Reseal	\$200,000.00
BC037	Depot - Building (Capital)	\$250,000.00
NEW	Wash Bay Dome	\$20,000.00
C0121	Town Dam Upgrade	\$20,000.00
C0123	Bores To Support Road Works	\$50,000.00
C0126	Kookynie Airstrip Extension	\$20,000.00
NEW	Special Projeect - Regional Road Seal	\$100,000.00
NEW	Tjuntjunjarra Internal Roads Program	\$100,000.00
Transport	Plant & Equipment Purchases	
C0127	Minor Plant Purchases	\$15,000.00
NEW	Bore Trailer	\$10,000.00
C0128	Banners And Signage	\$15,000.00
TOTAL TRANSPORT		\$3,372,000.00
Economic Servic Tourism & Area Promotion		
BC028	Lady Shenton/Crc Lot 41 (37) Shenton St - Building (Capital)	\$300,000.00
BC030	Church Hall Lot 8 (50) Shenton St - Building (Capital)	\$25,000.00
C0131	Niagara Dam Capital Works	\$85,000.00
NEW	Shelter and upgrade Lake Ballard	\$25,000.00
NEW	Shelter and BBQ Niagara Dam	\$15,000.00
NEW	Infrastructure & Road Stimulus Jobs	\$547,000.00
Economic Servic Caravan Park		
NEW	Mercer St Caravan Park Infrastructure	\$150,000.00
TOTAL ECONOMIC SERVICES		\$1,147,000.00
Other Property & Services		
NEW	Roller doors on Workshop Shed	\$12,000.00
NEW	Enclosed carport in workshop yard	\$50,000.00
NEW	Mechanics Vehicle	\$72,000.00
NEW	Test and Tag System	\$6,000.00
NEW	Auto Tyre Changer	\$6,000.00
TOTAL OTHER PROPERTY AND SERVICES		\$146,000.00
 AS PER BUDGET		 \$6,425,500.00

Job	Description	Budget 20/21	Budget Notes	Project Funded By
Governance				
C0141	Administration Communications Equipment	\$10,000.00	Phone lines to new Workshop Office	Operating Surplus
C0142	Software And Systems	\$25,000.00	New Payroll System Altus	Operating Surplus
	TOTAL	\$35,000.00		
Housing				
BC001	Ceo'S House - Lot 1 (37-39) Reid St - Building (Capital)	\$20,000.00	Patio, Storm water Pipes	Building Reserve
BC002	Mfa'S House - Lot - 1085 (39) Mercer St - Building (Capital)	\$15,000.00	Patio, windbreaks, outdoor blinds	Building Reserve
BC004	Lot 91 (40) Mercer St - Building (Capital)	\$47,000.00	Decking Base Board	Building Reserve
BC005	Lot 93 (36) Mercer St - Building (Capital)	\$10,000.00	Pergola	Building Reserve
BC006	Lot 1086 (41) Mercer St - Building (Capital)	\$15,000.00	Patio & Outdoor Blinds	Building Reserve
BC007	Duplex Lot 12A Walsh St (North Unit) - Building (Capital)	\$45,000.00	Tiling and Painting	Building Reserve
BC009	New Staff House 2020 - Building (Capital)	\$180,000.00	New Staff House carry over from 19/20	Staff Amenities Reserve
BC016	Teachers Unit Lot 1090 (53B) (14B) Walsh St - Building (Capital)	\$18,000.00	Painting	Building Reserve
BC015	Teachers Unit Lot 1090 (53A) (14A) Walsh St - Building (Capital)	\$18,000.00	Painting	Building Reserve
BC017	Unit Lot 45 (29A) Shenton (Front) - Building (Capital)	\$7,500.00	New retaining walls ana concrete paths	Building Reserve
BC018	Unit Lot 45 (29B) Shenton (Back) - Building (Capital)	\$18,000.00	Painting	Building Reserve
BC019	Lot 1089 (57) Walsh St Renta) - Building (Capital)	\$22,000.00	inside paint and floor coverings	Building Reserve
BC020	Old Post Office House Lot 102 (33) Walsh St - Building (Capital)	\$500,000.00	Full Renovation required this covers half	Post Office Reserve \$410,000 Building Reserve \$90,000
NEW	New 2x1 Staff House	\$240,000.00		Staff Amenities Reserve
	TOTAL	\$1,155,500.00		
Community Amenities				
C0103	Cometvale Cemetery Fence	\$50,000.00	Fence and markers measure and quote	Operating Surplus
NEW	Shade at Tjuntjunjarra Cemetery	\$50,000.00		Grant
BC048	Truck Bay Ablution Block	\$10,000.00	concrete path and concrete walkways security door	Operating Surplus
NEW	Drink Fountain in Park	\$10,000.00	Drinking Fountain	Operating Surplus
NEW	Hand wash at BBQ Area	\$10,000.00	Hand was at BBQ area	Operating Surplus
	TOTAL	\$130,000.00		
Recreation & Culture				
NEW	Seniors Centre			
BC026	Town Hall - Building (Capital)	\$350,000.00	Shed with workshop area & indoor area	Building Reserve \$200,000 Grant Funding \$150,000
C0113	Rodeo Grounds Infrastructure	\$50,000.00	Roof Carried forward from 19/20	Building Reserve
	TOTAL	\$440,000.00	Shades, Infrastructure	Operating Surplus

Job	Description	Budget 20/21	Budget Notes	Project Funded By
Transport				
BC037	Depot - Building (Capital)	\$250,000.00	New Office	Building Reserve
NEW	Wash Bay Dome	\$20,000.00	Dome over wash bay	Operating Surplus
C0121	Town Dam Upgrade	\$20,000.00	Fencing	Operating Surplus
C0123	Bores To Support Road Works	\$50,000.00	Continual Program	Operating Surplus
C0126	Kookynie Airstrip Extension	\$20,000.00	Extend Airstrip	Operating Surplus
C0127	Minor Plant Purchases	\$15,000.00	Minor plant over \$5,000	Operating Surplus
C0128	Banners And Signage	\$15,000.00	Signage in Main Street	Operating Surplus
C1213	Program Reseal	\$200,000.00		Roads Reserve
NEW	Special Project - Regional Road Seal	\$100,000.00	Floodway works and extend bitumen Kookynie Malcolm Rd	Roads Reserve
C047	Onslow St - Footpath Capital	\$50,000.00		Roads Reserve
C053	Mercer St - Footpath Capital	\$50,000.00		Roads Reserve
NEW	Footpaths Menzies Townsite	\$100,000.00	Extra Footpath Funding location undecided.	Roads Reserve
R2R007	Menzies North West Rd (R2R)	\$1,100,000.00	Bitumen 5 kms	R2R Funds \$10,627 RRG 232,600 Operating Surplus 20/21
R2R049	Tjuntjunjarra Access Rd (R2R)	\$190,000.00	Resheeting	356,773
RRG007	Menzies North West Rd (Rrg)	\$121,000.00	Resheeting	R2R Funding 190,000
RRG008	Evanston Menzies Rd (Rrg)	\$255,000.00	Resheeting	RRG Funds 80,672 Operating Surplus 40,328
RRG039	Yarri Rd (Rrg)	\$121,000.00	Resheeting	RRG Funds 169,836 Operating Surplus 85,164
RC049	Tjuntjunjarra Access Rd (Capital)	\$240,000.00	Resheet - Special Funding for Remote Indigenous Communities	RRG Funds 80,672 Operating Surplus 40,328
NEW	Pinjin Rd Commodity Freight Route Program	\$345,000.00	Improve Formation and Drainage	FAGS 160,000 State MRWA 80,000
NEW	Tjuntjunjarra Internal Roads Program	\$100,000.00		CFRP 230,000 Operating Surplus 115000
NEW	Bore Trailer	\$10,000.00	Trailer for the Bore Projects	Roads Reserve
	TOTAL	\$3,372,000.00		Operating Surplus
Economic Services				
EC028	Lady Shenton/Crc Lot 41 (37) Shenton St - Buildin	\$300,000.00	Replace Stone, electrical, roof flushing	Building Reserve
EC030	Church Hall Lot 8 (50) Shenton St - Building (Capit	\$25,000.00	Landscaping and Fencing	Building Reserve
C0131	Niagara Dam Capital Works	\$85,000.00	Valve Repair Carryover from 19/20	Niagara Dam Reserve
NEW	Shelter and upgrade Lake Ballard	\$25,000.00	Shelter for observatory section	Operating Surplus
NEW	Shelter and BBQ Niagara Dam	\$15,000.00	New Shelter and BBQ	Operating Surplus
NEW	Mercer St Caravan Park Infrastructure	\$150,000.00	For Mercer st Site	Caravan Park Reserve
NEW	Infrastructure & Road Stimulus Jobs	\$547,000.00	Money not yet allocated to any job	Stimulus Grant of \$547,000
	TOTAL	\$1,147,000.00		

Job	Description	Budget 20/21	Budget Notes	Project Funded By
	-Other Property & Services			
NEW	Roller doors on Workshop Shed	\$12,000.00		Operating Surplus
NEW	Enclosed carport in workshop yard	\$50,000.00	4 bays for onsite vehicles EG Bus and Prado Vehicle for Mechanic. Changing to toyota for higher load capacity	Operating Surplus
NEW	Mechanics Vehicle	\$72,000.00	current vehicle 6 years old	Plant Reserve
NEW	Test and Tag System	\$6,000.00	New testing and tagging machine to replace obsolete one.	Operating Surplus
NEW	Auto Tyre Changer	\$6,000.00		Operating Surplus
	TOTAL	\$146,000.00		

TOTAL CAPITAL EXPENDITURE \$6,425,500.00

Total Funded By

Operating Surplus	\$1,056,593.00	Land and Building	\$2,190,500.00
Building Reserve	\$1,348,433.00	Plant and Equipment	\$144,000.00
Staff Amenities Reserve	\$420,000.00	Infrastructure - Roads	\$2,772,000.00
Caravan Park Reserve	\$150,000.00	Infrastructure - Other	\$1,119,000.00
Plant Reserve	\$72,000.00	Infrastructure - Footpaths	\$200,000.00
Former Post Office Reserve	\$410,000.00	Total	\$6,425,500.00

Breakdown by Asset

Niagara Dam Reserve	\$85,000.00
Road Reserve	\$600,000.00
Road Grants Capital	\$1,494,407.00
Road Grants Operational	\$240,000.00
Grants Lottery West or similar	\$200,000.00
Grant Stimulus Package	\$547,000.00
Total	\$6,623,433.00

Building Reserve has extra \$197,933 being transferred out so that we end with a \$0 dollar budget.

LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
DOCUMENT REF:	As Applicable
DISCLOSURE OF INTEREST:	Nil
DATE:	15 July 2020
AUTHOR:	Paul Warner Works Supervisor
ATTACHMENT:	Nil

IN BRIEF:

That Council receive the Works Supervisor's report for the month June 2020.

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 fire break has been completed around Kookynie.
- Half the floodway's in the Kookynie are have been cleaned out, with other floodways' scheduled for August.
- The Shire grader is currently grading Bullfinch and Diemals roads.
- The Contractor grader is grading Mt Remarkable Road.
- Work is progressing well on the Connie Sue Highway.
- Earthworks for the caravan units are near completion.
- Cactus spraying was completed within Menzies and Mt Ida.

Workshop:

P0181: Has new cutting edges fitted.

P0160: The tail shaft has been removed and a new universal fitted.

P0206: The dirty fuel was cleaned out and the dirty filters have been replaced.

P0232: This is now repaired and has been picked up from panel shop.

P0216: Has now been serviced.

Building:

- Caravan Park – concrete pads, plumbing and all electricals has now been completed on units.

CONSULTATION:

Nil.

STATUTORY ENVIRONMENT:

Nil.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil.

RISK ASSESSMENT:

No Risk Assessment has been undertaken relating to this item.

STRATEGIC IMPLICATIONS:*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.
- 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

- 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.

VOTING REQUIREMENTS:

Simple majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council receive the Works Supervisor's Report for the month of June 2020.

COUNCIL DECISION:

COUNCIL RESOLUTION:	No.
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MOVED: Cr

SECONDED: Cr

Carried /

LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
DOCUMENT REF:	
DISCLOSURE OF INTEREST:	The author has no interest to disclose
DATE:	June 2020
AUTHOR:	David Hadden Environmental Health Officer / Building Surveyor
ATTACHMENT:	Nil

IN BRIEF:

That Council receive the report of the Environmental Health Officer/Building Surveyor for the month of June 2020.

BACKGROUND:

This report is for the information of Council. It identifies matters addressed by the Environmental Health Officer/Building Surveyor for the month of June 2020.

COMMENT:

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

Building:

I prepared correspondence and a Building Order for serving on Mr Gopel that was delayed from earlier in the year due to the Covid-19 virus.

It was determined that serving the building order just as the Emergency Management Provisions were being implemented due to Covid-19 was not a reasonable thing to do at that time.

Directions under the Emergency Management Act have been wound back to Stage 3 restrictions currently with further easing expected shortly. The Building Order was served on Mr Gopel on Wednesday 2nd July as Mr Gopel was not around on the proposed date of 29 June 2020.

The Building Order allows Mr Gopel 14 days to provide a submission to the Shire regarding the Building Order.

I dealt with a number of enquiries regarding the Porphyry Mine.

I dealt with an enquiry from a ratepayer seeking advice on land use on their town site Lot that is zoned Rural. Forwarded copies of Council policies for advice and explained process for application to install a wastewater reuse system servicing a residence.

I spoke to the caretaker occupying a caravan at the rear of the Menzies Roadhouse requesting him to leave the site as soon as possible. Also emailed Menzies Hotel owner with advice regarding the illegal caravan occupancy as he has leased the roadhouse and is responsible for the caretaker.

Health:

Processed a Permit to Use for a small septic system installed at the Saracen Gold, Edjudena (Porphyry Mine) previously approved for installation.

I have been dealing with a number of Covid-19 enquiries across all local authorities that I service. If Councillors are receiving enquiries it is important to direct community members to the WA Gov website <https://www.wa.gov.au/government/document-collections/covid-19-coronavirus-state-of-emergency-declarations> as the site is being updated daily by the lead agency.

Forwarded some advice on a new Tick-borne disease (*Ehrlichia canis*) that was detected in some dogs in Halls Creek and Kununurra which is the first time this disease has been detected in Australia. The Department of Agriculture has implemented dog movement conditions in an effort to contain the disease while also releasing the advice to the public so dog owners can be informed so as to recognise the symptoms. The disease is transmitted by the brown tick which is prevalent in our region however the disease is normally found in tropical and subtropical areas worldwide.

Emailed the owner of the Menzies Hotel regarding the poor cleanliness of the hotel kitchen. Called in to the hotel to speak to the owner regarding the caretaker at the Menzies Roadhouse occupying a caravan. As the owner was not present, an inspection of the kitchen was carried out and noted that the hygiene standard had dropped. Staff were asked to carry out a clean of the kitchen immediately with an email sent to the owner advising that hygiene in the kitchen is required to be maintained at a high standard with failure to comply resulting in an Improvement Notice being issued by Council.

CONSULTATION:

N/A.

STATUTORY ENVIRONMENT:

Public Health Act 2016, Building Act 2011 and various other.

POLICY IMPLICATIONS:

N/A.

FINANCIAL IMPLICATIONS:

N/A.

RISK ASSESSMENT:

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

STRATEGIC IMPLICATIONS:

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.

VOTING REQUIREMENTS:

Simple majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council receive the report of the Environmental Health Officer/Building Surveyor for the month of June 2020.

COUNCIL DECISION

COUNCIL RESOLUTION:	No.
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MOVED: Cr

SECONDED: Cr

Carried /

12.4.1

COMMUNITY SERVICES REPORT – JUNE 2020

LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
DOCUMENT REF:	As Applicable
DISCLOSURE OF INTEREST:	Nil
DATE:	30 July 2020
AUTHOR:	Sethen Sheehan-Lee Community Service Officer
ATTACHMENT:	Nil

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.

Youth activities at the Menzies Youth centre, outdoor sports area, the Town Hall's indoor sporting area and the Town Hall kitchen.

BACKGROUND:

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

The Youth Centre Ngalipaku Building forms a key part of the Menzies Youth and Community Precinct and operates as a space to host youth and community events.

COMMENT:

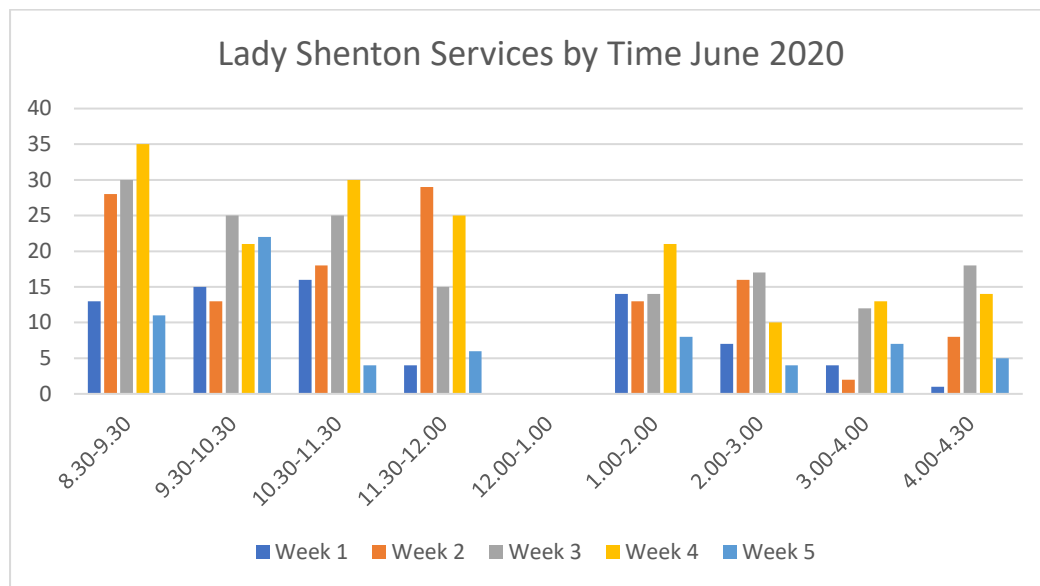
Lady Shenton

The Lady Shenton received 575 visitors in June 2020. While this was a significant increase from 291 visitors in May 2020 it is still far less than the visitation for June 2018 (with 1,258 visitors) and June 2017 (with 986 visitors).

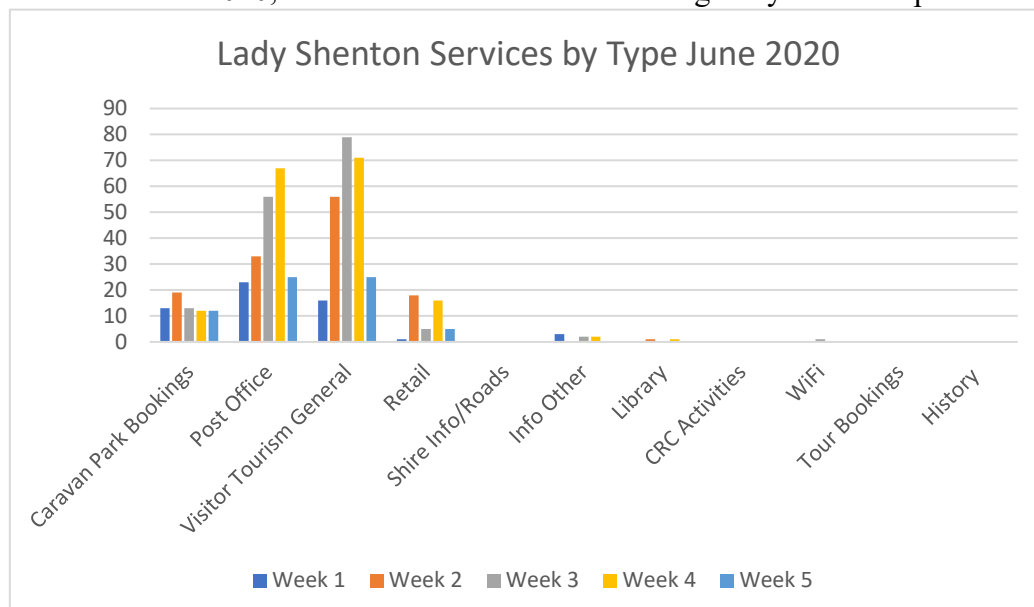
Over the five-week trading period (including the start of July) the visitation was the highest between the 21st and 27th of June.

In previous months, the Lady Shenton has had an increase in visitors after restrictions were lifted, however this was not the case after the 27th of June (the date for the introduction of phase 4 (four) of Western Australia’s COVID-19 roadmap).

A possible reason for this is that, with the opening of concert halls, gyms and other recreational facilities, there was a decreased demand for people to use travel as a form of leisure/recreation and therefore people were not travelling to Menzies or visiting the Lady Shenton.



While “visitor tourist general” was one of the most used services at the Lady Shenton in June 2020, the use of this service was still greatly less than previous



years. Two services that are performing at a relative average are the “Post Office” and “Retail”. Following national statics on demand for postal services, there should be an increase in the use of “Post Office” but in comparison to previous years this service is taking about a larger portion of the overall visitation at the Lady Shenton.

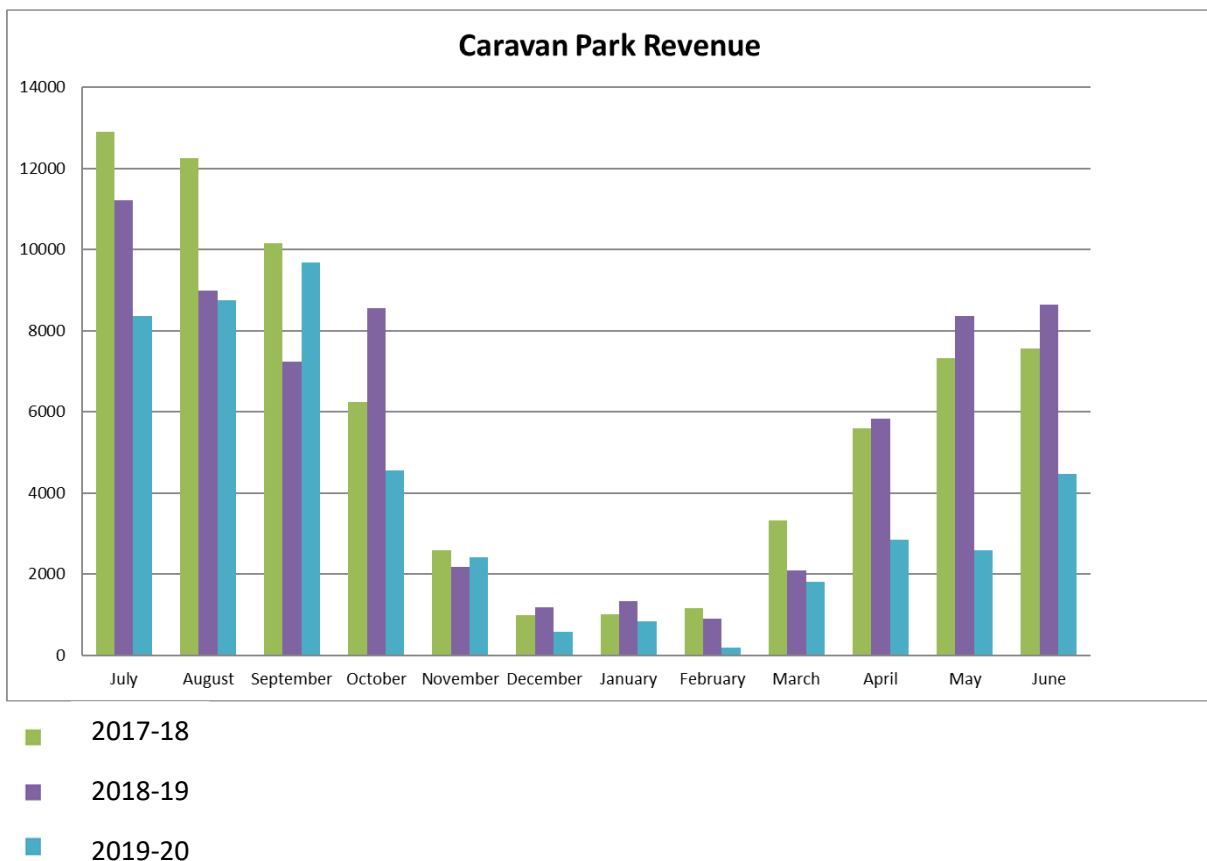
Caravan Park

The Caravan Park revenue in June 2020 was significantly more than that of May 2020 and the highest for this year (so far), however it was still well below the average of past financial years.

Along with the fact that the winter months are usually the peak tourist season, the further reductions in COVID-19 restrictions likely lead to the increased revenue from May to June.

While there are not local statistics on where visitors are coming from, it can be assumed that the state boarder closure is the major cause for decrease over financial years.

Over the last five months, COVID-19 roadmap details have been confirmed on a month by month basis, assuming Phase 5 (five) of the WA COVID-19 Roadmap is introduced on the 1st of August 2020, there is unlikely to be any updates on the state boarder closure till September or October 2020.



Youth Centre and General Community Services

The youth afterschool activities program continues to engage positively with school aged children for three days a week. Attendance over June 2020 was higher than of

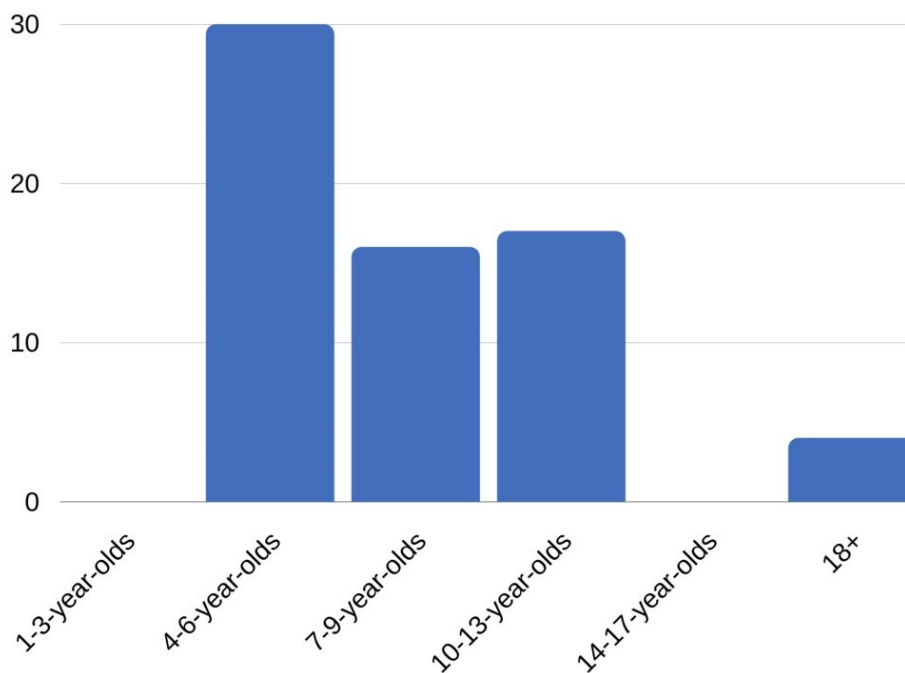
May 2020, but this was mainly because the Youth Centre was only open for two weeks in May instead of a full month.

Due to the extra planning involved with COVID-19 restrictions, not as many events have been able to take place as aimed for. With the lack of events, this has made it difficult to engage with the broader community as done in the past.

All the youth and community services providers that were planning to run programs in Menzies earlier in the year had to cancel due to COVID-19 travel restrictions.

As the restrictions have now been dramatically reduced, throughout the rest of the year, the aim will be to engage with our regional service providers again.

Youth Centre Attendance by Age June 2020



CONSULTATION:

Ally Bryant Acting Deputy Chief Executive Officer
Debra Pianto Lady Shenton Visitors Centre & Community Resource Centre Officer
Sethen Sheehan-Lee Community Service Officer

STATUTORY ENVIRONMENT:

Nil.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Nil.

RISK ASSESSMENT:

No Risk Assessment has been undertaken in relation to this item.

STRATEGIC IMPLICATIONS:

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

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.

14.3 Heritage & Natural assets conserved

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

VOTING REQUIREMENTS:

Simple Majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council receive the Report of Activity for Community Services for the month of June 2020.

COUNCIL DECISION:

COUNCIL RESOLUTION:	No.
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MOVED:

SECONDED:

Carried /

12.5.1 Actions Performed Under Delegations for the Months of June - July 2020

LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
DOCUMENT REF:	Not Applicable
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	20 July 2020
AUTHOR:	Peter Money Chief Executive Officer
ATTACHMENT:	Nil

IN BRIEF:

To report back to Council actions performed under delegated authority for the month ended June – July 2020.

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 Issues
- Mining / Exploration / Miscellaneous Applications

The following tables outline the actions performed within the organisation relative to delegated authority for the month ended June - July 2020.

Bushfire

No delegated decisions were undertaken by the Shire of Menzies pursuant to Bushfire matters for the month ended June - July 2020.

Common Seal

The following decisions were undertaken by the Shire of Menzies pursuant to the Common Seal for the month ended June - July 2020:

<i>Date of decision</i>	<i>Decision ref:</i>	<i>Decision details</i>	<i>Applicant</i>	<i>Other affected person(s)</i>
		No seal applied		

Planning Approvals

No delegated decisions were undertaken by the Shire of Menzies pursuant to Planning Approvals for the month ended June - July 2020.

Health Approvals

No delegated decisions were undertaken by the Shire of Menzies pursuant to Health Approvals for the Month ended June - July 2020.

Building Permits (including Septic Tank approvals)

The following decisions were undertaken by the Shire of Menzies pursuant to Building Permits (*including Septic Tank approvals*) for the month ended June – July 2020.

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

Ranger Related Dog Issues

No delegated decisions were undertaken by the Shire of Menzies pursuant to Ranger related Dog issues for the month ended June - July 2020.

Applications

The following Mining/Prospecting/Exploration/Miscellaneous Applications were made for the month ended June - July 2020.

<i>Applicant Name</i>	<i>Application Type</i>	<i>Application Details</i>
Global Exploration Tenement Services for Andrew Ian Pumphrey	Miscellaneous Licence L31/73	Within the Shire of Menzies For purposes of road, bore field, pipeline, water management facilities and power line Over 79ha
DPLH for Menzies Goldfield Pty Ltd	Prospecting Licence 29/2551	Access to the surface of land within Menzies Townsite Lots 1065, 503, 501 & 166 Over 195ha
McMahon Mining Title Services for Macarthur Iron Ore Pty Ltd	Miscellaneous Licence L16/0133	Situated within the Shire of Menzies For the purpose of a bore, a bore field, a pipeline, a power line, a pump station, a road, a search for groundwater and taking water Over 923ha
DMIRS for Marda Operations Pty Ltd	Application to Clear Native Vegetation under the EPA 1986 Tenements: Mining Lease 77/1272 Miscellaneous Licence 77/261	Situated within the Shire of Menzies To clear Native Vegetation Under the EPA 1986 for the purpose of Mineral Production and Associated Activities over 90ha
M & M Walter Consulting for Strada D'Oro Pty Ltd	Mining Tenement E31/1258	Situated in the Shire of Menzies within the Township of Kookynie On Private Property – Yilgangi Seeking sub-surface rights only to any private land affected by application over 44 BL
McMahon Mining Title Services Pty Ltd for Saturn Metals Ltd	Miscellaneous Licence L31/74	Situated within the Shire of Menzies For the purpose of searching for groundwater Over 6,248 ha
McMahon Mining Title Services Pty Ltd for Saturn Metals Ltd	Miscellaneous Licence L31/75	Situated within the Shire of Menzies For the purpose of searching for groundwater Over 10,416 ha

McMahon Mining Title Services Pty Ltd for Saturn Metals Ltd	Miscellaneous Licence L40/28	Situated within the Shire of Menzies For the purpose of searching for groundwater Over 2,675 ha
McMahon Mining Title Services Pty Ltd for Saturn Metals Ltd	Miscellaneous Licence L40/29	Situated within the Shire of Menzies For the purpose of searching for groundwater Over 3,801 ha
Fortescue Metals Group Ltd For FMG Resources Pty Ltd	Exploration Licence E31/1255	Situated within the Shire of Menzies For the purposes of Exploration Over 12 BL
Saracen Gold Mines Pty Ltd	Installation of 300mm Water Pipeline through Shire pipelines Intersection of Saracen Haul Road and Yarri Road Edjudina District	To install a 300mm water pipeline through culverts underneath the Yarri Public Road At the intersection of the Saracen Haul Road and Yarri Road

The following Community Assistance Fund Applications were made for the month ended June – July 2020.

<i>Applicant Name</i>	<i>Application Type</i>	<i>Grant Approved</i>
	Nil	

CONSULTATION:

Chief Executive Officer

STATUTORY ENVIRONMENT:

Nil.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Nil.

RISK ASSESSMENT:

OP13 Governance – Council does not comply with statutory requirements

STRATEGIC IMPLICATIONS:

14.3 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.

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council receive the report of the actions performed under delegation for the month ended Jule - July 2020.

COUNCIL RESOLUTION:	No.
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MOVED: Cr

SECONDED: Cr

Carried /

12.5.2 CHIEF EXECUTIVE OFFICER'S STATUS UPDATE – 2020

LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
DOCUMENT REF:	As Applicable
DISCLOSURE OF INTEREST:	Nil
DATE:	30 July 2020
AUTHOR:	Peter Money Chief Executive Officer
ATTACHMENT:	Nil

IN BRIEF:

The table below shows progress of Council resolutions and administrative and budget matters.

BACKGROUND:

Status Update – Council Resolutions

MEETING DATE	RESOLUTION NO	RESOLUTION	RESPONSE / OFFICER	TIMEFRAME
	1733	Engage McLeods Barristers and Solicitors to prepare a notice advising the owner Mr Gopel of 85 Suiter Street Menzies, that Council intends to issue a Building Order forcing the removal of the illegally constructed structure built over his caravan within 30 days from the date of the Building Order. The notice prepared by McCleods is to provide Mr Gopel 14 days to make a submission to Council as to why it should not issue the Building Order. If a submission is not received from Mr Gopel or resolution of the issue reached within the 14 days then McCleods Barristers and Solicitors be		November resolution held over for Christmas. Further discussions with Mr. Gopel – did not accept options. Move to resolve to issue letters February 2020 Meeting Letters in progress March 2020 Item recommending

		requested to issue the building Order requiring demolition and removal of the illegally constructed structure built over his caravan at 85 Suiter Street Menzies within 30 days from the date of the Building Order.		<p>Council defer action due to the declared Medical Emergency</p> <p>June 2020 – Letter to be issued via solicitors</p>
	1742	That Council request the CEO to proceed with necessary arrangements to cost the installation of a fence and other facilities on the Town Common boundary; liaise with adjoining Station owners for shared costs and prepare a budget amendment to allocate the necessary funds at the appropriate time.		<p>For personal reasons, the letters to adjoining owners has been delayed.</p> <p>Letters sent to two station owners – one has responded that all, their cattle are to be removed.</p>
	1746	<p>MOVED: Cr Justin Lee SECONDED: Cr Ian Baird</p> <p>1. That Council applies for membership of the Golden Quest Discovery Trail Association;</p> <p>2. That the CEO develop a Draft Tourism Strategy for presentation to Council by June 2020.</p>		<p>It appears that Shire of Menzies is already be a member of the GQDT as a result of name change from the GTNA</p> <p>Part time Project Officer to pursue – may also combine with Northern Goldfields Group</p> <p>Draft Tourism Strategy underway</p>

Administrative and Budgeted Matters

TITLE	COMMENT	EXPECTED COMPLETION
Planning Scheme Review	In progress – May 2018 documents to Council were incomplete and progress was halted	<p>Late 2020</p> <p>March 2020 – Maps were sent to Councillors of the proposed Scheme seeking comments.</p> <p>April 2020 – with the move of Ally Bryant as temporary DCEO, this project is further delayed. It is still 2 years away from being resolved.</p> <p>June 2020 Draft Documents presented to the June 2020 Council Meeting for advertising approval</p>
Niagara Dam Repairs to sluice valves	Underway	<p>Quotes have been received and budget allocations made to enable progress – currently under water – March 2020</p> <p>April 2020 – a purchase order has been issued but no time yet of the completion of the work</p> <p>May 2020 – Monadelphous have been asked to slowly release the water in the dam and prepare for carrying on the work – next financial year.</p> <p>June 2020 Report that the valves are frozen and further action to be considered.</p>
Town Dam Project	Underway – dependent on Water Corp processes	<p>Deferred pending advice from consultation process mid 2020.</p> <p>Water Corp have advised against using the dam as a water source due to substantial evaporation and the upkeep costs. Exploring other water storage options.</p>

Comet Vale Cemetery Fencing	Quotations are being sought but prices indicate the cost will greatly exceed the budget of \$20,000	Carryover to 2020/2021 The cost is likely to exceed the budget substantially – perhaps as much as \$50,000
Rodeo Grounds Infrastructure	Some indicative pricing has been sought	Still seeking costs – may expedite to start in late May/early June 2020 Deferred to 2020/2021
Youth Centre Building	Installation of large shade sails There are limited suppliers of shade sails and Perth suppliers have shown no interest in installations in Menzies and hence prices are unconfirmed at this time	The poles for the sails will interfere with the activities outside the building. Suggest a revised design to cover only a small area. PO has been issued and work to be completed prior to June 30 th July 2020 – underway.
Menzies NW Road Sealing	Waiting on the completion of design drawings Underway	Tendered – to March 2020 Council Meeting April 2020 – works underway; expect completion prior to June 15 Completed
Gravel Roads re-Sheeting and construction Works	Tenders are being prepared Underway	Expect ready for March 2020 Council Meeting April 2020 – contract issued works underway
Bicycle track Menzies Townsite		Looking to expedite this project Deferred to 2020/2021
Housing Capital Works	Houses in Mercer, Onslow and Reid Streets	Quotes are being reviewed – may be considerable savings in in-house completion March 2020 April 2020 – materials are to be purchased prior to June 30.

		To be completed in-house in June/July 2020
Caravan Park Units	Tender process to be finalised Underway	Construction underway – expected delivery May 2020 April 2020 – expected completion and delivery Early June 2020 June 2020 – on site waiting for connection of utilities
Construction of Truck Bay Ablutions	Tender process to be finalised Underway	Purchase order issued, pad being prepared, and water connection applied for, quotes for leach drains underway – March 2020 April 2020 – building plans being produced – expected completion prior to June 30 June 2020 – Contractor now expects a late July 2020 delivery.
Construction of 3 Bedroom House	Tender process to be finalised	Underway – waiting on building plans to be provided and reviewed. March 2020 April 2020 – contract signed. Completion expected late September 2020
Administration Building – Front Counter	In-house – June 2020	Old counter currently being assessed, measured and replacement timber being sought – Expect completion late June 2020 April 2020 – timber has arrived in Menzies – on the BMO project list as a priority
Goongarrie Cottage Maintenance	Securing of the cottages	Item to Council April 2020 on options April 2020 – sourcing wrought iron to protect the doors and

		windows after repairs – late August 2020
Risk Management	Underway – will require external support	Mid 2020 April 2020 – ongoing process
HR Reviews	Underway – positions and duties being reviewed gradually for greater efficiencies	Underway – completion late May 2020 June 2020 – future staffing for considering the 10 year Workforce Plan
Develop Compliance Calendar	Develop an accurate Compliance Calendar for internal and Council information	Underway – completion expected April 2020 April 2020 – being modified and reviewed June 2020 – final review to be carried out.
Develop Internal Activity / Processes Calendar	A calendar of internal activities to guide staff	Expect completion May/June 2020 Delayed to July/August 2020
Updating of all Strategic Plans	Preparations underway	Expect completion April/May 2020. Delayed due to travel restrictions – expect completion by June 30 June 2020 – contractor has not completed the plans - - expect late July 2020
Updating of Disability Plan	Not yet programmed May 2020 - Underway	Expect completion by June 2020 COMPLETED
Amendments to the LG Act	Numerous matters are being implemented with many more to come	Depending on when the Act is finalised – late 2020?

Category	Status
Not Started	
In Progress	
Completed	

COMMENT:

Updated monthly. Completed Items are removed after the Meeting the Item is accepted by Council.

CONSULTATION:

As Applicable.

STATUTORY ENVIRONMENT:

Local Government Act 1995 s5.41

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Not applicable.

RISK ASSESSMENT:

This report will ensure Council is informed about the progress of its resolutions and advising of any reasons for delays.

STRATEGIC IMPLICATIONS:

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.

VOTING REQUIREMENTS:

Simple Majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council accepts the July 2020 Status Update Report.

COUNCIL DECISION:

COUNCIL RESOLUTION:	No. 1904
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MOVED:

SECONDED:

Carried /

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12.5.4

MINUTES OF GVROC MEETINGS

LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
DOCUMENT REF:	As Applicable
DISCLOSURE OF INTEREST:	Nil
DATE:	10 July 2020
AUTHOR:	Peter Money Chief Executive Officer
ATTACHMENT:	12.4.4-1 Unconfirmed GVROC Council Minutes 5 May 2020 12.4.4-2 Unconfirmed GVROC Council Minutes 26 June 2020

IN BRIEF:

This item recommends Council accepts the unconfirmed Minutes from the GVROC meetings of 5 May 2020 and the 26 June 2020.

BACKGROUND:

The Shire of Menzies is a member of the Goldfields Voluntary Regional Organisation of Councils.

The unconfirmed minutes of each of the meetings are attached for Councillor information.

COMMENT:

The GVROC secretariat does not provide confirmed Minutes of the Meetings. Members are advised if the Minutes are amended at any future meetings.

It can be assumed that in most circumstances the unconfirmed minutes will be the same as confirmed Minutes.

CONSULTATION:

Nil.

STATUTORY ENVIRONMENT:

Not applicable.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Council pays membership fees to the GVROC and contributes to projects organised by the NGWG.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Nil	Nil	Nil

STRATEGIC IMPLICATIONS:

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.

VOTING REQUIREMENTS:

Simple Majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council accepts the unconfirmed Minutes from the GVROC meetings of 15 May 2020 and 26 June 2020.

COUNCIL DECISION:

COUNCIL RESOLUTION:	No.
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MOVED:

SECONDED:

Carried /



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GVROC Council Meeting

Friday 15th May 2020
Zoom Video Conference Meeting
9.00am – 12:00pm

Unconfirmed Minutes

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GOLDFIELDS VOLUNTARY REGIONAL ORGANISATION OF COUNCILS (GVROC)

A video conference meeting of the GVROC Council was held Friday 15 May 2020 commencing at 9:00 am

AGENDA

1. OPENING AND ANNOUNCEMENTS

The purpose of the meeting is to discuss business related to the activities of the Goldfields Voluntary Regional Organisation of Councils.

2. DECLARATION OF INTEREST

Pursuant to the Code of Conduct, Councillors and CEOs must declare to the Chairman any potential conflict of interest they may have in a matter before the Goldfields Voluntary Regional Organisation of Councils as soon as they become aware of it. Councillors, CEOs and Deputies may be directly or indirectly associated with some recommendations of the Goldfields Voluntary Regional Organisation of Councils. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

3. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

3.1 Attendance

Cr Mal Cullen (Chair)	President, Shire of Coolgardie
Mr James Trail	CEO, Shire of Coolgardie
Cr Tracey Rathbone	Deputy Shire President, Shire of Coolgardie
Mr John Walker	CEO, City of Kalgoorlie Boulder
Cr Laurene Bonza	President, Shire of Dundas
Mr Peter Fitchat	CEO, Shire of Dundas
Cr Sharon Warner	Councillor, Shire of Dundas
Cr Ian Mickel	President Shire of Esperance
Mr Matthew Scott	CEO, Shire of Esperance
Cr Shelley Payne	Councillor, Shire of Esperance
Cr Patrick Hill	President, Shire of Laverton
Mr Peter Naylor	CEO, Shire of Laverton
Cr Peter Craig	President, Shire of Leonora
Mr Jim Epis	CEO, Shire of Leonora
Cr Greg Dwyer	President, Shire of Menzies
Mr Peter Money	CEO, Shire of Menzies
Cr Ian Goldfinch	Councillor, Shire of Ravensthorpe
Cr Jim Quadrio	President, Shire of Wiluna
Cr Timothy Carmody	Councillor, Shire of Wiluna (left meeting at 11:00am)
Mr Warren Olsen	A/CEO, Shire of Wiluna
Mr Kevin Hannagan	CEO, Shire of Ngaanyatjarraku
Mr Andrew Mann	Executive Officer, GVROC

3.2 Apologies

Cr John Bowler	Mayor, City of Kalgoorlie-Boulder
Cr David Grills	Councillor, City of Kalgoorlie Boulder
Cr Shaneane Weldon	Councillor, Shire of Laverton

Cr Jill Dwyer	Councillor, Shire of Menzies
Mr Gavin Pollock	CEO, Shire of Ravensthorpe
Cr Keith Dunlop	President, Shire of Ravensthorpe
Mr Colin Bastow	CEO, Shire of Wiluna
Cr Damian McLean	President, Shire of Ngaanyatjaraku

3.3 Guests

Hon. Kyle McGinn MLC	Member for Mining and Pastoral Region (left meeting at 9:30am)
Hon Kyran O'Donnell, MLA	Member for Kalgoorlie (left meeting at 10:00am)
Melanie Croke	Regional Executive Director Goldfields Regional and Remote Service Delivery, Department of Communities (for Agenda Item 12.6) (joined the meeting at 9:30am and left at 10:05am)

3.4 Presenters

Erin Bond, Regional Manager Goldfields – Department of Local Government, Sports, Cultural Industries – presentation on relevant key projects for Local Government

3.5 WALGA Representatives

Nebojsa Franich Policy Manager Economics

3.6 DLGSCI Representatives

Erin Bond Regional Manager, Goldfields
Liz Toohey Manager Local Government Policy and Engagement
Jodie Holbrook Director Local Government Policy & Engagement

3.7 GEDC Representatives

Kris Starcevich CEO (left meeting at 10:15am)

3.8 RDAGE Representatives

Jo Swan Director

4. GUEST SPEAKERS

Hon. Kyle McGinn MLC Mining and Pastoral Region

General Update of items of GVROC interest was provided by the Hon. Kyle McGinn

Hon Kyran O'Donnell, MLA Member for Kalgoorlie

General Update of items of GVROC interest was provided by the Hon. Kyran O'Donnell

5. PRESENTATIONS

Department of Local Government, Sports, Cultural Industries (DLGSC) - WALGA Zone Presentation

Presentation Overview

- Who we are and what we do
- Key strategic initiatives
- Support for Local Government
- Business Units
- Broader Government reforms

Was delivered by Erin Bond, Regional Manager Goldfields – Department of Local Government, Sports, Cultural Industries (Attachment 1)

6. MINUTES OF MEETINGS

6.1 Minutes of a Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) held 20 March 2020

Minutes of the GVROC Council Meeting held Friday 20 March 2020 are presented for adoption (Attachment 2).

RECOMMENDATION:

That the Minutes of the GVROC Council Meeting held Friday 20 March 2020 be confirmed as a true and correct record of proceedings.

RESOLUTION:

Moved: Cr Tracey Rathbone - Shire of Coolgardie
Seconded: Mr John Walker - City of Kalgoorlie Boulder

Carried

6.2 Action Sheet Report

An update on the actions based on the resolutions from the meeting held on 20 March 2020 is presented for noting (Attachment 3).

RECOMMENDATION:

That the Action Sheet Report as listed for noting be received.

RESOLUTION:

Moved: Cr Tracey Rathbone - Shire of Coolgardie
Seconded: Cr Peter Craig - Shire of Leonora

Carried

6.3 Matters for Noting

The following matters were presented for noting.

1. Letter from Federal Member for O'Connor, Rick Wilson MP, to the Minister for Local Government, Hon David Templeman MLA dated 9 April 2020 Re: Covid-19 support for Local Government Authorities. (Attachment 15)
2. Response letter from Minister Templeman to Rick Wilson MP, Re: Covid-19 support for Local Government Authorities. (Attachment 16)

RECOMMENDATION:

That the matters for noting listed be received.

RESOLUTION:

Moved: Cr Tracey Rathbone - Shire of Coolgardie
Seconded: Mr Jim Epis - Shire of Leonora

Carried

6.4 Correspondence for Noting

The following correspondence is presented for noting.

1. Letter from Chair of GVROC Re: GVROC request for a Financial Stimulus Package for Local Government Authorities (LGA) in remote and regional areas affected by the COVID-19 pandemic dated 26 March 2020 (Attachment 4).
2. Letter from Minister Templeman Re: GVROC request for a Financial Stimulus Package for Local Government Authorities (LGA) in remote and regional areas affected by the COVID-19 pandemic dated 16 April 2020 (Attachment 5).

RECOMMENDATION:

That the correspondence listed for noting be received.

RESOLUTION:

Moved: Cr Tracey Rathbone - Shire of Coolgardie
Seconded: Mr Jim Epis - Shire of Leonora

Carried

7. GOLDFIELDS VOLUNTARY REGIONAL ORGANISATION OF COUNCILS FINANCE

7.1 Draft Audited Financial Statement for 30 June 2019

Reporting Officer: James Trail, Chief Executive Officer Shire Coolgardie

Disclosure of Interest: No interest to disclose

Date: 8 May 2020

Attachments: Financial Statement and accounts paid to 30 April 2020 (Attachment 6)

Background:

Presenting the financial statement for the period 1 January 2020 to 30th April 2020 and the accounts approved for payment for the period 1 January 2020 to 30th April 2020.

Financial Statement:

The Officer provides the following comment:

Note No	Account No	Details
1	575.01	Interest - Interest on funds held by GVROC
2	1513	Executive Officer - Professional Services
3	1846	Cost for Venture Consultants undertaking Minerals Strategy second payment
4	Other	Payment as per GVROC Resolution for equity share in Records Facility

Accounts Paid:

Payment Type	Date	Payee	Details	Amount inc GST		Expense:
EFT	14-Jan-20	Dundas	Payment from GVROC	\$25,000.00		
EFT	14-Jan-20	Leonora	Payment from GVROC	\$25,000.00		
EFT	16-Jan-20	Laverton	Payment from GVROC	\$25,000.00		
EFT	16-Jan-20	Ravensthorpe	Payment from GVROC	\$25,000.00		
EFT	5-Feb-20	Esperance	Payment from GVROC	\$25,000.00		
EFT	5-Feb-20	Mann Advisory	Executive Fees for December	\$7,040.00	1513	Executive Fees
EFT	5-Feb-20	Australian Venture Consultants	Professionals Services Provided by R Barnett Related to the Project, Goldfields-Esperance Minerals Industry Strategy, Progress Payment	\$12,650.00	1846	Projects general - Member councils
EFT	12-Mar-20	Mann Advisory	Executive Fees for January	\$12,540.00	1513	Executive Fees
EFT	7-Apr-20	Mann Advisory	Executive Fees for February	\$7,040.00	1513	Executive Fees
			Total Expenses paid upto 30th April 2020	\$164,270.00		
CRI	2-Jan-20	Netsaver Account	Credit Interest	\$102.72		
CRI	3-Feb-20	Netsaver Account	Credit Interest	\$65.60		
CRI	2-Mar-20	Netsaver Account	Credit Interest	\$57.42		
CRI	1-Apr-20	Netsaver Account	Credit Interest	\$37.60		
			Total Revenue	\$263.34		

Consultation: Nil

Financial Implications: Funds for the expenditure is included in the 2019/2020 Budget

Strategic Implications: GVROC Strategic Plan 2017-2022 Objective 3

RECOMMENDATION:

That GVROC:

1. Endorse the Statement of Financial Position for the period 1 January 2020 to 30 April 2020 and the accounts approved for payment for the period 1 January 2020 to 30 April 2020 totalling \$164,270.00.
2. Endorse the actions taken by the Shire of Coolgardie Chief Executive Officer to pay for GVROC expenses and receipt of GVROC Revenue.

RESOLUTION:

Moved: *Mr Kevin Hannagan - Shire of Ngaanyatjarraku*

Seconded: *Cr Ian Goldfinch – Shire of Ravensthorpe*

Carried

8. GOLDFIELDS RECORDS STORAGE FACILITY

8.1 Management of Goldfields Records Storage Facility - Update

Reporting Officer: James Trail, Chief Executive Officer Shire Coolgardie

Disclosure of Interest: Nil

Date: May 2020

Attachments: Nil

Background:

At the Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) held 20th March 2020, Council resolved;

RECOMMENDATION:

That the GVROC Council:

1. **Endorse the draft Variation Deed and agree to execute the said Variation Deed as soon as it is finalised for execution.**
2. **Note upon execution of the Variation Deed to the Current Agreement the each of the Withdrawing Regional Group Members [except the Shires of Wiluna and Ngaanyatjarraku which have forgone their rights of the share of assets in the joint venture]; will receive a cash distribution of \$25,000.00 (exc GST).**
3. **Note that for the four remaining parties the operating costs for the unmanned Records Management Facility will be jointly shared and the facility owned in equal shares as per the terms of the new replacement agreement and Transfer of Land outlined in the above report.**
4. **Note upon the above items 1-3 being completed that the Goldfields Record Storage Facility will no longer be a responsibility of the GVROC and the four remaining parties will manage its operations outside of the GVROC.**

Following discussion and debate on this motion a vote for and against was called on the recommendation.

The vote for (Dundas, Coolgardie, Esperance, Kalgoorlie Boulder, Leonora and Menzies)

The vote against (Laverton and Ngaanyatjarraku)

Based on a majority on the motion for recommendation above was carried 6 to 2.

RESOLUTION: **Moved: Mr John Walker – City of Kalgoorlie Boulder**
Seconded: Mr James Trail – Shire of Coolgardie

Carried 6 to 2

Officer's Report:

Following the above resolution of GVROC at the last meeting the GVROC Executive Officer has been in contact with McLeods Barristers and Solicitors to finalise the Deed of Variation for execution but has requested clarification on the easiest way for this to be done given the Covid-19 restrictions.

Ideally the easiest way to have this Deed signed by all parties would be at a future GVROC in person meeting when all were in attendance. However, given the current Covid-19 social distancing restrictions being in place and the GVROC not meeting in person is it acceptable to email a copy of the final Deed to all 10 parties requesting they execute it and then email their signed part back? whereby each of the ten signed execution pages are attached to the Deed effectively making it executed. Or do we have to mail the one Deed document from one LGA to the next to execute the same copy? Our fear here is if the one copy is misplaced or lost then we need to start the process again, and it could take some time to get it through ten LGAs one by one.

McLeods Response to this query received on 1 May 2020 was:

Deed of Variation

Yes, by way of clause 8, the Deed of Variation may be executed in counterparts. The ideal solution is for us to email a copy of the final Deed to each of the 10 parties requesting them to execute the document and send us back an emailed copy of the Deed of Variation.

Transfer of Land form

The document for the transfer of land, however, would have to be executed by each party and mailed from one local government to the next to execute the same copy. Landgate will not accept electronic signatures for registration and will require the hard copy. We understand that it may take some time and we offer our sincere apologies for the delay caused. We will try to expedite this matter from hereon.

Consultation:

GVROC CEOs Group
Shire of Coolgardie Staff

Financial Implications:

As per above Officer's comments execution of the various legal documents would result in four of the withdrawing parties entitled to a \$25,000 payment totalling \$100,000 from the GVROC budget.

Strategic Implications:

N/A

RECOMMENDATION:

That the GVROC Council:

1. Note this update and that the CEOs will each receive a copy of the Variation Deed for execution in the coming weeks.
2. Note when all ten executed copies are received the eligible Withdrawing Regional Group will receive their cash distribution of \$25,000.00 (exc GST).
3. Note that for the four remaining parties will also need to execute the new replacement agreement and Transfer of Land as outlined in the above comments.
4. Note this will then conclude the GVROC's responsibilities for the Records Facility and the four remaining parties will manage its operations outside of the GVROC.

Motion for debate called:

Moved: Mr Kevin Hannagan – Shire of Ngaanyatjarraku
Seconded: Cr Ian Goldfinch – Shire of Ravensthorpe

Motion was made by the Shire of Ngaanyatjarraku's CEO, Kevin Hannagan, that Agenda Item 8.1 recommendations be deferred until the notice of dispute from the Shire of Ngaanyatjarraku is resolved in accordance with the GVROC MoU.

Following discussion and debate on this motion a vote for and against was called on the motion.

The vote for (Ngaanyatjarraku, Wiluna, Dundas, Esperance, Leonora, Laverton and Menzies)

The vote against (Coolgardie, Kalgoorlie Boulder and Ravensthorpe)

Based on a majority, the motion for deferment of the recommendation until the notice of dispute from the Shire of Ngaanyatjarraku is resolved in accordance with the GVROC MoU was deferred carried 7 to 3.

RESOLUTION:

Moved: Cr Patrick Hill – Shire of Laverton
Seconded: Cr Jim Quadrio - Shire of Wiluna

Carried 7 to 3

9. GVROC - LAW AND ORDER

Reporting Officer: Andrew Mann, Executive Officer GVROC

Disclosure of Interest: Nil

Date: May 2020

Attachments: Nil

Background:

City of Kalgoorlie Boulder (CKB), Mayor Bowler tabled at the GVROC meeting on 20 March 2020 a copy of the letter received from the Federal Minister for Aboriginal Affairs, Hon Ken Wyatt regarding the meeting that was held on the 28 January 2020 to further discuss the issues that were raised at the Canberra visit by the CKB in 2019.

At this meeting of the GVROC Council also resolved:

RECOMMENDATION:

That the GVROC Council note the letter from the Hon Ken Wyatt, Minister for Aboriginal Affairs with the outcomes from the meeting on 28 January 2020 and prepare a response back following discussion on this response from this meeting.

RESOLUTION: **Moved: Cr Patrick Hill – Shire of Laverton**
 Seconded: Cr Tracey Rathbone – Shire of Coolgardie

Carried

Officers Comments:

A draft letter of response was prepared by the GVROC Executive Officer for the GVROC Chair. However, after further discussions between the GVROC Chair and Mayor Bowler regarding the matter it was decided to no longer provide the response letter.

Consultation:

GVROC Chair
 Cr John Bowler, Mayor of City Kalgoorlie Boulder

Financial Implications: Nil

Strategic Implications: N/A

RECOMMENDATION:

That the GVROC Council note the update above.

RESOLUTION: **Moved: Cr Tracey Rathbone - Shire of Coolgardie**
 Seconded: Cr Patrick Hill - Shire of Laverton

Carried

10. DESIGNATED AREA MIGRATION AGREEMENT (DAMA)

Reporting Officer: John Walker, CEO, City of Kalgoorlie Boulder

Disclosure of Interest: Nil

Date: May 2020

Attachments: Nil

Background:

The City of Kalgoorlie Boulder (CKB) is the Designated Area Representative (DAR) for the DAMA in the Goldfields. The CKB has established the systems and processes required to manage the DAMA and it launched the Goldfields DAMA website on 24 June 2019 - www.goldfieldsdama.com .

The CKB started accepting applications on 1 July 2019 and will assess applications within 15 working days. Around 80 people attended the 1st Goldfields DAMA information session in April 2019 and around 50 people attended the 2nd Goldfields DAMA information session & website launch – June 2019.

Year 1 - Key Elements:

- Currently restricted to 72 approved occupations
- Ceilings of 500 approved nominations for TSS/ENS visas
- English language concessions for 28 occupations
- Salary concessions for 4 occupations
- Age concessions – an age limit of 50 years old for a PR pathway through ENS (Subclass 186) visa (note: cannot turned 50 at time of PR nomination)
- Provides a pathway to permanent residency (for skill level 1 to 4 occupations)

To date the CKB has:

- Received over 365 DAMA queries.
- The Goldfields DAR has endorsed 17 businesses, which includes 40 TSS/ENS nominations. By the end of February 2020, there may be up to 50 TSS/ENS nominations endorsed by the Goldfields DAR. See the below table for the occupation breakdown:

Occupations	No. TSS/ENS nominations
Bar Attendant (Supervisor)	2
Chef	5
Child Care Worker	4
Community Worker	1
Driller	4
Drillers Assistant	5
Hotel/Motel Manager	4
Mechanical Engineering Technician	1
Motor Mechanic	3
Retail Manager	4
Sports Development Officer	1
Truck Driver	3
Waiter (Supervisor)	2
Welder	1
Grand Total	40

- 27 October 2019 to 24 January 2020, the Goldfields DAMA Workforce Survey was promoted, and businesses are encouraged to fill the survey, seeking additional information and data of what other occupations are needed for the roll out of the Year 2 Goldfields DAMA program.
- Currently, the Goldfields DAR is preparing the negotiation stage of the Goldfields DAMA year 2 program by drafting a deed of variation and annual report to Minister Alan Tudge.

- The type of occupations may be added in the second-year program includes Café or Restaurant Manager, Cook, Greenkeeper, ICT Customer Support Officer, Rope Access Technician, Hairdressers and many more. The negotiation will be signed and finalised in late-March 2020.

Officers Comments

The CKB has advised there is nothing further to report since the last GVROC meeting on 20 March 2020. The business case for the year 2 DAMA is still sitting with the Senior Executive in Home Affairs for internal clearance before it gets to Minister Tudge's office. They are hoping that the Minister will receive the application by the end of May.

RECOMMENDATION:

That the GVROC Council note the officer's comments and status of the final Deed Variation Agreement for the 2nd year DAMA program rollout.

RESOLUTION:

Moved: Cr Tracey Rathbone - Shire of Coolgardie

Seconded: Cr Ian Mickle – Shire of Esperance

Carried

11. GVROC STRATEGIC WORKING GROUP

11.1 GVROC Strategic Working Group meeting held 19 March 2020

Reporting Officer: Andrew Mann, Executive Officer, GVROC

Disclosure of Interest: Nil

Date: May 2020

Attachments: Draft Outline of GVROC Economic Policy Paper (Attachment 7)

Background:

No further meetings of the Strategic Working Group have been held since the 19th March 2020, due to the restrictions in place with Covid-19.

Officer Comment:

Following the actions from its last meeting on 19 March 2020, an economic policy paper for the GVROC is being drafted that can be utilised to lobby the State and Federal Governments as part of the economic recovery stimulus plans post Covid-19 and also during the upcoming State and Federal Government elections.

This Economic Policy Plan (Plan) is being developed by the GVROC to position, assist and drive growth for the region. It considers a number of key government policy settings, regulations and funding programs at a Federal and State level, that if reformed or addressed could enable the GVROC members to grow their communities in a sustainable way on par with the major capital cities, which will provide significant social and economic benefits to not only the region, but also for the State and Nation.

The plan will provide GVROC with a united regional voice from each of its ten local government authorities' members of what they would like to see delivered by the current and future State and Federal Governments.

The Plan will also take into consideration the current effect of the Covid-19 Pandemic and the future economic stimulus measures that the GVROC would like to see funded and implemented by State and Federal Governments in conjunction with the GVROC members to stimulate and grow these regional cities, towns and communities into thriving and strong economic communities.

The attached draft outline of the GVROC Economic Policy Paper is presented for discussion and input of GVROC to get agreement on the key areas being targeted or adding further areas to be included.

Consultation:

GVROC Chair
GVROC Strategic Working Group

Financial Implications:

Still to be determined

Strategic Implications:

GVROC Strategic Plan 2017-2022

RECOMMENDATION:

That the GVROC Council:

1. note the update above.
2. Endorse the key economic policy areas being targeted in the Draft Paper or as outlined in the general discussion on this item.

RESOLUTION:

Moved: Cr Tracey Rathbone - Shire of Coolgardie
Seconded: Mr Jim Epis - Shire of Leonora

Carried

12. GOLDFIELDS VOLUNTARY REGIONAL ORGANISATION OF COUNCILS BUSINESS

12.1 GVROC Memorandum of Understanding (MOU) 2020 -2022 and Meeting Procedures

Reporting Officers:	Andrew Mann, Executive Officer GVROC
Disclosure of Interest:	Nil
Date:	May
Attachments:	GVROC MOU 2020-2022 (Attachment 8) GVROC Meeting Procedures (Attachment 9)

Background:

GVROC is a regional grouping of local governments that operates by way of a Memorandum of Understanding (MOU).

The CEO for the Shire of Ngaanyatjarraku, Kevin Hannagan, enquired with the GVROC Executive Officer after the meeting held on 20 March 2020 for a copy of the GVROC MOU and its current meeting procedures, as the Shire did not have any records of these on hand.

When looking for this it was revealed that the last GVROC MOU that was executed was for the period July 2015 – October 2017 and had not been reviewed or renewed on the annual basis as it stipulated.

As a result, and in discussion with the GVROC Chair, it was agreed that a new MOU be drafted for execution between all parties for the period 2020 to 2022, which is attached for discussion and endorsement.

The Executive Officer also found that while the GVROC had an MOU in place that had expired, it did not have in place any formal meeting procedures or standing orders that guide its meetings. The Executive Officer has liaised with Tony Brown, Executive Manager Governance & Organisational Services at WALGA, to see if it was a requirement for GVROC to have a set of meeting procedures or standing orders as is required for LGAs. Tony's advice was that:

“Zones and VROC's are informal entities, so Standing Orders are not are requirement, however you can operate under meeting procedures, as it is good practice to have procedures for all to follow. The metropolitan Zones operate with Standing Orders. I have attached a copy of the South East Metropolitan Zone meeting procedures, which can be used as a template and make any changes you require. I have also attached WALGA Standing Orders and again you can copy any part of these that you would like to.

Based on this advice, a set of Meeting Procedures for the GVROC have been drafted and attached for consideration by the GVROC and endorsement.

Comment:

As per background above.

Consultation:	GVROC Chair WALGA
Financial Implications:	N/A
Strategic Implications:	N/A
Voting Requirement:	Simple majority

RECOMMENDATION:

It is recommended that the GVROC:

1. Note and endorse the updated MOU and new Meeting Procedures.
2. Request each GVROC Local Government President/Mayor and CEO execute under seal Schedule 1 of the MOU and return via scanned pdf page to the Executive Officer for collation with the MOU.
3. Note on receipt of all ten executed sections the Executive Officer will distribute the final executed copy to all CEOs for their records.

Motion called for deferment:

Moved: *Cr Ian Mickle – Shire of Esperance*
Seconded: *Mr Jim Epis – Shire of Leonora*

Request was made by the Shire of Esperance President, Ian Mickle, to defer the above recommendation to a future meeting once the Records Storage Facility at Item 8.1 has been resolved.

Following discussion and debate on this motion a vote for and against was called on the motion which was carried unanimously.

RESOLUTION:

Moved: *Cr Ian Mickle – Shire of Esperance*
Seconded: *Mr Jim Epis – Shire of Leonora*

Carried

12.2 Establishing a Camel Industry – Update Report

Reporting Officer: Andrew Mann, Executive Officer GVROC

Disclosure of Interest: Nil

Date: May 2020

Attachments: Nil

Background:

During the last few GVROC meetings the issue of dealing with the increased number of Feral Herbivores (including camels) has been discussed and presentations given from various industry stakeholders. While the current process has been to undertake planned culls, the GVROC is looking at alternative opportunities that could be progressed that actually turn this problem into a solution and a potential new industry for the region. It is estimated that the number of camels is projected to double every 8 to 10 years at a pace of approximately 10% a year, highlighting this growing problem.

At the 20 March 2020 meeting, GVROC resolved:

RECOMMENDATION:

That the GVROC:

1. **Note the update.**
2. **Agree to partner with the GEDC and endorse the Scope of Works proposal to engage a consultant to undertake a Camel Industry Analysis Report.**
3. **Agree to contribute \$10,000 towards the proposed \$50,000 cost for the Camel Industry Analysis Report consultancy with the GEDC.**
4. **Not Agree at this stage to allow the Camel Hub proponents, Nat James (Southern Star Holdings) and Gilad Berman to join as a partner to the existing MOU between GVROC and GNRBA in regards of dealing with Feral Camels. This decision will be reviewed once the GEDC Camel Industry Analysis Report is finalised and considered.**
5. **Not agree at this stage to contribute towards the \$30,000 Moore Stephens Camel Hub feasibility study as per the request, until the GEDC Camel Industry Analysis Report is finalised and considered.**

RESOLUTION: **Moved: Cr Tracey Rathbone – Shire of Coolgardie**
Seconded: Cr Ian Mickel – Shire of Esperance

Carried

Comment:

The GVROC Chair and Executive Officer have continued to work with the GEDC, GNRBA, DPIRD and industry stakeholders to progress the Request for Quotation (RfQ) for the Camel Industry Analysis Report.

The RfQ closed on 20 April 2020 and resulted in six submissions from a broad range of consultants to undertake the Analysis. The assessment panel met on 24 April 2020 and consisted of Mal Cullen (GVROC), Gina McPharlin (DPIRD) and Regan Brewer (GEDC). Following the assessment process, Quantum Consulting was agreed as the preferred quotation. Lead consultant Simon Hood from Quantum will be joined by Peter Backshall (Market Trade) and Dr Gaye Mackenzie (Land Alliance) to undertake the Analysis at a cost of \$49,990 (inc GST).

The GEDC as the lead for the project has spoken to Simon who has confirmed the team's availability and that they are keen to commence. The contract between GEDC and Quantum Consulting has been finalised with the initial working group meeting with the consultants was held on Monday 11 May 2020.

The working group for the project consists of:

- Regan Brewer (GEDC)
- CR. Malcolm Cullen (GVROC)
- Andrew Mann (GVROC)

- Michelle Donaldson (GNRBA)
- Bruce Mullen (DPIRD)

In regard to the budget and timing of the GVROC contribution, the GEDC and DPIRD have requested that the GVROC contribution be paid to consultants at the end of the finalisation of the report, which will occur in the 2020/21 financial year. GEDC and DPIRD will pay their contributions against the initial milestone payments this financial year.

The final industry analysis report will define the broad impact and economic benefits that may result and how it could assist to mitigate the current camel management issues being experienced in the region. The Goldfields-Esperance Camel Industry Analysis will provide a regional approach to an industry analysis of the initial feasibility of all options and proposals, resulting in recommendations for government support and the opportunity to develop funding sources for individual proposals and projects. The industry analysis work will be used to support agribusiness development in the region through the emergence of a new camel industry and associated businesses.

Consultation:

Mal Cullen	GVROC Chair
Kris Starcevich	GEDC
Regan Brewer	GEDC
Michelle Donaldson	GNRBA
	DPIRD

Financial Implications: \$10,000 in the 2020/21 financial year

Strategic Implications: GVROC Strategic Plan 2017-2022
Objective 1, Goal 1.1

RECOMMENDATION:

That the GVROC note this update.

RESOLUTION:

Moved: Mr Peter Naylor - Shire of Laverton
Seconded: Cr Laurene Bonza – Shire of Dundas

Carried

12.3 **GVROC Drought Relief Committee update**

Reporting Officers:	Peter Fitchat – CEO Shire of Dundas Andrew Mann, Executive Officer - GVROC
Disclosure of Interest:	Nil
Date:	May 2020
Attachments:	Letter from Minister for Water – Re: Commonwealth Drought Support Community Program

Background:

On 15 November 2019 at the GVROC meeting a motion was adopted to establish a Drought Relief Committee subject to terms of reference being established and endorsed out of session by the GVROC.

On 31 January 2020 at the GVROC meeting it was resolved:

RECOMMENDATION:

That the GVROC:

1. **Note the Final ToR and formally endorse the establishment of a Drought Committee to further address this issue.**
2. **Endorse the following representatives as members of the Drought Relief Committee:**
 - a. **Chair of GVROC: Cr Mal Cullen – Shire of Coolgardie**
 - b. **Three GVROC delegates as follows: Cr Laurene Bonza – Shire of Dundas, Cr Jim Quadrio and Cr Tim Carmody – Shire of Wiluna**
 - c. **Two GVROC CEOs as follows: Mr Peter Fitchat – Shire of Dundas and Mr Colin Bastow – Shire of Wiluna**

RESOLUTION: **Moved: Cr Laurene Bonza – Shire of Dundas**
Seconded: Cr Tracey Rathbone – Shire of Coolgardie

CARRIED

Officer Comment:

The Drought Relief Committee was initially set to have its first meeting on the 26 February 2020. However, due to unforeseen circumstances the meeting had to be postponed. The Covid-19 situation has now also delayed the Committee's ability to hold its first meeting.

Peter Fitchat has taken on the role of organising the Committee from the Shire of Wiluna and is keeping note of any drought focussed information coming from the Federal or State Governments in the interim until such time that this committee can start to meet.

In this context, Peter received the attached letter from the Minister for Water, Hon Dave Kelly, on 19 February 2020 regarding his concerns with the Commonwealth Drought Community Programme (see attachment 10).

Peter has also had further meetings with Kyran O'Donnell MLA Kalgoorlie Liberal Party and the new candidate for the Kalgoorlie National Party Rowena Olsen to raise the issue of drought in the region.

The Shire of Dundas has also significantly highlighted the drought situation through its submission to the Royal Commission into National Natural Disaster Arrangements. The Commission is accepting public submissions on Australia's preparedness for, and response to, natural disasters drawing on what many Australians experienced during the 2019-20 bushfire season. Individuals, organisations, community groups and the broader community are welcome to make submissions. The information provided to the Royal Commission will assist the Commission in its work. A submission is a statement to the Royal Commission which assists the Commission in collecting information that is relevant to the inquiry as set out in the terms of reference (<https://naturaldisaster.royalcommission.gov.au/>).

Consultation: GVROC
 GVROC CEOs

Financial Implications: TBD

Strategic Implications:

Improved Sustainability, Job creation and retention of Primary Industry well into the future.

RECOMMENDATION:

That the GVROC note the update provided.

RESOLUTION:

Moved: Cr Tracey Rathbone - Shire of Coolgardie

Seconded: Cr Laurene Bonza – Shire of Dundas

Carried

12.4 Bushfire Mitigation Strategy and Preparedness - Update

Reporting Officers: Peter Fitchat, CEO Shire of Dundas
James Trail, CEO Shire of Coolgardie

Disclosure of Interest: Nil

Date: May 2020

Attachments: Nil

Background:

At the GVROC meeting on 31 January 2020, the GVROC resolved:

RECOMMENDATION:

That the GVROC:

1. **Note the impact and issues that have arisen in mitigating the recent bushfires in the region as per the report.**
2. **Nominate a team from the GVROC CEOs, with assistance from the Executive Officer to develop a detailed and joint GVROC Bushfire Mitigation Strategy for presentation to the State and Federal Government's for consideration, action and funding.**
3. **Consider the formation of a regional multi agency working group (similar to the South East Fire Working group) to develop a proactive long-term mitigation plan on the ground.**
4. **Note the formation of the National Bushfire Recovery Agency along with a new national bushfire recovery fund with an initial \$2 billion commitment, and for the GVROC CEO Bushfire Mitigation Strategy Team to provide input to the RDAGE for consideration in the design and implementation of these funds.**
5. **Note the current Federal Government House of Representatives Inquiry outlined in this item and consider making a joint GVROC submission with the Shire of Dundas as the lead.**

RESOLUTION: **Moved: Cr Tracey Rathbone – Shire of Coolgardie**
Seconded: Cr Peter Craig – Shire of Leonora

CARRIED

Officers Comment:

Peter Fitchat and James Trail have continued to liaise with DFES regarding assistance and the process of developing up a Bushfire Mitigation Strategy.

As part of these discussions they are continuing to work through the requirements for the DFES Bushfire Risk Management Planning Program with funding allocated to employ a Bushfire Risk Program Coordinator (BRPC) to develop a Bushfire Risk Management Plan (BRMP) as reported at the last GVROC meeting in March 2020.

For the Goldfields region the plan is to have a BRPC hosted by the Shire of Dundas in 2020/21, Shire of Coolgardie in 2021/22 and City of Kalgoorlie Boulder in 2022/23.

Consultation: Shire of Dundas
Shire of Coolgardie
Shire of Esperance
DFES

Financial Implications: TBD

Strategic Implications: GVROC Strategic Plan 2017-2022

RECOMMENDATION:

That the GVROC note the update on bushfire mitigation and strategy and preparedness for the region.

RESOLUTION:

Moved: Cr Tracey Rathbone - Shire of Coolgardie

Seconded: Cr Laurene Bonza – Shire of Dundas

Carried

12.5 \$100m short-term lending facility to support local governments and universities through COVID-19

Reporting Officers:	Andrew Mann, Executive Officer - GVROC
Disclosure of Interest:	Nil
Date:	May 2020
Attachments:	Ministerial Media Statement Release 7 May 2020 (Attachment 11)

Background:

On 7 May 2020, the Western Australian Government released a Media Statement from the Hon Ben Wyatt LLB MSc MLA Treasurer; Minister for Finance; Aboriginal Affairs; Lands, the Hon Sue Ellery BA MLC Minister for Education and Training; and the Hon David Templeman Dip Tchg BEd MLA Minister for Local Government; Heritage; Culture and the Arts, which announced a new lending facility to support local governments and universities impacted by reduced revenue due to the COVID-19 pandemic (Attachment 11) or <https://www.mediastatements.wa.gov.au/Pages/McGowan/2020/05/100-million-dollar-short-term-lending-facility-to-support-local-governments-and-universities-through-COVID-19.aspx> .

It highlighted that the McGowan Government:

- Has created a new lending facility to support local governments and universities facing cash flow pressures due to COVID-19
- Taken advantage of record low interest rates to provide low cost access to liquidity for these essential sectors
- No loan guarantee fee will be charged on borrowings under this facility, which will save the sector \$700,000

Officer Comment:

The release of this announcement has not been well received by the GVROC LGAs. Most feel that this is an absolute smack in the face to the LG sector, as the State and Federal Governments have been handing out stimulus funding to all and sundry during the pandemic period, while the LGA Sector has been asked / instructed to shoulder a huge load. Now instead of some funding to assist the LGA sector they only get offered an interest free loan arrangement.

Many also have stated that given the current load being burdened and the reduction in income from frozen or reduced rates, many LGAs will not be able to take on more debt through loans as they will struggle just to meet existing loans in place. Even with interest free loans, taking on more debt could result in some LGAs being insolvent and as such they will not even access this lending facility.

Further discussion is required with LGA sector by the DLGSC and WALGA to look at what other alternative assistance and funding could be made available.

Consultation:	GVROC Chair GVROC CEOs DLGSC WALGA
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Financial Implications:	TBD
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Strategic Implications:

Improved Sustainability, Job creation and retention of Primary Industry well into the future.

RECOMMENDATION:

That the GVROC note the release and respond through the DLGSC and WALGA to ensure that the Treasurer and Ministers understand the issues and implications that this lending facility will result in.

RESOLUTION:	Moved: Mr Peter Fitchat – Shire of Dundas Seconded: Cr Tracey Rathbone - Shire of Coolgardie
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Carried

12.6 Department of Communities COVID-19 Welfare Response

Reporting Officers:	Jim Epis, CEO – Shire of Leonora
Disclosure of Interest:	Nil
Date:	May 2020
Attachments:	Department of Communities COVID-19 Welfare Response for the Shire of Ashburton Area (Attachment 12) State Welfare Emergency Committee – Terms of Reference (Attachment 13)

Background:

Under the State Emergency Welfare Plan for the COVID-19 Response, which has been activated, the Department of Communities takes primary responsibility for coordinating the provision of welfare services across Western Australia.

A State Welfare Emergency Committee (SWEC) has been established to provide advice to the State Welfare Coordinator as an advisory, consultative and reference group. Its Terms of Reference are attached.

Emergency welfare services are defined in the State Emergency Welfare Plan as:

- Emergency accommodation
- Emergency food provision
- Emergency clothing and personal requisites
- Personal support services
- Registration and reunification
- Financial Assistance.

Officer Comment:

I refer to the attachment 12, Department of Communities COVID-19 Welfare Response for the Shire of Ashburton Area. It is understood that other Responses have been prepared for other local governments in that Region as well.

The CEO for the Shire of Leonora has asked the GVROC CEOs on whether any of GVROC LGAs have received this type of assistance from the Department of Communities, like what has been prepared for the Shire of Ashburton.

The CEO from The Shire of Esperance has advised they have been trying to get assistance from Department of Communities with regards to stranded travellers (particularly Foreign travellers) since the State Emergency Welfare Plan was implemented (3 weeks ago). Regrettably Local and Regional representatives are still trying to get a policy position from higher above before they can commit.

Consultation: GVROC Chair
GVROC CEOs

Financial Implications: TBD

Strategic Implications: TBD

RECOMMENDATION:

That the GVROC:

1. Note the Terms of Reference for the Department of Communities led State Welfare Emergency Committee.
2. Request that the Chair of GVROC write to the SWEC requesting assistance for the GVROC LGAs like what has been provided to the Shire of Ashburton.

RESOLUTION: **Moved: Cr Tracey Rathbone - Shire of Coolgardie**
Seconded: Cr Laurene Bonza – Shire of Dundas

Carried

13. AGENCY REPORTS**13.1 WALGA**

WALGA President's Report – May 2020 (Attachment 14)

WALGA verbal update report by Nebojsa Franich

13.2 Department of Local Government, Sport and Cultural Industries

DLGSCI verbal update report by Jodie Holbrook

13.3 Goldfields Esperance Development Commission

GEDC verbal update report by Kris Starcevich.

13.4 RDA Goldfields Esperance

RDAGE verbal update report provided by Ms Jo Swan

RECOMMENDATION:

That the GVROC note the Agency Reports as provided.

RESOLUTION:

Moved: Cr Tracey Rathbone - Shire of Coolgardie
Seconded: Mr Peter Fitchat – Shire of Dundas

Carried

14. LATE ITEMS as notified, introduced by decision of the Meeting

Nil.

15. FUTURE GVROC COUNCIL MEETINGS/FUNCTIONS

Next Meetings

With the continuing situation of the COVID-19 “Corona Virus” the ability of holding future meetings in person is a watching brief. This will be reviewed at each meeting by GVROC and until a change in the situation that allows for in person meetings, all meetings will be conducted through Zoom video conferencing.

In noting the above, the following suggested dates in 2020 have been set for the remaining GVROC meetings.

- Date TBC – Special GVROC meeting to resolve Records Storage Facility Item
- 26 June 2020 – GVROC Special Budget Meeting (video conference)
- 10 July 2020 (Laverton)
- 11 September 2020 – (Venue TBC – originally was scheduled 5-7 August to coincide with WALGA State Conference & Convention)
- 13 November 2020 (Coolgardie)

The following are the WALGA State Council meeting dates in 2020 with suggested GVROC Zoom video conference meeting dates prior to these to inform the GVROC’s representatives attending the meetings with relevant input for State Council Agenda Items:

- 3 June 2020 Budget meeting - (WALGA advise no need for GVROC video conference for budget meeting)
- 1 July 2020 - (GVROC Video conference 26 June 2020)
- 3-4 September 2020 Regional meeting Broome - (GVROC Video conference 28 August 2020)
- 2 December 2020 - (GVROC Video conference 27 November 2020)

16. CLOSURE OF MEETING

There being no further business the Chair declared the meeting closed at 11:25am.



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GVROC Special Council Meeting

Friday 26th June 2020
9.45am – 11:00am
Zoom Video Conference Meeting

Unconfirmed Minutes

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GOLDFIELDS VOLUNTARY REGIONAL ORGANISATION OF COUNCILS (GVROC)

A special video conference meeting of the GVROC Council was held Friday 26 June 2020 commencing at 9:45 am

AGENDA

1. OPENING AND ANNOUNCEMENTS

The purpose of the special meeting is to discuss confidential business related to the budget and records storage facility activities of the Goldfields Voluntary Regional Organisation of Councils.

2. DECLARATION OF INTEREST

Pursuant to the Code of Conduct, Councillors and CEOs must declare to the Chairman any potential conflict of interest they may have in a matter before the Goldfields Voluntary Regional Organisation of Councils as soon as they become aware of it. Councillors, CEOs and Deputies may be directly or indirectly associated with some recommendations of the Goldfields Voluntary Regional Organisation of Councils. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

Nil declaration of interests.

3. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

3.1 Attendance

Cr Mal Cullen (Chair)	President, Shire of Coolgardie
Mr James Trail	CEO, Shire of Coolgardie
Cr Tracey Rathbone	Deputy Shire President, Shire of Coolgardie
Mr John Walker	CEO, City of Kalgoorlie Boulder left the meeting at 10:00am
Cr Laurene Bonza	President, Shire of Dundas
Mr Peter Fitchat	CEO, Shire of Dundas
Cr Sharon Warner	Councillor, Shire of Dundas
Cr Ian Mickel	President Shire of Esperance
Mr Shane Burge	A/CEO, Shire of Esperance
Cr Shelley Payne	Councillor, Shire of Esperance
Cr Patrick Hill	President, Shire of Laverton
Mr Peter Naylor	CEO, Shire of Laverton
Cr Peter Craig	President, Shire of Leonora
Mr Jim Epis	CEO, Shire of Leonora
Cr Greg Dwyer	President, Shire of Menzies
Cr Jill Dwyer	Councillor, Shire of Menzies
Mr Peter Money	CEO, Shire of Menzies
Cr Jim Quadrio	President, Shire of Wiluna
Cr Timothy Carmody	Councillor, Shire of Wiluna
Mr Warren Olsen	A/CEO, Shire of Wiluna
Mr Kevin Hannagan	CEO, Shire of Ngaanyatjarraku
Mr Andrew Mann	Executive Officer, GVROC

3.2 Apologies

Cr John Bowler	Mayor, City of Kalgoorlie-Boulder
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Cr David Grills	Councillor, City of Kalgoorlie Boulder
Cr Shaneane Weldon	Councillor, Shire of Laverton
Cr Keith Dunlop	President, Shire of Ravensthorpe
Mr Gavin Pollock	CEO, Shire of Ravensthorpe
Cr Ian Goldfinch	Councillor, Shire of Ravensthorpe
Cr Damian McLean	President, Shire of Ngaanyatjarraku

4. MINUTES OF MEETINGS

4.1 Minutes of a Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) held 15 May 2020

Minutes of the GVROC Council Meeting held Friday 15 May 2020 are presented for adoption (**Attachment 1**).

RECOMMENDATION:

That the Minutes of the GVROC Council Meeting held Friday 15 May 2020 be confirmed as a true and correct record of proceedings.

RESOLUTION:

Moved: Cr Tracey Rathbone – Shire Coolgardie
Seconded: Cr Ian Mickel - Shire of Esperance

CARRIED

5. GOLDFIELDS VOLUNTARY REGIONAL ORGANISATION OF COUNCILS FINANCE

5.1 Proposed 2020/2021 Budget

Reporting Officer: James Trail, Chief Executive Officer, Shire of Coolgardie

Disclosure of Interest: No interest to disclose

Date: 24 June 2020

Attachments: GVROC Proposed Draft Budget 2020/2021 (**Attachment 2**)
GVROC Projected Financial Position 30 June 2020 (**Attachment 3**)

Background:

At the GVROC Council Meeting on Friday 28th June 2019 Council resolved;

That the GVROC Council

1. **Adopt the Draft Budget for the year ending 30 June 2020 Version 2 with each Member Council contribution remaining at \$10,000 (excluding GST)**
2. **Endorse a cash distribution to each Local Government of \$25,000 (ex GST)**

RESOLUTION: **Moved: Cr Tracey Rathbone – Shire Coolgardie**
Seconded: Mr John Walker – City Kalgoorlie - Boulder

CARRIED

Officer Comment:

The Chair of the GVROC CEO's group will provide additional information where requested on the projected financial position for period ending 30 June 2020 and the proposed draft budget for 2020/2021 as highlighted in the attachments. It is proposed annual membership fees remain the same as those charged in 2019/20.

Consultation: GVROC Chair

Financial Implications: Funds for expenditure are included in the 2020/2021 Budget

Strategic Implications: GVROC Strategic Plan 2017-2022 Objective 3

RECOMMENDATION:

That the GVROC Council Adopt the Proposed Draft Budget for the year ending 30 June 2021 with each Member Council contribution remaining at \$10,000 (excluding GST)

RESOLUTION: **Moved: Cr Tracey Rathbone – Shire Coolgardie**
Seconded: Mr John Walker – City Kalgoorlie Boulder

Carried

6. GOLDFIELDS RECORDS STORAGE FACILITY

6.1 Management of Goldfields Records Storage Facility - Update

Reporting Officers:	James Trail, Chief Executive Officer, Shire of Coolgardie Andrew Mann, Executive Officer, GVROC
Disclosure of Interest:	Nil
Date:	June 2020
Attachments:	Kott Gunning – Notice of Dispute dated 21 May 2020 (Attachment 4) Kott Gunning – Without Prejudice Proposal. (Attachment 5) Index of initial supporting documents (Items 1 to 11 listed below) Records Facility Market Valuation (Attachment 6) Goldfields Records Storage Facility Update report and Draft Profit and Loss Financials for 2019-20 (Attachment 7) Goldfields Records Storage Facility Profit and Loss Financials for 2018/19 (Attachment 8)

Background:

At the Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) held 15th May 2020 the following recommendation was proposed:

RECOMMENDATION:

That the GVROC Council:

1. Note this update and that the CEOs will each receive a copy of the Variation Deed for execution in the coming weeks.
2. Note when all ten executed copies are received the eligible Withdrawing Regional Group will receive their cash distribution of \$25,000.00 (exc GST).
3. Note that for the four remaining parties will also need to execute the new replacement agreement and Transfer of Land as outlined in the above comments.
4. Note this will then conclude the GVROC's responsibilities for the Records Facility and the four remaining parties will manage its operations outside of the GVROC.

Subsequently a motion was made at the meeting by the Shire of Ngaanyatjarraku's CEO, Kevin Hannagan, that the recommendations to progress with the Deed of Variation to the Records Facility Agreement above lie on the table until the notice of dispute from the Shire of Ngaanyatjarraku is resolved in accordance with the GVROC MoU.

Following discussion and debate on this motion a vote for and against was called on the motion.

The vote for (Ngaanyatjarraku, Wiluna, Dundas, Esperance, Leonora, Laverton and Menzies)

The vote against (Coolgardie, Kalgoorlie Boulder and Ravensthorpe)

Motion Resolution:

The motion was passed to lie on the table the recommendation until the notice of dispute from the Shire of Ngaanyatjarraku is resolved in accordance with the GVROC MoU carried 7 to 3.

Carried 7 to 3

Officer's Report:

Subsequent to this meeting, the Shires of Ngaanyatjarraku and Wiluna, through their legal team, Kott Gunning, served a notice of dispute (see **Attachment 4**) dated 21 May 2020 regarding the Records Facility Agreement on each of the original local governments named in the agreement, requesting that this notice of dispute and supporting documents (refer to Index below) be discussed at the next official meeting of the GVROC.

INDEX OF SUPPORTING DOCUMENTS

Item Number	Item description
1	2015-2017 Goldfields Voluntary Regional Organisation of Councils (GVROC) Memorandum of Understanding
2	Records Agreement dated 1 February 2013
3	Letter from Ngaanyatjarraku to the Shire of Coolgardie (Coolgardie) dated 20 September 2019
4	Letter from Coolgardie to Ngaanyatjarraku dated 7 December 2018
5	Email from Katrina Boylan of Wiluna to the CEOs of the Joint Venture members and others enclosing letter from Wiluna to Coolgardie dated 27 June 2019 and said letter
6	Market valuation report for the Facility dated 5 December 2018 – part of the confidential attachments to the GVROC Council Meeting of 1 February 2019
7	Email chain between James Trail of Coolgardie and Colin Bastow of Wiluna and various other GVROC members dated between 13 May 2019 and 24 May 2019
8	Email chain between Kevin Hannagan of Ngaanyatjarraku to James Trail of Coolgardie dated between 29 June 2019 to 5 July 2019
9	Variation to the Archives and Records Management Agreement prepared by McLeods but not executed
10	GVROC Council Meeting minutes held 3 May 2019
11	GVROC Council Meeting minutes held 28 June 2019

Included with the notice of dispute was a further without prejudice proposal from Kott Gunning on behalf of its clients that outlines the preferred resolution to this matter (**Attachment 5**).

Additionally to the documents received from Kott Gunning, the facility asset owner, the City of Kalgoorlie Boulder as mentioned by their CEO, John Walker at the meeting on 15 May 2020, undertook a new independent market valuation of the facility, conducted by Opteon and received on 22 June 2020, in preparation for its sale. A copy of this valuation can be found at **Attachment 6**, which estimates the current value of the facility to be estimated at \$500k (with a market range between \$475-525k), however with a note around the probable difficulty of a sale in the current climate with Covid-19 and its economic impact.

The Shire of Coolgardie's CEO, James Trail, also notified all local government parties to the Joint Venture post the last GVROC meeting that he had instructed for the facility to be closed effective 15 May 2020. A sign was placed on the door and the mobile phone has been diverted to the Shire's main landline number.

The Shire of Coolgardie has also provided an update and draft Profit and Loss financials for 2019/20 as of 31 May 2020 (**Attachment 7**) for the Goldfields Records Storage Facility, which currently shows a shortfall (loss) of \$55,587 for the 2019/20 year prior to contributions from GVROC members using the facility. Also included by the Shire of Coolgardie is the previous year's 2018/19 Profit and Loss financials (**Attachment 8**) to assist in the discussion on the annual income and expenditure of the Joint Venture during the period of its operation.

The Shire of Coolgardie also advise that the following councils currently have boxes stored at the Goldfields Records Storage Facility.

Shire of Coolgardie	194 (first 100 free)
Shire of Dundas	78 boxes (first 100 free)
City of Kalgoorlie-Boulder	1460 boxes (first 100 free)
Shire of Leonora	64 (first 100 free)
Shire of Menzies	135 (first 100 free)

In the financial year 2018/19 contributions were made by all GVROC members towards the facilities operations. As a consequence of the GVROC resolution at its meeting held 28th June 2019 (**see Item 11**), contributions towards the operations for the 2019/20 year will be requested from the Shire's of Coolgardie, Dundas and Leonora and the City of Kalgoorlie. Given the Shire of Menzies is still utilising the facility it is also proposed that they be requested to contribute for the 2019/20 financial year operations.

The detailed financial information for the facility is being entered into MYOB for both the financial year 2019/20 and 2018/19. It is anticipated a further detailed update will be able to be provided by the Shire of Coolgardie CEO at this meeting. A set of full financial statements to determine the assets and liabilities of the Joint Venture as at the winding up will also be finalised post the decision at this meeting.

Based on the above information and updates on the financial position, the without prejudice proposal as outlined in the Attachment 5, if undertaken will fully close the Goldfields Records Storage Facility matter for GVROC with all parties receiving equal shares from the sale of the assets less all liabilities. It will then be up to all individual local governments to manage their own records keeping storage solutions as is required under the Act.

However, before this without prejudiced proposal is addressed by the GVROC, it must first address the recommendation that was laid on the table from its meeting of 15 May 2020.

Consultation: GVROC
GVROC CEOs Group
Shire of Coolgardie Staff

Financial Implications: If the without prejudiced proposal resolution is supported, each party to the Records Facility Agreement will receive an equal share of the value of the asset sale less any outstanding liabilities. No impact to the current GVROC cash reserves. If existing recommendation is adopted, it will have \$100,000 to \$150,000 impact on cash reserves to payout the withdrawing parties.

Strategic Implications: Removes the item from the GVROC agenda.

RECOMMENDATION:

That the GVROC Council in relation to recommendations 1 to 4:

1. Note the report on the Goldfields Records Storage Facility Draft Financials 2019-20
2. Request a final detailed financial report for the period ending 30th June 2020 be presented to the GVROC Council Meeting on the 10th July 2020.
3. Note invoices need to be raised to the City of Kalgoorlie-Boulder, Shires of Coolgardie, Dundas, Leonora and Menzies for 12 months to cover the 2019/20 operational costs of the facility.
4. Note the current market valuation of the Goldfields Records Storage Facility of \$500,000 (with a market range of \$475,000 to \$525,000).

RESOLUTION: **Moved: Mr Kevin Hannagan - Shire of Ngaanyatjarraku**
Seconded: Cr Timothy Carmody - Shire of Wiluna

Carried

5. That GVROC reject the recommendation as proposed at its meeting of 15 May 2020 which was laid on the table as follows:
 - a. Note this update and that the CEOs will each receive a copy of the Variation Deed for execution in the coming weeks.
 - b. Note when all ten executed copies are received the eligible Withdrawing Regional Group will receive their cash distribution of \$25,000.00 (exc GST).
 - c. Note that for the four remaining parties will also need to execute the new replacement agreement and Transfer of Land as outlined in the above comments.
 - d. Note this will then conclude the GVROC's responsibilities for the Records Facility and the four remaining parties will manage its operations outside of the GVROC.

RESOLUTION: **Moved: Mr Kevin Hannagan - Shire of Ngaanyatjarraku**
Seconded: Cr Jim Quadrio - Shire of Wiluna

Carried

6. That the GVROC Council as representative of the Regional Group Members of the Joint Venture (the Parties to the Archives and Record Management Agreement) endorse and adopt the without prejudiced proposed solution to the records storage facility as detailed below, with the condition that should the facility not immediately be disposed all original members continue to meet their obligations under the Archives and Record Management Agreement until such time of its disposal in regards to:
- 6a) All members share equally the specified fixed expenses for the facility e.g. insurance, rates, building maintenance; and
 - 6b) Current members that are still utilising the facility for records storage remain responsible for all other operating costs.
- 6.1 The Original Members, as the local governments named in the Records Agreement and as beneficial owners as tenants in common in equal shares of the archives and records storage facility located at Unit 2, 12 Federal Road, South Kalgoorlie (Facility), agree to dispose of the Facility currently held in the name of the City of Kalgoorlie-Boulder as bare trustee for the Original Members.
- 6.2 The method of disposal for the facility will be discussed and agreed by the members at the next meeting of GVROC scheduled for 24 July 2020.
- 6.3 After the disposal of the Facility the Joint Venture promptly be wound up.
- 6.4 As part of the process of winding up of the Joint Venture an account be taken of the finances of the Joint Venture from its creation to the date of winding up to determine the annual income and expenditure of the Joint Venture during the period of its operation and to determine the assets and liabilities of the Joint Venture as at the winding up.
- 6.5 The net assets of the Joint Venture be distributed in accordance with the terms of the Records Agreement equally between the Original Members.
- 6.6 All third-party costs of the sale of the Facility and the winding up of the Joint Venture be paid for from the assets of the Joint Venture.
- 6.7 Each of the Original Members otherwise pay their own costs of the dispute and of the disposal of the Facility and winding up of the Joint Venture.
- 6.8 The winding up of the Joint Venture and payment to each of the Original Members their share of the Joint Venture assets pursuant to this proposal will be:
- 6.8.1 in full and final satisfaction of all claims any Original Member may have against any other Original Member or the Joint Venture with regard to the Joint Venture, the Records Agreement and the Facility; and
 - 6.8.2 upon payment each Original Member releases and discharges every other Original Member and the Joint Venture from and against all such claims whether or not the Original Members were or could have been aware of such claims which an Original Member:
 - (a) now has;
 - (b) at any time had;
 - (c) may have; or
 - (d) but for this settlement, could or might have had, against any other Original Member or the Joint Venture with regard to the Joint Venture, the Records Agreement and the Facility.

RESOLUTION:**Moved: Mr Kevin Hannagan - Shire of Ngaanyatjaraku****Seconded: Cr Tracey Rathbone – Shire Coolgardie****Carried**

7. GVROC MEMBERSHIP

7.1 Formal Withdrawal of Shire of Ravensthorpe from GVROC

Reporting Officer:	Andrew Mann, Executive Officer
Disclosure of Interest:	No interest to disclose
Date:	22 June 2020
Attachments:	Letter from Shire of Ravensthorpe date 19 June 2020 (Attachment 9)

Background:

At a Shire of Ravensthorpe Ordinary Meeting of Council held on 16 June 2020 it resolved that the Shire of Ravensthorpe Council:

“That Council”

1. *Endorse the Shire of Ravensthorpe withdrawal from the Goldfields Voluntary Regional Organisation of Councils (GVROC);*
2. *Endorse the Shire of Ravensthorpe withdrawal from the Goldfields Voluntary Regional Organisation of Councils – Archives and Record Management Agreement; and*
3. *Authorise the Shire President and Chief Executive Officer to finalise all associated documentation to bring effect of this withdrawal.*

Officer Comment:

Under the current MOU for the GVROC the following is stated regarding withdrawal process of any members:

Withdrawal of Members

The withdrawal of a participating Council shall take effect from the end of the tenure year, in which notice of the withdrawal is given.

As soon as practicable following a withdrawal taking effect the GVROC shall;

1. *Distribute to the participating Council an amount equal to proceeds and any surplus funds which would have been payable if GVROC was wound up; or*
2. *Be entitled to recover from the participating Council an amount equal to the liability or debt which would have been payable by the Council if the GVROC was wound up.*

In regard to above process and based on the formal notification by the Shire of Ravensthorpe dated 19 June 2020 (Attachment 9):

- The formal withdrawal date will take effect as at close of business 30 June 2020.
- In regards to the disbursement of an equal share of proceeds and any surplus funds to the Shire of Ravensthorpe, or recovery of liabilities or debts, this will be based on the financial statements for the financial year ended 30 June 2020 once they have been finalised and audited.
- The President and CEO of the Shire of Coolgardie and the Executive Officer for GVROC, will work with the Shire of Ravensthorpe President and Chief Executive Officer to finalise all associated documentation to bring effect of this withdrawal.
- This withdrawal will impact on the draft GVROC budget for 2020/21 with the member contributions being reduced by \$10,000 and also any surplus funds of GVROC held in cash bank accounts will be reduced with any equal share entitlement payment to the Shire of Ravensthorpe.
- Based on the outcome of the decision and discussion at Agenda Item 6, if the Records Storage Facility is to be sold, the Shire of Ravensthorpe will also be entitled to their share of the proceeds after sale less liabilities.

- Consultation:** GVROC Chair
- Financial Implications:** Will reduce the members subscription funds for 2020/2021 Budget by \$10,000 and also surplus funds at cash at bank reduced by equal share payout to Shire of Ravensthorpe.
- Strategic Implications:** Could impact on perception that the GVROC is not a united voice for the region going forward.

RECOMMENDATION:

That the GVROC Council:

1. Accept the withdrawal from GVROC request of the Shire of Ravensthorpe date 19 June 2020, which will take effect as at close of business 30 June 2020.
2. Endorse that the disbursement of an equal tenth share of proceeds and any surplus funds to the Shire of Ravensthorpe, or recovery of liabilities or debts, will be based on the GVROC financial statements for the financial year ended 30 June 2020 once they have been finalised and audited.
3. Authorise the President and CEO of the Shire of Coolgardie and the Executive Officer for GVROC, to work with the Shire of Ravensthorpe President and Chief Executive Officer to finalise all associated documentation to bring effect of this withdrawal.

RESOLUTION: **Moved: Mr Kevin Hannagan - Shire of Ngaanyatjarraku**
Seconded: Cr Ian Mickle – Shire of Esperance

Carried

8. LATE ITEMS as notified, introduced by decision of the Meeting

Nil.

9. FUTURE GVROC COUNCIL MEETINGS/FUNCTIONS**Next Meetings**

With the continuing situation of the COVID-19 “Corona Virus” the ability of holding future meetings in person is a watching brief. This will be reviewed at each meeting by GVROC and until a change in the situation that allows for in person meetings, all meetings will be conducted through Zoom video conferencing.

In noting the above, the following suggested dates in 2020 have been set for the remaining GVROC meetings.

- 24 July 2020 (In Person Laverton and Zoom Video Conference)
- 11 September 2020 – (Proposed Kalgoorlie – originally was scheduled 5-7 August to coincide with WALGA State Conference & Convention in Perth)
- 13 November 2020 (Coolgardie)

The following are the WALGA State Council meeting dates in 2020 with suggested GVROC Zoom video conference meeting dates prior to these to inform the GVROC’s representatives attending the meetings with relevant input for State Council Agenda Items:

- 1 July 2020 - (GVROC Video conference 26 June 2020)
- 3-4 September 2020 Regional meeting Broome - (GVROC Video conference 28 August 2020)
- 25 September WALGA Annual General Meeting
- 2 December 2020 - (GVROC Video conference 27 November 2020)

10. CLOSURE OF MEETING

There being no further business the Chair declared the meeting closed at 10:50am.

12.5.4 PURCHASING POLICY REVIEW

LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
DOCUMENT REF:	Policy Manual
DISCLOSURE OF INTEREST:	Nil
DATE:	9 July 2020
AUTHOR:	Pascoe Durtanovich Acting Chief Executive Officer
ATTACHMENT:	12.5.4-1 Draft Purchasing & Tendering Policy

IN BRIEF:

The purpose of this report is for Council to delete Policy 4.2 and adopt an amended Purchasing policy.

BACKGROUND:

Currently the Shire of Menzies annual road construction program and portion of the maintenance grading program is outsourced. Tenders are called annually for the construction program, on a total works basis and a two-year contract was let for the maintenance grading, concluding June 2020.

It is proposed that for future construction works a Panel of Pre-qualified Suppliers be established, specifically for the hire of road making plant and equipment. The Shire of Menzies operated with a Panel of Pre-qualified Suppliers some six years ago.

In addition to the above the Local Government (Functions and General) Regulations were recently amended to increase the Tender threshold from \$150,000 to \$250,000. The draft Purchasing and Tendering policy reflects this change.

COMMENT:

A copy of the amended policy is attached. The updated WALGA template has been used for this purpose.

The main change to the existing Purchasing Policy is the inclusion of a policy for establishing Panels of Pre-qualified Suppliers. In accordance with Local Government (Functions and General) Regulation 24AC a Local Government is not to establish a Panel of Pre-qualified Suppliers unless it has a written policy that makes provision in respect of matters set out in Sub -regulation (2) and the Local Government is satisfied that there is, or will be, a continuing need for goods and services to be supplied by pre-qualified suppliers.

Given that the Shire is not geared to undertake construction works it is likely that outsourcing will continue into the foreseeable future. Council’s current practice of outsourcing road construction work, whereby the contractor is responsible for the total project, is compliant with the tender regulations, however, administration believes there would be greater flexibility, control and cost saving by utilising hire plant and equipment, through a Panel of Pre-qualified Suppliers, in the delivery of the Shire’s road construction program.

There is no limit on how long a Panel can be established for, however, a contract with Panel members cannot exceed twelve months, in other words prices, plant and equipment hourly rates and whatever other criteria council sets through the Panel establishment process will have to be provided by Panel members on a yearly basis.

CONSULTATION:

WALGA procurement services.

STATUTORY ENVIRONMENT:

Local Government Act, 1995, s3.57 – Tenders for providing goods and services.

Local Government (Functions and General) Regulations, Division 3, Reg 24AA to Reg 24AJ

POLICY IMPLICATIONS:

Replaces Policy 2.2 – Purchasing and Tenders.

FINANCIAL IMPLICATIONS:

Nil.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Nil	Nil	Nil

STRATEGIC IMPLICATIONS:

14.1 Sustainable local economy encouraged

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

VOTING REQUIREMENTS:

Simple majority.

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Policy 4.2 – Purchasing and Tenders be deleted and the draft Policy 4.2 – Purchasing, as attached, be adopted.

COUNCIL DECISION:

COUNCIL RESOLUTION:	No.
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MOVED: Cr

SECONDED: Cr

Carried /



Shire of Menzies Purchasing Policy

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1. Purchasing

The Shire of Menzies is committed to applying the objectives, principles and practices outlined in this Policy, to all purchasing activity and to ensuring alignment with the Shire's strategic and operational objectives.

1.1 OBJECTIVES

The Shire's purchasing activities will:

- (a) Achieve best value for money that considers sustainable benefits, such as; environmental, social and local economic factors;
- (b) Foster economic development by maximising participation of local businesses in the delivery of goods and services;
- (c) Use consistent, efficient and accountable purchasing processes and decision-making, including; competitive quotation processes, assessment of best value for money and sustainable procurement outcomes for all purchasing activity, including tender exempt arrangements;
- (d) Apply fair and equitable competitive purchasing processes that engage potential suppliers impartially, honestly and consistently;
- (e) Commit to probity and integrity, including the avoidance of bias and of perceived and actual conflicts of interest;
- (f) Comply with the *Local Government Act 1995, Local Government (Functions and General) Regulations 1996*, other relevant legislation, Codes of Practice, Standards and the Shire's Policies and procedures;
- (g) Ensure purchasing outcomes contribute to efficiencies (time and resources) for the Shire of Menzies.
- (h) Identify and manage risks arising from purchasing processes and purchasing outcomes in accordance with the Shire's Risk Management framework;
- (i) Ensure records evidence purchasing activities in accordance with the *State Records Act 2000* and the Shire's Record Keeping Plan;
- (j) Ensure confidentiality that protects commercial-in-confidence information and only releases information where appropriately approved.

1.2 ETHICS & INTEGRITY

The Shire's Code of Conduct applies when undertaking purchasing activities and decision making, requiring Council Members and employees to observe the highest standards of ethics and integrity and act in an honest and professional manner at all times.

1.3 VALUE FOR MONEY

The Shire will apply value for money principles in critically assessing purchasing decisions and acknowledges that the lowest price may not always be the most advantageous.

1.3.1 Assessing Value for Money

Value for money assessment will consider:

- (a) All relevant Total Costs of Ownership (TCO) and benefits including; transaction costs associated with acquisition, delivery, distribution, and other costs such as, but not limited to; holding costs, consumables, deployment, training, maintenance and disposal;
- (b) The technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality. This includes but is not limited to an assessment of compliances, the supplier's resource availability, capacity and capability, value-adds offered, warranties, guarantees, repair and replacement policies and response times, ease of inspection and maintenance, ease of after sales service, ease of communications, etc.
- (c) The supplier's financial viability and capacity to supply without the risk of default, including the competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history;
- (d) A strong element of competition by obtaining a sufficient number of competitive quotations consistent with this Policy, where practicable;
- (e) The safety requirements and standards associated with both the product design and the specification offered by suppliers and the evaluation of risk arising from the supply, operation and maintenance;
- (f) The environmental, economic and social benefits arising from the goods, services or works required, including consideration of these benefits in regard to the supplier's operations, in accordance with this Policy and any other relevant Shire Policy including Local Economic Benefit; and
- (g) Analysis and management of risks and opportunities that may be associated with the purchasing activity, potential supplier/s and the goods or services required.

1.4 PURCHASING THRESHOLDS AND PRACTICES

1.4.1. Defining the Purchasing Value

The Shire will apply reasonable and consistent methodologies to assess and determine Purchasing Values, which ensure:

- (a) The appropriate purchasing threshold and practice is applied in all purchasing activities; and
- (b) Wherever possible, purchasing activity for the same category of supply is aggregated into single contract arrangements to achieve best value and efficiency in future purchasing activities where the requirements are able to be provided by a single supplier.

A **category of supply** can be defined as groupings of similar goods or services with common: supply and demand drivers; market characteristics; or suppliers.

1. Strategic Purchasing Value Assessments

The Shire will periodically review recent past purchasing activity across its operations to identify categories of supply for which the Shire will have continuing need and which can be aggregated into single contract arrangements in order to achieve best value for money and efficiency in future purchasing activity.

The assessment of aggregated expenditure for the same category of supply capable of being supplied by a single supplier will determine the Purchasing Value threshold applicable to future purchasing activity.

2. Individual Purchasing Value Assessments

In any case, where there is no relevant current contract, each purchasing activity is to assess the Purchasing Value based upon the following considerations:

- (a) Exclusive of Goods and Services Tax (GST); and
- (b) The estimated total expenditure for the proposed supply including the value of all contract extension options and where applicable, the total cost of ownership considerations.
- (c) The appropriate length of a contract is to be determined based on market volatility, ongoing nature of supply, historical purchasing evidence and estimated future purchasing requirements.
- (d) Requirements must not be split to avoid purchasing or tendering thresholds [F&G Reg. 12].

The calculated estimated Purchasing Value will determine the applicable threshold and purchasing practice to be undertaken.

1.4.2. Table of Purchasing Thresholds and Practices

(1) Supplier Order of Priority

The Shire will consider and apply, where applicable, the following Supplier Order of Priority:

Priority 1:	<p>Existing Prequalified Supplier Panel or other Contract Current contracts, including a Panel of Prequalified Suppliers or contracted supplier, must be used where the Shire's supply requirements can be met through the existing contract.</p> <p>If the Shire/Town/City does not have a current contract relevant to the required supply, then a relevant WALGA PSA may be used.</p>
Priority 2:	<p>Local Suppliers Where the Purchasing Value does not exceed the tender threshold and a relevant local supplier is capable of providing the required supply, the Shire will ensure that wherever possible quotations are obtained from local suppliers permanently located within the District as a first priority, and those permanently located within surrounding Districts as the second priority.</p> <p>If no relevant local supplier is available, then a relevant WALGA PSA may be used.</p>
Priority 3:	<p>Tender Exempt - WALGA Preferred Supplier Arrangement (PSA) Use a relevant WALGA PSA regardless of whether or not the Purchasing Value will exceed the tender threshold.</p> <p>However, if a relevant PSA exists but an alternative supplier is considered to provide best value, then the CEO, or an officer authorised by the CEO, must approve the alternative supplier. Reasons for not using a PSA may include:</p> <ol style="list-style-type: none"> i. Local supplier availability (that are not within the PSA); or, ii. Social procurement – preference to use Aboriginal business or Disability Enterprise. <p>If no relevant WALGA PSA is available, then a relevant State Government CUA may be used.</p>
Priority 4:	<p>Tender Exempt - WA State Government Common Use Arrangement (CUA) Use a relevant CUA regardless of whether or not the Purchasing Value will exceed the tender threshold.</p>

	<p>However, if a relevant CUA exists, but an alternative supplier is considered to provide best value for money, then the proposed alternative supplier must be approved by the CEO, or an officer authorised by the CEO.</p> <p>If no relevant CUA is available, then a Tender Exempt [F&G Reg.11(2)] arrangement may be used.</p>
Priority 5:	<p>Other Tender Exempt arrangement [F&G Reg. 11(2)] Regardless of whether or not the Purchasing Value will exceed the tender threshold, the Shire will investigate and seek quotations from tender exempt suppliers, and will specifically ensure that wherever possible quotations are obtained from a WA Disability Enterprise and / or an Aboriginal Owned Business that is capable of providing the required supply.</p>
Priority 6:	<p>Other Suppliers Where there is no relevant existing contract or tender exempt arrangement available, purchasing activity from any other supplier is to be in accordance with relevant Purchasing Value Threshold and Purchasing Practice specified in the table below.</p>

(2) Purchasing Practice Purchasing Value Thresholds

The Purchasing Value, assessed in accordance with clause 1.4.1, determines the Purchasing Practice to be applied to the Shire's purchasing activities.

Purchase Value Threshold <i>(ex GST)</i>	Purchasing Practice
Up to \$10,000 <i>(ex GST)</i>	<p>Obtain at least one (1) verbal or written quotation from a suitable supplier in accordance with the Supplier Order of Priority detailed in clause 1.4.2(1).</p> <p>The purchasing decision is to be evidenced in accordance with the Shire's Record Keeping Plan.</p>
From \$10,001 and up to \$50,000 <i>(ex GST)</i>	<p>Seek at least three (3) verbal or written quotations from suitable suppliers in accordance with the Supplier Order of Priority detailed in clause 1.4.2(1).</p> <p>If purchasing from a WALGA PSA, CUA or other tender exempt arrangement, a minimum of one (1) written quotation is to be obtained.</p> <p>The purchasing decision is to be based upon assessment of the suppliers response to:</p> <ul style="list-style-type: none"> • a brief outline of the specified requirement for the goods; services or works required; and • Value for Money criteria, not necessarily the lowest price. <p>The purchasing decision is to be evidenced in accordance with the Shire's Record Keeping Plan.</p>
From \$50,001 and up to \$250,000 <i>(ex GST)</i>	<p>Seek at least three (3) written responses from suppliers by invitation under a formal Request for Quotation in accordance with the Supplier Order of Priority detailed in clause 1.4.2(1).</p> <p>The purchasing decision is to be based upon assessment of the suppliers response to:</p>

Purchase Value Threshold (ex GST)	Purchasing Practice
	<ul style="list-style-type: none"> • a detailed written specification for the goods, services or works required; and • pre-determined selection criteria that assesses all best and sustainable value considerations. <p>The procurement decision is to be evidenced in accordance with the Shire's Record Keeping Plan.</p>
Over \$250,000 (ex GST)	<p>Tender Exempt arrangements (i.e. WALGA PSA, CUA or other tender exemption under <i>F&G Reg.11(2)</i>) require at least three (3) written responses from suppliers by invitation under a formal Request for Quotation in accordance with the Supplier Order of Priority detailed in clause 1.4.2(1).</p> <p><u>OR</u></p> <p>Public Tender undertaken in accordance with the <i>Local Government Act 1995</i> and relevant Shire Policy and procedures.</p> <p>The Tender Exempt or Public Tender purchasing decision is to be based on the suppliers response to:</p> <ul style="list-style-type: none"> • A detailed specification; and • Pre-determined selection criteria that assesses all best and sustainable value considerations. <p>The purchasing decision is to be evidenced in the Tender assessment process and retained in accordance with the Shire's Record Keeping Plan.</p>
Emergency Purchases (Within Budget) Refer to Clause 1.4.3	<p>Where goods or services are required for an emergency response and are within scope of an established Panel of Pre-qualified Supplier or existing contract, the emergency supply must be obtained from the Panel or existing contract using relevant unallocated budgeted funds.</p> <p>If there is no existing Panel or contract, then clause 1.4.2(1) Supplier Order of Priority will apply wherever practicable.</p> <p>However, where due to the urgency of the situation; a contracted or tender exempt supplier is unable to provide the emergency supply <u>OR</u> compliance with this Purchasing Policy would cause unreasonable delay, the supply may be obtained from any supplier capable of providing the emergency supply. However, an emergency supply is only to be obtained to the extent necessary to facilitate the urgent emergency response and must be subject to due consideration of best value and sustainable practice.</p> <p>The rationale for policy non-compliance and the purchasing decision must be evidenced in accordance with the Shire's Record Keeping Plan.</p>
Emergency Purchases (No budget allocation available) Refer for Clause 1.4.3	<p>Where no relevant budget allocation is available for an emergency purchasing activity then, in accordance with s.6.8 of the <i>Local Government Act 1995</i>, the President must authorise, in writing, the necessary budget adjustment prior to the expense being incurred.</p> <p>The CEO is responsible for ensuring that an authorised emergency expenditure under s.6.8 is reported to the next ordinary Council Meeting.</p> <p>The Purchasing Practices prescribed for Emergency Purchases (within budget) above, then apply.</p>
LGIS Services	<p>The suite of LGIS insurances are established in accordance with s.9.58(6)(b) of the <i>Local Government Act 1995</i> and are provided as part of a mutual, where WALGA Member Local Governments are the owners of</p>

Purchase Value Threshold (ex GST)	Purchasing Practice
Section 9.58(6)(b) Local Government Act	LGIS. Therefore, obtaining LGIS insurance services is available as a member-base service and is not defined as a purchasing activity subject to this Policy. Should Council resolve to seek quotations from alternative insurance suppliers, compliance with this Policy is required.

1.4.3. Emergency Purchases

Emergency purchases are defined as the supply of goods or services associated with:

- (a) A local emergency and the expenditure is required (within existing budget allocations) to respond to an imminent risk to public safety, or to protect or make safe property or infrastructure assets; OR
- (b) A local emergency and the expenditure is required (with no relevant available budget allocation) to respond to an imminent risk to public safety, or to protect or make safe property or infrastructure assets in accordance with s.6.8 of the Local Government Act 1995 and Functions and General Regulation 11(2)(a); OR
- (c) A State of Emergency declared under the Emergency Management Act 2005 and therefore, Functions and General Regulations 11(2)(aa), (ja) and (3) apply to vary the application of this policy.

Time constraints, administrative omissions and errors do not qualify for definition as an emergency purchase. Instead, every effort must be made to research and anticipate purchasing requirements in advance and to allow sufficient time for planning and scoping proposed purchases and to then obtain quotes or tenders, as applicable.

1.4.4. Inviting Tenders Though not Required to do so

The Shire may determine to invite Public Tenders, despite the estimated Purchase Value being less than the \$250,000 prescribed tender threshold, but only where an assessment determines that the purchasing requirement cannot be met through a tender exempt arrangement and the use of a public tender process will enhance; value for money, efficiency, risk mitigation and sustainable procurement benefits.

In such cases, the tender process must comply with the legislative requirements and the Shire's tendering procedures [*F&G Reg.13*].

1.4.5. Expressions of Interest

Expressions of Interest (EOI) will be considered as a prerequisite to a tender process [*F&G Reg.21*] where the required supply evidences one or more of the following criteria:

- (a) Unable to sufficiently scope or specify the requirement;
- (b) There is significant variability for how the requirement may be met;
- (c) There is potential for suppliers to offer unique solutions and / or multiple options for how the purchasing requirement may be obtained, specified, created or delivered;
- (d) Subject to a creative element; or

- (e) Provides a procurement methodology that allows for the assessment of a significant number of potential tenderers leading to a shortlisting process based on non-price assessment.

All EOI processes will be based upon qualitative and other non-price information only.

1.4.6. Unique Nature of Supply (Sole Supplier)

An arrangement with a supplier based on the unique nature of the goods or services required or for any other reason, where it is unlikely that there is more than one potential supplier may only be approved where the:

- (a) purchasing value is estimated to be over \$5,000; and
- (b) purchasing requirement has been documented in a detailed specification; and
- (c) specification has been extensively market tested and only one potential supplier has been identified as being capable of meeting the specified purchase requirement; and
- (d) market testing process and outcomes of supplier assessments have been evidenced in records, inclusive of a rationale for why the supply is determined as unique and why quotations / tenders cannot be sourced through more than one potential supplier.

An arrangement of this nature will only be approved for a period not exceeding one (1) year. For any continuing purchasing requirement, the approval must be re-assessed before expiry, to evidence that only one potential supplier still genuinely exists.

1.4.7. Anti-Avoidance

The Shire will not conduct multiple purchasing activities with the intent (inadvertent or otherwise) of "splitting" the purchase value or the contract value, so that the effect is to avoid a particular purchasing threshold or the need to call a Public Tender. This includes the creation of two or more contracts or creating multiple purchase order transactions of a similar nature.

1.4.8. Contract Renewals, Extensions and Variations

Where a contract has been entered into as the result of a publicly invited tender process, then *Functions and General Regulation 21A* applies.

For any other contract, the contract must not be varied unless

- (a) The variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract; or
- (b) The variation is a renewal or extension of the term of the contract where the extension or renewal options were included in the original contract.

Upon expiry of the original contract, and after any options for renewal or extension included in the original contract have been exercised, the Shire is required to review the purchasing requirements and commence a new competitive purchasing process in accordance with this Policy.

2. Sustainable Procurement

The Shire is committed to implementing sustainable procurement by providing a preference to suppliers that demonstrate sustainable business practices (social advancement, environmental protection and local economic benefits).

The Shire will apply Sustainable Procurement criteria as part of the value for money assessment to ensure that wherever possible our suppliers demonstrate outcomes which contribute to improved environmental, social and local economic outcomes.

Sustainable Procurement can be demonstrated as being internally focussed (i.e. operational environmental efficiencies or employment opportunities and benefits relating to special needs), or externally focussed (i.e. initiatives such as corporate philanthropy).

Requests for Quotation and Tenders will include a request for Suppliers to provide information regarding their sustainable practices and/or demonstrate that their product or service offers enhanced sustainable benefits.

2.1. LOCAL ECONOMIC BENEFIT

The Shire promotes economic development through the encouragement of competitive participation in the delivery of goods and services by local suppliers permanently located within its District first, and secondly, those permanently located within its broader region. As much as practicable, the Shire will:

- (a) consider buying practices, procedures and specifications that encourage the inclusion of local businesses and the employment of local residents;
- (b) consider indirect benefits that have flow on benefits for local suppliers (i.e. servicing and support);
- (c) ensure that procurement plans, and analysis is undertaken prior to develop Requests to understand local business capability and local content availability where components of goods or services may be sourced from within the District for inclusion in selection criteria;
- (d) explore the capability of local businesses to meet requirements and ensure that Requests for Quotation and Tenders are designed to accommodate the capabilities of local businesses;
- (e) avoid bias in the design and specifications for Requests for Quotation and Tenders – all Requests must be structured to encourage local businesses to bid;
- (f) consider the adoption of Key Performance Indicators (KPIs) within contractual documentation that require successful Contractors to increase the number of employees from the District first; and
- (g) provide adequate and consistent information to local suppliers.

To this extent, a weighted qualitative criterion will be included in the selection criteria for Requests for Quotation and Tenders where suppliers are located within the boundaries of the Shire, or substantially demonstrate a benefit or contribution to the local economy.

The Shire has adopted a Regional Price Preference Policy, which will be applied when undertaking all purchasing activities over \$20,000.

2.2. SOCIALLY SUSTAINABLE PROCUREMENT

The Shire will support the purchasing of requirements from socially sustainable suppliers such as Australian Disability Enterprises and Aboriginal businesses wherever a value for money assessment demonstrates benefit towards achieving the Shire's strategic and operational objectives.

A qualitative weighting will be used in the evaluation of Requests for Quotes and Tenders to provide advantages to socially sustainable suppliers in instances where the below tender exemptions are not exercised.

(1) Aboriginal Businesses

Functions and General Regulation 11(2)(h) provides a tender exemption if the goods or services are supplied by a person on the Aboriginal Business Directory WA published by the Chamber of Commerce and Industry of Western Australia, or Australian Indigenous Minority Supplier Office Limited (trading as Supply Nation), where the consideration under contract is \$250,000 or less, or worth \$250,000 or less.

The Shire will first consider undertaking a quotation process with other suppliers (which may include other registered Aboriginal Businesses as noted in *F&G Reg.11(2)(h)*) to determine overall value for money for the Shire.

Where the Shire makes a determination to contract directly with an Aboriginal Business for any amount up to and including \$250,000 (ex GST), it must be satisfied through alternative means that the offer truly represents value for money.

If the contract value exceeds \$50,000 (ex GST), a formal Request for Quotation will be issued to the relevant Aboriginal business. The rationale for making the purchasing decision must be recorded in accordance with the Shire's Record Keeping Plan.

(2) Australian Disability Enterprises

Functions and General Regulation 11(2)(i) provides a tender exemption if the goods or services are supplied by an Australian Disability Enterprise.

The Shire will first consider undertaking a quotation process with other suppliers (which may include other Australian Disability Enterprises) to determine overall value for money for the Shire.

Where the Shire makes a determination to contract directly with an Australian Disability Enterprise for any amount, including an amount over the Tender threshold of \$250,000 (ex GST), it must be satisfied through alternative means that the offer truly represents value for money.

If the contract value exceeds \$50,000 (ex GST), a formal Request for Quotation will be issued to the relevant Aboriginal business. The rationale for making the purchasing decision must be recorded in accordance with the Shire's Record Keeping Plan.

2.3. ENVIRONMENTALLY SUSTAINABLE PROCUREMENT

The Shire will support the purchasing of recycled and environmentally sustainable products whenever a value for money assessment demonstrates benefit toward achieving the Shire's strategic and operational objectives.

Qualitative weighted selection criteria will be used in the evaluation of Requests for Quote and Tenders to provide advantages to suppliers which:

- (a) demonstrate policies and practices that have been implemented by the business as part of its operations;
- (b) generate less waste material by reviewing how supplies, materials and equipment are manufactured, purchased, packaged, delivered, used, and disposed; and
- (c) encourage waste prevention, recycling, market development and use of recycled/recyclable materials.

3. Panels of Pre-qualified Suppliers

3.1. OBJECTIVES

The Shire will consider creating a Panel of Pre-qualified Suppliers (“Panel”) when a range of similar goods and services are required to be purchased on a continuing and regular basis.

Part of the consideration of establishing a panel includes:

- (a) there are numerous potential suppliers in the local and regional procurement related market sector(s) that satisfy the test of ‘value for money’;
- (b) the Panel will streamline and will improve procurement processes; and
- (c) the Shire has the capability to establish a Panel, and manage the risks and achieve the benefits expected of the proposed Panel through a Contract Management Plan.

3.2. ESTABLISHING AND MANAGING A PANEL

If the Shire/Town/City decides that a Panel is to be created, it will establish the panel in accordance with the Regulations.

Panels will be established for one supply requirement, or a number of similar supply requirements under defined categories. This will be undertaken through an invitation procurement process advertised via a state-wide notice.

Panels may be established for a maximum of three (3) years. The length of time of a Local Panel is decided with the approval of the CEO/ Executive Director.

Evaluation criteria will be determined and communicated in the application process by which applications will be assessed and accepted.

In each invitation to apply to become a pre-qualified supplier, the Shire will state the expected number of suppliers it intends to put on the panel.

If a Panel member leaves the Panel, the Shire will consider replacing that organisation with the next ranked supplier that meets/exceeds the requirements in the value for money assessment – subject to that supplier agreeing. The Shire will disclose this approach in the detailed information when establishing the Panel.

A Panel contract arrangement needs to be managed to ensure that the performance of the Panel Contract and the Panel members under the contract are monitored and managed. This will ensure that risks are managed and expected benefits are achieved. A Contract Management Plan should be established that outlines the requirements for the Panel Contract and how it will be managed.

3.3. DISTRIBUTING WORK AMONGST PANEL MEMBERS

To satisfy Regulation 24AD(5) of the Regulations, when establishing a Panel of pre-qualified suppliers, the detailed information associated with each invitation to apply to join the Panel will prescribe one of the following as to whether the Shire intends to:

- (a) obtain quotations from each pre-qualified supplier on the Panel with respect to all discreet purchases; or
- (b) purchase goods and services exclusively from any pre-qualified supplier appointed to that Panel, and under what circumstances; or
- (c) develop a ranking system for selection to the Panel, with work awarded in accordance with the Regulations.

In considering the distribution of work among Panel members, the detailed information will also prescribe whether:

- (a) each Panel member will have the opportunity to bid for each item of work under the Panel, with pre-determined evaluation criteria forming part of the invitation to quote to assess the suitability of the supplier for particular items of work. Contracts under the pre-qualified panel will be awarded on the basis of value for money in every instance; or
- (b) work will be awarded on a ranked basis, which is to be stipulated in the detailed information set out under *Functions and General Regulation 24AD(5)(f)* when establishing the Panel.
 - i. The Shire will invite the highest ranked Panel member, who is to give written notice as to whether to accept the offer for the work to be undertaken.
 - ii. Should the offer be declined, an invitation to the next ranked Panel member is to be made and so forth until a Panel member accepts a Contract.
 - iii. Should the list of Panel members invited be exhausted with no Panel member accepting the offer to provide goods/services under the Panel, the Shire may then invite suppliers that are not pre-qualified under the Panel, in accordance with the Purchasing Thresholds stated in clause 1.4.2(2) of this Policy.
 - iv. When a ranking system is established, the Panel will not operate for a period exceeding 12 months.

In every instance, a contract must not be formed with a pre-qualified supplier for an item of work beyond 12 months, which includes options to extend the contract.

3.4. PURCHASING FROM THE PANEL

The invitation to apply to be considered to join a panel of pre-qualified suppliers must state whether quotations are either to be invited to every Panel member (within each category, if applicable) of the Panel for each purchasing requirement, whether a ranking system is to be established, or otherwise.

3.5. COMMUNICATIONS WITH PANEL MEMBERS

The Shire will ensure clear, consistent and regular communication with Panel Members.

Each quotation process, including the invitation to quote, communications with Panel members, quotations received, evaluation of quotes and notification of award communications must all be captured in accordance with the Shire's Record Keeping Plan. A separate file is to be maintained for each quotation process made under each Panel that captures all communications between the Shire and Panel members.

4. Record Keeping

All Local Government purchasing activity, communications and transactions must be evidenced and retained as local government records in accordance with the *State Records Act 2000* and the Shire's Record Keeping Plan.

In addition, the Shire must consider and will include in each contract for the provision of works or services, the contractor's obligations for creating, maintaining and where necessary the transferral of records to the Shire's relevant to the performance of the contract.

5. Purchasing Policy Non-Compliance

The Purchasing Policy is mandated under the *Local Government Act 1995* and Regulation 11A of the *Local Government (Functions and General) Regulations 1996* and therefore the

policy forms part of the legislative framework in which the Local Government is required to conduct business.

Where legislative or policy compliance is not reasonably able to be achieved, records must evidence the rationale and decision making processes that substantiate the non-compliance.

Purchasing activities are subject to internal and external financial and performance audits, which examine compliance with legislative requirements and the Shire's policies and procedures.

If non-compliance with; legislation, this Purchasing Policy or the Code of Conduct, is identified it must be reported to the Chief Executive Officer or the Deputy Chief Executive Officer.

A failure to comply with legislation or policy requirements, including compliance with the Code of Conduct when undertaking purchasing activities, may be subject to investigation, with findings to be considered in context of the responsible person's training, experience, seniority and reasonable expectations for performance of their role.

Where a breach is substantiated it may be treated as:

- (a) an opportunity for additional training to be provided;
- (b) a disciplinary matter, which may or may not be subject to reporting requirements under the *Public Sector Management Act 1994*; or
- (c) where the breach is also identified as potentially serious misconduct, the matter will be reported in accordance with the *Corruption, Crime and Misconduct Act 2003*.

12.5.5 TOWN / RAILWAY DAM - ASSESSMENT OF FUTURE USE

LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
DOCUMENT REF:	As Applicable
DISCLOSURE OF INTEREST:	Nil
DATE:	30 July 2020
AUTHOR:	Peter Money Chief Executive Officer
ATTACHMENT/S:	12.5.5-1 Town / Railway Dam Proposal

IN BRIEF:

This item recommends that Council authorise the Chief Executive Officer to expend funds to employ a suitably qualified engineering service to carry out an assessment of the Town Dam / Railway Dam and ascertain its viability as a water source for the Shire.

BACKGROUND:

An Agreement was signed effective from 1 November 2014 granting the Shire a Licence to use Part Reserve 5064, Menzies for a specified term (Shire Agreements No. 239).

The expiry date of the Agreement was 31 October 2015. A further term was also in the Agreement and ending 31 October 2016.

The permitted use of the Land was for the taking of non-potable water.

Clause 3.3 of the Agreement permits the Licensee to continue to occupy the Premises (Land) after the expiry date “on the same terms” as are written in the license and provided the license fee is duly paid. The Licensee may end the license by giving the Water Corporation 10 days notice.

COMMENT:

Council has had informal discussions at times of the future necessity or otherwise of involvement in this Land and the dam as there is some doubt as to the long-term viability and reliability of the dam as a water source.

This debate centres around:

- the catchment area of the dam is small, and heavy rain is required to put water into the dam;
- the dam is often dry for extended periods of time;
- the evaporation rate of the dam is said to be high according to a Water Corporation employee;
- the dam needs considerable maintenance work including fencing repairs and a means of reducing the water seepage through the walls;
- the dam is used at times without approval by members of the community as a swimming place and this is achieved by cutting fences and entering the site;
- the installation of a heavy-duty plastic liner or similar to reduce water seepage, makes the dam even more unsafe for swimmers;
- there are public liability implications for the Shire if even an unauthorised person is injured or dies on the site
- when water is in the dam it is used on the Shire's oval and for watering townsite trees.

There have been suggestions to install a heavy-duty plastic liner on the walls and floor of the dam which carries a high cost and if the dam dries out, the plastic liner will deteriorate during extended periods of dry weather.

It is also debatable if this is a cost effective means of trying to acquire the use of non potable water.

The installation of the heavy-duty plastic increases the risk of death or injury to people using the dam for swimming especially if they can't climb out of the water.

It also needs to be confirmed that the dam is, or is not, there for the benefit of the community as a swimming place, as desirable as that may be, taking into account the liability ramifications.

There is a proposal to buy and install several large water tanks, install them close to underground bores and use this water for trees and other Shire uses. This then will to a large extent, decrease the purchase of treated water from the Water Corporation.

Councillors have mentioned at times that a report needs to be acquired that will advise:

- the economic viability of expending funds on the dam;
- evaporation rate of the dam;
- the cost comparison of using water in the dam compared to the installation of several 350,000 litre tanks.

CONSULTATION:

Water Corporation
Works Supervisor

STATUTORY ENVIRONMENT:

Local Government Act 1995

3.1. General function

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

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

An estimated cost of \$5,000 - \$8,000.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Under the continuing License, Council is responsible for the maintenance of the site and any public liability issues and receives no value from being the Licensee.	Low	External advice and assessment will help Council decide the future of the lease of the Premises

STRATEGIC IMPLICATIONS:

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.

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL:

That Council authorises the Chief Executive Officer to commission a report on the viability of retaining a lease on the Town Dam including assessing the evaporation rate of the water, and a financial comparison to purchasing large volume water tanks and using bore water for Shire purposes.

COUNCIL DECISION:

COUNCIL RESOLUTION:	No.
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MOVED: Cr

SECONDED: Cr

Carried /



Annexure A

Premises Plan



13 CONFIDENTIAL MATTERS BEHIND CLOSED DOORS

14. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN

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

16 NEXT MEETING

The next Ordinary Meeting of Council will be held on 27 August 2020 commencing at 1pm.

17 CLOSURE OF MEETING

There being no further business, the meeting closed at _____ pm.