



SHIRE OF MENZIES

MINUTES

**OF THE ORDINARY MEETING OF COUNCIL
HELD**

Thursday 30 June 2016

Shire of Menzies

Commencing at 10:07am

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 (EFFECTIVE 1 JULY 1996)

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 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 any discussion or decision making procedure relating to the matter.

Unless the member is allowed to do so under Section 5.68 or 5.69, Local Government Act 1995

Ref: Local Government Act 1995 Division 6 – Disclosure of Financial Interest.
Specifically Sections 5.60, 5.61, 5.65 and 5.67

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1. DECLARATION OF OPENING

The Shire President, declared the meeting open at 10.07am

2. ANNOUNCEMENT OF VISITORS

The President welcomed Ms D Miles, co-ordinator of the Cyclclassic to the meeting

3. OPENING

3.1 PRESENT:

Councillors:

Cr J Dwyer	President
Cr I Baird	Deputy President
Cr J Mazza	
Cr J Lee	
Cr K Mader	
Cr D Hansen	

Staff: R Evans Chief Executive Officer

Observers: D Miles

3.3 APOLOGIES:

Cr I Tucker

3.4 LEAVE OF ABSENCE PREVIOUSLY APPROVED: Nil

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE: Nil

5. PUBLIC QUESTION TIME:

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE:

Nil

7. DECLARATIONS OF INTEREST:

Nil

8. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS: Nil

9. CONFIRMATION OF MINUTES

9.1 CONFIRMATION OF MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON THURSDAY 26 MAY 2016

OFFICER'S RECOMMENDATION AND COUNCIL DECISION:	No 0994
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Moved Cr Mazza Seconded Cr Mader

That the Minutes of the Ordinary Meeting of Council held on 26 May 2016 be confirmed as a true and correct record of proceedings.

Carried 6/0

10. PETITIONS/DEPUTATIONS/PRESENTATIONS:

Ms D Miles provided Council with a debrief of the organisation aspects relating to the Cyclclassic held in June 2016. The event, while extremely successful highlighted some matters that may be addressed prior to the next event. These included

- Access to internet
- Better arrangements for wet or cold weather
- Improved communication with the Menzies Community to ensure that associated events such as the Bike Repair be more successful.

Council thanked Ms Miles and look forward to their involvement in the next event.

11. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION:
Nil

11.1 PRESIDENT'S REPORT:

Tabled.

OFFICER'S RECOMMENDATION AND COUNCIL DECISION:	No 0995
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Moved Cr Baird Seconded Cr Mazza

That the President's Report as tabled be received.

Carried 6/0

12.2.1 Monthly Financial Reports – May 2016

LOCATION:	N/A
APPLICANT:	N/A
FILE REF:	1992
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	24 June 2016
AUTHOR:	Rhonda Evans, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	N/A

ATTACHMENTS:

12.2.1 Attachment #1 Monthly Statement of Financial Activity and associated reports for May 2016.

SUMMARY:

Statutory Financial Reports submitted to Council for acceptance as a record of financial activity for the period to 31 May 2016.

BACKGROUND:

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

- The annual budget estimates,
- The operating revenue, operating income and all other operating income and expenses,
- Any significant variations between year to date 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, and
- Any other relevant supporting notes.

COMMENT:

This report contains annual budget estimates, actual amounts of expenditure and income to the end of the month. It shows the material differences 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.



SHIRE OF MENZIES

MONTHLY FINANCIAL REPORT

For the Period Ended 31st May 2016

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

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Prepared By: Jeanette Taylor, MFA

Date: 24/06/2016

SHIRE OF MENZIES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31st May 2016

	Adopted Annual Budget	Current/Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var.
	2015-16	2015-16					
	\$	\$	\$	\$	\$	%	
Operating Revenues							
Governance	2,500	2,500	2,288	16,959	14,671	86.51%	▲
General Purpose Funding	1,381,426	1,381,426	1,266,298	1,581,670	315,372	19.94%	▲
Law, Order and Public Safety	7,450	7,450	6,820	10,060	3,240	32.21%	
Health	500	500	451	0	(451)	(100.00%)	
Housing	57,508	57,508	52,679	26,678	(26,001)	(97.46%)	▼
Community Amenities	8,683	8,683	8,152	6,345	(1,807)	(28.48%)	
Recreation and Culture	72,125	72,125	66,099	19,724	(46,375)	(235.12%)	▼
Transport	4,275,823	4,275,823	3,919,476	1,691,221	(2,228,255)	(131.75%)	▼
Economic Services	209,620	209,620	192,137	198,114	5,977	3.02%	
Other Property and Services	42,200	42,200	38,774	212,567	173,793	81.76%	▲
Total (Ex. Rates)	6,057,835	6,057,835	5,553,174	3,763,338	(1,789,836)		
Operating Expense							
Governance	(736,405)	(736,405)	(674,916)	(663,914)	11,002	1.66%	
General Purpose Funding	(294,613)	(294,613)	(270,039)	(285,824)	(15,785)	(5.52%)	
Law, Order and Public Safety	(178,333)	(178,333)	(163,416)	(140,689)	22,727	16.15%	▲
Health	(183,348)	(183,348)	(168,058)	(34,717)	133,341	384.08%	▲
Education and Welfare	(9,500)	(9,500)	(8,701)	(8,000)	701	8.76%	
Housing	(136,916)	(136,916)	(125,477)	(152,520)	(27,043)	(17.73%)	▼
Community Amenities	(129,578)	(129,578)	(118,723)	(88,413)	30,310	34.28%	▲
Recreation and Culture	(430,462)	(430,462)	(394,504)	(245,855)	148,649	60.46%	▲
Transport	(6,150,718)	(6,150,718)	(5,592,257)	(3,575,506)	2,016,751	56.40%	▲
Economic Services	(1,274,921)	(1,274,921)	(1,168,453)	(986,212)	182,241	18.48%	▲
Other Property and Services	(4,999)	(4,999)	(4,312)	(3,600)	712	19.78%	
Total	(9,529,793)	(9,529,793)	(8,688,856)	(6,185,248)	2,503,608		
Funding Balance Adjustment							
Add back Depreciation	3,270,269	3,270,269	2,997,698	2,321,419	(676,279)	(29.13%)	▼
Adjust (Profit)/Loss on Asset Disposal	(3,333)	(3,333)	(3,333)	1,022	4,355	426.13%	
Net Operating (Ex. Rates)	(205,022)	(205,022)	(141,317)	(99,469)	41,848		
Capital Revenues							
Proceeds from Disposal of Assets	93,003	93,003	93,003	95,918	2,915	3.04%	
Total	93,003	93,003	93,003	95,918	2,915		
Capital Expenses							
Land and Buildings	(659,653)	(659,653)	(604,626)	(337,082)	267,544	79.37%	▲
Plant and Equipment	(799,703)	(799,703)	(762,570)	(310,768)	451,802	145.38%	▲
Furniture and Equipment	(44,500)	(44,500)	(40,777)	(19,494)	21,283	109.18%	▲
Infrastructure Assets - Roads	(3,044,569)	(3,044,569)	(2,790,854)	(2,262,367)	528,487	23.36%	▲
Infrastructure Assets - Footpaths	(189,648)	(189,648)	(173,844)	(72,551)	101,293	139.62%	▲
Infrastructure Assets - Other	(541,579)	(541,579)	(496,430)	(94,010)	402,420	428.06%	▲
Transfer to Reserves	(1,671,856)	(1,671,856)	(82,500)	(40,442)	42,058	104.00%	▲
Total	(6,951,508)	(6,951,508)	(4,951,601)	(3,136,714)	1,814,887		
Net Capital	(6,858,505)	(6,858,505)	(4,858,598)	(3,040,796)	1,817,802		
Total Net Operating + Capital	(7,063,527)	(7,063,527)	(4,999,915)	(3,140,265)	1,859,650		
Opening Funding Surplus(Deficit)	4,225,446	3,987,643	3,987,643	3,987,643	0	0.00%	
Rate Revenue	2,838,081	2,838,081	2,834,744	2,573,502	(261,242)	(10.15%)	▼
Closing Funding Surplus(Deficit)	0	(237,803)	1,822,472	3,420,880	1,598,408		

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

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SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

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

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

(g) Trade and Other Receivables

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectability of trade 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.

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

Inventories are valued 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 of necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of the cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

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

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

(j) Depreciation of Non-Current Assets

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

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

Buildings	5.00%
Furniture and Equipment	10.00%
Plant and Equipment - Heavy	15.00%
Plant and Equipment - Sundry	25.00%
Electronic Equipment	25.00%
Tools	20.00%
Infrastructure - Grids	4.00%
Infrastructure - Floodways	6.00%
Pavement	2.50%
Seal	6.67%
Curbing	2.00%
Other Infrastructure	2.00%

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the local government prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

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.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(o) Current and Non-Current Classification

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

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(r) Statement of Objectives

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

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

GOVERNANCE

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

GENERAL PURPOSE FUNDING

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

Supervision of various by-laws, fire prevention and animal control.

HEALTH

Monitor and control health standards within the community, provide support and assistance with airstrips to enable all residents access to the Royal Flying Doctor for regular and emergency health services. Analytical services.

EDUCATION AND WELFARE

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

HOUSING

Provision and maintenance of staff housing.

COMMUNITY AMENITIES

Maintain a refuse site for the settlement.

RECREATION AND CULTURE

Provide a library and museum and operation thereof. Maintain recreation centre, sports field, parks, gardens and other recreational facilities.

TRANSPORT

Construction and maintenance of roads, drainage works and traffic signs. Maintenance of settlement airstrip.

ECONOMIC SERVICES

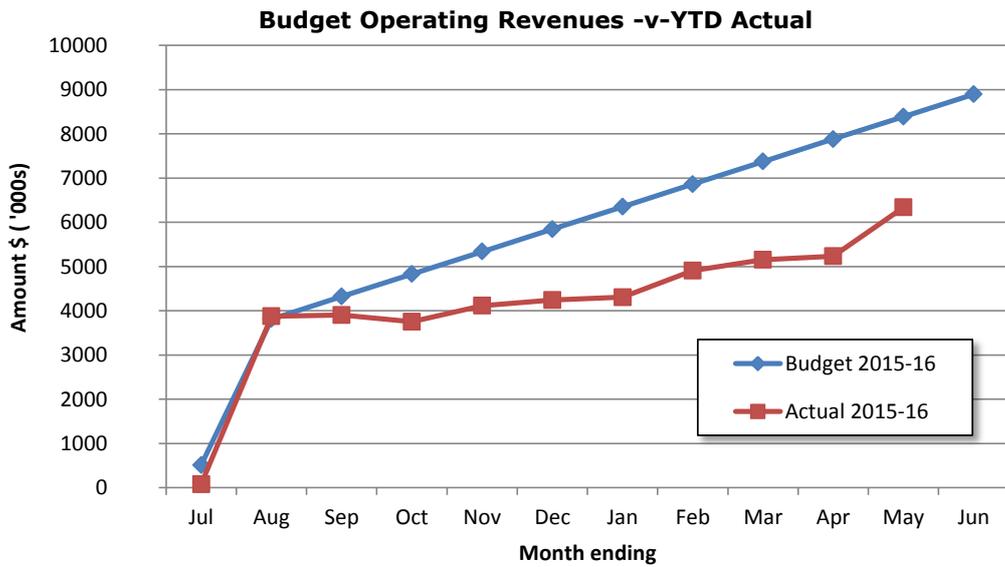
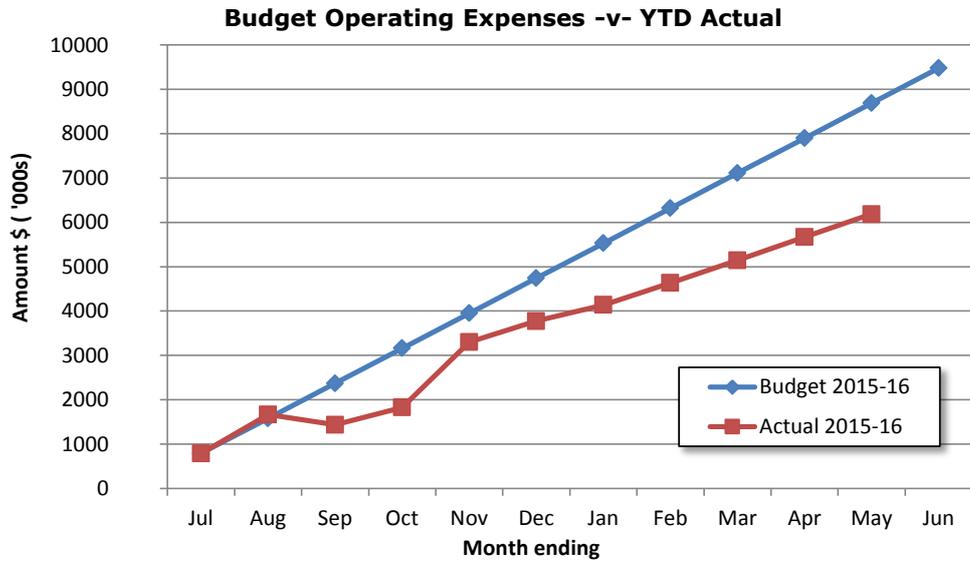
Building control, provision of power and water supplies. Supply and maintenance of television re-broadcast installation. Provision of radio communication. Maintenance of caravan park. Vermin control and area promotion.

OTHER PROPERTY & SERVICES

Private works operations, plant repairs and operations costs.

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016

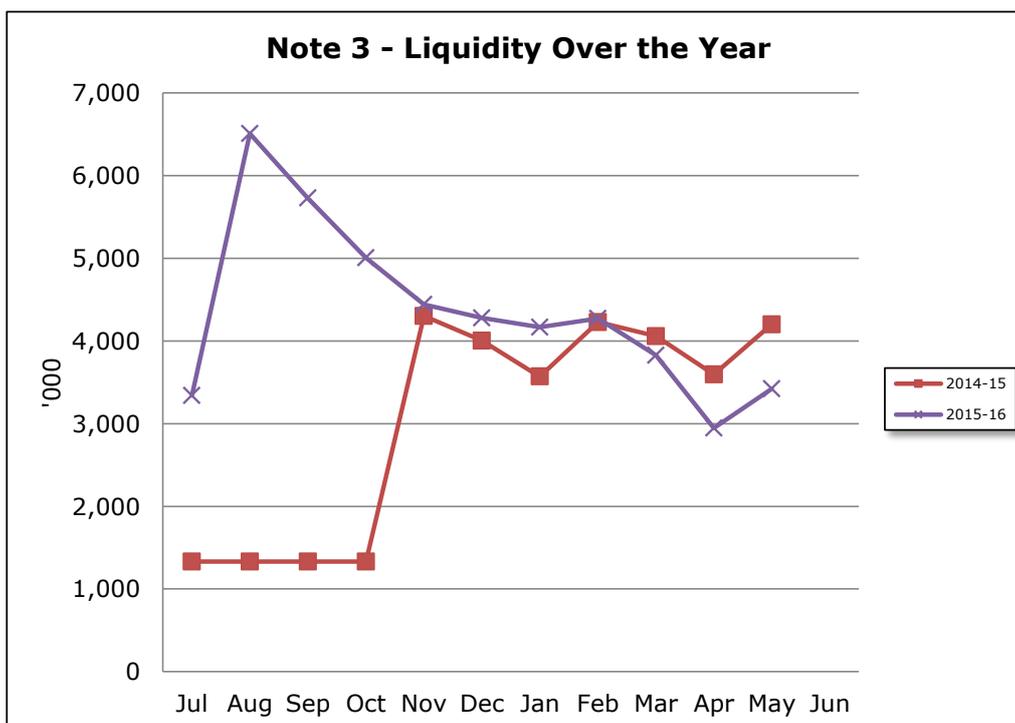
Graphical Representation - Source Statement of Financial Activity



SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016

NET CURRENT FUNDING POSITION

	Positive=Surplus (Negative=Deficit)		
	31/05/2016	30/06/2015	31/05/2015
	This Period	B/F	Same Period Last Year
	\$	\$	\$
Current Assets			
Cash Unrestricted	3,634,975	3,296,976	2,882,007
Cash Restricted	2,631,347	2,590,905	2,214,930
Receivables - Rates and Rubbish	831,177	925,281	1,072,964
Receivables -Other	(47,888)	268,472	631,025
Inventories	(23,734)	3,364	(17,049)
	7,025,877	7,085,000	6,783,876
Less: Current Liabilities			
Payables	(974,349)	(506,451)	(370,360)
Loan Liability	0	0	0
Provisions	(166,957)	(166,957)	(89,873)
	(1,141,306)	(673,408)	(460,233)
Net Current Asset Position	5,884,571	6,411,592	6,323,643
Less: Cash Restricted	(2,631,347)	(2,590,905)	(2,211,483)
Add Back: Component of Leave Liability not Required to be funded	166,957	166,957	89,873
Add Back: Current Loan Liability	0	0	0
Adjustment for Trust Transactions Within Muni	700	0	(833)
Net Current Funding Position	3,420,880	3,987,643	4,201,200



Comments - Net Current Funding Position
 Proper figures are only available in SynergySoft from October 2014. Comparatives for 2013/14 are not available.

SHIRE OF MENZIES

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016**

CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Account	Variable	944,873			944,873	NAB	Cheque Acc.
Cash Maximiser Account		94,789			94,789	NAB	
Trust	Variable			1,500	1,500	NAB	Cheque Acc.
Cash On Hand	Nil	580			580	N/A	On Hand
(b) Term Deposits							
Municipal Investment		2,594,733			2,594,733	NAB	Various
Reserves			2,631,347		2,631,347	NAB	Various
(c) Other Investments							
N/A					0		
Total		3,634,975	2,631,347	1,500	6,267,822		

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016

RECEIVABLES

Receivables - Rates Receivable

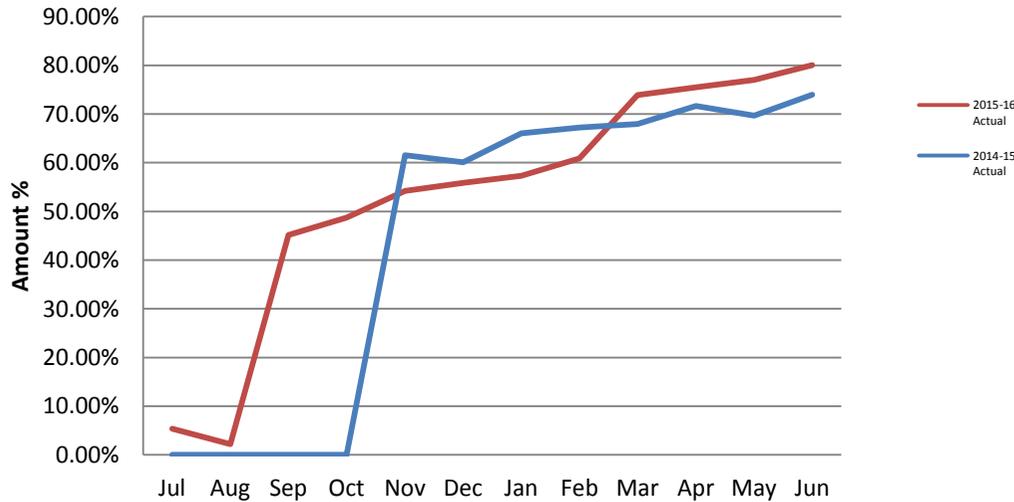
Opening Arrears Previous Years
Levied this year
Less Collections to date
Equals Current Outstanding

Net Rates Collectable
% Collected

incs interims

	For the Period Ended 31st May 2016	YTD 30th June 2015
	\$	\$
Opening Arrears Previous Years	925,281	628,463
Levied this year	2,688,220	2,921,997
Less Collections to date	(2,782,325)	(2,625,179)
Equals Current Outstanding	831,177	925,281
Net Rates Collectable	831,177	925,281
% Collected	77.00%	73.94%

Rates % Collected



Comments/Notes - Receivables Rates

Proper figures are only available in SynergySoft from October 2014.

Receivables - General

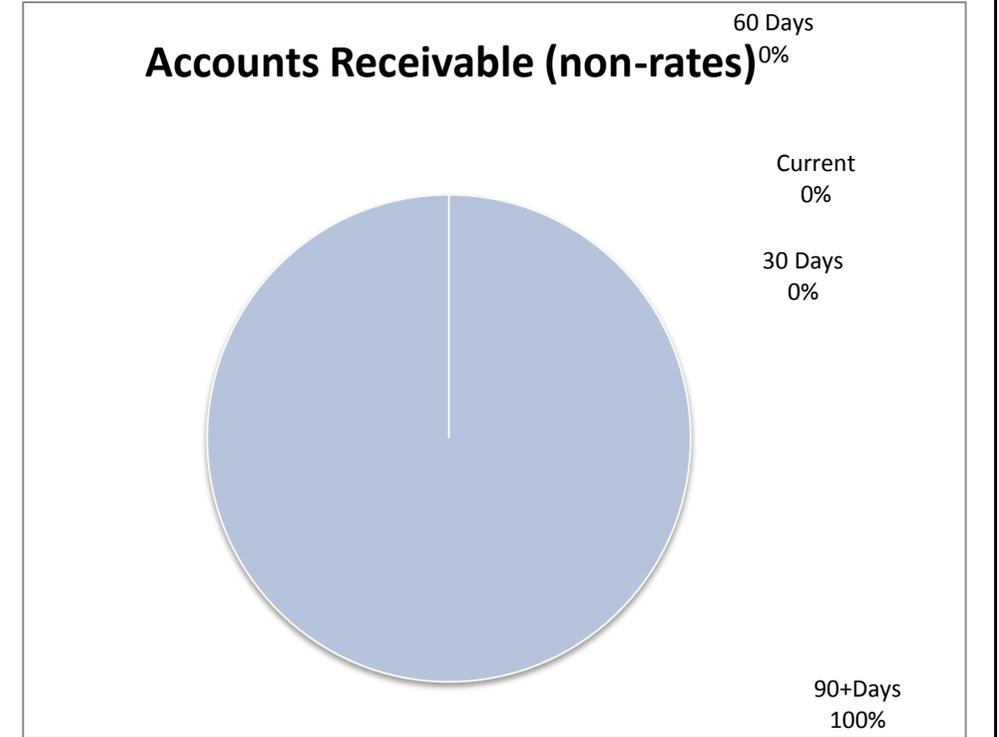
Receivables - General

Total Receivables General Outstanding

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	0	0	0	3,309
Total Receivables General Outstanding				3,309

Accounts Receivable (non-rates)

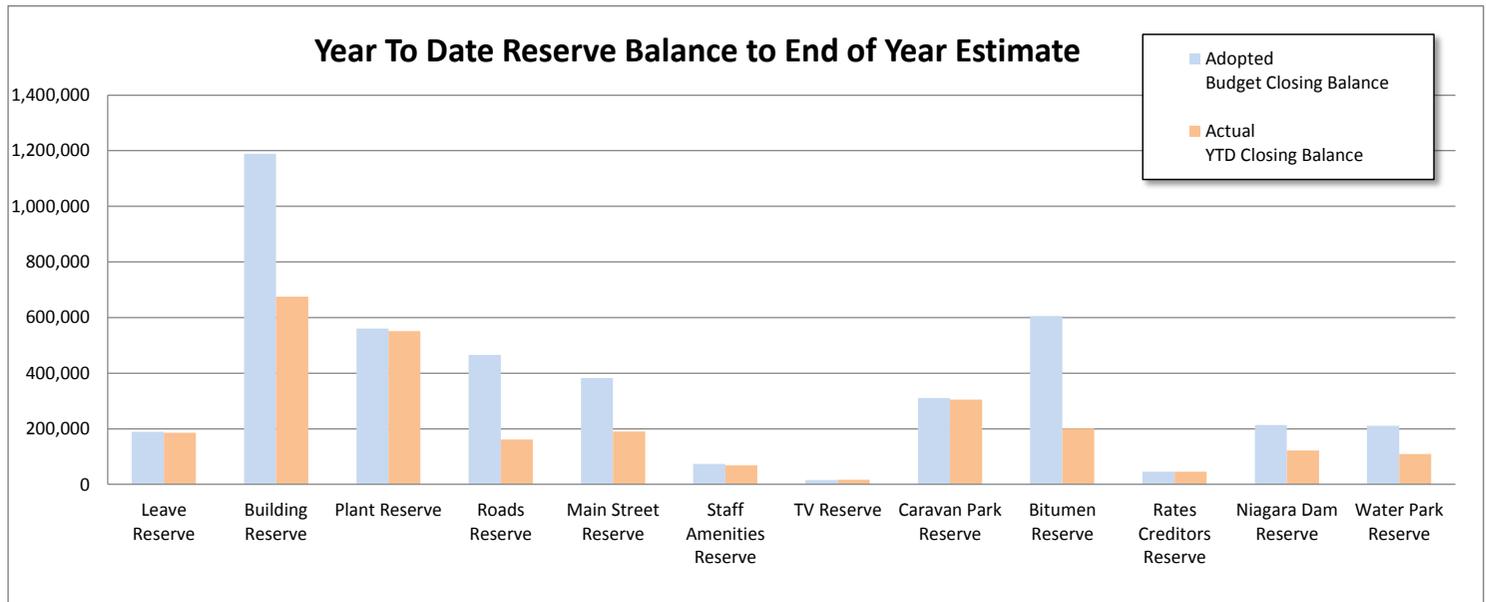


Comments/Notes - Receivables General

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016

Cash Backed Reserves

2015-16 Name	Opening Balance	Adopted Budget Interest Earned	Actual Interest Earned	Adopted Budget Transfers In (+)	Actual Transfers In (+)	Adopted Budget Transfers Out (-)	Actual Transfers Out (-)	Adopted Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	182,553	6,341	2,850	0	0	0	0	188,894	185,403
Building Reserve	665,690	23,124	9,392	500,000	0	0	0	1,188,814	675,082
Plant Reserve	541,383	18,804	9,450	0	0	0	0	560,187	550,833
Roads Reserve	160,395	5,572	1,455	300,000	0	0	0	465,967	161,850
Main Street Reserve	187,858	6,526	2,932	188,000	0	0	0	382,384	190,790
Staff Amenities Reserve	67,265	2,337	1,050	3,856	0	0	0	73,458	68,315
TV Reserve	14,911	518	1,275	0	0	0	0	15,429	16,186
Caravan Park Reserve	300,436	10,436	4,696	0	0	0	0	310,872	305,132
Bitumen Reserve	199,054	6,915	1,860	400,000	0	0	0	605,969	200,914
Rates Creditors Reserve	43,916	1,526	1,932	0	0	0	0	45,442	45,848
Niagara Dam Reserve	119,578	4,154	1,867	90,000	0	0	0	213,732	121,445
Water Park Reserve	107,868	3,747	1,684	100,000	0	0	0	211,615	109,552
	2,590,907	90,000	40,442	1,581,856	0	0	0	4,262,763	2,631,349



SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016

CAPITAL DISPOSALS AND ACQUISITIONS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Proceeds 2015-16					GL	JOB
Cost	Accum Depr	Proceeds	Profit (Loss)		Adopted Budget Proceeds	Current Budget Proceeds	YTD Budget Proceeds	YTD Actual Proceeds	Variance		
\$	\$	\$	\$		\$	\$	\$	\$	\$		
				Plant and Equipment							
				Proceeds on Disposal of Assets - Administration							
55,000	18,346	42,727	6,073	Proceeds on Disposal of CEO Vehicle	49,598	49,598	49,598	42,727	(6,871) ▼	14580	PR002
		0	0	Proceeds on Disposal of Assets - Sanitation							
				Proceeds on Disposal of Rubbish Truck	43,405	43,405	43,405	0	(43,405) ▼	10150	PR001
				Proceeds on Disposal of Assets - Road Plant							
50,000	12,509	32,727	(4,764)	Proceeds on Disposal of Cat Roller CS573	0	0	0	32,727	32,727 ▲	12351	PR003
16,000	4,206	14,545	2,751	Proceeds on Disposal of Hino Dutro Truck	0	0	0	14,545	14,545 ▲		PR004
				Land and Buildings							
				Proceeds on Disposal of Assets - Unclassified							
2,000	0	1,964	(36)	Proceeds on Disposal of Lot 71 Britannia St, Kookynie	0	0	0	1,964	1,964 ▲	14750	PR007
3,000	0	1,318	(1,682)	Proceeds on Disposal of Lot 31 Britannia St, Kookynie	0	0	0	1,318	1,318 ▲		PR008
3,000	0	1,318	(1,682)	Proceeds on Disposal of Lot 32 Britannia St, Kookynie	0	0	0	1,318	1,318 ▲		PR009
3,000	0	1,318	(1,682)	Proceeds on Disposal of Lot 30 Britannia St, Kookynie	0	0	0	1,318	1,318 ▲		PR010
132,000	35,060	95,918	(1,022)		93,003	93,003	93,003	95,918	2,915		

Comments - Capital Disposal/Replacements

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31st May 2016

CAPITAL DISPOSALS AND ACQUISITIONS

Comments	Summary Acquisitions	Capital Expenditure 2015-16				
		Adopted Budget	Current Budget	YTD Budget	YTD Actual	Variance
	Land	\$ 20,000	\$ 20,000	\$ 18,326	\$ 9,261	\$ (10,739)
	Buildings	639,653	639,653	586,300	327,821	(322,571)
	Plant and Equipment	799,703	799,703	762,570	310,768	(488,935)
	Furniture and Equipment	44,500	44,500	40,777	19,494	(25,006)
	Infrastructure - Roads	3,044,569	3,044,569	2,790,854	2,262,367	(782,202)
	Infrastructure - Footpaths	189,648	189,648	173,844	72,551	(117,097)
	Infrastructure - Other	541,579	541,579	496,430	94,010	(447,569)
	Capital Totals	5,279,652	5,279,652	4,869,101	3,096,272	(2,194,119)

Comments - Capital Acquisitions

Comments	Land	Capital Expenditure 2015-16				
		Adopted Budget	Current Budget	YTD Budget	YTD Actual	Variance
	Purchase of land lots for town development	\$ 20,000	\$ 20,000	\$ 18,326	\$ 9,261	\$ (10,739)
	Capital Totals	20,000	20,000	18,326	9,261	(10,739)

GL JOB
 14710

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016

CAPITAL DISPOSALS AND ACQUISITIONS

Comments	Buildings	Capital Expenditure 2015-16					GL	JOB
		Adopted Budget	Current Budget	YTD Budget	YTD Actual	Variance		
		\$	\$	\$	\$	\$		
	Installation of Solar Panels - Houses	50,000	50,000	45,826	0	(50,000)	▼	09192
	Installation Landscaping New Houses	60,000	60,000	55,000	46,820	(13,180)	▼	09193
	Installation of Sheds for New Houses	52,653	52,653	48,257	46,078	(6,575)	▼	09194
	Installation landscaping - Shenton St Units	20,000	20,000	18,326	8,498	(11,502)	▼	09195
	CEO House Renewal	25,000	25,000	22,913	1,252	(23,748)	▼	09197
	Upgrade of Old Church Menzies	50,000	50,000	45,826	0	(50,000)	▼	11650
	Stone Restoration & Repairs Historic Buildings	120,000	120,000	110,000	0	(120,000)	▼	11651
	Minor building renewals	10,000	10,000	9,163	0	(10,000)	▼	11652
	Depot Extension -Asset Upgrade	150,000	150,000	137,500	82,994	(67,006)	▼	12120
	Solar Power Units (Admin Bldg) - GVROC Project	50,000	50,000	45,826	142,179	92,179	▲	14575
	Electrical Upgrades to Admin	52,000	52,000	47,663	0	(52,000)	▼	14576
	Capital Totals	639,653	639,653	586,300	327,821	(311,832)		

Comments	Plant & Equipment	Capital Expenditure 2015-16					GL	JOB
		Adopted Budget	Current Budget	YTD Budget	YTD Actual	Variance		
		\$	\$	\$	\$	\$		
	Mtce. Grader Accommodation	90,500	90,500	82,951	21,618	(68,882)	▼	12306
	Minor Plant Purchases	4,300	4,300	3,938	0	(4,300)	▼	12310
	Purchase Vibrating Roller	219,100	219,100	200,838	129,145	(89,955)	▼	12311
	Purchase Small Tipper	80,800	80,800	74,063	74,667	(6,133)	▼	12312
	Purchase Rubbish Truck	234,905	234,905	234,905	0	(234,905)	▼	12313
	Purchase Pedestrian Roller	11,500	11,500	10,538	11,000	(500)	▼	12314
	Purchase Jacking Beam for Hoist	29,000	29,000	26,576	0	(29,000)	▼	12315
	TjTj Capital items Purchased (DO NOT USE)	10,000	10,000	9,163	0	(10,000)	▼	13488
	CEOs Vehicle Replacement	119,598	119,598	119,598	74,339	(45,259)	▼	14577
	Capital Totals	799,703	799,703	762,570	310,768	(488,935)		

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31st May 2016

CAPITAL DISPOSALS AND ACQUISITIONS

Comments	Furniture & Equipment	Capital Expenditure 2015-16					GL	JOB
		Adopted Budget	Current Budget	YTD Budget	YTD Actual	Variance		
		\$	\$	\$	\$	\$		
	New Locking System	10,000	10,000	9,163	0	(10,000)	▼	04241
	Admin Phone System Upgrade	10,000	10,000	9,163	0	(10,000)	▼	04242
	Replacement Conference Phone System for Cham	10,000	10,000	9,163	0	(10,000)	▼	04243
	dishwashers for the 3 staff houses	3,000	3,000	2,750	998	(2,002)	▼	09198
	Water Tanks for 4 staff houses	11,500	11,500	10,538	12,681	1,181	▲	09199
	Purchase Furniture & Equipment - CRC	0	0	0	5,815	5,815	▲	13760
	Capital Totals	44,500	44,500	40,777	19,494	(25,006)		

Comments	Roads	Capital Expenditure 2015-16					GL	JOB
		Adopted Budget	Current Budget	YTD Budget	YTD Actual	Variance		
		\$	\$	\$	\$	\$		
	Road Construction CRSF - jobs							
	Evanston- Menzies Road CRSF	360,009	360,009	330,011	319,302	(40,707)	▼	12101
	Roads to Recovery Construction -jobs							
	Menzies Northwest Road R2R	659,000	659,000	604,087	814,593	155,593	▲	12104
	Connie Sue R2R remote aboriginal access roads	50,000	50,000	45,837	0	(50,000)	▼	CR0012
	Blackspot funding Construction							
	Menzies NW Rd Black Spot	77,691	77,691	71,214	50,449	(27,242)	▼	12105
	Evanstone Menzies Rd Black Spot	143,190	143,190	131,263	167,819	24,629	▲	CR0014
	Road Construction Muni - jobs							
	Kensington Road	78,425	78,425	71,885	932	(77,493)	▼	12106
	Menzies North West Road	591,000	591,000	541,750	125,478	(465,522)	▼	CR0003
	Tjunjuntjarra Access Road	60,302	60,302	55,275	0	(60,302)	▼	CR0007
	Main Street Menzies Upgrade	203,919	203,919	186,923	16,657	(187,262)	▼	CR0009
	Connie Sue	31,000	31,000	28,413	0	(31,000)	▼	CR0010
	Kookynie road MUNI	205,033	205,033	187,946	195,608	(9,425)	▼	CR0011
	Road Construction RRG - jobs							
	Evanston Menzies Road RRG	300,000	300,000	275,000	249,859	(50,141)	▼	12109
	Yarri Road RRG	135,000	135,000	123,750	98,745	(36,255)	▼	CR0004
	Menzies Northwest Rd RRG	150,000	150,000	137,500	222,925	72,925	▲	CR0005
	Capital Totals	3,044,569	3,044,569	2,790,854	2,262,367	(782,202)		CR0013

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016

CAPITAL DISPOSALS AND ACQUISITIONS

Comments	Footpaths	Capital Expenditure 2015-16					GL	JOB
		Adopted Budget	Current Budget	YTD Budget	YTD Actual	Variance		
		\$	\$	\$	\$	\$		
	Footpath Construction							
	Footpaths- Walsh & Kensington Streets	93,648	93,648	85,844	68,199	(25,449)	▼	12108 CR0008
	Bicycle Path Construction	96,000	96,000	88,000	4,352	(91,648)	▼	12112
	Capital Totals	189,648	189,648	173,844	72,551	(117,097)		

Comments	Other Infrastructure	Capital Expenditure 2015-16					GL	JOB
		Adopted Budget	Current Budget	YTD Budget	YTD Actual	Variance		
		\$	\$	\$	\$	\$		
	New Pound	10,000	10,000	9,163	0	(10,000)	▼	05501
	Waste Refuse Site Renewal Project	65,000	65,000	59,576	5,522	(59,478)	▼	10205
	Construction Project Shire Hall Toilets	69,567	69,567	63,767	47,380	(22,187)	▼	11150
	Water Park Lighting	0	0	0	13,192	13,192	▲	11202
	Aunty Nelly Water Reclaim Project	120,000	120,000	110,000	6,396	(113,604)	▼	11350
	Playground Equipment Upgrade Project	30,000	30,000	27,500	0	(30,000)	▼	11351
	War Memorial Construction Project	0	0	0	21,122	21,122	▲	11750
	Shire House - Crossover Construction							12110
	Shire House Crossovers	152,012	152,012	139,348	0	(152,012)	▼	CR0006
	Tourism Signage & events Board	15,000	15,000	13,750	398	(14,602)	▼	13270
	Town Street Trees Planting & Care Program	50,000	50,000	45,826	0	(50,000)	▼	13280
	Caravan Park Landscaping Project (CAPEX)	30,000	30,000	27,500	0	(30,000)	▼	13820
	Capital Totals	541,579	541,579	496,430	94,010	(447,569)		

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016

RATING INFORMATION			Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Adopted Budget Rate Revenue \$	Adopted Budget Interim Rate \$	Adopted Budget Back Rate \$	Adopted Budget Total Revenue \$
RATE TYPE													
Differential General Rate													
GRV			0.07887	28	212,940	16,795	81,928	0	98,723	13,719			13,719
GRV	vacant		0.07999	3	15,652	1,252	(4,027)	0	(2,775)	354			354
UV	Pastoral		0.03747	17	728,753	27,306	(73)	0	27,233	40,007			40,007
UV	Other		0.02685	0	0	0	0	0	0	0	0	0	0
UV	Vacant		0.02685	0	0	0	1,154	0	1,154	1,782			1,782
UV	Mining	ops	0.14411	245	13,302,283	1,916,992	(69,286)	0	1,847,706	1,809,538	40,000		1,849,538
UV	Mining	exp	0.14205	232	4,135,768	587,486	(266,649)	0	320,837	641,468	0	0	641,468
UV	Mining	pros	0.13999	227	490,580	68,676	(452)	0	68,224	69,043			69,043
Non-Rateable							10	0	10				
Sub-Totals				752	18,885,976	2,618,507	(257,395)	0	2,361,112	2,575,911	40,000	0	2,615,911
Minimum Rates			Minimum \$										
GRV			300	10	9,251	3,000	0	0	3,000	3,900	0	0	3,900
GRV	vacant		300	215	43,915	64,500	0	0	64,500	66,600	0	0	66,600
UV	Pastoral		300	9	28,186	2,700	0	0	2,700	2,700	0	0	2,700
UV	Other		300	0	0	0	0	0	0	0	0	0	0
UV	Vacant		300	119	552,800	35,700	0	0	35,700	35,700	0	0	35,700
UV	Mining	ops	300	81	65,144	24,300	0	0	24,300	18,900	0	0	18,900
UV	Mining	exp	265	139	131,733	36,835	0	0	36,835	44,785	0	0	44,785
UV	Mining	pros	235	193	176,338	45,355	0	0	45,355	49,585	0	0	49,585
Sub-Totals				766	1,007,367	212,390	0	0	212,390	222,170	0	0	222,170
Specified Area Rates				1,518					2,573,502				2,838,081
Totals									0				0
Totals									2,573,502				2,838,081

Comments - Rating Information

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

The differential rates detailed above for the 2015/16 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 bearing 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 that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st May 2016

MAJOR VARIANCES - reasons

OPERATING REVENUES

SCH

- 3 Timing - The latest quarterly FAG's grant has been received ahead of budget. Permanent - Penalty and Instalment Interest expected to be greater than budget.
- 4 Permanent - Insurance reimbursement greater than expected (Budgeted).
- 5 Nil
- 7 Nil
- 8 Nil
- 9 Permanent - The teachers housing rent/reimbursement income budgeted to be received has not eventuated.
- 10 Nil
- 11 Permanent - Anzac War Memorial Grant budgeted for will not be received.
- 12 Timing - Road grants funding budgeted to be received but have not yet eventuated.
- 13 Nil
- 14 Permanent - Reimbursement of Long Service Leave from Shire of Laverton for P & D Crawford. Grant for Solar Lighting received but not budgeted for.

OPERATING EXPENSE

SCH

- 3 Nil
- 4 Nil
- 5 Permanent - Consultant Ranger services have not eventuated.
- 7 Timing - Nurse is yet to be engaged. NB: There could be a permanent saving here.
- 8 Nil
- 9 Timing - Some expenditure on housing maintenance is to be moved to capital. This will occur in readiness for the end of financial year.
- 10 Timing - Public Conveniences Mtce and Tip Site Mtce below budget.
- 11 Permanent - Hall Mtce below budget. Parks & Garden operations below budget. Golf Club expenses below budget. Water Park operations below budget. Permanent - Depreciation expense budgeted but will not eventuate.
- 12 Permanent - Depreciation expense on roads will be less than budget due to previous year fair value revaluation. Timing - Contract grading budgeted to occur but has not yet eventuated. Timing - Wandrra Flood Damage works budgeted to occur
- 13 Timing - Some Events expenditure has not yet eventuated. Timing - Tjuntjuntarra expenditure has not yet eventuated. Timing - CRC expenditure budgeted to occur has not yet eventuated.
- 14 Nil

CAPITAL REVENUE

> Nil

CAPITAL EXPENSES

- > Land & Buildings - The installation of new solar panels on houses, the upgrade of the old church, the restoration of historic buildings, and electrical upgrades to the admin building have not commenced.
- > Plant & Equipment - The purchase of the rubbish truck, jacking beam for hoist and TjTj capital items have not occurred.
- > Furniture & Equipment - The purchase of the New Locking System and the purchase of dishwashers for houses is now under operating. NB: One dishwasher is still to be moved to operating.
- > Infra Roads - Work on the Connie Sue Rd, Menzies NW Rd, Evanstone Menzies Rd, Kensington Rd, Tjunjuntjarra Access Rd and Main St have either not commenced or only just commenced.
- > Infra Footpaths - Work on the Bicycle Path construction is behind schedule.
- > Infra Other - Work on the new pound, waste refuse site renewal project, Aunty Nelly water reclaim project, playground equipment upgrade project, shire house crossovers, tourism signage/events board, town street trees planting and caravan park landscaping project have not commenced.
- > Transfers to Reserves - Timing - Interest Earned on Reserves not yet recognised as Term Deposits to mature at some date in the future.

OTHER ITEMS

- > Depreciation Add Back - Permanent - Depreciation expense on roads will be less than budget due to previous year fair value revaluation.

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
SCHEDULE 3							
GENERAL PURPOSE INCOME							
RATE REVENUE							
Operating Expenditure							
03100	Rates Accounting Expense		500		451		0
03101	Rate Notice Stationery expense		1,800		1,650		473
03102	Valuation Expenses and Title Searches Expense		14,000		12,826		6,524
03103	Debt Collection Expenses		15,000		13,750		5,390
03121	Rates Written-off & Adjustments		50,000		45,837		111,613
03199	Admin Allocated to Rates		211,313		193,699		161,354
Operating Income							
03106	General Rates Levied	2,798,081		2,798,081		2,830,898	
03115	Interim Rates	40,000		36,663		(257,396)	
03120	Penalty Interest Raised on Rates	40,000		36,663		89,851	
03123	Instalment Interest Received	0		0		10,509	
03124	Installment Admin Fees	0		0		5,544	
03127	ESL Penalty levied	0		0		2,469	
	Total Operating	2,878,081	292,613	2,871,407	268,213	2,681,875	285,354
TOTAL RATE REVENUE							
		2,878,081	292,613	2,871,407	268,213	2,681,875	285,354
OTHER GENERAL PURPOSE FUNDING							
Operating Expenditure							
03200	Expenses relating to Other General Purpose Funding		2,000		1,826		470
Operating Income							
03201	Grants Commission Grant Received - Gener	863,370		791,428		845,651	
03202	Grant Commission - Ops Road Component	353,356		323,906		376,369	
03203	Grants Commission Grants Received - Spec	0		0		90,000	
03204	ESL Penalty Interest	1,200		1,100		0	
03205	Interest Received - Municipal	33,000		30,250		58,930	
03206	Interest Received - Reserves	90,000		82,500		40,442	
03207	Other General Purpose funding received	500		451		61,647	
03208	Other Grant Funding	0		0		0	
03209	Suspense Unknown Income	0		0		258	
	Total Operating	1,341,426	2,000	1,229,635	1,826	1,473,297	470
Capital Expenditure							
03250	Transfer of Interest to Reserves		90,000		82,500		40,442
Capital Income							
	Total Capital	0	90,000	0	82,500	0	40,442
TOTAL OTHER GEN PURPOSE INCOM							
		1,341,426	92,000	1,229,635	84,326	1,473,297	40,912

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
SCHEDULE 4							
GENERAL ADMINISTRATION							
MEMBERS OF COUNCIL							
<u>Operating Expenditure</u>							
04100	Members Travelling Expenses paid		27,145		24,882		24,180
04101	Members Conference Expenses		11,112		10,186		8,497
04102	Council Election Expenses		5,482		5,016		10,030
04103	President's Allowance paid		16,395		15,026		10,490
04104	Members Meeting Fees		61,010		55,924		73,454
04105	Members -Donations		2,575		2,354		12,640
04106	Members - Subscriptions		1,500		1,375		1,415
04107	Deputy President's Allowance paid		3,174		2,904		2,186
04108	Members Communication Allowance		6,695		6,127		6,600
04109	President's Meeting Fees		0		0		0
04110	Civic Receptions & Functions Expense		3,343		3,058		1,568
04111	Member's Insurance		0		0		0
04113	Members Printing		100		88		299
04114	Members Advertsing		360		330		0
04115	Members Citizenship Award		500		451		0
04117	Depreciation - Members		1,282		1,166		0
04199	Admin Allocated to Members		528,282		484,253		403,387
<u>Operating Income</u>							
04116	Insurance Reimbursements	2,500		2,288		16,959	
	Total Operating	2,500	668,955	2,288	613,140	16,959	554,746
TOTAL MEMBERS OF COUNCIL							
2,500 668,955 2,288 613,140 16,959 554,746							
OTHER GOVERNANCE							
<u>Operating Expenditure</u>							
04201	Travel Expenses		2,000		1,826		493
04202	Printing & Stationary		400		363		62
04203	Legal Expenses Governance		5,600		5,126		5,240
04204	Subsricption Expenses Governance		33,750		30,932		27,481
04205	Advertising Expenses Governance		7,800		7,150		26,989
04206	Meeting Expenses Governance		1,350		1,232		1,448
04207	Refreshment Expenses Governance		2,050		1,870		4,136
04208	Communication Expenses Governance		500		451		0
04209	Bad & Doubtful Debts		1,000		913		0
04210	Records Expenses Governance		10,000		9,163		29,866
04215	Other Expenses Governance		3,000		2,750		13,452
<u>Operating Income</u>							
	Total Operating	0	67,450	0	61,776	0	109,168
<u>Capital Expenditure</u>							
04241	New Locking System		10,000		9,163		0
04242	Admin Phone System Upgrade		10,000		9,163		0
04243	Replacement Conferance Phone System for Chambers		10,000		9,163		0
<u>Capital Income</u>							
	Total Capital	0	30,000	0	27,489	0	0
TOTAL OTHER GOVERNANCE							
0 97,450 0 89,265 0 109,168							

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
SCHEDULE 5							
LAW, ORDER & PUBLIC SAFETY							
FIRE PREVENTION							
<u>Operating Expenditure</u>							
05100	Fire Advertising		900		825		121
05101	Fire Prevention - Utilities		150		132		422
05102	Fire Prevention - Insurance		4,350		3,982		0
05103	Fire Fighting Expenses		12,100		11,088		3,776
05104	ESL Levy Council Property		15,341		14,058		39,488
05177	Loss on Disposal of Assets		0		0		0
05188	Depreciation - Fire Prevention		47,260		43,318		44,607
05199	Admin Allocated to Fire Prevention		10,566		9,680		8,068
<u>Operating Income</u>							
05106	Fire Prevention - Other Revenue & Admin F	7,000		6,413		4,040	
05107	FESA Operating Grant Income	0		0		6,020	
	Total Operating	7,000	90,667	6,413	83,083	10,060	96,482
TOTAL FIRE PREVENTION		7,000	90,667	6,413	83,083	10,060	96,482
ANIMAL CONTROL							
<u>Operating Expenditure</u>							
05201	Ranger Consultant		30,000		27,500		0
05202	Wild Dog Control		0		0		0
05203	Cactus Control		30,000		27,500		23,485
05204	Dog Expenses		300		275		0
05205	Cat Expenses		500		451		0
05206	Ranger Expenses		5,000		4,576		0
05288	Depreciation - Animal Control		0		0		233
05299	Admin Allocated to Animal Control		10,566		9,680		0
<u>Operating Income</u>							
05208	Dog Registration Fees	350		319		0	
05209	Cat Registration Fees	100		88		0	
	Total Operating	450	76,366	407	69,982	0	23,718
<u>Capital Expenditure</u>							
05501	New Pound		10,000		9,163		0
<u>Capital Income</u>							
	Total Capital	0	10,000	0	9,163	0	0
TOTAL ANIMAL CONTROL		450	86,366	407	79,145	0	23,718
EMERGENCY SERVICES							
<u>Operating Expenditure</u>							
05301	Emergency Services Programs Expenses		1,800		1,650		3,446
05307	Police Station Costs		2,500		2,288		8,975
05398	Admin Allocated Other Law, Order & Public Safety		0		0		8,068
05399	Other Expenses Related to Law Order Safety		7,000		6,413		0
<u>Operating Income</u>							
	Total Operating	0	11,300	0	10,351	0	20,489
TOTAL EMERGENCY SERVICES		0	11,300	0	10,351	0	20,489

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
SCHEDULE 7							
HEALTH							
OTHER HEALTH							
<u>Operating Expenditure</u>							
07700	EHO Contract		17,500		16,038		8,424
07701	Nurse Expenses		150,000		137,500		10,024
07702	Other Expenses Relating to Health		0		0		4,167
07799	Admin Allocation - Health		15,848		14,520		12,102
<u>Operating Income</u>							
07705	Septic Tank Application fees collected	500		451		0	
	Total Operating	500	183,348	451	168,058	0	34,717
TOTAL OTHER HEALTH		500	183,348	451	168,058	0	34,717
SCHEDULE 8							
EDUCATION AND WELFARE							
OTHER EDUCATION							
<u>Operating Expenditure</u>							
08201	Menzies School - Donations Paid		9,500		8,701		8,000
<u>Operating Income</u>							
	Total Operating	0	9,500	0	8,701	0	8,000
TOTAL OTHER EDUCATION		0	9,500	0	8,701	0	8,000
SCHEDULE 9							
HOUSING							
STAFF HOUSING							
<u>Operating Expenditure</u>							
09101	Maintenance Staff Housing		100,000		91,663		95,995
09102	Staff Housing Furniture - non capital		8,500		7,788		158
09105	Staff House Costs Allocated to Services		(94,622)		(86,746)		(95,995)
09188	Depreciation - Staff Housing		92,038		84,359		90,684
<u>Operating Income</u>							
09121	Staff Housing Rent Income	14,600		13,376		11,760	
09123	Staff Housing Reimbursements	750		682		0	
09124	Staff Housing Other Revenue	250		220		0	
	Total Operating	15,600	105,916	14,278	97,064	11,760	90,842
<u>Capital Expenditure</u>							
09155	Transfer to Building Reserve		500,000		0		0
09192	Installation of Solar Panels - Houses		50,000		45,826		0
09193	Installation Landscaping New Houses		60,000		55,000		46,820
09194	Installation of Sheds for New Houses		52,653		48,257		46,078
09195	Installation landscaping - Shenton St Units		20,000		18,326		8,498
09197	CEO House Renewal		25,000		22,913		1,252
09198	dishwashers for the 3 staff houses		3,000		2,750		998
09199	Water Tanks for 4 staff houses		11,500		10,538		12,681
<u>Capital Income</u>							
	Total Capital	0	722,153	0	203,610	0	116,326
TOTAL STAFF HOUSING		15,600	828,069	14,278	300,674	11,760	207,167

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
	OTHER HOUSING						
	<i>Operating Expenditure</i>						
09201	Maintenance Non Staff Housing		15,000		13,750		61,678
09204	Housing Lease Payments		16,000		14,663		0
	<i>Operating Income</i>						
09206	Other Housing Rental Fees	9,716		8,899		11,055	
09207	Dept of Housing Leases - Teachers	32,192		29,502		3,863	
	Total Operating	41,908	31,000	38,401	28,413	14,918	61,678
	TOTAL OTHER HOUSING	41,908	31,000	38,401	28,413	14,918	61,678

SCHEDULE 10 COMMUNITY AMENITIES							
	DOMESTIC REFUSE						
	<i>Operating Expenditure</i>						
10100	Domestic Refuse Expenses		21,273		19,492		22,226
10188	Depreciation - Refuse Collection		9,463		8,668		5,562
	<i>Operating Income</i>						
10101	Income Relating to Sanitation - Household B	6,350		5,819		6,345	
10102	Profit on Sale of Asset - Sanitation	2,333		2,333		0	
	Total Operating	8,683	30,736	8,152	28,160	6,345	27,789
	TOTAL DOMESTIC REFUSE	8,683	30,736	8,152	28,160	6,345	27,789
	OTHER SANITATION						
	<i>Operating Expenditure</i>						
10200	Maintenance Tip Site		50,000		45,826		29,560
10201	Litter & Graffiti Control Expenses		1,000		913		3,699
10204	Purchase Rubbish Bins - Sanitation - Other		2,500		2,288		2,272
	<i>Operating Income</i>						
	Total Operating	0	53,500	0	49,027	0	35,531
	<i>Capital Expenditure</i>						
10205	Waste Refuse Site Renewal Project		65,000		59,576		5,522
	<i>Capital Income</i>						
	Total Capital	0	65,000	0	59,576	0	5,522
	TOTAL OTHER SANITATION	0	118,500	0	108,603	0	41,053

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
	TOWN PLANNING & REG DEVELOPMENT						
	<u>Operating Expenditure</u>						
10600	Costs Relating to Town Planning & Regional Development		2,500		2,288		2,829
	<u>Operating Income</u>						
	Total Operating	0	2,500	0	2,288	0	2,829
	TOTAL TOWN PLANNING & REG DEV	0	2,500	0	2,288	0	2,829
	OTHER COMMUNITY AMENITIES						
	<u>Operating Expenditure</u>						
10700	Expenses Relating to Other Community Amenities		2,500		2,288		1,872
10701	Menzies Public Conveniences		20,000		18,326		13,442
10702	Maintenance - Cemetery		10,000		9,163		6,182
10704	Public Conveniences Kookynie		10,000		9,163		768
10799	Depreciation Other Community Amenities		342		308		0
	<u>Operating Income</u>						
	Total Operating	0	42,842	0	39,248	0	22,264
	TOTAL OTHER COMMUNITY AMENITIES	0	42,842	0	39,248	0	22,264

SCHEDULE 11							
RECREATION & CULTURE							
	PUBLIC HALLS & CIVIC CENTRES						
	<u>Operating Expenditure</u>						
11101	Maintenance - Hall		35,000		32,076		2,640
11103	Hall Hire Fees	100		88		0	
11105	Hire Fees - Chairs & Tables	25		22		0	
11107	Supply of Water from Hall Standpipe	350		319		74	
	Total Operating	475	35,000	429	32,076	74	2,640
	<u>Capital Expenditure</u>						
11150	Construction Project Shire Hall Toilets		69,567		63,767		47,380
	<u>Capital Income</u>						
	Total Capital	0	69,567	0	63,767	0	47,380
	TOTAL PUBLIC HALLS & CIVIC CENTRES	475	104,567	429	95,843	74	50,019
	<u>Capital Expenditure</u>						
11202	Water Park Lighting		0		0		13,192
11250	Transfer to Water Park Reserve		100,000		0		0
	<u>Capital Income</u>						
	Total Capital	0	100,000	0	0	0	13,192
	TOTAL SWIMMING AREAS	0	100,000	0	0	0	13,192

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
	OTHER RECREATION & SPORT						
	<u>Operating Expenditure</u>						
11300	Sports Courts Utilities		5,500		5,038		4,165
11301	Other Recreation Expenses		15,000		13,750		45,156
11303	Parks & Gardens - Jobs		95,000		87,076		34,811
11304	Playground Equipment Maintenance		7,000		6,413		223
11306	Golf Club Expenses		20,000		18,326		0
11307	Water Park Operations		50,000		45,826		28,367
11388	Depreciation Other Sport & Recreation		60,240		55,220		10,910
11398	Admin Allocated Other Recreation & Sport		105,656		96,855		80,677
	<u>Operating Income</u>						
	Total Operating		0		358,396		0
	<u>Capital Expenditure</u>						
11350	Aunty Nelly Water Reclaim Project		120,000		110,000		6,396
11351	Playground Equipment Upgrade Project		30,000		27,500		0
	<u>Capital Income</u>						
	Total Capital		0		150,000		0
	TOTAL OTHER RECREATION & SPORT		0		508,396		0
	TV & Radio Rebroadcasting						
	<u>Operating Expenditure</u>						
11400	Expenses Relating to Television Radio		2,500		2,288		12,786
	<u>Operating Income</u>						
11402	SBS TV Digital Service Subsidy Received	21,650		19,844		19,650	
	Total Operating	21,650	2,500	19,844	2,288	19,650	19,961
	TOTAL TV & RADIO REBROADCASTING	21,650	2,500	19,844	2,288	19,650	19,961
	LIBRARIES						
	<u>Operating Expenditure</u>						
11500	Training Libraries		1,500		1,375		0
11501	Postage & Freight Libraries		1,000		913		459
11502	Printing Libraries		500		451		0
11503	AMLIB Fees Libraries		1,500		1,375		1,256
11505	Books & Programs Libraries		500		451		105
11599	Admin Allocated Libraries		10,566		9,680		8,068
	<u>Operating Income</u>						
	Total Operating		0		15,566		0
	TOTAL LIBRARIES		0		15,566		0

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
	HERITAGE & CULTURE						
	<u>Operating Expenditure</u>						
11600	Heritage Consultants Costs		2,500		2,288		0
11603	Old Post Office Maintenance		1,500		1,375		2,501
11605	Old Butcher Shop Maintenance		2,500		2,288		442
11606	Museum Shed Maintenance		2,500		2,288		0
11608	Art & Culture Initiatives		5,000		4,576		0
	<u>Operating Income</u>						
	Total Operating	0	14,000	0	12,815	0	2,943
	<u>Capital Expenditure</u>						
11650	Upgrade of Old Church Menzies		50,000		45,826		0
11651	Stone Restoration & Repairs Historic Buildings		120,000		110,000		0
11652	Minor building renewals		10,000		9,163		0
	<u>Capital Income</u>						
	Total Capital	0	180,000	0	164,989	0	0
	TOTAL HERITAGE & CULTURE	0	194,000	0	177,804	0	2,943
	WAR MEMORIAL						
	<u>Operating Expenditure</u>						
11701	Anzac War Memorial Maintenance		3,200		2,926		5,689
11702	Anzac War Memorial Utilities		300		275		137
11703	Anzac War Memorial Events		1,500		1,375		288
	<u>Operating Income</u>						
11799	Anzac War Memorial Grant	50,000		45,826		0	
	Total Operating	50,000	5,000	45,826	4,576	0	6,114
	<u>Capital Expenditure</u>						
11750	War Memorial Construction Project		0		0		21,122
	<u>Capital Income</u>						
	Total Capital	0	0	0	0	0	21,122
	TOTAL WAR MEMORIAL	50,000	5,000	45,826	4,576	0	27,236

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		CURRENT BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
SCHEDULE 12							
TRANSPORT							
CONSTRUCTION ROADS, STREETS, BRIDGES & DEPOTS							
<u>Capital Expenditure</u>							
12101	Road Construction CRSF - jobs		360,009		330,011		319,302
12104	Roads to Recovery Construction -jobs		709,000		649,924		814,593
12105	Blackspot funding Construction		220,881		202,477		218,268
12106	Road Construction Muni - jobs		1,169,679		1,072,192		338,675
12107	Drainage Construction		0		0		0
12108	Footpath Construction		93,648		85,844		68,199
12109	Road Construction RRG - jobs		585,000		536,250		571,530
12110	Shire House - Crossover Construction		152,012		139,348		0
12112	Bicycle Path Construction		96,000		88,000		4,352
12120	Depot Extension -Asset Upgrade		150,000		137,500		82,994
12150	Transfer to Road Reserve		300,000		0		0
12151	Transfer to Main Street Reserve		188,000		0		0
12152	Transfer to Bitumen Reserve		400,000		0		0
<u>Capital Income</u>							
	Total Capital	0	4,424,229	0	3,241,546	0	2,417,912
TOTAL CONSTRUCTION ROADS							
		0	4,424,229	0	3,241,546	0	2,428,777
MAINTENANCE ROADS, STREETS, BRIDGES & DEPOTS							
<u>Operating Expenditure</u>							
12102	Contract Grading		200,000		183,326		26,680
12115	ROMAN II Subscription		7,000		6,413		6,028
12111	Town Dam Menzies		10,000		9,163		2,196
12200	Maintenance - Muni Fund Roads - Jobs		550,000		504,163		592,404
12201	Maintenance - Depot		22,000		20,163		16,932
12202	Maintenance - Footpaths & Kerbs		40,000		36,663		5,491
12204	Town Streets Clean Up & Sweeping		25,000		22,913		9,783
12205	Slashing - Town Streets		10,000		9,163		9,568
12207	Main Street Development - non capital		15,000		13,750		0
12208	Insulation for Records Sea Container		4,000		3,663		0
12209	Street Lighting		7,200		6,600		7,715
12210	Street Furniture		10,000		9,163		46
12211	Street Trees Gardens & Watering		10,000		9,163		5,659
12212	Sundry Tools & Materials		20,000		18,326		30,292
12213	Maintenance - Sewer Ponds		5,000		4,576		2,140
12214	Rehabilitation of Gravel & Sand Pit (s)		30,000		27,500		0
12216	Road Repairs Flood & Storm Damage MUNI		4,000		3,663		6,401
12223	Roadside Furniture and Signage		5,000		4,587		868
12215	WANDRRA Repairs - Floods Storms etc.		2,214,867		2,030,292		946,378
12277	Loss on Sale of Asset		0		0		4,764
12288	Depreciation Transport		2,626,662		2,407,768		1,658,042
12299	Admin Allocated - Transport		279,989		256,652		213,795

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
	<u>Operating Income</u>						
12220	Fuel Sales	50		44		0	
12224	Misc Permit Fees	900		825		0	
12226	Grant - MRWA Direct Grant	148,800		136,400		161,700	
12227	Grant - MRWA Subsidies	1,200		1,100		0	
12225	Grant - MRWA Projects - Evanstone Menzies	360,009		330,000		0	
12228	Grant - Roads to Recovery	659,000		604,076		1,177,771	
12232	Grant - RRG	390,000		357,500		0	
12236	Grant - MRWA Blackspot	147,254		134,981		131,799	
12237	Grant - Roads	0		0		156,000	
12238	Grant - Other: Tjun Access Indigenous Acces	0		0		61,200	
12242	WANDRRA Flood Damage Grant	2,568,610		2,354,550		0	
	Total Operating	4,275,823	6,095,718	3,919,476	5,587,670	1,688,470	3,545,181
	TOTAL MAINTENANCE ROADS	4,275,823	6,095,718	3,919,476	5,587,670	1,688,470	3,545,181
	PLANT & EQUIPMENT PURCHASES						
	<u>Operating Expenditure</u>						
	<u>Operating Income</u>						
12321	Profit on Disposal of Assets - Road Plant	0		0		2,751	
	Total Operating	0	0	0	0	2,751	0
	<u>Capital Expenditure</u>						
12306	Mtce. Grader Accommodation		90,500		82,951		21,618
12310	Minor Plant Purchases		4,300		3,938		0
12311	Purchase Vibrating Roller		219,100		200,838		129,145
12312	Purchase Small Tipper		80,800		74,063		74,667
12313	Purchase Rubbish Truck		234,905		234,905		0
12314	Purchase Pedestrian Roller		11,500		10,538		11,000
12315	Purchase Jacking Beam for Hoist		29,000		26,576		0
	Total Capital	0	670,105	0	633,809	0	236,430
	TOTAL PLANT & EQUIP PURCHASES	0	670,105	0	633,809	2,751	236,430
	AERODROMES						
	<u>Operating Expenditure</u>						
	<u>Operating Income</u>						
12640	Menzies Airstrip Maintenance		5,000		4,587		19,460
	Total Operating	0	5,000	0	4,587	0	19,460
	TOTAL AERODROMES	0	5,000	0	4,587	0	19,460
	SCHEDULE 13						
	ECONOMIC SERVICES						
	RURAL SERVICES						
	<u>Operating Expenditure</u>						
	<u>Operating Income</u>						
13100	Expenses Relating to Rural Services & Pest Control		50		44		0
	Total Operating	0	50	0	44	0	0
	TOTAL RURAL SERVICES	0	50	0	44	0	0

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
	TOURISM & AREA PROMOTION						
	<u>Operating Expenditure</u>						
13241	Events - Cyclclassic		85,000		77,913		80,356
13242	Events - Menzies Awareness Day		5,000		4,576		0
13243	Events - Holiday Programs		30,000		27,500		5,319
13244	Events - Community		10,000		9,163		6,781
13250	Promotional Materials Advertising & Marketing Costs		6,000		5,500		1,946
13251	Goldfields Network Tourism Expenses		37,500		34,375		38,936
13252	Golden Quest Vehicle Lease		7,500		6,875		9,017
13253	Old Butcher Shop Utilities and Insurance		250		220		104
13254	Kookyine Info Bay & Townsite		2,050		1,870		4,963
13255	Kookyine Walk Trail		350		319		0
13256	Ularring Tourist Facility		1,800		1,650		1,912
13257	Lake Ballard		22,800		20,900		20,669
13258	Niagara Dam		20,500		18,788		20,386
13259	Goongarrie Cottages		50,000		45,826		6,084
13260	Tourism Signage		1,000		913		5,627
13261	Lady Shenton Maintenance		15,000		13,750		669
13262	Tourism Advertising		5,000		4,576		4,209
13288	Depreciation - Tourism and Area Promotion		64,692		59,301		71,972
13299	Admin Allocated- Tourism and Area Promotion		211,313		193,699		161,355
	<u>Operating Income</u>						
13272	Tourism Reimbursements	500		451		747	
13273	Tourism Lease Income	5,500		5,038		0	
13275	Tourism Other Income	120		110		0	
	Total Operating	6,120	575,755	5,599	527,714	747	440,304
	<u>Capital Expenditure</u>						
13265	Transfer to Niagara Dam Reserve		90,000		0		0
13270	Tourism Signage & events Board		15,000		13,750		398
13280	Town Street Trees Planting & Care Program		50,000		45,826		0
	<u>Capital Income</u>						
	Total Capital	0	155,000	0	59,576	0	398
	TOTAL TOURISM & AREA PROMOTION	6,120	730,755	5,599	587,290	747	440,702
	BUILDING CONTROL						
	<u>Operating Expenditure</u>						
13300	Building Surveyor Costs		15,000		13,750		8,424
13310	Other Expenses Relating to Building Control		1,500		1,375		3,988
13399	Admin Allocation - Building		52,828		48,422		40,339
	<u>Operating Income</u>						
13301	Building Licence Fees	4,500		4,125		2,415	
	Total Operating	4,500	69,328	4,125	63,547	2,415	52,751
	TOTAL BUILDING CONTROL	4,500	69,328	4,125	63,547	2,415	52,751

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
	TJUNTJUNTARRA						
	<u>Operating Expenditure</u>						
13400	Tjuntjuntjarra Sculpture Course		15,000		13,750		9,000
13404	Tjuntjuntjarra Consultants		14,600		13,376		0
13405	Tjuntjuntjarra Holiday Program		52,000		47,663		22,228
13407	Tjuntjuntjarra Football Carnival		12,000		11,000		5,864
13408	Tjuntjuntjarra Dog Health Program		4,500		4,125		4,500
13499	Admin Allocation - Tjunjunarra		105,656		96,844		80,677
	<u>Operating Income</u>						
		0		0		0	
	Total Operating	0	203,756	0	186,758	0	122,270
	<u>Capital Expenditure</u>						
13488	TjTj Capital items Purchased (DO NOT USE)		10,000		9,163		0
	<u>Capital Income</u>						
	Total Capital	0	10,000	0	9,163	0	0
	TOTAL TJUNTJUNTARRA	0	213,756	0	195,921	0	122,270
	NURSERY						
	<u>Operating Expenditure</u>						
13501	Nursery Operational Expenses		10,000		9,163		0
	<u>Operating Income</u>						
	Total Operating	0	10,000	0	9,163	0	0
	TOTAL NURSERY	0	10,000	0	9,163	0	0

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
	CRC						
	<u>Operating Expenditure</u>						
13701	Community Development Manager		0		0		15,812
13702	CRC Salaries & Wages		156,503		143,451		134,457
13703	CRC Insurances Including W/Comp		6,000		5,500		0
13704	CRC Maintenance		6,000		5,500		4,078
13705	CRC Travel Expenses		500		451		0
13706	CRC Postage & Freight		500		451		493
13707	CRC Print & Stationary		8,000		7,326		3,798
13708	CRC Other admin expenses		500		451		3,971
13709	CRC Membership Fees		1,000		913		0
13710	CRC Computing Costs		6,500		5,951		1,197
13711	CRC Furntiure NON Capital		5,000		4,576		681
13712	CRC Uniforms		500		451		0
13713	CRC Telephone Card Purchases		5,000		4,576		12,881
13714	CRC Cost of Goods For Re-sale		17,000		15,576		4,694
13715	CRC Marketing & Promotion		6,000		5,500		8,463
13716	CRC Utilities		6,400		5,863		5,527
13717	CRC Refreshments		400		363		218
13718	CRC Cleaning		25,000		22,913		22,571
13719	CRC Training & Conference Expenses		1,500		1,375		0
13720	CRC Programs		2,500		2,288		0
13722	CRC superannuation		23,709		21,725		11,622
13754	Cost of Phone Cards for resale		500		451		0
	<u>Operating Income</u>						
13721	CRC Reimbursements	1,500		1,375		218	
13750	CRC Operating Grant	111,000		101,750		123,024	
13751	CRC All Sales	30,000		27,500		27,930	
13752	CRC Phone Card Sales	6,000		5,500		(698)	
	Total Operating	148,500	279,012	136,125	255,651	150,474	230,465
	<u>Capital Expenditure</u>						
13760	Purchase Furniture & Equipment - CRC		0		0		5,815
	<u>Capital Income</u>						
	Total Capital	0	0	0	0	0	5,815
	TOTAL CRC	148,500	279,012	136,125	255,651	150,474	236,280

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
	CARAVAN PARK						
	<u>Operating Expenditure</u>						
13810	Caravan Park Salaries & Wages		64,676		59,279		59,141
13811	Caravan Park Maintenance		15,784		14,465		23,715
13812	Caravan Park Landscaping and Gardening - Operating		28,687		26,301		23,792
13813	Caravan Park Other Costs		2,647		2,420		1,397
13814	Caravan Park Insurance Including W/Comp		2,270		2,079		0
13815	Caravan Park Utilities		21,475		19,679		29,470
13816	Caravan Park Superannuation		1,481		1,353		2,909
	<u>Operating Income</u>						
13802	Caravan Park Income from Charges	49,000		44,913		42,559	
13803	Caravan Park Income from Washer & Dryers	1,500		1,375		1,919	
	Total Operating	50,500	137,020	46,288	125,576	44,478	140,423
	<u>Capital Expenditure</u>						
13820	Caravan Park Landscaping Project (CAPEX)		30,000		27,500		0
	<u>Capital Income</u>						
	Total Capital	0	30,000	0	27,500	0	0
	TOTAL CARAVAN PARK	50,500	167,020	46,288	153,076	44,478	140,423

SCHEDULE 14							
OTHER PROPERTY AND SERVICES							
	PRIVATE WORKS						
	<u>Operating Expenditure</u>						
14100	Private Works Expenses		5,000		4,587		14,365
	<u>Operating Income</u>						
14101	Private Works Income	5,000		4,587		1,171	
	Total Operating	5,000	5,000	4,587	4,587	1,171	14,365
	TOTAL PRIVATE WORKS	5,000	5,000	4,587	4,587	1,171	14,365

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
	PUBLIC WORKS OVERHEADS						
	<i>Operating Expenditure</i>						
14200	Supervision Wages - Public Works Overheads		353,721		324,236		208,576
14201	Superannuation - Public Works Overheads		90,985		83,402		69,466
14202	Reimbursements Expense PWOH		950		869		56
14203	Leave Annual - Public Works Overheads		7,938		7,271		14,177
14204	Leave Personal - Public Works Overheads		4,493		4,114		0
14206	Public Holidays - Public Works Overheads		1,619		1,474		0
14207	Leave Accruals - Public Works Overheads		119,940		109,945		0
14208	Allowances - Public Works Overheads		19,064		17,468		0
14209	Protective Clothing & PPE - Public Works Overheads		2,500		2,288		6,196
14210	Training & Conferences - Public Works Overheads		22,700		20,801		12,608
14211	Recruitment Costs - Public Works Overheads		2,400		2,200		5,592
14212	Meeting Expenses - Public Works Overheads		2,250		2,057		498
14214	Depot Insurance - Public Works Overheads (Use Job B0017)		3,800		3,476		0
14215	Other Exps - Public Works Overheads		1,495		1,364		3,770
14216	Staff Housing Allocated - Public Works Overheads		24,493		22,451		0
14217	Depot Mtce (to be allocated as PWOH) Use Job B0017		2,401		2,200		2,045
14218	Motor Vehicle Expenses Allocated - PWO's		717		649		17,564
14219	Telephone - Public Works Overheads		7,630		6,985		6,496
14220	Utilities - Public Works Overheads		1,000		913		500
14221	PWOH Allocated to Works and Services		(1,115,022)		(1,022,098)		(1,013,516)
14222	Engineering Consultancy - PWO's		0		0		1,316
14225	Depreciation - Public Works Overheads		14,353		13,156		4,486
14226	Depot Operational & Misc Tasks - Labour Costs		7,948		7,282		12,440
14299	Admin Allocated to Works - Public Works Overheads		422,625		387,398		322,709
	<i>Operating Income</i>						
		0		0		0	
	Total Operating	0	0	0	(99)	0	(325,022)
	TOTAL PUBLIC WORKS OVERHEADS	0	0	0	(99)	0	(325,022)
	PLANT OPERATIONS						
	<i>Operating Expenditure</i>						
14301	Mech's Wages - Internal Repairs to P&E		119,851		109,857		253,336
14302	Other Plant Costs (DO NOT USE)		25,574		23,441		18,854
14303	Fuel & Oils - Plant Operations		176,295		161,601		172,569
14304	Tyres and Tubes - Plant Operations		25,301		23,188		9,161
14305	Parts & Repairs - Plant Operations		201,828		185,009		151,318
14307	Vehicle Registrations & Insurance - Plant Operations		22,291		20,427		3,175
14309	Less Plant Costs Allocated		(1,016,797)		(932,074)		(779,173)
14388	Depreciation - Plant Operations		297,737		272,921		330,932
14399	Admin Allocated - Plant Operations		147,919		135,586		112,948
	<i>Operating Income</i>						
14308	Plant Operations Reimbursements	18,500		16,962		21,150	
	Total Operating	18,500	(1)	16,962	(44)	21,150	273,120
	TOTAL PLANT OPERATIONS	18,500	(1)	16,962	(44)	21,150	273,120

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
		\$	\$	\$	\$	\$	\$
	ADMINISTRATION OVERHEADS						
	<u>Operating Expenditure</u>						
14501	Admin LGMA Memberships		1,600		1,463		1,745
14503	Safety Rep Inspections & Programs		0		0		367
14508	Allowances (DO NOT USE)		15,697		14,388		61
14509	Records Mgt Costs		9,352		8,569		20,088
14510	Admin Salaries & Wages		948,626		869,572		694,072
14511	Superannuation		101,844		93,357		62,628
14513	Other Admin Costs		7,985		7,315		(29,213)
14514	Admin FBT		21,524		19,723		30,764
14515	Audit Fees		38,385		35,178		22,065
14516	Admin Travel Costs		2,345		2,145		3,059
14518	Admin Uniforms		3,577		3,278		(201)
14519	Housing Allowance (DO NOT USE)		7,123		6,523		0
14524	Admin Other Employee Costs		435		396		915
14525	Leave Accrual		137,020		125,598		0
14526	Workers Compensation Premiums		45,588		41,789		0
14527	Professional Development Study - Administration		12,000		11,000		0
14530	Recruitment Costs		5,000		4,576		23,748
14532	Recruitment Relocation		10,000		9,163		10,164
14533	Legal Fees		7,500		6,875		27,500
14534	Fair Value Valuations & Revaluations		23,000		21,076		0
14535	Accounting Services		115,000		105,413		7,825
14536	Contractors & Consultants		115,000		105,413		193,241
14537	Admin Printing & Stationary		33,080		30,316		49,414
14538	Bank Charges (No GST) Account Fees		3,936		3,608		1,652
14539	Insurance		72,853		66,781		139,055
14540	Internet		12,947		11,858		0
14541	Utilities		30,993		28,402		21,762
14542	Phones / Mobiles		16,716		15,323		10,348
14543	Bank Charges (GST) Merchant and Connect		0		0		862
14544	Computing Costs & Support - Administration		85,307		78,188		68,841
14548	Training Expenses - Administration		2,357		2,156		2,284
14555	Postage & Freight - General Administration		2,136		1,958		532
14557	Meeting Costs - Administration		1,000		913		0
14558	Advertising - Administration		2,500		2,288		1,671
14559	Newspapers & Periodicals		1,000		913		701
14560	Admin Vehicle Expenses Allocated		28,500		26,125		46,052
14561	Office Maintenance		70,000		64,163		25,138
14562	Staff Housing Allocated - Administration		45,000		41,250		0
14573	Purchase Plant & Equip - Administration		10,000		9,163		1,570
14574	Purchase Furniture & Equipment Administration		10,000		9,163		3,100
14588	Depreciation - Administration		56,200		51,513		96,816
14599	Administration Costs Allocated to Other Programs		(2,113,126)		(1,937,023)		(1,517,550)
	<u>Operating Income</u>						
14502	Clearing acct - Social Club Contributions	0		0		1,340	
14512	Reimbursements	17,700		16,225		20,591	
14520	Profit on Sale of Asset - Administration	1,000		1,000		6,073	
14579	Solar Pwr grant	0		0		139,762	
	Total Operating	18,700	0	17,225	(132)	167,766	21,075
	<u>Capital Expenditure</u>						
14575	Solar Power Units (Admin Bldg) - GVROC Project		50,000		45,826		142,179

**PROFIT & LOSS Budget Performance BY PROGRAM**For the Reporting Period ended
31/05/2016

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		YTD BUDGET		ACTUAL TO 31/05/2016	
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
14576	Electrical Upgrades to Admin	\$	\$ 52,000	\$	\$ 47,663	\$	\$ 0
14577	CEOs Vehicle Replacement		119,598		119,598		74,339
	<u>Capital Income</u>						
	Total Capital	0	225,454	0	213,087	0	216,518
TOTAL ADMINISTRATION OVERHEAD		18,700	225,454	17,225	212,955	167,766	237,593
	<u>SALARIES & WAGES</u>						
	<u>Operating Expenditure</u>						
14600	Gross Salaries & Wages		1,852,877		1,698,466		1,508,705
14603	Less Sal & Wages Allocated		(1,852,877)		(1,698,466)		(1,508,705)
	<u>Operating Income</u>						
	Total Operating	0	0	0	0	0	0
TOTAL SALARIES & WAGES		0	0	0	0	0	0
	<u>UNCLASSIFIED</u>						
	<u>Operating Expenditure</u>						
14700	Expenses Relating to Unclassified		0		0		14,980
14702	Loss on Disposal of Assets		0		0		5,082
	<u>Operating Income</u>						
14701	Income Relating to Unclassified	0		0		22,480	
	Total Operating	0	0	0	0	22,480	20,062
	<u>Capital Expenditure</u>						
14710	Purchase of land lots for town development		20,000		18,326		9,261
	<u>Capital Income</u>						
	Total Capital	0	20,000	0	18,326	0	9,261
TOTAL UNCLASSIFIED		0	20,000	0	18,326	22,480	29,323

12.2.2 Listing of Payments for the Month of May 2016

LOCATION:	N/A
APPLICANT:	N/A
FILE REF:	1993
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	27 June 2016
AUTHOR:	Rhonda Evans, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	N/A

ATTACHMENTS:

12.2.2 Attachment # List of payments made in May 2016.

SUMMARY:

The list of payments made for the month of May 2016 to be received by Council.

BACKGROUND:

Payments have been made by cheque payment, electronic funds transfer (EFT) and direct transfer from Council's Municipal bank account and duly authorised as required by Council Policy. These payments have been made under authority delegated to the Chief Executive Officer (CEO) and are not reported to Council.

COMMENT:

The cheque, EFT and Direct Debit payments that have been raised for the month of May 2016 are attached.

After payment, the balance of creditors will be \$689,034.67.

CONSULTATION: Nil

STATUTORY ENVIRONMENT:

Local Government (Financial Management) Regulations 1996 Number 13.

POLICY IMPLICATIONS:

Policy 4.7 – Creditors – Preparation for Payment

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS:

Prepare timely accurate reports on the Shire's activities, budgets, plans and performance.

VOTING REQUIREMENTS: Simple Majority

OFFICER'S RECOMMENDATION:

That Council receive the list of payments for the month of May 2016 totalling \$940,868.19 being:

- 1) Cheques 10422-10435 in the Municipal fund totalling \$9,336.67 Cheques 10423 and 10424 were cancelled.**
- 2) Electronic Fund Transfer EFT1194-EFT1296 payments in the Municipal Fund totalling \$827,189.20.**
- 3) Direct Debit payments in the Municipal Fund totalling \$104,342.31.**
- 4) Credit card payments relating to the May 2016 statement (included in direct debits) totalling \$1,261.02**

COUNCIL RESOLUTION

No 0997

Moved

Cr Mazza

Seconded

Cr Baird

That Council receive the list of payments for the month of May 2016 totalling \$940,868.19 being:

- 1. Cheques 10422-10435 in the Municipal fund totalling \$9,336.67 Cheques 10423 and 10424 were cancelled.**
- 2. Electronic Fund Transfer EFT1194-EFT1296 payments in the Municipal Fund totalling \$827,189.20.**
- 3. Direct Debit payments in the Municipal Fund totalling \$104,342.31.**
- 4. Credit card payments relating to the May 2016 statement (included in direct debits) totalling \$1,261.02**

Carried 6/0

Minutes of Ordinary Meeting of Council 30 June 2016 **Shire of Menzies**
Payments for the Month of May 2016
Cheques

Chq/EFT	Date	Name	Description	Amount
10422	18/05/2016	Resource Centre Shire Of Menzies	Stamps	\$15.05
10425	18/05/2016	Telstra	367 1243 388 March 2016	\$1,497.47
10426	18/05/2016	Water Corporation	Unit 53A Walsh St 1/3-30/4/2016	\$37.68
10427	19/05/2016	Australia Post	Stamps for resale CRC	\$134.45
10428	19/05/2016	BOQ Finance	Copier Charges March 2016	\$389.40
10429	19/05/2016	NAB	Merchant Fees March 2016	\$45.49
10430	19/05/2016	Wright Express Australia Pty Ltd	Direct Debit from motorpass March 2016	\$490.75
10431	20/05/2016	Cancer Council W A	2016 Biggest morning tea	\$500.00
10432	20/05/2016	Horizon Power	Power usage 101 Wilson ST 19/4-28/4/16	\$39.81
10433	20/05/2016	Mcleods Barristers & Solicitors	Advice Caravan Park, visitor centre & Community Resource Centre	\$288.15
10434	20/05/2016	Leonora Art Prize INC	2016 Leonora Art Prize	\$1,640.00
10435	20/05/2016	Wa Country Health Service - Goldfields	Provision of Registered Nurse Menzies Nursing Post 21/3-17/4/2016	\$4,258.43

Cheques	\$9,336.68
EFT	\$827,189.20
Direct Debit	\$104,342.31
Total Payments	\$940,868.19
Credit Card Payments (included in Direct Debit)	\$1,261.02

Minutes of Ordinary Meeting of Council 30 June 2016 **Shire of Menzies**
Payments for the Month of May 2016
EFT

Chq/EFT	Date	Name	Description	Amount
EFT1194	12/05/2016	Netlogic Information Technology	Laptop - Salary Sacrifice	\$1,727.00
EFT1195	12/05/2016	PLANWEST	WAPC Application for plan of subdivision Mercer-Wilson Street	\$3,111.41
EFT1196	18/05/2016	Air Liquide Wa Pty Ltd	Rental 1/4-30/4/2016	\$87.81
EFT1197	18/05/2016	Atom	Padlock & socket set	\$273.90
EFT1198	18/05/2016	Ian Baird	Monthly meeting fees April 2016	\$2,967.04
EFT1199	18/05/2016	Beaurepairs	batteries	\$194.24
EFT1200	18/05/2016	Bitutek Pty Ltd	Supply & Spray Bitumen	\$173,498.60
EFT1201	18/05/2016	Bob Waddell	Assistance with 2016/17 budget, preparation of March monthly statement & bank recenciliation	\$8,217.00
EFT1202	18/05/2016	Bunnings	BBQ Cleaner, Tap timer, Ratchet Tie down	\$177.58
EFT1203	18/05/2016	BW SOLAR	Waterboy 400w 4 HR solar pump system"	\$6,380.50
EFT1204	18/05/2016	C Direct	Telstra Prepaid recharge \$20,\$30,\$40,\$50	\$1,017.60
EFT1205	18/05/2016	Coates Hire	Returned Roller Padfoot 17t, Rehire Roller Pad foot 15t	\$8,870.85
EFT1206	18/05/2016	Courier Australia	freight	\$505.49
EFT1207	18/05/2016	Custom Creative Carpentry	Unit 29A Shenton St Patch and plastered wall	\$435.00
EFT1208	18/05/2016	Cutting Edges Equipment Parts	Tooth STD loader	\$1,647.95
EFT1209	18/05/2016	Cybersecure	Backup service March 2016	\$129.00
EFT1210	18/05/2016	David Gray & Co Pty Ltd	MGB 240LT Dark Green Complete	\$1,966.80
EFT1211	18/05/2016	Daphne's Florist	3 wreaths	\$431.00
EFT1212	18/05/2016	Department Of Environment Regulation	Menzies Liquid Waste Facility	\$1,024.29
EFT1213	18/05/2016	Jillian Dwyer	Monthly meeting fees April 16	\$4,056.11
EFT1214	18/05/2016	Eagle Petroleum (W.A) Pty Ltd	ULP Depot	\$42.42
EFT1215	18/05/2016	EMC Solar Construction	Supply & installation of 30kW Solar PV system	\$38,434.55
EFT1216	18/05/2016	Credit Card Payments (included in Direct Debit)	='Credit Card'!R[-16]C	\$5,852.00
EFT1217	18/05/2016	Flex Industries	VIPS M22-13, Elbows 13, 12-13, Globes	\$248.56
EFT1218	18/05/2016	Forman Bros	CEO house Remove and install septic tanks	\$5,592.51
EFT1219	18/05/2016	Goldline Distributors	Refreshments & cleaning products	\$579.89
EFT1220	18/05/2016	Goldfields Truck Power	Various parts	\$510.78
EFT1221	18/05/2016	Goldfields People Hire	Hire of Labour WE 17/4/2016	\$30,009.90
EFT1222	18/05/2016	Debbie Hansen	Monthly meeting fees April 2016	\$772.50
EFT1223	18/05/2016	Heatleys safety and industrial	Tape duct & tape measure	\$30.45
EFT1224	18/05/2016	Hitachi	Element outer air	\$407.40
EFT1225	18/05/2016	Holcim	KalcrushWA Crushing 5mm Aggregate	\$736.16
EFT1226	18/05/2016	Menzies Hotel	1 x 45kg gas bottle	\$174.50
EFT1227	18/05/2016	humes wembley cement	Pipes & headwalls	\$16,844.30
EFT1228	18/05/2016	Tucker, Ian Cr	Monthly meeting fees April 2016	\$872.50
EFT1229	18/05/2016	Itvision	Renewal Synergysoft & universe annual license fees 1/7/16-30/6/17	\$29,850.72
EFT1230	18/05/2016	Jamie Mazza	Monthly meeting fees April 2016	\$1,130.16
EFT1231	18/05/2016	Kalgoorlie Monumental Works	Supply & fit 2 Black Granite Bases	\$2,200.00
EFT1232	18/05/2016	Breakaway C/O Key Factors	Dozer Hire 4/4-24/4/2016	\$38,164.50
EFT1233	18/05/2016	Kalgoorlie Precast Concrete	Box culverts, Bases. Headwalls to suit	\$12,419.00
EFT1234	18/05/2016	Landgate	Mining tenement chargeable schedule No: M2015/2 8/1-3/2/2016	\$105.00
EFT1235	18/05/2016	justin Lee	Monthly meeting fees April 16th	\$1,157.11
EFT1236	18/05/2016	Keith Mader	Monthly meeting fees April 2016	\$1,189.62
EFT1237	18/05/2016	Mcginty & Co Pty Ltd	Supply & install extension to Shed in depot	\$65,989.00
EFT1238	18/05/2016	Menzies Aboriginal Corporation	1 x 45kg gas bottle	\$4,241.60
EFT1239	18/05/2016	MLG OZ Pty Ltd	CMX 5mm agg	\$1,589.45
EFT1240	18/05/2016	Mobile Pest Weed Control	Termite treatment	\$10,920.80
EFT1241	18/05/2016	Netlogic Information Technology	Remote consulting 21/4/16 change CEO & Ceoxa password	\$337.50
EFT1242	18/05/2016	Oclc (uk)	Ambil annual maintenance	\$1,263.22
EFT1243	18/05/2016	Office National	Service Agreement Ricoh	\$1,611.62
EFT1244	18/05/2016	Onsite Rental Group	Returned Intergrated Tool carrier & Saw Demolition Quick cut & Blade	\$1,212.76
EFT1245	18/05/2016	OZ Lite	LED Bulb	\$1,948.05
EFT1246	18/05/2016	Penns Cartage	culverts	\$1,101.10
EFT1247	18/05/2016	Pennant House	Flagpole Kit	\$1,623.60
EFT1248	18/05/2016	PLANWEST	Local Planning Strategy, Local Planning Scheme No2	\$1,155.00
EFT1249	18/05/2016	Quality Inn Railway Motel Kalgoorlie	accommodation & meals Pascoe Durtanovich	\$580.50
EFT1250	18/05/2016	sunday times	Advertisement Sunday times escape feature 20/3/2016 Menzies Caravan Park	\$1,251.14

Minutes of Ordinary Meeting of Council 30 June 2016 **Shire of Menzies**
Payments for the Month of May 2016
EFT

EFT1251	18/05/2016	Moore Stephens	Preparation & Lodgement of February 2016 IAS	\$363.00
EFT1252	18/05/2016	WA Hino	New Hino 300 Series 920 Medium Model XJC710R-HKFTKQ3	\$66,109.86
EFT1253	18/05/2016	Westland Autos	Filters	\$304.44
EFT1254	18/05/2016	WML Consultants	Niagara Dam Structural Review	\$4,917.00
EFT1255	18/05/2016	WesTrac Pty Ltd	Travel to & from machine - Electrical system	\$8,214.38
EFT1256	20/05/2016	Atom	Spanner set, kneepads hard shell	\$313.50
EFT1257	20/05/2016	Bob Waddell	Assistance with 2016/17 Annual Budget	\$3,696.00
EFT1258	20/05/2016	Bunnings	Pipe stormwater, dust pan & brush, wire mesh avairy & mesh accessory	\$679.06
EFT1259	20/05/2016	Butler Settineri	Interim fee Audit Shire of Menzies year ending 30/6/2016	\$5,936.58
EFT1260	20/05/2016	Central Regional TAFE	MEM30205 Certificate 111 in Engineering - Mechanical Trade (Dylan Maynard)	\$1,220.31
EFT1261	20/05/2016	Cheric Leonora	4 x 13500lt apid Plastic Poly tanks, 300mm leaf screens & Rapid Plastic Poly pump covers	\$9,477.60
EFT1262	20/05/2016	Cockburn Cement Ltd	Swan rapidset 20kg bags	\$435.60
EFT1263	20/05/2016	Core Business Australia Pty Ltd	Heritage Centre Project	\$15,997.96
EFT1264	20/05/2016	Cornerstone Legal	Court proceedings - Ron Andrei	\$1,003.20
EFT1265	20/05/2016	Courier Australia	Freight	\$20.49
EFT1266	20/05/2016	Cybersecure	Backup service April 2016	\$129.00
EFT1267	20/05/2016	Eagle Petroleum (W.A) Pty Ltd	Bulk fuel 7500 litre	\$18,389.42
EFT1268	20/05/2016	Flex Industries	Filter & air seat dust blower	\$131.67
EFT1269	20/05/2016	Goldline Distributors	Refreshments for community event	\$435.37
EFT1270	20/05/2016	Goldfields Toyota	10,000klm Service	\$261.02
EFT1271	20/05/2016	Heatleys safety and industrial	Shirts L/W L/S XL x 4	\$151.80
EFT1272	20/05/2016	Hitachi	Wiper blades, assorted filters,	\$1,646.76
EFT1273	20/05/2016	Menzies Hotel	Meals and accommodation 11/4-204/2016	\$12,699.01
EFT1274	20/05/2016	kelyn training services	Basic worksite traffic management 27/28/4/2016	\$559.00
EFT1275	20/05/2016	Breakaway C/O Key Factors	Dozer hire 23/4-29/4/2016	\$14,276.35
EFT1276	20/05/2016	Komatsu Australia Pty Ltd	Investigate & repair report air con blowing hot air	\$3,967.12
EFT1277	20/05/2016	Kooda Contracting Pty Ltd	Plant Hire 3/3-26/3/2016	\$64,926.02
EFT1278	20/05/2016	Netlogic Information Technology	Remote consulting 26/4 passwords CRC & setup windows VM for Laserfiche	\$1,537.50
EFT1279	20/05/2016	Office National	Konica C554E Service	\$132.00
EFT1280	20/05/2016	Kalgoorlie Overland Motel	Accommodation & meals Paul Warner	\$194.95
EFT1281	20/05/2016	Shire of Leonora	Health & Building 15/3/2016 & 21/4/2016	\$7,015.00
EFT1282	20/05/2016	Solomons Flooring	57 Walsh Street Blinds & floor covering	\$11,938.00
EFT1283	20/05/2016	Wormald Australia Pty Ltd	Fire extinguishers	\$1,398.10
EFT1284	20/05/2016	WesTrac Pty Ltd	Switch AS-RP	\$1,088.93
EFT1285	20/05/2016	Wurth Australia	Vulcanised fibre disc	\$24.26
EFT1286	30/05/2016	Leanne Downie	Pet & Housing Bonds	\$700.00
EFT1287	30/05/2016	Australian Taxation Office	April 2016 IAS	\$24,518.00
EFT1288	30/05/2016	Beaurepairs	Valve regulated lead acid Batteries	\$48.00
EFT1289	30/05/2016	Bob Waddell	Assistance with the preparation of the April bank rec	\$3,168.00
EFT1290	30/05/2016	Carina Moroney	Councillors Lunch May meeting 2016	\$159.41
EFT1291	30/05/2016	Debbie Pianto	Kitchen equipment for Shire Kitchen	\$131.50
EFT1292	30/05/2016	Pascoe Durtanovich	Cab Charges Land Department & Anzac Day	\$127.91
EFT1293	30/05/2016	Jillian Dwyer	Refreshments for Biggest Morning Tea and Pascoe Durtanovich send off.	\$876.08
EFT1294	30/05/2016	Safe Roads WA	Supply paveline truck -repairs to Kookynie Road	\$38,379.00
EFT1295	30/05/2016	Jeanette Taylor	Gift card voucher for Bev Golding - redundancy -years of service	\$522.00
EFT1296	30/05/2016	Paul Warner	Fuel for trip back from Metrocount course	\$100.00

Minutes of Ordinary Meeting of Council 30 June 2016 **Shire of Menzies**
Payments for the Month of May 2016
Direct Debit

Chq/EFT	Date	Name	Description	Amount
Payroll	10/05/2016	Net Pay	Payroll	\$42,340.08
DD630.1	10/05/2016	Kinetic Superannuation	Payroll deductions	\$973.07
DD630.2	10/05/2016	Wa Local Govt Superannuation Plan	Payroll deductions	\$1,732.53
DD630.3	10/05/2016	B T Finanacial Group Superannuation	Superannuation contributions	\$503.11
DD630.4	10/05/2016	Australian Ethical	Superannuation contributions	\$277.32
DD630.5	10/05/2016	Wa Local Govt Superannuation Plan	Superannuation contributions	\$2,991.94
DD630.6	10/05/2016	Amp	Superannuation contributions	\$259.83
DD630.7	10/05/2016	Australian Super	Superannuation contributions	\$345.82
Payroll	24/05/2016	Net Pay	Payroll	\$42,033.42
1516-11.10	24/05/2016	BOQ	Copier Lease May 2016	\$389.40
DD652.1	24/05/2016	Kinetic Superannuation	Payroll deductions	\$973.07
DD652.2	24/05/2016	Wa Local Govt Superannuation Plan	Payroll deductions	\$1,730.46
DD652.3	24/05/2016	B T Finanacial Group Superannuation	Superannuation contributions	\$515.42
DD652.4	24/05/2016	Australian Ethical	Superannuation contributions	\$272.57
DD652.5	24/05/2016	Wa Local Govt Superannuation Plan	Superannuation contributions	\$2,659.92
DD652.6	24/05/2016	Amp	Superannuation contributions	\$249.24
DD652.7	24/05/2016	Australian Super	Superannuation contributions	\$345.82
DD664.1	02/05/2016	WESTNET	CRC Computer cost 1/6-1/7/2016	\$90.45
DD664.2	16/05/2016	Toyota Finance	Direct Debit - Vehicle Sub Lease Golden Quest	\$991.90
DD664.3	16/05/2016	BOQ Finance	Direct Debit - Copier charges April 2016	\$1,840.28
DD664.4	30/05/2016	Wright Express Australia Pty Ltd	Direct Debit from Motorpass April 2016	\$826.96
DD667.1	04/05/2016	NAB	DD Credit Card May 2016	\$1,261.02
DD669.1	18/05/2016	NAB	NAB Connect Fee Access and usage	\$37.49
DD712.1	25/05/2016	Wa Local Govt Superannuation Plan	Superannuation contributions	\$639.79
1516-11.02	31/05/2016	National Australia Bank	Bank Fees	\$61.40

Payments for the Month of May 2016**Credit Card**

Date	Name	Description	Amount
1/04/2016	Dept of Transport	Registration P0202 Hino X-long crew cab truck 1ESM849	\$ 282.75
7/04/2016	WA Local Government	Local Government Directories	\$ 138.50
22/04/2016	Qantas	Air Fare - Pascoe Durtanovich	\$ 578.00
27/04/2016	Everett Butchers	Community BBQ meet & greet	\$ 252.77
28/04/2016	NAB	Card Fees	\$ 9.00
		TOTAL	\$ 1,261.02

12.2.3 Rates to be Written Off

LOCATION:	Lot 66 Britannia Street (Ass 1833) Lot 121 Owen Street (Ass 1881)
APPLICANT:	NA
FILE REF:	1930
DISCLOSURE OF INTEREST:	Nil
DATE:	30 May 2016
AUTHOR:	Carol McAllan, Rates Officer
PREVIOUS MEETING REFERENCE:	NIL

ATTACHMENTS: Nil

SUMMARY:

For Council to consider the write off rates and interest owing on assessment 1833 (Lot 66 Britannia Street Kookynie) assessment 1881 (Lot 121 Owen Street Kookynie).

BACKGROUND:

The two properties were part of the Land Sale (for non-payment of rates) held in February 2008. The unsold properties were to be retained by the Shire or handed back to the crown however the process was never completed.

COMMENT:

Assessment 1833:

This property is at Lot 66 Britannia Street Kookynie with the Certificate of Title 221/194. The Unimproved (UV) value is \$2,800. The Valuer General Reference (VEN) is 1183203. Landgate Records show the record was flagged as inactive and it does not appear on the Current UV Roll. Rates should not have been raised on this property since 2005. The write off is therefore rates raised in error which would not usually be presented to Council. However, in this case, the rates and interest have accrued over a number of years, and is being presented for write off.

Assessment 1881:

This property Lot 121 Owen Street Kookynie with the Certificate of Title 230/79 and has no VEN. The value is \$2,800. It does not appear on the current UV roll with this information. It on the corner of Owen and Cosmos Streets. It was listed in the Land Auction as Lot 121 Cosmos Street and was sold at auction. The property is now known as Assessment 2500 with a Certificate of Title 230/79 the VEN is 1183095 and the value \$4,600 which matches the current UV roll.

CONSULTATION:

Jeanette Taylor, Manager Finance and Administration.
Rhonda Evans, Chief Executive Officer,
Jovanka Vicentic, Landgate.

STATUTORY ENVIRONMENT:

Local Government Act 1996 (as amended) Section 6.12. Power to defer, grant discounts, waive or write off debts

POLICY IMPLICATIONS:

The Council has no Policy relating to this matter.

FINANCIAL IMPLICATION:

Loss of \$2,716.48 in rates revenue which included in the Budget for the year ending 30 June 2016.

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENT:

Absolute Majority.

OFFICER'S RECOMMENDATION:

That Council write off

- 1. \$1,090.52 in Rates and Interest owing on Assessment 1833 for the property known as Lot 66 Britannia Street Kookynie: and**
- 2. \$1,625.96 in Rates and Interest owing on Assessment 1881 for the property known as Lot 121 Owen Street Kookynie.**

COUNCIL RESOLUTION	No 0998
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Moved **Cr Mazza** **Seconded** **Cr Lee**

That Council write off

- 1. \$1,090.52 in Rates and Interest owing on Assessment 1833 for the property known as Lot 66 Britannia Street Kookynie: and**
- 2. \$1,625.96 in Rates and Interest owing on Assessment 1881 for the property known as Lot 121 Owen Street Kookynie.**

Carried 6/0

12.4.1 Monthly Report Lady Shenton

LOCATION:	Lady Shenton Building
APPLICANT:	N/A
FILE REF:	2004
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	27 June 2016
AUTHOR:	Rhonda Evans, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	Nil

ATTACHMENTS:

12.4.1 Attachment #1 Monthly Sales Figures Lady Shenton Building

SUMMARY:

To receive information relating to the activities at the Lady Shenton for the month of May 2016.

BACKGROUND:

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 Street. The following is a brief report of the monthly activities.

COMMENT:

Community Resource Centre (CRC)

May saw a total of 69 visitors to the CRC 38 of those attending the 'Biggest Morning Tea' funded by the Department of Regional Development. This function raised \$500 for the Cancer Council. The students of the Menzies Community School painted a banner to commemorate the 2016 Cyclassic. This together with two banners donated by L Dwyer were displayed in the Town Hall during the Classic.

Menzies Matters is now being printed in A3 booklet format which looks more professional than the previous presentation.

Rooms were used for a number of activities including the farewell to the Acting Chief Executive Officer, Pascoe Durtanovich, the Cyclassic Committee and Landcare. It is hoped that the community will continue to consider this facility for meetings and functions.

Visitor Centre

Customer feedback indicates an overall positive response to the town and its facilities. Over the next few months consideration will be given to entering the town into the Tidy Towns

competition for 2017. Comparative monthly and annual statistics for the Centre will be compiled shortly. It is hoped to have these available by August 2016.

Community Postal Agency

The charges for the lease of mail boxes will be included in the fees and charges to be presented to Council in item 12.5.2. Following advertising, accounts effective 5 July 2016 to 30 June 2017 will be issued.

Caravan Park

Statistics for the caravan park presented in the attachment do not reflect after hours bookings. These figures will be incorporated for future reporting. The occupancy of the Park for May was 31.28% with the average stay being 2.56 nights. It is hoped that increased advertising will raise the profile of both the Park and the Town, and will result in increased patronage.

CONSULTATION:

Laura Dwyer – CRC Co-Ordinator

STATUTORY ENVIRONMENT: Nil
POLICY IMPLICATIONS: Nil
FINANCIAL IMPLICATIONS: Nil
STRATEGIC IMPLICATIONS: Nil
VOTING REQUIREMENTS: Simple Majority

OFFICER'S RECOMMENDATION:

That Council receive the report of the activities in the Lady Shenton Building for the month of May 2016 for information.

COUNCIL RESOLUTION		No 0999	
Moved	Cr Mazza	Seconded	Cr Baird

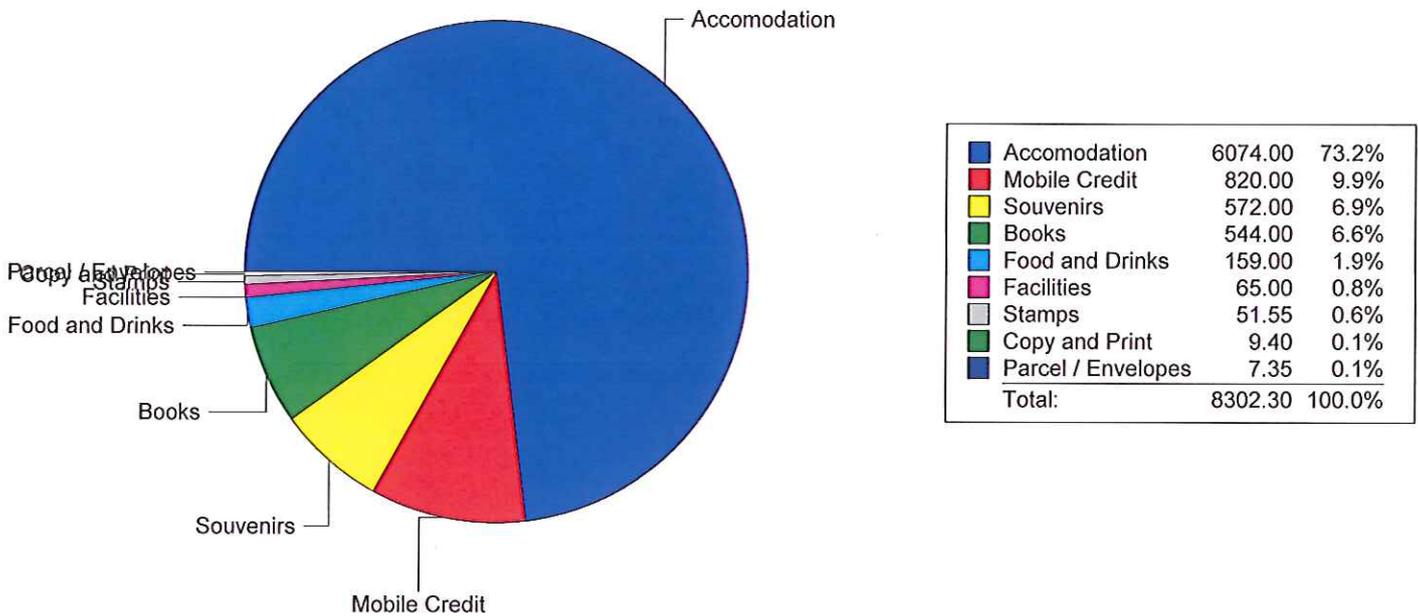
That Council receive the report of the activities in the Lady Shenton Building for the month of May 2016 for information.

Carried 6/0

Department Sales Report

01 May 2016 00:00:00 to 31 May 2016 23:59:59

Code	Description	Sales		
		Quantity	Amount	%
1	Copy and Print	12.0000	9.40	0.11
40	Mobile Credit	23.0000	820.00	9.88
100	Stamps	15.0000	51.55	0.62
110	Parcel / Envelopes	13.0000	7.35	0.09
200	Souvenirs	118.0000	572.00	6.89
210	Food and Drinks	49.0000	159.00	1.92
220	Books	18.0000	544.00	6.55
300	Accomodation	182.0000	6,074.00	73.16
301	Facilities	13.0000	65.00	0.78
		443.0000	8,302.30	



Financial Report

	Quantity	Amount		Quantity	Amount
Gross Sales	443.00	8302.30	Transactions	339	
ST Discount	0	0.00	Sales	290	
ST Discount 2	0	0.00	No-Sales	47	
ST Discount 3	0	0.00			
ST Discount 4	0	0.00	Average \$ per Sale		28.63
Subtotal Surcharges	0	0.00	Refunds	2	20.00
Promotions	0	0.00	Voids	27	494.45
Item Discount	0	0.00	Void Mode Transactions	0	0.00
Item Disc 2	0	0.00	Void Entire Sales	0	0.00
Item Disc 3	0	0.00	Non-Turnover Sales	0	0.00
Item Disc 4	0	0.00			
% Item Surcharges	0	0.00	Cost of Sales		0.00
Points Redemptions	0	0.00	\$ Margin		7547.88
NETT Sales (incl. tax)		8302.30	Gross Profit (%)		100.00
(excl. tax)		7547.88			
Rounding		0.00	<u>Tax Amounts</u>		
TIPS IN	0	0.00			
PAID IN	0	0.00	GST	Amount	Sales
RA 3	0	0.00		754.42	8302.30
RA 4	0	0.00			
TIPS OUT		0.00			
PAID OUT		0.00			
PO 3		0.00			
PO 4		0.00			
		8302.30			

<u>AMOUNTS TENDERED FOR SALES</u>			<u>BANKING</u>	
CASH	179	2578.95	CASH	2578.95
EFTPOS	105	5413.40	EFTPOS	5413.40
CREDIT CARD	7	308.00	CREDIT CARD	308.00
		8300.35		8300.35
		8300.35		

<u>SALES CATEGORIES</u>		Total CRC	829.40
Resource Centre	829.40	Total NON-CRC	7472.90
Caravan Park	6139.00		
Visitor Centre	1275.00		
Post Office	58.90		
	8302.30		

12.2.4. Differential Rating

LOCATION:	N/A
APPLICANT:	N/A
FILE REF:	1926
DATE:	23 June 2016
DISCLOSURE OF INTEREST	The author has no interest to disclose
AUTHOR:	Rhonda Evans Chief Executive Officer
PREVIOUS MEETING REFERENCE:	NIL

ATTACHMENTS:

12.2.4. Attachment 1 – Statement of Objects and Reasons for Differential Rates

12.2.4 Attachment 2 – Table of Rate Model for proposed Differential Rates.

SUMMARY:

To consider and approve for advertising the proposed Differential Rates in the dollar and minimum Rates for Unimproved Valuations.

BACKGROUND:

Each year prior to adopting the Annual Budget Councils who decide to use differential rates must, in compliance with the Local Government Act 1995 (the Act) Section 6.36 advertise the proposed rates in the dollar (RID) and minimum rates for those categories to be rated using the differential option.

At the budget workshop held on Thursday 28 April 2016 Council considered the needs for the forthcoming financial year, and indicated that a rate increase of between one and two percent would be required to complete the program for the year ending 30 June 2017.

The intent to differentially rate must be advertised in a state wide circulating newspaper no earlier than 1 May, and must be advertised with a period for objections to be received of no less than twenty one days.

COMMENT:

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

The author will seek leave to present options to the council during the meeting on 30 June 2016 to ensure that there is both understanding and agreement of the proposal to be presented to the Minister for Local Government to support differential rating outside the set parameters.

CONSULTATION: Nil

STATUTORY ENVIRONMENT:

Local Government Act 1995 Section 6.36

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

Financial Management standards in relation to the delivery of Council services.

STRATEGIC IMPLICATIONS:

Active Civic Leadership

VOTING REQUIREMENTS: Simple Majority

OFFICER'S RECOMMENDATION:

That Council

- 1. Impose differential rates for the year ending 30 June 2017 as attached.**
- 2. Requests the Minister for Local Government to approve an application for the imposition of differential general rates in accordance with Section 6.33(3) of the Local Government act and the imposition of \$300 minimum payments on vacant land under Section 6.35(5)(6) of the Local Government Act 1995.**

COUNCIL RESOLUTION		No 1000	
Moved	Cr Mazza	Seconded	Cr Baird

That the meeting be adjourned at 11.40am to permit additional information provided (attachment 12.2.4) to be read and considered by Council and for the lunch break.

Carried 6/0

COUNCIL RESOLUTION		No 1001	
Moved	Cr Mazza	Seconded	Cr Baird

That the meeting resume at 12:45pm

Carried 6/0

COUNCIL RESOLUTION**No 1002****Moved****Cr Mazza****Seconded****Cr Baird****That Council:**

- 1. Adopt for advertising the following differential rates in the dollar and minimum rates for gross rental value (GRV) and unimproved value (UV) properties:**

Rate Category	Minimum Rate	Rate in Dollar
GRV General	\$306.00	8.18 cents
GRV Vacant Land	\$305.00	8.20 cents
UV Mining Operations	\$306.00	15.7 cents
UV Exploration	\$270.00	14.475 cents
UV Prospecting	\$240.00	14.26 cents
UV Pastoral	\$306.00	10.00 cents
UV Other	\$306.00	8.00 cents

- 2. In accordance with Section 6.36 of the Local Government Act 1995, advertise the Shire's intention to levy differential rates and minimum rates on Gross Rental Value and Unimproved Value properties for the 2016 2017 Financial Year, and advise Ratepayers and Electors of the availability of the Shire of Menzies 2016 2017 Statement of Objects and Reasons for Differential Rates.**

Carried 6/0

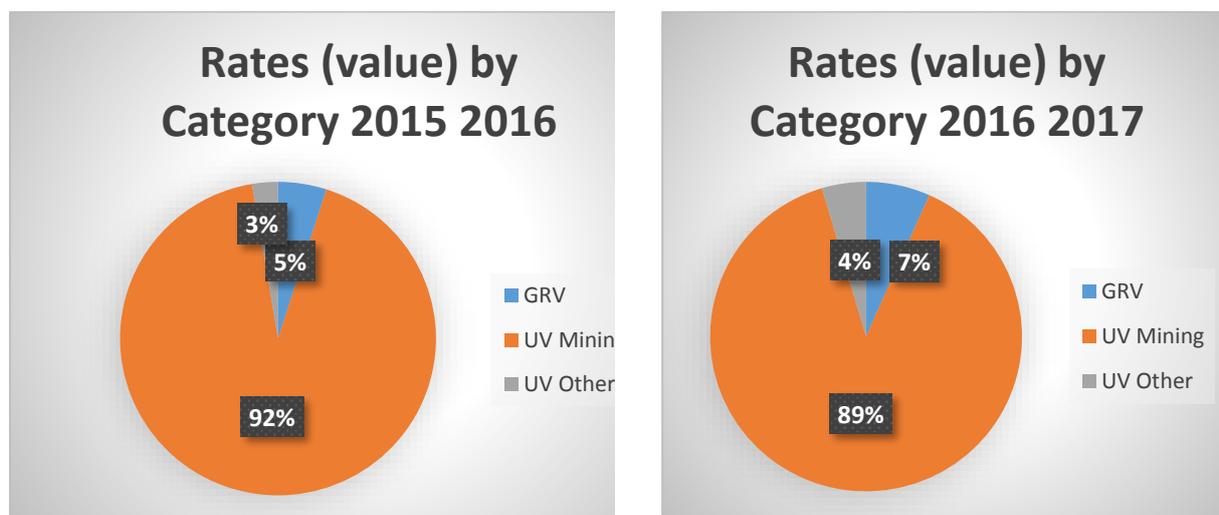


Objects and Reasons for Rating in the Shire of Menzies

The objective for all Council's rates is to meet the shortfall between planned expenditures and expected revenues in order to achieve a balanced budget.

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

The balance and contribution by each of the categories of ratepayers is proposed to shift a little. The increase in the GRV sector is attributed to the revaluation of the mining camp rated using GRV. The increase in the UV Other reflects the changes to the rate in the dollar of this sector.



Rates Increase for 2016 2017.

For the 2016 2017 Council has agreed to increase the overall rate yield by at least 1.9% on top of growth.

Basis of Rating

The basis for calculating property rates are the Gross Rental Value (GRV) and Unimproved Value (UV) provided for individual properties by Landgate's Property and Valuations area. A property's GRV represents the amount of the gross rental the land might obtain if it is let on a tenancy from year to year. A property's UV means the amount the land may reasonably be expected to obtain if it was sold and assuming no improvements to the land had been made.

Updated Valuations

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

Council's approach for 2016 2017 is to apply a 1.9% increase to the rate in the dollar for the following categories

GRV Vacant Land from 7.8870c to 8.18 c, minimum from \$300 to \$306

GRV improved Land from 7.999c to 8.20c minimum from \$300 to \$305

UV Mining Lease from 14.411c to 15.70c minimum from \$300 to \$306

UV Prospecting Lease from 13.999c to 14.26c minimum from \$235 to \$240

UV Exploration Lease from 14.205c to 14.475c minimum from \$265to \$270

The following categories will increase from a very low base to a level which better reflects fairness across the Shire.

UV Pastoral from 3.747c to 10.0c minimum from \$300 to \$306

UV Other from 2.685c to 8.0c minimum from \$300 to \$306

Objects and Reasons for Differential Rates.

GROSS RENTAL VALUE (GRV).

Covers properties within the Townsite of Menzies and one mining camp. The average Townsite non vacant property rate is \$538. Of the 38 properties in this category, only six attract rates in excess of \$500. Four of the six are commercial premises, and two are multi residential.

The majority of the properties rates GRV are vacant lots. The minimum of \$305 has been set for these. This represents a contribution to the community of \$5.86 per week, which is considered to be fair, and certainly not onerous.

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). It is understood that the Minister cannot approve a general minimum where that general minimum effects more than 50% of the rateable properties unless differential rating is applied.

Were Council to apply a minimum of \$200 per property to the 255 properties rated as GRV, the loss of income to the Shire would be \$24,668.

UNIMPROVED VALUATIONS (UV)

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

Also considered is the higher traffic volumes and subsequent higher road infrastructure maintenance costs to the shire once production commences. Exploration, prospecting and operations have different levels of impact on the Shire's road infrastructure, although, there

remains the need to fund the maintenance and renewal of this vital community while recognising the Shire's goal to encourage mining in the district.

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

Objects and Reasons for Minimum Rates

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

Rate in Dollar as set for the year 2015 2016

Line	Code	Total Props	UV Value	GRV Value	Min Amts	UV %	GRV %	Calculated Rates	Props on Min	Concession	Actual Rates	% Var Exp	% Var LY		
1	00	11	18260.00	1326.00				0.00		0.00	0			00	NON-RATEABLE
2	01	216	0.00	59171.00	300.00		7.9990	4733.52	213	0.00	65,152	1276.39	0.00	01	GRV - VACANT
3	02	39	0.00	1357091.00	300.00		7.8870	107033.81	10	0.00	109,304	2.12	7.45	02	GRV
4	09	298	12093075.00	0.00	300.00	14.4110		1742733.08	69	0.00	1,756,166	0.77	-4.55	09	UV - MINING OPERATIONAL
5	10	26	750995.00	0.00	300.00	3.7470		28139.79	9	0.00	29,933	6.37	0.00	10	UV - PASTORAL
6	12	125	580400.00	0.00	300.00	2.6850		15583.78	125	0.00	37,500	140.63	1.75	12	UV - OTHER
7	13	367	2398042.00	0.00	265.00	14.2050		340641.62	161	0.00	362,073	6.29	6.92	13	UV MINING EXPLORATION
8	14	421	675965.00	0.00	235.00	13.9990		94628.88	191	0.00	114,878	21.39	2.12	14	UV MINING PROSPECTING
9	99							0.00		0.00	0				

Rates Return with no change in RID 2,475,006
 Rates raised 15 16 2,573,502
 Reduction between 15 16 and 16 17 (98,496) -4%

Line	Code	Total Props	UV Value	GRV Value	Min Amts	UV %	GRV %	Calculated Rates	Props on Min	Concession	Actual Rates	% Var Exp	% Var LY			Prior Yr Val	change	
1	00	11	18260.00	1326.00				0.00		0.00	0			00	NON-RATEABLE			
2	01	216	0.00	59171.00	305.00		8.2000	4852.08	213	0.00	66,248	1265.36	1.68	1.025128	01	GRV - VACANT	59,567	(396)
3	02	39	0.00	1357091.00	306.00		8.1800	111010.01	10	0.00	113,313	2.07	11.39	1.03715	02	GRV	222,191	1,134,900
4	09	298	12093075.00	0.00	306.00	15.7000		1898613.08	68	0.00	1,911,820	0.69	3.91	1.089446	09	UV - MINING OPERATIONAL	13,367,427	(13,367,427)
5	10	26	750995.00	0.00	306.00	4.1000		30790.79	9	0.00	32,553	5.72	8.75	1.094209	10	UV - PASTORAL	756,939	(756,939)
6	12	125	580400.00	0.00	306.00	2.7000		15670.80	125	0.00	38,250	144.08	3.78	1.005587	12	UV - OTHER	552,800	(552,800)
7	13	367	2398042.00	0.00	270.00	14.4750		347117.19	161	0.00	368,949	6.28	8.95	1.019007	13	UV MINING EXPLORATION	4,267,501	(4,267,501)
8	14	421	675965.00	0.00	240.00	14.2600		96392.78	191	0.00	117,137	21.52	4.13	1.018644	14	UV MINING PROSPECTING	666,918	(666,918)
9	99							0.00		0.00	0							

Rates Return RID increase of 1.9% and 2,648,271 (18,477,081)
 Rates raised 15 16 2,573,502
 Increase in between 15 16 and 16 17 74,769 3%

12.5.2 Amendment of Fees and Charges

LOCATION:	N/A
APPLICANT:	N/A
FILE REF:	1911
DATE:	23 June 2016
DISCLOSURE OF INTEREST	The author has no interest to disclose
AUTHOR:	Rhonda Evans, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	Nil

ATTACHMENTS:

12.2.2. Attachment #1 Name of Attachment – Fees and Charges adopted for the year ending 30 June 2016.

SUMMARY:

For Council to adopt amended Fees and Charges to be effective from 4 July 2016.

BACKGROUND:

Fees and Charges for the year ending 30 June 2016 were adopted as part of the Annual Budget for that year.

It is proposed to adopt amended Fees and Charges for the year ending 30 June 2017 prior to the adoption of the Budget for the year ending 30 June 2017 to ensure that the new schedule can take effect 4 July 2016.

COMMENT:

The amended fees do not include fees for waste disposal which are charged through the rate notices, or other statutory charges which have not been set for the 2016 2017 Financial Year. These fees and charges will be included in the adoption of the Annual Budget.

Concessions, discounts, interest charges and instalment charges for rates and services will also be set at the adoption of the annual budget.

All fees and charges are inclusive of goods and services tax (GST) where GST is applicable.

Staff Housing Rental and Housing Subsidy

The most recent rental assessment of Council housing is \$150.00 per week (used when determining recent employee contracts). The current charge for staff housing is \$40.00 per week. It is proposed that as existing tenancy agreements are reviewed that this charge will be progressively increased to better reflect the value of the benefit. The rental subsidy paid to

those members of staff who own their own homes is currently \$80.00 per week. Council Policy 5.10 requires that this be set by Council in the annual budget.

It is proposed that this be the subsidy that is afforded to staff renting from the Shire. This would mean that the target rental for staff housing would be \$70.00 per week.

It is neither fair nor reasonable to increase rental charges beyond 20% (Department of Commerce and Industry). The recommendation is for the weekly rental to be increased by \$5.00 each year until the following formula is reached. The rent for new employees will be set using the formula at the time of offer of employment.

Council Housing Rental* = Assessed Rental Valuation of Property** less Council Housing subsidy (Policy 5.10)

- * being a standard three bedroom property
- ** being the gross rental valuation as assessed by the Valuer General.

It is not proposed to increase the weekly Housing Allowance (Policy 5.10) as this was set one year ago, and in general, the cost of rental and housing in the region has not increased during that period.

The amended fee for staff housing to be \$45.00 per week (from \$40)

The amended Housing Subsidy to remain at \$80.00 per week.

Caravan Park

It is proposed to amend the charges for the caravan park for the site fee to include all members of a family.

The current fees for all sites are for occupancy by two persons. The charge for a powered site of \$27.00 per day, or \$165.00 per week is competitive and fair for two people. However, were a family of four to book in, the charge increases to \$47.00 per day or \$305.00 per week. This method of charging is a definite deterrent to the travelling family.

The schedule presented proposed to define a family as:

“a group of UP TO seven related people (two of whom may be over 18 years of age) i.e. One Adult and up to six minors or two adults and up to five minors.”

This definition is per site, if a family group were to book in and occupy more than one site, the charge is still per site. It may be appropriate for Council to consider a policy specifying the number of tents that can occupy a site.

It will be proposed to amend the charges for the caravan park as follows

Non-powered Site – Day Rate	per family group	\$22.00 per day (from \$20)
Powered Site – Day Rate	per family group	\$30.00 per day (from \$27)
Over 2 Adults - plus site fee	per person	\$ 5.00 per day (from \$10)

Community Resource Centre

Internet Use

It is proposed to provide free limited internet access to the caravan park and the surrounding precinct. Charges for the use of the Community Resource Centre computers and peripherals will continue, as there is a significant cost to maintaining the hardware.

Free access will be limited to 15 minutes per session. Users will be required to obtain a voucher with an access code to go online.

Printing and Copying

Charges for use of the multi-function printer (both colour and black and white) will be:

A4 single side per sheet	\$0.55 (from \$0.50)
A4 double side per sheet	\$0.65 (from \$0.55)
A3 single side per sheet	\$0.65 (from \$0.65)
A3 double side per sheet	\$0.70 (from \$0.70)

Menzies Community Post Office Box Lease

Charges for Lease of Post Office Boxes not previously on schedule, to be included on the schedule.

Charges to be deleted

- Laser Printing to be replaced by printing and copying
- Photocopying to be replaced by printing and copying.

All other charges to remain the same.

CONSULTATION: Nil

STATUTORY ENVIRONMENT:

Local Government Act 1995 (as amended) Section 6.16 (3) Imposition of Fees and Charges

Local Government Act 1995 (as amended) Section 6.19 Notice of Fees and Charges

POLICY IMPLICATIONS:

Policy 5.10 Employees Housing Allowances

FINANCIAL IMPLICATIONS:

Fees and Charges as amended will be reflected in the Annual Budget for the year ending 30 June 2017.

STRATEGIC IMPLICATIONS:

Active Civic Leadership

VOTING REQUIREMENTS:

Absolute majority

OFFICER’S RECOMMENDATION:

That Council

1. **Adopt the amended fees and charges as attached (Attachment 1)**
2. **Advertise the amended fees and charges in accordance with the Local Government Act 1995 with the adoption date of 4 July 2016.**

COUNCIL RESOLUTION		No 1003	
Moved	Cr Mazza	Seconded	Cr Baird

That Council:

1. **Adopt the amended fees and charges:**
 - a. **Staff Housing per week** **\$45.00**
 - b. **Caravan Park**
 - i. **Non-powered Site per day** **\$22.00**
 - ii. **Powered Site per day** **\$27.00**
 - iii. **Over 2 adults per site (per person per day)** **\$5.00**
 - c. **Printing and Copying**
 - i. **A4 single side per sheet** **\$0.55**
 - ii. **A4 double side per sheet** **\$0.65**
 - iii. **A3 single side per sheet** **\$0.65**
 - iv. **A3 double side per sheet** **\$0.70**
 - d. **Post Office Box Lease**
 - i. **Small Box** **\$25.00**
 - ii. **Large Box** **\$50.00**
2. **Advertise the amended fees and charges in accordance with the Local Government Act 1995 with the adoption date of 5 July 2016.**
3. **Amend Policy 5.10 Employee Housing Allowance to include the rental of Shire Owned property to employees.**

Carried 5/1

Cr Lee dissention noted – Objections to the setting of fees for Halls.



Our ref: R01242

Enquiries: Max Betteridge. Phone: (08) 9621 7350

Pascoe Durtanovich (CEO Shire of Menzies)
Menzies Community Resource Centre
PO Box 42
Menzies WA, 6430

Dear Pascoe

FUNDING FOR THE MENZIES COMMUNITY RESOURCE CENTRE

The Department of Regional Development is pleased to offer the Menzies CRC a Financial Assistance Agreement (FAA) for the 2016-2017 financial year.

The Schedules attached to the 2016-2017 FAA outline the specific outcomes that the CRC needs to achieve as part of the funding agreement. The emphasis for this agreement is on how well the service is delivered, rather than reporting on how each dollar has been spent. This provides more flexibility in determining how to best operate the CRC and meet the needs of the community.

As a Remote Level 1 CRC, you will be offered \$80,000 to achieve these results.

If you would like to renew your FAA please:

- Complete all relevant sections (highlighted in **yellow**), see - cover page, p15, p16, p19
- Take a copy of the FAA for your records
- Mail the entire completed FAA to:
Rob Leicester
Manager Business and Social Development
Department of Regional Development
PO Box 1143
West Perth WA 6872

The FAA needs to be signed and returned to DRD to ensure your eligibility for funding in the 2016-2017 financial year. The release of funding will occur after all existing reporting requirements are met.

If you wish to discuss this matter, please contact me on 9621 7350 or email max.betteridge@drd.wa.gov.au.

Yours sincerely

Max Betteridge

Max Betteridge
REGIONAL COORDINATOR BUSINESS AND SOCIAL DEVELOPMENT

6 May 2016

Att:
Financial Assistance Agreement 1 July 2016 to 30 June 2017
Schedules 4 and 5 - Remote Level 1 CRC

THE DEPARTMENT OF REGIONAL DEVELOPMENT

AND

(Name of Incorporated Body)

for

(Name of Community Resource Centre)

FINANCIAL ASSISTANCE AGREEMENT

1 JULY 2016 TO 30 JUNE 2017

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THIS Agreement is made the _____ day of _____ 20__.

BETWEEN

The State of Western Australia via the Department of Regional Development, acting through the Manager Social and Business Development Division, of Level 7, 140 William Street, Perth, WA 6000 ("Department")

AND

("Recipient")

RECITALS

- A. The Department will provide the Recipient with Funding on the basis that the Recipient effects the Purpose and performs its other obligations under this Agreement.
- B. The Recipient accepts the Funding on the terms described in Recital A hereof.

OPERATIVE PART

The Parties agree as follows:

1. DEFINITIONS

In this Agreement, unless repugnant to the context:

Act or **FMA** means the *Financial Management Act 2006*.

Auditor means an accountant who undertakes an audit of the Project referred to in this Agreement, in accordance with established State Government auditing requirements.

Auditor General means the Auditor General for the State.

Business Day means a day, not being a Saturday, Sunday or public holiday, on which banks are open for general banking business in Western Australia.

Commencement Date means the date of this Agreement.

Commonwealth means the Commonwealth of Australia.

Contact Officer means an officer referred in clause 11.

Department or **DRD** means the Department of Regional Development or such other body or instrumentality which is charged with the administration of this Agreement from time to time on behalf of the State.

Event of Default means an event so described in clause 13(a).

Excusable Delay affecting a Party means anything outside that Party's reasonable control, including but not limited to, acts or omissions of another Party, fire, storm, flood, earthquake, war, transportation embargo or failure or delay in transportation, acts or omissions (including laws, regulations,

disapprovals or failures to approve) of any third person (including but not limited to, governments or government agencies).

Financial Statements means a detailed Income and Expenditure Statement and Balance Sheet in accordance with the Australian Accounting Standards.

Funding means the amount or amounts specified in Schedule 3, including any interest accrued on that amount or amounts.

GST has the same meaning as in the GST Act.

GST Act means (*Goods and Services Tax*) Act 1999 (Cth) and, where the context permits, includes the Commissioner of Taxation's goods and services tax rulings and determinations and any other written law dealing with GST applying for the time being in the State of Western Australia.

Insolvency Event means the happening of any of these events:

- (a) an order is made, or an application is made to a court for an order, that a body corporate be wound up; or
- (b) except to reconstruct or amalgamate while solvent, a body corporate:
 - (i) is wound up or dissolved; or
 - (ii) resolves to wind itself up or otherwise dissolve itself, or gives notice of intention to do so; or
 - (iii) enters into, or resolves to enter into, any form or formal or informal arrangement for the benefit of all or any class of its creditors, including a scheme of arrangement, deed of company arrangement, compromise or composition with, or assignment for the benefit of, all or any class of its creditors; or
- (c) a liquidator or provisional liquidator is appointed (whether or not under an order), or an application is made to a court for an order, or a meeting is convened or a resolution is passed, to make such an appointment, in respect of a body corporate; or
- (d) a receiver, manager, receiver and manager, trustee, administrator, controller (as defined in section 9 of the Corporations Act 2001 (Cth) of similar officer is appointed, or an application is made to a court for an order, or a meeting is convened or a resolution is passed, to make such an appointment, in respect of a body corporate; or
- (e) any step is taken to enforce security over, or a distress, attachment, execution or other similar process is levied, enforced or served out against any asset (which is an asset funded by this Agreement) of the Recipient;
- (f) the process of any court or authority is invoked against a body corporate, or any asset or undertaking of a body corporate, to enforce any judgement or order for the payment of money or the recovery of any property;
- (g) a body corporate:
 - (i) takes any step to obtain protection, or is granted protection, from its creditors under any applicable legislation; or
 - (ii) stops or suspends payment of all, or a class of, its debts; or

- (iii) is or is taken by any applicable legislation to be, or states that it is, or makes a statement from which it may be reasonably deduced that it is:
 - (1) insolvent or unable to pay its debts when they fall due; or
 - (2) the subject of an event described in section 459C(2)(b) or section or section 585 of the *Corporation Act 2001 (Cth)*; or
- (iv) is taken to have failed to comply with a statutory demand as a result of the operation of section 459F(1) of the *Corporations Act 2001 (Cth)*; or
- (v) ceases, or threatens to cease, to carry on all or a material part of its business; or
- (h) a person becomes an insolvent under administration as defined in section 9 of the *Corporations Act 2001 (Cth)* or action is taken which could result in the event; or
- (i) a person dies, ceases to be of full legal capacity or otherwise becomes incapable of managing its own affairs for any reason; or
- (j) anything analogous or having a substantially similar effect to any of the events specified above happens under the law of any applicable jurisdiction.

Notice means a notice issued under clause 16.

Party means each of the Department and the Recipient as the context requires and **Parties** means both of them.

Project means the project, program, initiative, or activities or other things to be undertaken or achieved with the Funding provided under this Agreement described in the Schedule 3.

Project site means any site, land or building, in the control or possession of the Recipient, where or from where the Project is to be carried out.

Purpose means the purpose of the Project.

Recipient means the organisation funded to undertake the Project under this Agreement.

Royalties for Regions means the policy that was endorsed by Cabinet on 13 October 2008 as properly varied from time to time.

Schedule means any schedule to, and forming part of, this Agreement.

State means State of Western Australia.

Term means the term of this Agreement which subject to this Agreement is the term so described in Schedule 3.

Tax Invoice has the meaning given to it in the *(Goods and Services Tax) Act 1999*.

2. INTERPRETATION

In this Agreement unless the context otherwise requires:

- (a) words importing the singular include the plural and vice versa;
- (b) words importing any gender include the other genders;
- (c) references to persons include corporations;
- (d) references to a person include the legal personal representatives, successors and assigns of that person;
- (e) a reference to a statute, ordinance, code, or other law includes regulations, by-laws, rules and other statutory instruments under it for the time being in force and consolidations, amendments, re-enactments, or replacements of any of them (whether of the same or any other legislative authority having jurisdiction);
- (f) references to this Agreement or any other instrument include this Agreement or other instrument as varied or replaced, and notwithstanding any change in the identity of the Parties;
- (g) references to writing include any mode of representing or reproducing words in tangible and permanently visible form, and include e-mail and facsimile transmission;
- (h) if the Recipient consists of a partnership or joint venture, then:
 - (i) an obligation imposed under the Agreement binds each person who comprises the Recipient jointly and severally;
 - (ii) each person who comprises the Recipient agrees to do all things necessary to enable the obligations under the Agreement to be undertaken;
 - (iii) the act of one person who comprises the Recipient binds the other person who comprises the Recipient; and
 - (iv) an event of default by one person who comprises the Recipient constitutes an Event of Default by the Recipient;
- (i) an obligation incurred in favour of two or more persons is enforceable by them jointly and severally;
- (j) if a word or phrase is defined, other parts of speech and grammatical forms of that word or phrase have corresponding meanings;
- (k) references to this Agreement include its recitals, schedules and annexures (if any);
- (l) headings are inserted for ease of reference only and are to be ignored in construing this Agreement;
- (m) references to time are local time in Perth, Western Australia;
- (n) where time is to be reckoned from a day or event, that day or the day of that event is to be included;
- (o) references to currency are to Australian currency unless otherwise stated;

- (p) no rule of construction applies to the disadvantage of a Party on the basis that the Party put forward this Agreement or any part thereof;
- (q) a reference to anything is a reference to the whole and each part of it, and a reference to a group of persons is a reference to all of them collectively, to any two or more of them collectively and to each of them individually;
- (r) when the day or last day for doing an act is not a Business Day, then the day or last day for doing the act will be the directly preceding Business Day; and
- (s) if the word “including” or “includes” is used, the words, “without limitation” are taken to immediately follow.

3. SCOPE OF THIS AGREEMENT

- (a) The Recipient shall:
 - (i) use the Funding for the Purpose;
 - (ii) effect the Purpose and acquit all aspects of the Purpose in a competent, diligent, satisfactory, workmanlike and professional manner, and to a high standard;
 - (iii) in its carrying out of the Project use all Funding in a commercially prudent, sensible and reasonable manner;
 - (iv) acknowledge the Parties' respective roles and responsibilities associated with the Project at relevant fora, conferences and project launches where the Project is promoted;
 - (v) provide appropriate funding and other resources including staff with the capacity to meet their obligations as specified in this Agreement;
 - (vi) ensure that it remains a corporation under the relevant legislation and complies with that legislation at all times.
- (b) The Department shall pay to the Recipient the Funding in the manner set out in Schedule 3.
- (c) With effecting the Purpose the Recipient:
 - (i) will implement the Project in accordance with this Agreement, any written proposal/s submitted by or on behalf of the Recipient, and in consultation with the Department;
 - (ii) will monitor the effectiveness of the Project and report to the Department as per this Agreement;
 - (iii) will use the Funding solely for the Project and not make any changes to the Project or associated funding (including any budget) without Departmental prior written approval;

- (iv) will provide the Department with copies of, or access to, any financial records, progress and correspondence in respect of the Project or this Agreement as and when requested;
- (v) must allow the Auditor General, or an authorised representative, to have access to and examine records and information concerning the Project or this Agreement (as permitted under the Auditor General Act 2006);
- (vi) will notify the Department of legal proceedings, arbitration or administrative proceedings or debt recovery actions pending or threatened against the funding agent as soon as practicable after the institution of those proceedings or that debt recovery action;
- (vii) will notify the Department immediately if the Recipient is in breach of any law or act, receives an audit qualification or is under scrutiny through an inquiry or decree or any consent, registration, approval, licence or permit or agreement, order or award binding on the Recipient;
- (viii) will provide to the Department Progress, Financial Reports and an audited annual report on the Project (based on a financial year ending 30 June) as detailed in Schedule 2 as varied by the Department from time to time;

Note: statements are to be certified by the Chief Financial Officer or Accountable Officer.

- (ix) at the completion of the Project or the conclusion of this Agreement (which ever occurs first):
 - (1) return any unspent and uncommitted Funding to the Department unless otherwise agreed including any savings that have accrued to the Project;
 - (2) where no reasonable explanation can be provided to substantiate unspent funds, return any unsubstantiated unspent funding to the State (being Funding that has been approved for payment on behalf of the State, but in respect of which no work has been undertaken by the Recipient and no contractual commitment entered into prior to the effective date of completion or conclusion); and
 - (3) reimburse the State for any funding spent otherwise than in respect of the Project unless otherwise agreed.
- (x) keep and maintain accurate, complete, up-to-date, properly detailed written records of income, expenditure, work, activities, progress, setbacks, problems and business and commercial arrangements and dealings in relation to either or both of this Agreement and the Project, promptly provide the Department with information or documentation (relating in any way to the Project or this Agreement)

requested by the Department. The Recipient will ensure that any such information or documentation (as the case may be) is accurate, complete, up-to-date, properly detailed and not in any way misleading or deceptive;

- (xi) use all reasonable endeavours to adhere to each and every budget submitted whensoever by the Recipient or agreed by the Parties;
- (xii) achieve the milestones, deliverables and achievements expressly or impliedly set out in Schedule 3 in accordance with that schedule.

4. RECIPIENT'S GENERAL UNDERTAKINGS

The Recipient covenants and agrees in favour of the Department that during the Term:

- (a) (representation or warranty incorrect) it will notify the Department promptly if any representation or warranty made or taken to be made by or on behalf of the Recipient in or in connection with this Agreement is found to be incorrect or misleading when made or taken to be made;
- (b) (performance of obligations) it will at all times duly perform and observe its obligations arising out of or in connection with this Agreement and will promptly inform the Department of any occurrence which might materially adversely affect its ability to perform;
 - (ba) it will promptly notify the Department if any matter, circumstance or thing comes to its attention which suggests that any aspect of the Project, is or is likely to be unworkable, impossible or impractical or that any aspect of the Project must or is likely out of necessity to be modified;
- (c) (authorisations) it will comply with the terms of each authorisation necessary to enter into this Agreement, observe obligations under it and allow it to be enforced and it will obtain and renew on time each such authorisation;
- (d) (acknowledge) that funding provided under this Agreement is public money and is subject to compliance by the Recipient with the terms of the Grant as detailed in this Agreement;
- (e) (undertake) it will undertake its responsibilities under this Agreement with integrity, good faith and probity in accordance with good corporate governance practices;
- (f) (cooperate) it will cooperate fully with the State in the administration of this Agreement;
- (g) (laws) it will comply with all relevant State and Commonwealth laws, rules, regulations and by-laws.

- (h) (inspection) it will permit the Department, any officers of the Department or any other person authorised by any of them to enter the Recipient's premises at any reasonable time to determine whether the Recipient is performing its obligations under this Agreement, provided that any person entering the Recipient's premises does so in a manner so as to cause minimal disruption to the Recipient's business.

5. RECIPIENT'S WARRANTIES

The Recipient represents and warrants that:

- (a) it is duly authorised and has the power to enter into and observe and perform its obligations under this Agreement; and that its obligations under this Agreement are valid and binding and are enforceable against it in accordance with their terms;
- (b) all authorisations, registrations, consents, approvals licences and permits which are or will be required in connection with the performance by the Recipient of its obligations under this Agreement have been or will be obtained or effected and are or will be and will remain in force and effect for as long as necessary;
- (c) there is no litigation, arbitration or administrative proceedings currently taking place, pending or threatened against the Recipient which could have a materially adverse effect on the Recipient's ability to perform this Agreement;
- (d) this Agreement and performance under it does not violate any law or government order or decree or any consent, registration, approval, licence or permit or agreement, order or award binding on the Recipient;
- (e) all information provided by or on behalf of the Recipient to the Department relating to the Recipient's affairs and this Agreement are true, accurate and complete and, without limiting this clause 5.1(e), all financial information provided by or behalf of the Recipient to the Department is, in all material respects, a true, fair and accurate statement of its financial position as at the date of preparation of the information;
- (f) it has, after diligent inquiry and investigation, fully disclosed to the Department all material information which could reasonably be regarded as affecting in any way the Department's decision to enter into this Agreement; and
- (g) it will comply with all laws (including Commonwealth and State statutes and subordinate legislation) in connection with this Agreement.

The representations and warranties made by the Recipient under clause 5 are taken to be made continuously throughout the Term.

6. REPORTS AND INFORMATION

(a) Notification

The Recipient must provide to the Department notification of legal proceedings or debt recovery actions against the Recipient, as soon as practicable after the institution of those legal proceedings or that debt recovery action.

(b) Information

The Recipient must provide promptly to the Department any information, documents, supporting evidence or any other thing in connection with the Recipient or this Agreement that the Department requests from time to time including, without limitation, any information, documents, supporting evidence or any other thing which the Department requires in considering whether the Department is satisfied of any matter in connection with this Agreement.

Where:

- (i) any document, information or other matter previously provided under this Agreement has changed and that change would, or might, result in, or cause, circumstances which would, or might, adversely affect the ability of the Recipient to comply with its obligations under this Agreement or otherwise disadvantage the Department; or
- (ii) any accounts or financial statements provided by the Recipient under this Agreement have been replaced by later accounts or financial statements since having been provided to the Department, the Recipient must promptly provide the Department with full details of the change or with updated copies of the accounts or financial statements (as the case may be).

- (c) This clause 6 survives the end of this Agreement by 3 years.

7. ARRANGEMENTS FOR WORKING IN PARTNERSHIP

(a) Marketing and Acknowledgements

- (i) Any communication activity including presentations, publications, signage, articles, newsletters or other literary works relating to the Project or its activities shall be consistent with the requirements of the agreed "Western Australian Community Resource Network Brand Style Guide" as amended from time to time.
- (ii) The respective roles of the Department and the Recipient must be acknowledged at relevant forums, conferences and project launches where the Project is promoted.

- (iii) To ensure consistency of messages delivered across government agencies and departments, the Recipient should work with the Department on all major Project – related public announcements (including media statements).

(b) Communications

The Parties shall:

- (i) work cooperatively with each other;
- (ii) maintain open communication, both formal and informal, to progress the objectives of this Agreement;
- (iii) share information and knowledge as practicable; and
- (iv) advise any shared stakeholders about arrangements between the Parties.

(c) Acknowledgment

The Recipient will give public recognition to the Department's funding under or in relation to this Agreement including any Royalties for Regions funds.

8. AUDIT RIGHTS

The Department may arrange for an evaluation or audit to be carried out in respect of the Project or the Funding. If the Department arranges for an evaluation or audit to be carried out:

- (a) The Department must notify the Recipient that the Department has arranged or will arrange for an evaluation or audit to be carried out; and
- (b) The Recipient must allow all persons appointed by the Department to carry out the evaluation or audit to have full access to the records of the Recipient for the purpose of carrying out the evaluation or audit.

Clause 8 survives the end of this Agreement by 3 years.

9. SECURITY, PRIVACY AND CONFIDENTIALITY

- (a) The Parties agree to comply with the Information privacy principles set out in section 14 of the *Privacy Act 1988* in respect of personal information received, created or held by Parties in connection to this Agreement, as if the Parties were an agency as defined in the *Privacy Act 1988*.
- (b) This clause 9 shall survive the termination or expiry of this Agreement.
- (c) In regard to information policy it should be noted that the Department is subject to the provisions of the *Freedom of Information Act 1992*.

10. INTELLECTUAL PROPERTY RIGHTS

The Parties acknowledge that nothing in this Agreement shall affect ownership of any intellectual property rights.

11. CONTACT OFFICERS

- (a) The Parties agree to appoint Contact Officers. The Contact Officer for each Party is authorised to act for that Party in relation to this Agreement and is the first point of contact for the other Party in relation to any disputes arising under the Agreement.
- (b) The details for each Party's Contact Officer as at the execution date are set out in Schedule 1.
- (c) If the Parties wish to change their Contact Officer that Party will notify the other Party in writing of the new contact details within 5 Business Days after the change.

12. INSURANCE

- (a) The Recipient must during the continuance of this Agreement effect, maintain and keep current with a reputable insurer the following insurances:
 - (i) public liability insurance in an amount of not less than TWENTY MILLION DOLLARS (\$20,000,000.00) in respect of any one occurrence, unlimited in the aggregate (or such other amount as shall be determined at the reasonable discretion of the Department from time to time to reflect prudent commercial practices) in respect of the Project and the Project site which covers all claims and losses howsoever arising or caused including but not limited to those in respect of any injury of, or illness to, or death of, any person, any loss, damage or destruction to any property, claims, risks and events covered under the indemnities provided by the Recipient to the Department under this Agreement;
 - (ii) property insurance covering loss of or damage to any equipment that the Recipient provides for use on the Project site for its full replacement value;
 - (iii) workers compensation insurance in accordance with the provisions of the Workers' Compensation and Injury Management Act 1981 including cover for common law liability for an amount of not less than FIFTY MILLION DOLLARS (\$50,000,000.00) for any one event in respect of the Recipient's workers; and
 - (iv) professional indemnity insurance in an amount of not less than FIVE MILLION (\$5000,000) for Community Resource Centres funded as a Level One or Two for each and every claim and in the aggregate annually covering liability arising from an act or omission in connection with or arising out of the professional duties and activities

carried out by the Recipient and any of the Recipient's employees, agents, contractors and licensees.

- (b) The Recipient must not, and is not to permit any person to, do anything which adversely affects the continuation, validity, extent of cover or ability to make a claim under the insurance policies.
- (c) The Recipient must notify the Department immediately if an event occurs which does give rise or might give rise to a claim under the insurance policies or which could prejudice the insurance policies.
- (d) The Recipient must ensure that all premiums in respect of insurance policies and renewals of insurance policies are paid punctually.
- (e) If requested by the Department, the Recipient must provide a copy of all policies, certificates of currency and receipts for premiums in connection with all insurance cover referred to above.

13. DEFAULT

(a) Event of default

The Department and Recipient agree that it is an Event of Default if:

- (i) the Recipient breaches this Agreement and does not remedy the breach within 7 days after having received from the Department a written notice calling upon the Recipient to remedy the breach;
- (ii) a representation or warranty made or taken to be made by or on behalf of the Recipient in connection with this Agreement, the Funding or the Project is found or is notified by the Recipient to be materially incorrect or misleading when made or taken to be made;
- (iii) an undertaking given to the Department or its solicitors by the Recipient or another person in connection with this Agreement is breached or not wholly performed within the period specified in the undertaking or, if no period is specified, within 7 days from the date of the undertaking;
- (iv) a person is appointed under legislation to investigate or manage any part of the affairs of the Recipient;
- (v) an Insolvency Event occurs in respect of the Recipient;
- (vi) this Agreement is or becomes wholly or partly void, violable, unenforceable or ineffective, or is claimed to be so by the Recipient;
- (vii) the Recipient breaches any law including any statute or subordinate legislation of the Commonwealth or the State;
- (viii) any aspect of this Agreement is or is found to be invalid, void, voidable or unenforceable;
- (ix) the Recipient persistently or regularly breaches this Agreement.

(b) Consequences of event of default

If an Event of Default occurs during the Term, then:

- (i) the Department shall cease to be liable for any unpaid amount of the Funding;
- (ii) the Department, in its absolute discretion, may by notice in writing to the Recipient, demand that part or all of the Funding already paid to the Recipient (and not properly spent or committed pursuant to this Agreement) is due and payable by the Recipient to the Department; and
- (iii) if the Department makes a demand under clause 13(b)(ii), the Funding or the part thereof demanded is due and payable by the Recipient to the Department in immediately available funds within 30 days of the date of the notice, and, at any event, the Department may then terminate this Agreement.

14. ASSIGNMENT

- (a) This Agreement is (and all rights under it are) personal to the Recipient and may not be assigned or transferred by the Recipient. The Department may assign its rights and obligations under this Agreement as it sees fit.
- (b) For the purpose of this clause 14, the Recipient shall be deemed to have assigned this Agreement if:
 - (i) any act, matter or thing is done or occurs, the affect of which is, in the opinion of the Department, to transfer, directly or indirectly, the management or Control of the Recipient; or
 - (ii) there is any change in Control of the Recipient.

15. INDEMNITY

- (a) The Recipient hereby agrees to indemnify and keep indemnified the State and the Department and to hold them and their respective officers, employees and agents harmless against all reasonably foreseeable damages, losses, liabilities, cost and expenses (including legal fees) claimed, suffered or incurred by the State or the Department or any of their respective officers, employees and agents whether before or after the date of this Agreement to the extent caused by any:
 - (i) breach of an obligation of this Agreement by the Recipient;
 - (ii) act or omission of the Recipient or its employees, contractors, officers or agents; or
 - (iii) breach of a State or Commonwealth law relevant to the Agreement by the Recipient or its employees, contractors, officers or agents.
- (b) This indemnity is reduced to the extent that the Department caused or contributed to the liability or damage.
- (c) This indemnity shall survive expiration or termination of this Agreement.

16. NOTICES

(a) Notices

A notice or other communication in connection with this Agreement:

- (i) must be in writing;
- (ii) may be given by a Contact Officer of the Department or a Contact Officer of the Recipient (as the case may be); and
- (iii) must be sent by prepaid ordinary post to, or left at the address of the addressees at the address set out at the end of this clause 16 (c); or
- (iv) sent by email in pdf format to the business email contact address provided by the Department or the Recipient set out at the end of this clause 16 (c).

(b) Receipt of Notice

A notice or other communication takes effect from the time it is received, unless a later time is specified in the notice or communication. For the purpose of this clause 16, a letter or facsimile is taken to be received:

- (i) in the case of a letter sent by post, on the third Business Day after posting;
- (ii) if received after 5.00pm, is taken to be received on the next Business Day.
- (iii) In the case of an email is taken to be received on the day sent or the next business day when sent after 5.00pm.

(c) Address for Service

The Parties' respective address for service are as follows:

(i) The Department

Mail: PO Box 1143
WEST PERTH WA 6872

Email: crcreports@drd.wa.gov.au

(ii) The Recipient

Mail:

Email:

17. SCHEDULES

- (a) Any express or implied provision of any Schedule hereto is hereby deemed to be a provision of this Agreement and therefore must be complied with (by the relevant party) in accordance with its terms.
- (b) In clauses 17(a) and 17(c), the word “provision” includes term, condition, warranty, stipulation, right, obligation, representation and the like.
- (c) At intervals of every 6 months the Department may change any provision or aspect of any Schedule but if the Recipient disagrees with such change it may terminate this Agreement with the giving of one (1) week's written notice.
- (d) If this Agreement is terminated under clause 17(c), clause 13(b) (with the necessary changes to it) shall apply as if an Event of Default had occurred.

18. SHORTFALL

If the Funding is insufficient for the Recipient properly to meet all of its obligations under this Agreement, then the Recipient is solely responsible for funding any shortfall.

SCHEDULE 1 – CONTACT OFFICERS

THE DEPARTMENT

Name:	Rob Leicester
Position:	Manager Business and Social Development Division
Address:	140 William Street PERTH WA 6000
Mail:	PO Box 1143 WEST PERTH WA 6872
Email:	crcreports@drd.wa.gov.au
Telephone:	(08) 6552 2018/ Freecall 1800 049 155 Country

THE RECIPIENT

Name:	
Position:	
Address:	
Mail:	
Email:	
Telephone:	
Facsimile:	

SCHEDULE 2 – REPORTS REFERRED TO IN CLAUSE 3(C) (viii)

Six monthly reporting requirements

- Written progress reports outlining the activities of the CRC showing progress against the agreed Action Plan and the resultant benefits to the community – to be submitted end of January and end of July 2017

In addition to the above, the Recipient must include:

- a financial statement acquitting the funding including:
 - certification by the Treasurer or Accountable Officer that the funding was used in accordance with the Funding Assistance Agreement and as agreed between DRD and the CRC; and
- Provide a copy of the Incorporation's ORIC report, or audit report and Management Letter, to DRD on or before the 31st of December each year and should include and address the detailed financial statements of the CRC.

SCHEDULE 3 – PROJECT & FUNDING DETAILS

1 Purpose of the Project

The Recipient agrees to provide local access to a range of services to address needs as identified and agreed between the Community Resource Centre and DRD for the term 1 July 2016 to 30 June 2017.

2 Milestones, Deliverables etc

The Recipient agrees to meet and report against milestones and deliverables as identified and agreed between the Recipient and DRD.

3 Funding Amount(s)

The DRD agrees to provide funding amounts to support the Recipient as identified and agreed between the Recipient and DRD.

4 Manner in which Funding is to be Paid

The DRD agrees to provide funding to the Recipient as identified and agreed between the Recipient and DRD.

FINANCIAL ASSISTANCE AGREEMENT
EXECUTED by the Parties as an agreement.

To be completed by Shire/Indigenous Corporation/Incorporated Association:

SIGNED for and on behalf of the

(Name of Incorporated Body)

for the _____ **Community Resource Centre**

by _____
(Full Name)

(Position)

Signature

Date

in the presence of:

Signature of witness

Full name and position of witness

To be completed by DRD:

Signed for and on behalf of the **STATE OF WESTERN AUSTRALIA** by
Rob Leicester, Manager Business and Social Development Division of the
DEPARTMENT OF REGIONAL DEVELOPMENT

Signature

Date

In the presence of:

Signature of witness

Full name and position of witness

12.5.3 Community Resource Centre Agreement 2016 2017

LOCATION:	N/A
APPLICANT:	Department of Regional Development
FILE REF:	2009
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	27 June 2016
AUTHOR:	Rhonda Evans, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	N/A

ATTACHMENTS:

- 12.5.3 Attachment #1 Letter Ref R01242 Funding for Menzies Community Resource Centre
- 12.5.3 Attachment #2 Remote Level 1 CRC set of schedules 2016-2017
- 12.5.3 Attachment #3 Remote Level 1 CRC Action Plan 2016-2017

SUMMARY:

For Council to receive for information the Funding Agreement for the Menzies Community Resource Centre for the year ending 30 June 2017.

BACKGROUND:

The Department of Regional Development funds Community Resource Centres within Western Australia. Funding of \$80,000 for the financial year ending 30 June 2017 is being offered to Menzies.

COMMENT:

Menzies Community Resource Centre has be reclassified to a Remote Level 1. This classification, whilst reducing the value of the funding, also reduces the level of service and associated compliance load.

It is the view of the author that until there is more community interaction with the Resource Centre, this classification will best serve Menzies.

CONSULTATION:

Laura Dwyer – Community Resource Centre Co-Ordinator

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil (2016 2017 Financial Year)

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENTS: Simple Majority

OFFICER'S RECOMMENDATION:

That Council receive for information the Financial Assistance Agreement for the Menzies Community Resource Centre for the year ending 30 June 2017.

COUNCIL RESOLUTION		No 1004	
Moved	Cr Mazza	Seconded	Cr Baird

That Council receive for information the Financial Assistance Agreement for the Menzies Community Resource Centre for the year ending 30 June 2017.

Carried 6/0

SCHEDULE 4 – Remote Level 1 CRC

CRC OPERATIONAL SUPPORT GUIDELINES

GRANT OVERVIEW

Funding of \$80 000 (ex GST) per annum is provided to the Community Resource Centres (CRCs) to assist with the operation and governance of the CRC.

OPERATIONAL SUPPORT GRANT REQUIREMENTS

Grant recipients are required to:

1. Open the CRC to the public for general business for at least 25 hours per week.
2. Have computers in good working order available for community members to access on a fee for use basis (or free if the CRC wishes to provide this option)
3. Promote and provide access to State Government information, via a dedicated Government Access Point, that is relevant to the CRCs community and as requested by the Department of Regional Development (DRD).
4. Maintain a list of service providers in the community, or who regularly visit the community, with contact details and responsibilities (eg health, education, employment, housing...).
5. Deliver one community education activity per year
6. Have a video conferencing service available on at least 1 computer in your CRC. Have at least one person trained in how to run a video conference. You may be exempt from this service if you provide DRD with evidence that your internet connection will not support a video conference facility.
7. Have a TV connected to the Westlink Satellite TV service in working order. Print out the Westlink program guide and display in CRC so your community knows what programs are available. . You may be exempt from this service if you provide DRD with evidence that are unable to connect to the Westlink Satellite TV service.
8. Deliver one community social activity per year.
9. Deliver one community economic activity per year.
10. Ensure the CRC premises and equipment is presented in a manner that encourages use by the community and that the CRC premises are easily accessible to the public.

11. Ensure the words 'Community Resource Centre' and a 'Community Resource Network Logo' appear as part of the CRCs title in all references to the name and business of the CRC including printed material, promotional material and advertising, and that the CRC building displays clearly visible signage that incorporates the WA Community Resource Network Logo.

GENERAL GOVERNANCE REQUIREMENTS

- Ensure that the CRC/Incorporated Organisation is compliant with the provisions of the prevailing Associations Incorporation legislation applicable in Western Australia (refer to the Department of Commerce for current legislation).
- Register for GST.
- Maintain a registered Constitution and ensure the Department of Regional Development (DRD) is provided a copy of the said Constitution.
- Maintain adequate financial and administrative records and processes in accordance with prevailing legislative requirements
- Provide a copy of the Incorporation's audit report and Management Letter, to DRD on or before the 31st of December each year.
- Maintain an inventory of all equipment in the CRC and establish insurance to recover lost or damaged property.
- Prepare and maintain an Action Plan in the template provided by the DRD.
- Ensure all management committee members are provided with a copy of the CRCs Constitution, Action Plan and the DRD/CRC Financial Assistance Agreement.
- Maintain a CRC Operations Manual that outlines all administrative aspects of the CRC for present and future Committees of Management and employees to refer to
- Ensure all paid staff are employed in accordance with prevailing legislative requirements and maintain employee records for all staff (paid and voluntary).
- Provide the DRD with a list of the CRC Management Committee members and their contact details.
- Inform the DRD in writing of any changes to the Management Committee membership and staffing of the CRC within 7 days of those changes taking place.
- Inform the DRD in writing of any closure or change to the opening hours of the CRC that lasts or is likely to last for a period of five or more consecutive working days within 7 days of that closure or change to the opening hours.

- Participate in Network wide surveys that may be undertaken by the DRD during the term of this FAA.
- When necessary, undertake the appropriate *Working with Children* checks.

REPORTING AND ACQUITTAL REQUIREMENTS

The acquittal of this grant will be included in the reporting and financial statements, as specified in the FAA, required of all CRCs receiving support funding from the Department of Regional Development.

ACKNOWLEDGEMENT OF SOURCE OF FUNDING

The organisation receiving this Grant will give public recognition to the source of funding (*Department of Regional Development* and *Royalties for Regions*) for this project on literature and promotional material associated with the project.

The organisation receiving this grant will permit the Department of Regional Development to refer to the project in articles, publications and public forums.

SCHEDULE 5 – Remote Level 1 CRC

WESTLINK SATELLITE SERVICES

The Department, for its part undertakes to:

1. Provide satellite reception equipment to selected applicants free of charge. This equipment remains the property of the Department of Regional Development (DRD).
2. Keep the CRC informed, by way of program guides and other appropriate means, of forthcoming programs. (NOTE: This provision does not absolve the agency producing and delivering the program of the primary responsibility for publicising it).
3. Provide technical assistance or advice, subject to the necessary resources and expertise being available. In the event that DRD is not able to provide the required assistance or advice, it undertakes to assist in finding it.
4. Insure the satellite reception equipment while in transit and in situ.
5. Arrange maintenance if required in respect of the satellite reception equipment.
6. Will pay for the transportation and installation of all new reception equipment.

The Recipient undertakes to:

1. Provide a viewing room, equipped with television set and telephone which is accessible to the whole community.
2. Ensure that all Westlink equipment is in operable state and can be switched on immediately it is required.
3. Report all faults immediately to Westlink via phone or email.
4. Endeavour at all reasonable times to permit access for the viewing of programs delivered over the Westlink network. This may include after-hours access from time to time. A reasonable fee may be charged to the viewer/client for the service if applicable.
5. Nominate a local co-ordinator who will take bookings, and act as the local point of contact.
6. Train all staff in the use of the satellite equipment.
7. Maintain a diary as to the number of people who have viewed or requested to view Westlink programs; and provide statistics as requested by Westlink, including the viewing diary information.

8. Promote the Westlink program guide when it is made available, in hardcopy format within the Community Resource Centre. Other forms of promotion are encouraged, i.e. Community Website.

ACKNOWLEDGEMENT OF SOURCE OF FUNDING

The organisation receiving this Grant will give public recognition to the source of funding (*Department of Regional Development and Royalties for Regions*) for this project on literature and promotional material associated with the project.

The organisation receiving this grant will permit the Department of Regional Development to refer to the project in articles, publications and public forums.

12.2.5 Meeting Dates July 2016 to June 2017

LOCATION:	N/A
APPLICANT:	N/A
FILE REF:	2005
DISCLOSURE OF INTEREST:	The author has no interest in this matter.
DATE:	24 June 2016
PREVIOUS MEETING REFERENCE:	N/A

ATTACHMENTS:

SUMMARY:

For Council to consider setting the dates for Ordinary Meetings of Council from July 2016 until June 2017 and to grant permission for attendance at Meetings by electronic means.

BACKGROUND:

Council currently holds their Ordinary Meetings on the last Thursday of each month. At the ordinary meeting held in Thursday, 21 May 2015 Council set Ordinary Meeting dates until 30 June 2016.

COMMENT:

Local Government (Administration) Regulations 1996 requires that local government to give local public notice of the dates, times and place at which meetings are to be held. The regulations also detail the conditions under which a local government may allow attendance at meetings by electronic means.

Unless there are compelling reasons for changing the day of the Meetings, it will be recommended that they remain on the last Thursday of each month except where noted.

CONSULTATION:

Shire President – Cr Jill Dwyer

STATUTORY ENVIRONMENT:

Local Government (Administration) Regulations 1996 12(1)(a) – Requires the local government to give local public notice of the dates, times and places at which meetings are to be held.

Local Government (Administration) Regulations 1996 – Provides conditions by which a Member may attend a meeting by instantaneous communications.

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

VOTING IMPLICATIONS:

Recommendations 1 and 2 Simple Majority Required.

Recommendation 3 Absolute Majority Required.

OFFICER RECOMMENDATIONS:

That Council resolves that:

- 1. The last Thursday in each month be designated as the day of the Ordinary Council Meeting except where noted;**

The following dates, time and locations be appointed as the Ordinary Council Meeting dates and advertised locally:

28 July 2016	10am or 1pm
25 August 2016	10am or 1pm
29 September 2016	10am or 1pm
27 October 2016	10am or 1pm
24 November 2016	10am or 1pm
15 December 2016	10am or 1pm
23 February 2017	10am or 1pm
30 March 2017	10am or 1pm
27 April 2017	10am or 1pm
25 May 2017	10am or 1pm
29 June 2017	10am or 1pm

- 2. That permission be granted for Cr _____ to attend the meetings held on _____ by electronic communications.**

COUNCIL RESOLUTION

No 1005

Moved

Cr Mazza

Seconded

Cr Mader

That Council resolve that:

- 1. The last Thursday in each month be designated as the day of the Ordinary Council Meeting except where noted;**

The following dates, time and locations be appointed as the Ordinary Council Meeting dates and advertised locally:

28 July 2016	1pm
25 August 2016	1pm
29 September 2016	1pm
27 October 2016	1pm
24 November 2016	1pm
15 December 2016	1pm
23 February 2017	1pm
30 March 2017	1pm
27 April 2017	1pm
25 May 2017	1pm
29 June 2017	1pm

Carried 6/0

COUNCIL RESOLUTION

No 1006

Moved

Cr Dwyer

Seconded

Cr Mazza

That Council resolve that permission be granted for Cr Baird and Cr Hansen to attend the meetings by electronic communications as necessary.

Carried 6/0

12.5.5 **Prospecting Lease on Townsite**

LOCATION:	P29/2368 East Menzies Town site
APPLICANT:	Department of Mines and Petroleum
FILE REF:	2008
DISCLOSURE OF INTEREST:	The Author has no interest to disclose
DATE:	27 June 2016
AUTHOR:	Rhonda Evans, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	N/A

ATTACHMENTS:

12.5.5 Attachment #1 Application for Prospecting Licence 29/2368

SUMMARY:

For Council to consider the implications of prospecting licence 29/2368 on the town site of Menzies.

BACKGROUND:

The Minister for Mines and Petroleum must consult with and obtain the recommendation of the local authority before he can grant permission for prospecting on a Townsite or Reserve. (Mining Act 1978 Section 23 to 26.)

COMMENT:

Subject to the conditions shown on attachment, the author seeks the direction of Council on this matter.

CONSULTATION: Nil

STATUTORY ENVIRONMENT:

Mining Act 1978 Section 23 to 26

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENTS: Simple Majority

OFFICER'S RECOMMENDATION:

That Council have no objections to the granting of Prospecting Licence 29/2368 subject to the conditions set out by the Department of Mines on the Draft Tenement Endorsement and Condition Extract as attached.

COUNCIL RESOLUTION

No 1007

Moved

Cr Lee

Seconded

Cr Baird

That Council object to the granting of a prospecting lease that encroaches over the town site of Menzies and the adjoining Water Reserve as it may interfere with the amenity of the residential area.

Carried 6/0

Reason resolution – Council objects to mining activity within the Menzies town site boundaries and within Water Reserves.



Government of **Western Australia**
Department of **Mines and Petroleum**

Our Ref: P29/2368
Enquiries: Anita Hartridge
E-mail: Anita.hartridge@dmp.wa.gov.au

FILE:	ADM290
CEO	(PRES)
11 JAN 2016	
CEO	✓

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

APPLICATION FOR PROSPECTING LICENCE 29/2368
BY DAVID WILLIAM MCKENNA
SITUATED ON MENZIES TOWNSITE

Dear Sir/Madam,

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

In respect to townsites, the Minister for Mines and Petroleum is to first consult and obtain the recommendation of the local municipality and the Minister for Lands before he can grant consent to mine. The Minister for Mines and Petroleum has therefore directed that I commence the consultation process and obtain your Council's comments and recommendation with regard to the impact of the application on the reserve listed above.

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

Endorsement: The grant of this lease does not include any private land referred to in Section 29(2) of the Mining Act 1978 except that below 30 metres from the natural surface of the land.

Condition: Access to the surface of land within Menzies Townsite for mining purposes being subject to the approval of the local Authority or relevant reserve vestees, and mining activities within the first 100 metres below the surface of the land being limited to such exploration activities as may be approved by the Director, Environment, DMP.

I have enclosed a copy and plan of the application for this purpose.
Your reply in due course would be appreciated please.

Yours faithfully

A Hartridge

For REGIONAL MINING REGISTRAR

5th January 2016

Minutes of Ordinary Meeting of Council 30 June 2016

FORM 21

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

APPLICATION FOR MINING TENEMENT

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

AMC
(a) PROSPECTING LICENSE No. 29755
(b) 9.0 a.m./p.m. 18/11/2015 (c) MENZIES MTH COALGARDIE

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

(d) & (e) DAVID WILLIAM MCKENNA
22 SILVERTON STREET MENZIES
WA 6436
(f) shares 100
(g) total 100

DESCRIPTION OF GROUND APPLIED FOR:
(For Exploration Licences see Note 1.
For other Licences see Note 2.
For all Licences see Note 3.)

(h) MENZIES, WA.
(i) 6712901.364 NORTHGOLD 310522.575 EASTING.
6713307.762 NORTHGOLD 310231.043
6713767.061 - - 309902.379
6713784.089 - - 310902.273
6713796.004 - - 311530.254
6713267.600 - - 311545.122
6713039.074 - - 311601.532
6713076.248 - - 311500.984
6712836.302 - - 311506.609
(k) Area (ha or km²) 152 HA PTO

(h) Locality
(i) Datum Peg
(j) Boundaries

(k) Area (ha or km²)
(l) Signature of applicant or agent

(l) P.W. MCKENNA Date 18.11.15

OBJECTIONS to this application may be lodged at any mining registrar's office on or before 29 day of DECEMBER 2015 (see Note 4).

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

OFFICE USE

MINING REGISTRAR	FEES PAID	\$	¢	Receipt No:
	Application			<u>01-028041</u>
24 NOV 2015	Rent			Shire:
				<u>MENZIES</u>
KALGOORLIE	Re	P 29/2368		
	on	Lodge Office: KALGOORLIE		
		Lodge Date: 24/11/2015 14:40:00		
		Fees: \$313.85(A) \$364.80(R)		
(Mi)		 em-t-P 2902368		

Note 1: EXPLORATION LICENCE

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

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

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

Note 3: GROUND AVAILABILITY

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

Note 4: ALL APPLICATIONS OVER PRIVATE LAND

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



309000mE

310000mE

311000mE

312000mE

313000mE

-29°41'

-29°42'

-29°43'

6716000mN

6715000mN

6714000mN

6713000mN

6712000mN

6711000mN

6710000mN

VCL
166

MENZIES

Menzies W

M 29/154

P 29/1989

M 29/391

M 29/280

P 29/1384

MC 29/516

P 29/293

M 29/70

M 29/70

P 29/1281

P 29/1611

P 29/2223

M 29/70

M 29/70

M 29/70

P 29/1281

P 29/1611

P 29/1823

M 29/70

M 29/70

M 29/70

P 29/1281

P 29/1611

P 29/1564

M 29/70

M 29/70

M 29/70

P 29/1281

P 29/1611

P 29/1560

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M 29/70

P 29/1281

P 29/1611

P 29/1385

M 29/70

M 29/70

M 29/70

P 29/1281

P 29/1611

MC 29/515

M 29/70

M 29/70

M 29/70

P 29/1281

P 29/1611

P 29/1558

M 29/70

M 29/70

M 29/70

P 29/1281

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P 29/1280

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M 29/70

M 29/70

P 29/1281

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P 29/1453

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P 29/1633

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M 29/70

M 29/70

P 29/1281

P 29/1611

P 29/2084

M 29/70

M 29/70

M 29/70

P 29/1281

P 29/1611

P 29/2336

M 29/70

M 29/70

M 29/70

P 29/1281

P 29/1611

P 29/2062

M 29/70

M 29/70

M 29/70

P 29/1281

P 29/1611

P 29/1709

M 29/70

M 29/70

M 29/70

P 29/1281

P 29/1611

P 29/1553

M 29/70

M 29/70

M 29/70

P 29/1281

P 29/1611

P 29/1386

121°2'

121°3'

121°4'



DRAFT Tenement Endorsement and Conditions Extract

Tenement: P 29/2368

#	ENDORSEMENTS	Status	Start Date	End Date
1	The Licensee's attention is drawn to the provisions of the Aboriginal Heritage Act 1972 and any Regulations thereunder.	Draft		
2	The Licensee's attention is drawn to the Environmental Protection Act 1986 and the Environmental Protection (Clearing of Native Vegetation) Regulations 2004, which provides for the protection of all native vegetation from damage unless prior permission is obtained.	Draft		
3	The grant of this Licence does not include any private land (GE LEASE 277926) referred to in Section 29(2) of the Mining Act 1978 except that below 30 metres from the natural surface of the land.	Draft		
	In respect to Water Resource Management Areas (WRMA) the following endorsements apply:	Draft		
4	The Licensee attention is drawn to the provisions of the: <ul style="list-style-type: none"> • Waterways Conservation Act, 1976 • Rights in Water and Irrigation Act, 1914 • Metropolitan Water Supply, Sewerage and Drainage Act, 1909 • Country Areas Water Supply Act, 1947 • Water Agencies (Powers) Act 1984 • Water Resources Legislation Amendment Act 2007 	Draft		
5	The rights of ingress to and egress from the mining tenement being at all reasonable times preserved to officers of Department of Water (DoW) for inspection and investigation purposes.	Draft		
6	The storage and disposal of petroleum hydrocarbons, chemicals and potentially hazardous substances being in accordance with the current published version of the DoWs relevant Water Quality Protection Notes and Guidelines for mining and mineral processing.	Draft		
	In respect to Artesian (confined) Aquifers and Wells the following endorsement applies:	Draft		
7	The abstraction of groundwater from an artesian well and the construction, enlargement, deepening or altering of any artesian well is prohibited unless a current licence for these activities has been issued by the DoW.	Draft		
	In respect to Waterways the following endorsement applies:	Draft		
8	Advice shall be sought from the DoW if proposing any prospecting within a defined waterway and within a lateral distance of: <ul style="list-style-type: none"> • 50 metres from the outer-most water dependent vegetation of any perennial waterway, and • 30 metres from the outer-most water dependent vegetation of any seasonal waterway. 	Draft		
	In respect to Proclaimed Ground Water Areas 21 the following endorsement applies:	Draft		
9	The abstraction of groundwater is prohibited unless a current licence to construct/alter a well and a licence to take groundwater has been issued by the DoW.	Draft		
#	CONDITIONS	Status	Start Date	End Date
1	All surface holes drilled for the purpose of exploration are to be capped, filled or otherwise made safe immediately after completion.	Draft		
2	All disturbances to the surface of the land made as a result of exploration, including costeans, drill pads, grid lines and access tracks, being backfilled and rehabilitated to the satisfaction of the Environmental Officer, Department of Mines and Petroleum (DMP). Backfilling and rehabilitation being required no later than 6 months after excavation unless otherwise approved in writing by the Environmental Officer, DMP.	Draft		
3	All waste materials, rubbish, plastic sample bags, abandoned equipment and temporary buildings being removed from the mining tenement prior to or at the termination of exploration program.	Draft		
4	Unless the written approval of the Environmental Officer, DMP is first obtained, the use of drilling rigs, scrapers, graders, bulldozers, backhoes or other mechanised equipment for surface disturbance or the excavation of costeans is prohibited. Following approval, all topsoil being removed ahead of mining operations and separately stockpiled for replacement after backfilling and/or completion of operations.	Draft		
5	The Licensee notifying the holder of any underlying pastoral or grazing lease by telephone or in person, or by registered post if contact cannot be made, prior to undertaking airborne geophysical surveys or any ground disturbing activities utilising equipment such as scrapers, graders, bulldozers, backhoes, drilling rigs; water carting equipment or other mechanised equipment.	Draft		
6	The Licensee or transferee, as the case may be, shall within thirty (30) days of receiving written notification of:- <ul style="list-style-type: none"> • the grant of the Licence; or • registration of a transfer introducing a new Licensee; advise, by registered post, the holder of any underlying pastoral or grazing lease details of the grant or transfer.	Draft		
7	The prior written consent of the Minister responsible for the Mining Act 1978 being obtained before commencing any prospecting activities on Reserve 6054 Water.	Draft		

#	CONDITIONS	Status	Start Date	End Date
8	No interference with Geodetic Survey Station SSM-MENZIES 84 and 110 and mining within 15 metres thereof being confined to below a depth of 15 metres from the natural surface.	Draft		
9	Mining on a strip of land 20 metres wide with any pipeline as the centreline being confined to below a depth of 31 metres from the natural surface and no mining material being deposited upon such strip and the rights of ingress to and egress from the facility being at all times preserved to the owners thereof.	Draft		

-- End of Report --

13. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING:

Nil

15. ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS:

- 15.1 Setting of meeting date to discuss Chief Executive Officer Key Performance Indicators**

COUNCIL RESOLUTION

No 1008

Moved

Cr Mazza

Seconded

Cr Mader

That Council meet with the Chief Executive Officer on Wednesday 27 July 2016 to discuss and set Key Performance Indicators as required.

Carried 6/0

15.2 Staffing Levels and Process

This matter will be discussed during the meeting to be held on Wednesday 27 July 2016.

16. NEXT MEETING:

The next Ordinary Meeting of Council will be held on Thursday 28 July 2016 commencing at 1pm.

17. CLOSURE OF MEETING:

There being no further business the Chair closed the meeting at 13:37pm.