



**SHIRE OF MENZIES**

**MINUTES**

**OF THE ORDINARY MEETING OF COUNCIL  
HELD**

**Thursday 30 November 2017**

**Commencing at 1.06pm**

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## TABLE OF CONTENTS

1	DECLARATION OF OPENING .....	5
2	ANNOUNCEMENT OF VISITORS.....	5
3	RECORD OF ATTENDANCE .....	5
4	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....	5
5	PUBLIC QUESTION TIME .....	5
6	APPLICATIONS FOR LEAVE OF ABSENCE.....	5
7	DECLARATIONS OF INTEREST.....	5
8	NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS .....	5
9	CONFIRMATION / RECEIVAL OF MINUTES .....	5
	9.1 CONFIRMATION OF MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 10 NOVEMBER 2017.....	6
	9.2 RECEIVAL OF THE MINUTES GOLDFIELDS TOURISM NETWORK ASSOCIATION INC. BOARD MEETING 13 OCTOBER 2017.....	6
10	PETITIONS / DEPUTATIONS / PRESENTATIONS .....	7
11	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION .....	7
	11.1 PRESIDENTS REPORT.....	7
12	REPORTS OF OFFICERS .....	9
	12.1 HEALTH BUILDING AND TOWN PLANNING.....	9
	12.1.1 Health and Building Report for the Month of October 2017.....	9
	12.1.2 Tender S10004-2017 Planning Strategy .....	12
	12.1.3 Tender C08001 Youth Centre.....	44
	12.2 FINANCE AND ADMINISTRATION.....	48
	12.2.1 Statement of Financial Activity for the Month of October 2017.....	48
	12.2.2 List of Payments for Council for the Month of October 2017.....	100
	12.2.3 Rating Concession for Mining Lease.....	107
	12.3 WORKS AND SERVICES.....	113
	12.3.1 Works Report for the Month of October 2017.....	113
	12.4 COMMUNITY DEVELOPMENT.....	115
	12.4.1 Lady Shenton Report for the Month of October 2017.....	115

12.5	MANAGEMENT AND POLICY.....	120
12.5.1	Actions Performed under Delegation for the Month of October 2017 .....	120
12.5.2	Application for Support for Platelayers Cottages .....	122
12.5.3	Menzies Nursing Post Practitioner.....	168
13	ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN.....	172
14	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING.....	172
15	ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS.....	172
16	NEXT MEETING.....	172
17	CLOSURE OF MEETING .....	172

## **1 DECLARATION OF OPENING**

The Shire President declared the meeting open at 1.06pm.

## **2 ANNOUNCEMENT OF VISITORS**

Visitors	Mrs Joan Tucker	
	Mrs Vashti Ashwin	
	Mrs Jennifer Nettle	
	Ms Diedre Spratt	
	Ms Iona Sheehan-Lee	
	Ms Kate Nicholls	via electronic communication
	Mr Sethan Sheehan-Lee	

## **3 RECORD OF ATTENDANCE**

Present

Councillors:	Cr J Dwyer	Shire President
	Cr I Baird	Deputy Shire President
	Cr I Tucker	
	Cr J Mazza	
	Cr J Lee	
	Cr K Mader	

Staff	Mrs R Evans	Chief Executive Officer
	Mrs J Taylor	Manager Finance and Administration
	Mrs D Whitehead	Executive Assistant

Apologies            Cr D Hansen

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

There were no questions taken on notice at the previous meeting.

## **5 PUBLIC QUESTION TIME**

There were no questions from the public.

## **6 APPLICATIONS FOR LEAVE OF ABSENCE**

There were no applications for leave of absence

## **7 DECLARATIONS OF INTEREST**

Item 12.5.2    Cr Ian Tucker declared a Financial and Impartiality Interest for this item.

Item 12.5.2    Cr Justin Lee declared a Financial and Impartiality Interest for this item.

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

There were no items to be discussed behind closed doors.

## 9 CONFIRMATION / RECEIVAL OF MINUTES

### 9.1 CONFIRMATION OF MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 10 NOVEMBER 2017.

*That the minutes of the Ordinary Meeting of Council held on Friday 10 November 2017 be confirmed as a true and correct record.*

**COUNCIL RESOLUTION:**

**No.1308**

**Moved: Cr Justin Lee**

**Seconded: Cr Ian Tucker**

*That the minutes of the Ordinary Meeting of Council held on Friday 10 November 2017 be confirmed as a true and correct record.*

**Carried 6/0**

### 9.2 RECEIVAL OF THE MINUTES GOLDFIELDS TOURISM NETWORK ASSOCIATION INC BOARD MEETING 13 OCTOBER 2017

*That the minutes of the Goldfields Tourism Network Association Inc Board Meeting held on Friday 13 October 2017 be received by Council.*

**COUNCIL RESOLUTION:**

**No.1309**

**Moved: Cr Justin Lee**

**Seconded: Cr Keith Mader**

*That the minutes of the Goldfields Tourism Network Association Inc Board Meeting held on Friday 13 October 2017 be received by Council.*

**Carried 6/0**

## 10 PETITIONS / DEPUTATIONS / PRESENTATIONS

### 10.1 A PRESENTATION BY KATE NICHOLS OF PUZZLE CONSULTING ON BEHALF OF MENZIES ABORIGINAL CORPORATION

Kate Nicholls presented to Council via Skype a proposal for funding assistance from the Shire of Menzies Council to assist with an application that the Menzies Aboriginal Corporation were attempting to lodge with Building Better Region Fund (BBRF) for repairs to the Platelayers Cottages situated at 445-447 Walsh Street, Menzies.

*1.45pm Kate Nicholls left the meeting*

### 10.2 A PRESENTATION BY CR JUSTIN LEE AS CHAIRPERSON OF THE MENZIES YOUTH ADVISORY COMMITTEE

Cr Lee briefly read the Minutes of the Menzies Youth Advisory Committee which had met at 3.00pm on Wednesday 29 November 2017. A diagram was provided which highlighted the suggestions provided by the Advisory Committee to Council in relation to the new Menzies Youth Centre.

The Council had previously inspected the area designated for the building site and examined the space available to the interior of the building.

## 11 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

### 11.1 PRESIDENTS REPORT

<b>COUNCIL RESOLUTION:</b>
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<b>No.1310</b>
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**Moved: Cr Jill Dwyer**

**Seconded: Cr Ian Tucker**

*That Council receive the Presidents report for November 2017.*

**Carried 6/0**

#### **31 October 2017**

In Kalgoorlie and on behalf of Council I attended the AGM of the Goldfields Tourism Network Association.

#### **1 November 2017**

At Coolgardie and on behalf of Council, I attended the Intractable Disposal Facility Community Liaison Committee Meeting.

*Cr Dwyer suggested that there would be no need to personally attend the Intractable Disposal Facility Community Liaison Committee meeting in the future and suggested Council request the minutes of the meeting instead.*

#### **6 November 2017**

I attended a science show at the Menzies Town Hall presented by Dr Peter H. Eastwell the Director, Science Time Education ([www.ScienceTime.com.au](http://www.ScienceTime.com.au)) entitled Lighting: So Frightening.

*(Cr Dwyer suggested trying to obtain a booklet on this subject matter to be provided to elderly people in the community as an educational tool and reminder of the hazards of lightning.)*

#### **15 November 2017**

With Chief Executive Officer, I attended the Northern Goldfields Inter-Agency Meeting in Leonora at the Office Complex and Leonora CRC Centre.

#### **17 November 2017**

With Chief Executive Officer, I attended the Regional Road Group meeting in Kalgoorlie, where the Chair called for greater participation and awareness of the funding by Elected Members.

#### **21 November 2017**

I attended the Magistrates court public gallery in Leonora to observe the Shire proceedings against Mr Roland Gopel. The Magistrate adjourned the case until 19 December 2017 to allow Mr Gopel to seek legal advice.

#### **28 November 2017**

I met with Tony Chisholm our contract Road Engineer and the Chief Executive Officer to discuss our Works Program and to familiarise myself with ongoing works and contracts.

**Moved: Cr Ian Tucker****Seconded: Cr Jill Dwyer**

*That a report be prepared for Council on the costing to complete the seal of Menzies North-West Road from end of current seal to Lake Ballard turnoff.*

**Carried 6/0****30 November 2017**

Cr Ian Baird, Cr Jill Dwyer, the Chief Executive Officer and myself met with a representative from Rosslyn Mining to discuss their current venture.

**30 November 2017**

Council together with the Chief Executive Officer and the Manager, Finance and Administration met with the Auditor Mr Maurius van der Merwe.



## 12. REPORTS OF OFFICERS

### 12.1 HEALTH BUILDING AND TOWN PLANNING

#### 12.1.1 Health and Building Report for the month of October 2017

<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 002
<b>DISCLOSURE OF INTEREST:</b>	The author has no interest to disclose
<b>DATE:</b>	25 October 2017
<b>AUTHOR:</b>	David Hadden, Environmental Health Officer
<b>ATTACHMENTS</b>	Nil

<b>COUNCIL RESOLUTION:</b>	<b>No.1312</b>
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**Moved:** Cr Jill Dwyer

**Seconded:** Cr Keith Mader

*That Council receive the report of the Environmental Health Officer for the month of October 2017 for information.*

**Carried 6/0**

#### **OFFICER RECOMMENDATION:**

That Council receive the report of the Environmental Health Officer for the month of October 2017 for information.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

This report is for the information of Council, and relates to matters addressed by the Environmental Health Officer for the month of October 2017.

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

##### *14.3 Active Civic Leadership Achieved*

- Regularly Monitor and Report on the Shire's Activities, Budgets, Plans and Performance

#### **STATUTORY AUTHORITY:**

*Building Act 2011*

*Public Health Act 2016*

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS :** Nil

**RISK ASSESSMENTS :**

**OP 97** - Council unable to fill the position of Authorised Officer under the Public Health Act 2016

**BACKGROUND:**

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

The following is a brief report of the monthly activities.

**COMMENT:**

**Health**

Completed Councils 2016/2017 Waste Census and forwarded to the Department of Water and Environmental Regulation.

Carried out inspection of the property at lot 571 Suiter Street to determine if caravan continues to be occupied.

Liaised with Works Supervisor in preparation for a compliance inspection at the Menzies Tip and waste water disposal ponds. An inspector from the Department of Water and Environmental Regulation carried out the inspection on 26 October 2017.

**Building/Planning**

Processed one septic system application for Roxbury Trading (Menzies Battery) to replace an existing septic system on site.

Received enquiries from a new land owner enquiring about being able to build a natural cob home.

*"Cob is an ancient earth building technique of mixing earth, sand, gravel or pebbles and straw with a little water. It requires minimal construction skills and may be the world's most common building material. Cob walls are built without formwork by placing lumps of the cob mix by hand to make massive walls, typically 450–600mm thick, built up in layers.*

*Each layer needs to dry out sufficiently to support the next. It lends itself to making free-flowing sculptural forms.*

*This high thermal mass material has some insulation value. Cob building depends upon wall thickness for its structural and environmental performance. Cob is fireproof and can be used to make stoves, fireplaces and chimneys. Cob walls require firm footings to avoid movement and cracking and to keep the base of the walls dry. They need to be whitewashed (lime and water) for weather protection"*

Cob wall construction has occurred for many years and in many countries.

The land owner has been advised that the cob walls will require an engineering certification as for Rammed Earth when making a building application.

Received an enquiry from local landowner regarding requirements for approval of a tiny home in Menzies.

Tiny homes are quite popular in some countries at present and will not present any issues with approval if compliant with the requirements of the Building Code of Australia for Class 1 buildings (dwellings) as there no size limitation specified in the BCA for Class 1 dwellings.

## 12.1.2 Tender Planning Strategy and Review of Town Planning Scheme

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 245
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	22 November 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.1.2-1 Previous Agenda Item 12.1.2-2 Scope of Works 12.1.2-3 Summary Analysis ( <i>Confidential</i> )

### COUNCIL RESOLUTION:

**No.1313**

**Moved: Cr Justin Lee**

**Seconded: Cr Jill Dwyer**

*That Council*

- 1. Adopt Risk OP98 as follows*
  - Risk Category Capacity to Deliver Services*
  - Responsible Directorate Regulatory*
  - Risk Local Planning Scheme not reviewed in Statutory Period*
- 2. Accept the quote from Urbis Pty Ltd for \$70,000 for the preparation of a Local Planning Strategy, and a Local Planning Scheme for the Shire of Menzies as detailed in the Scope document.*
- 3. Review the budget allocation for job S10004 during the annual budget review.*

**Carried by Absolute Majority 6/0**

### OFFICER RECOMMENDATION:

That Council

- Adopt Risk OP98 as follows
  - Risk Category - Capacity to Deliver Services
  - Responsible Directorate - Regulatory
  - Risk - Local Planning Scheme not reviewed in Statutory Period
- Accept the quote from Urbis Pty Ltd for \$70,000 for the preparation of a Local Planning Strategy, and a Local Planning Scheme for the Shire of Menzies as detailed in the Scope document.
- Review the budget allocation for job S10004 during the annual budget review.

### VOTING REQUIREMENTS:

Absolute Majority

## **IN BRIEF:**

The Shire of Menzies Town Planning Scheme No.1 was gazetted on 13 June 2003. The Planning and Development Act 2005 (the Act) requires all local governments to review its town planning scheme every five years.

As a precursor to the Local Planning Scheme Review, the Shire is required under the Planning and Development (Local Planning Scheme) Regulations 2015 to prepare a Local Planning Strategy.

## **RELEVANT TO STRATEGIC PLAN:**

### *14.1 Sustainable local economy encouraged*

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.
- A local economy that has close working partnerships with mining companies and other industries.
- A local economy accessing the commercial options and services in place, for timely development.
- The prevention of fire risk throughout the community.
- The significant natural features of the shire for tourism.

### *14.2 Strong sense of community maintained*

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

### *14.3 Active civic leadership achieved*

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

### *14.4 Heritage & Natural assets conserved*

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

## **STATUTORY AUTHORITY:**

*Planning and Development Act 2005* – prepare and review a Town Planning Scheme  
*Planning and Development (Local Planning Scheme) Regulations 2015* – prepare a Strategy

**POLICY IMPLICATIONS:** Nil

## **FINANCIAL IMPLICATIONS:**

Budget allocation against job S10004 Town Planning Consultancy has allocated \$50,000 for this purpose for the year ending 30 June 2018. Additional funds will be allocated during the annual budget review to be presented to Council at the February 2018 meeting. Further funds required in the financial year ending 30 June 2019 to complete the project.

## **RISK ASSESSMENTS:**

**OP 98** – Town Planning Scheme not reviewed, and does not properly reflect the needs of the Shire.

## **BACKGROUND:**

During 2014 and 2015 the Shire prepared a Local Planning Strategy and an Omnibus Amendment to Town Planning Scheme No 1. These documents, while received by Council, were not gazetted, and due to amendments to legislation have now lapsed.

In July 2017, Council resolved to advertise to undertake a Local Planning Strategy, and prepare a new Local Planning Scheme for the entire area within the Shire of Menzies.

## **COMMENT:**

In October 2017, a request for quotation for the Preparation of a Local Planning Strategy and a Local Planning Scheme was called. The date for close of submissions was 20 November 2017.

Eight submissions were received. One of the eight did not meet initial compliance standards. Seven applications were then reviewed.

The evaluation criteria were;

1. Skills and Expertise	15%
2. Understanding of the Task	15%
3. Demonstrated Experience in Completing Similar Projects	29%
4. Price	41%

The rankings were as follows:

Applicant Reference	Criteria 1 (5)	Criteria 2 (5)	Criteria 3 (10)	Criteria 4 (14)	Total without Cost	Total with Cost	Total Ranking (1-10)
A	5	5	5	12	15	27	2
B	5	5	2	8	12	20	7
C	4	5	6	7	15	22	5
D	3	5	6	10	14	24	3
E	3	5	6	8	14	22	5
F	4	5	8	7	17	24	3
G	5	5	8	10	18	28	1

The preferred applicant from the ranking shown, and detailed in attachment 3 is client G, who is Urbis Pty Ltd of West Perth.

## 12.5.2 Local Planning Strategy and Review of Town Planning Scheme

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 245/9598
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	21 July 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.2-1 Confidential-Letter from Department of Planning. 12.5.2-2 Advertisement of Resolution to prepare a Local Planning Scheme
<b>COUNCIL RESOLUTION:</b>	<b>No.1237</b>

**Moved: Cr Mazza**

**Seconded: Cr Mader**

*That Council:*

### **1. Local Planning Strategy**

- a. *Under regulation 11(1) of the Planning and Development (Local Planning Schemes) Regulations 2015, resolve to prepare a Local Planning Strategy for its area of jurisdiction; and*
- b. *Authorises Shire officers to undertake the preparation of a Local Planning Strategy in accordance with the procedures set out in Clauses 11-16 of the Planning and Development (Local Planning Schemes) Regulations 2015;*
- c. *Informs the Western Australian Planning Commission of its intention to prepare a Local Planning Strategy.*

### **2. Review of Town Planning Scheme No. 1**

- a. *Resolves to prepare a new Local Planning Scheme for the entire area within the Shire of Menzies, pursuant to Section 72(1)(a) and 88(3) of the Planning and Development Act 2005 and Regulation 19(1) of the Planning and Development (Local Planning Schemes) Regulations 2015.*
- b. *Gives notice of the resolution to prepare a new Local Planning Scheme by publishing a notice in a newspaper circulating in the Shire of Menzies, pursuant to Regulation 20(1)(a) of the Planning and Development (Local Planning Schemes) Regulations 2015.*
- c. *Gives notice of the resolution to prepare a new Local Planning Scheme to all adjoining local governments, each licensee under the Water Services Act 2012 likely to be affected, the Chief Executive Officer of the Department of Parks and Wildlife and all relevant public authorities, pursuant to Regulation 20(1)(b) of the Planning and Development (Local Planning Schemes) Regulations 2015.*
- d. *Following advertising of the resolution to prepare a new Local Planning Scheme under Regulation 20 of the Planning and Development (Local Planning Schemes) Regulations 2015 authorises Shire officers to undertake the*



*preparation of a new Local Planning Scheme in accordance with the procedures set out in the Planning and Development Act 2005 and the Planning and Development (Local Planning Schemes) Regulations 2015.*

- e. *Informs the Western Australian Planning Commission of its resolution and publication of notice .*

**3. Financial arrangements and appointment of consultant**

- a. *Authorises the Chief Executive Officer to make financial arrangements and appointment of a consultant to undertake the work required for a local planning strategy and new local planning scheme.*
- b. *Authorises the Chief Executive Officer to coordinate the local planning strategy and new local planning scheme process and to arrange for meetings/workshops when required.*
- c. *Resolves that the decisions listed in A and B are subject to the making of successful financial arrangements and appointment of a consultant.*

**4. Shire of Menzies Town planning Scheme No. 1 - Amendment no. 9 ('Omnibus Amendment')**

- a. *Resolves not to proceed with Amendment 9 to the Shire of Menzies Town Planning Scheme No. 1 pursuant to Regulation 37(5) of the Planning and Development (Local Planning Schemes) Regulations 2015.*
- b. *Informs the Western Australian Planning Commission of the decision in D(1).*

Carried 6/0

*Note: Reason for change from Officer Recommendation: - Point 3c removed as the Project brief was not available.*

**OFFICER RECOMMENDATION:**

That Council:

**1. Local Planning Strategy**

- a. Under regulation 11(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, resolve to prepare a Local Planning Strategy for its area of jurisdiction; and
- b. Authorises Shire officers to undertake the preparation of a Local Planning Strategy in accordance with the procedures set out in Clauses 11-16 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
- c. Informs the Western Australian Planning Commission of its intention to prepare a Local Planning Strategy.

**2. Review of Town Planning Scheme No. 1**

- a. Resolves to prepare a new Local Planning Scheme for the entire area within the Shire of Menzies, pursuant to Section 72(1)(a) and 88(3) of the *Planning and Development Act 2005* and Regulation 19(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

- b. Gives notice of the resolution to prepare a new Local Planning Scheme by publishing a notice in a newspaper circulating in the Shire of Menzies, pursuant to Regulation 20(1)(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
- c. Gives notice of the resolution to prepare a new Local Planning Scheme to all adjoining local governments, each licensee under the *Water Services Act 2012* likely to be affected, the Chief Executive Officer of the Department of Parks and Wildlife and all relevant public authorities, pursuant to Regulation 20(1)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
- d. Following advertising of the resolution to prepare a new Local Planning Scheme under Regulation 20 of the *Planning and Development (Local Planning Schemes) Regulations 2015* authorises Shire officers to undertake the preparation of a new Local Planning Scheme in accordance with the procedures set out in the *Planning and Development Act 2005* and the *Planning and Development (Local Planning Schemes) Regulations 2015*.
- e. Informs the Western Australian Planning Commission of its resolution and publication of notice.

**3. Financial arrangements and appointment of consultant**

- a. Authorises the Chief Executive Officer to make financial arrangements and appointment of a consultant to undertake the work required for a local planning strategy and new local planning scheme.
- b. Authorises the Chief Executive Officer to coordinate the local planning strategy and new local planning scheme process and to arrange for meetings/workshops when required.
- c. Notes the project brief for services required from consultant.
- d. Resolves that the decisions listed in A and B are subject to the making of successful financial arrangements and appointment of a consultant.

**4. Shire of Menzies Town planning Scheme No. 1 - Amendment no. 9 ("Omnibus Amendment")**

- a. Resolves not to proceed with Amendment 9 to the Shire of Menzies Town Planning Scheme No. 1 pursuant to Regulation 37(5) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
- b. Informs the Western Australian Planning Commission of the decision in D(1).

**VOTING REQUIREMENTS:** Simple Majority

**IN BRIEF:**

The introduction of the *Planning and Development (Local Planning Schemes) Regulations 2015* has resulted in a requirement for a local planning strategy and a review of the existing town planning scheme. The report recommends commencement of a local planning strategy and a review of the existing town planning scheme.

## **RELEVANT TO STRATEGIC PLAN:**

### 14.1 Sustainable local economy encouraged

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.
- A local economy that has close working partnerships with mining companies and other industries.
- A local economy accessing the commercial options and services in place, for timely development.
- The prevention of fire risk throughout the community.
- The significant natural features of the shire for tourism.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.

### 14.2 Strong sense of community maintained

- Our community will be cohesive, inclusive and interactive, where people feel safe, are welcomed and can live comfortably.
- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

### 14.3 Active civic leadership achieved

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

### 14.4 Heritage & Natural assets conserved

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

## **STATUTORY AUTHORITY:**

*Planning and Development Act 2005*

*Planning and Development (Local Planning Schemes) Regulations 2015*

**POLICY IMPLICATIONS:** Nil

## **FINANCIAL IMPLICATIONS:**

The assistance of a town planning consultant will be required to complete a local planning strategy and new local planning scheme as required by Regulations 2015.

The Department of Planning has provided a project brief to assist with a request for quotations and appointment of consultant.

It is the Shire's role to arrange for the appointment of consultant and financial matters. A budget allocation to cover the appointment of a consultant planner has been included in the current year budget.

**RISK ASSESSMENTS:** Nil

## **BACKGROUND:**

Under the provisions of the *Planning and Development Act 2005 and Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations 2015) a local government must prepare a local planning strategy and existing local planning schemes are to be reviewed within six months of the five year anniversary of the date the scheme is approved.

The Shire of Menzies has no local planning strategy and its Town Planning Scheme No. 1 (gazetted on 13 June 2003) is out of date as the Regulations 2015 created a new template for local planning schemes which is significantly different from that used in Town Planning Scheme No. 1. The introduction of the Regulations 2015 has also resulted that large sections of Town Planning Scheme No. 1 have been replaced by the 'deemed provisions' now automatically 'read into' the scheme which means that the text of the current scheme contains provisions that have effectively been replaced emphasizing that an update is required.

A local planning strategy is a document that is prepared to guide the management of land use planning and development over a ten to fifteen year period, to balance the needs and expectations of a community in a local government area. It sets out a vision for the local government, the general aims, intentions and desired outcomes for long-term growth and change, having regard to social, economic and environmental factors and contains a strategic plan that indicates a future land use plan to form the basis for a local planning scheme. An assessment of the capacity of infrastructure such as water, sewerage, electricity and roads is usually considered in a strategy as well as compliance matters and policies required under a local planning scheme. A local planning strategy may be prepared concurrently with a local planning scheme and must:

- set out the long-term planning directions for the local government; and
- apply any State or regional planning policy that is relevant to the strategy; and
- provide the rationale for any zoning or classification of land under the local planning scheme.

Section 88(3) of the Regulations 2015 states that a local government may resolve to prepare a new local planning scheme. Based on the outcomes of a local planning strategy, a local planning scheme as statutory document, sets out the way land is to be used and developed and with the 'deemed provisions' outlines procedures for making planning policies, identification of heritage places, structure and local development plans, requirements for development approval and matters to be considered when applications are received.

## **COMMENT:**

The process of compiling a local planning strategy and a new local planning scheme involves strategic planning and long-term goals for the local government area and it is imperative that councillors are actively involved in the formulation of these plans.

On 25 July 2015, the Shire of Menzies informed the Western Australian Planning Commission (WAPC) that at its Ordinary Council meeting on 28 March 2015, a draft Local Planning Strategy and an "Omnibus Amendment" described as Amendment 9 to the Shire of Menzies Town planning Scheme No. 1 have been adopted. The Shire requested approval from the WAPC to advertise the Amendment 9 and the draft Local Planning Strategy. On 25 August 2015, the Department of Planning advised in writing that the draft Local Planning Strategy is

incomplete for assessment and that Amendment 9 cannot be progressed as it is inconsistent with Regulations 2015 and that a review of the Shire's local planning scheme should be considered instead. The Department of Planning also advised the Shire that "public advertising of Amendment 9 be withhold and that the Council resolve not to continue with Amendment 9 given its inconsistency with Regulations 2015. The Department of Planning informed that no response has been received from the Shire in relation to the discontinuation of Amendment 9 and that the amendment is still 'alive' until a resolution is taken by the Council not to proceed with the amendment under clause 37(5) of Regulations 2015.

### **Consultation**

Consultation has been undertaken with the Department of Planning in relation to the introduction of the Regulations 2015 and its impact on a local planning strategy and review of the Shire's Town Planning Scheme No. 1.

If the Council decides to undertake a local planning strategy and review of Town Planning Scheme No. 1, a local strategy planning process can commence and when a draft strategy is completed, a new local planning scheme can be drafted that will be reviewed by the WAPC and the Environmental Protection Authority. Once these agency comments are received and incorporated into the local planning scheme, a formal advertising period will occur simultaneously with the local planning strategy. Government agencies and the public will then be able to comment on the documents.

For both documents, Council's resolution and all the submissions will then be forwarded to the WAPC for its endorsement and the final approval by the Minister for Planning where applicable.

The Department of Planning has indicated that it is prepared to guide the Shire through this process including advice on work delivered.

CONFIDENTIAL

CONFIDENTIAL

Planning and Development Act 2005

**ADVERTISEMENT OF RESOLUTION TO PREPARE A  
LOCAL PLANNING SCHEME**

Local Planning Scheme No. 24

Notice is hereby given that the Council of the local government of the Shire of Menzies on  
..... passed the following Resolution:

That Council:

1. Resolves to prepare a new Local Planning Scheme for the entire area within the Shire of Menzies, pursuant to Section 72(1 )(a) and 88(3) of the Planning and Development Act 2005 and Regulation 19(1) of the Planning and Development (Local Planning Schemes) Regulations 2015.

Dated this ..th day of .... 2017

Rhonda Evans  
Chief Executive



# **SHIRE OF MENZIES**



## **Scope of Works for the preparation of a Local Planning Strategy and a Local Planning Scheme**

### **Scope of Works**

**November 2017**

# Contents

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<b>1.</b>	<b>INTRODUCTION</b> .....	<b>3</b>
	1.1. <i>Background</i> .....	3
	1.2. <i>Purpose</i> .....	3
<b>2.</b>	<b>PROJECT DESCRIPTION</b> .....	<b>5</b>
	2.1. <i>Project Objectives</i> .....	6
	2.2. <i>Project Overview</i> .....	7
<b>3.</b>	<b>METHODOLOGY</b> .....	<b>8</b>
	3.1.1. <i>Stage 1 –Review and GAP Analysis;</i> .....	8
	3.1.2. <i>Stage 2 Inception meeting; and Initial Consultation</i> .....	8
	3.1.3. <i>Stage 3 Preparation of an initial draft Local Planning Strategy</i> .....	8
	3.1.4. <i>Stage 4 Preparation of the draft Local Planning Strategy and Local Planning Scheme</i> .....	8
	3.1.5. <i>Stage 5 – Public consultation</i> .....	8
	3.1.6. <i>Stage 6 - Finalisation of Scheme and Strategy</i> .....	8
	3.1.7. <i>Stage 7- Final approval and gazettal</i> .....	9
<b>4.</b>	<b>KEY DELIVERABLES, OUTCOMES AND MILESTONES</b> .....	<b>10</b>
<b>5.</b>	<b>DELIVERABLES</b> .....	<b>14</b>
<b>6.</b>	<b>SELECTION CRITERIA</b> .....	<b>15</b>
	6.1. <i>Skills and Expertise</i> .....	15
	6.2. <i>Understanding of the Task</i> .....	15
	6.3. <i>Demonstrated Experience in Completing Similar Projects</i> .....	15
	6.4. <i>Price</i> .....	16

## 1. INTRODUCTION

### *1.1. Background*

The Shire of Menzies Town Planning Scheme No.1 was gazetted on 13 June 2003. The *Planning and Development Act 2005* ('the Act') requires all local governments to review their Local Planning Schemes ('Scheme') every five years. In accordance with the Act, the Shire of Menzies Council proposes to review its town planning scheme and prepare a Local Planning Scheme No. 2.

As a precursor to the Local Planning Scheme Review, the Shire is required under the *Planning and Development (Local Planning Scheme) Regulations 2015* to prepare a Local Planning Strategy ('Strategy') to:

- a) set out the long-term planning directions for the local government;
- b) apply any State or regional planning policy that is relevant to the strategy; and
- c) provide the rationale for any zoning or classification of land under the local planning scheme.

At this stage, the Shire does not have a Local Planning Strategy and therefore in accordance with the Regulations 2015, the Shire of Menzies Council also proposes to develop a Local Planning Strategy.

### *1.2. Purpose*

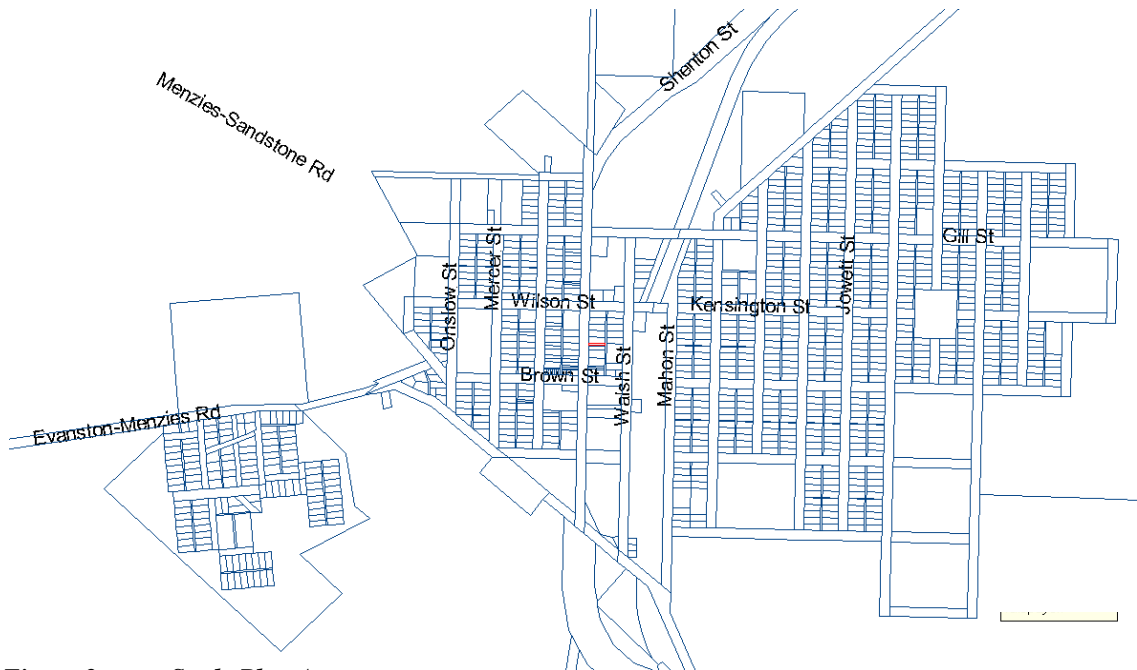
The Shire of Menzies is seeking the services of a suitably qualified and experienced land use planning Consultant to prepare:

- a new Local Planning Strategy; and
- review the Shire's TPS No 1 and prepare a new Local Planning Scheme No. 2

The preparation and content of the Local Planning Strategy and Local Planning Scheme are to be in accordance with the requirements of the Act, *the Regulations 2015* and the Western Australian Planning Commission's *Local Planning Manual* (WAPC, 2010), other relevant planning legislation, policy and practices.



**Figure 1. Location Plan**



**Figure 2. Study Plan Area**

## 2. PROJECT DESCRIPTION

The Shire's existing Scheme is 15 years old and requires urgent review to reflect current planning legislation and requirements.

In addition, the Shire does not currently have a Local Planning Strategy and is required by legislation to prepare one.

This includes developing the Scheme in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015* to efficiently manage and control land use and development.

The preparation of a Strategy will guide the zonings and land use controls contained in the Scheme and is considered to be a visionary and living document, planning for the medium-long term future development of the Shire.

The Strategy and Scheme are to be prepared in accordance with the relevant legislation and policy as set out in the Act. This includes, but is not limited to the documents set out in **Table 1**. The relevant legislation is required to be complied with; and sets out guidelines and policies which are to be considered during the preparation of a Strategy and Scheme.

**Table 1 - Legislation, Guidelines and Policy guiding the preparation of a Strategy and Scheme**

Legislation	Guidelines	State Planning Policy and Strategy
<b>Planning and Development Act 2005</b>	Local Planning Manual	State Planning Strategy
<b>Planning and Development (Local Planning Scheme) Regulations 2015</b>		State Planning Policy (SPP) No. 1 - State Planning Framework
	Country Sewerage Policy	SPP No. 3 - Urban Growth and Settlement
	Better Urban Water Management	SPP 3.1 - Residential Design Codes
	Planning for Bushfire Protection Structure Plan Preparation Guidelines	SPP 3.7 – Planning in Bushfire Prone Areas
	Liveable Neighbourhoods	

## **2.1. Project Objectives**

The preparation of a new Local Planning Strategy and Local Planning Scheme must respond and address the following objectives:

- Building capacity in regional communities – A Local Planning Strategy and a Local Planning Scheme will increase the opportunity for future land supply and extend land use opportunities across the Shire, including industrial, agricultural, residential, tourism, commercial and recreation uses. The creation of a Local Planning Strategy and a Local Planning Scheme are vital to allow the Shire to promote well planned and effective development.
- Improving services to regional communities – A Local Planning Strategy and a Local Planning Scheme will draw on extensive community consultation, preceding strategies and investigations, and consultation with all relevant government agencies to deliver a planning framework that addresses the services demanded by regional communities including infrastructure, community, health, aged care, recreational, educational, communications, transport, tourism and retail.
- Attaining sustainability - A Local Planning Strategy and a Local Planning Scheme will be prepared with due regard to the State and regional planning framework to deliver contemporary outcomes.
- Expanding opportunity - A Local Planning Strategy and a Local Planning Scheme will enable government policies and market demands to be incorporated into the planning framework for the Shire to facilitate employment and lifestyle opportunity.
- Growing prosperity - A Local Planning Strategy and a Local Planning Scheme is timely to address growth and to ensure that development is beneficial economically, socially and environmentally.
- Delivering consistency - A Local Planning Strategy and a Local Planning Scheme will be in a position to ensure land use permissibility and development control across the entire Shire district is administered on a consistent basis.
- Policy and Spatial Framework - A Local Planning Strategy and a Local Planning Scheme will provide an opportunity to facilitate and guide the Shire in a way that improves the quality of life for all residents, continues to evolve and develop the local economy, and supports a vibrant community.

## 2.2. *Project Overview*

A new Local Planning Strategy and a Local Planning Scheme will address the following (though not limited to) matters:

### Planning and Development Framework (where applicable)

- Current Local Planning Scheme
- WAPC's Land Capacity Analysis reports
- WAPC's WA Tomorrow population forecasts
- Municipal heritage inventories
- Any expansion strategies, interim development orders
- Strategic Plan/ Strategic Community Plan
- Relevant State Planning Policies and Development Control Policies
- State Planning Framework - State Planning Strategy, Regional Strategies, Urban Water Management, Country Sewerage Policy, Residential Design Codes, Liveable Neighbourhoods, Local Planning Manual etc.

### Land Use

- Central Regions Land Capacity Analysis – Shire of Menzies
- Land use needs and constraints - residential, industrial, commercial, rural, rural living etc.
- Land use pattern/plan for the area
- Tourism uses - i.e. caravan parks
- Education facilities, community facilities
- Public Open Space and recreation facilities
- Mining considerations
- Pastoral Land use

### Movement Network

- Road classification
- Highway/Roads land use conflict issues (if any)
- Road realignment/upgrading requirements

### Infrastructure

- Water provision Strengths, Weakness, Opportunities, Threats (SWOT) analysis
- Waste water provision SWOT
- Electricity provision SWOT

### Environment

- Public Drinking Water Protection Areas
- Water courses
- Endangered flora and fauna
- Areas requiring protection/rehabilitation

### 3. METHODOLOGY

It is envisaged that the preparation of the new Local Planning Strategy and Local Planning Scheme would be undertaken in a staged approach as per below. It is proposed that each stage below would be completed and signed off by the Shire prior to the Consultant commencing the following stage.

#### 3.1.1. **Stage 1 –Review and GAP Analysis;**

Review of the existing town planning scheme, the land capacity analysis reports and other relevant strategies and policies; and undertake a gap analysis on the existing local planning framework.

#### 3.1.2. **Stage 2 Inception meeting; and Initial Consultation**

The Consultant will undertake preliminary consultation with key stakeholders and the community to inform the vision, goals, objectives and direction for the preparation of a new local planning strategy and a local planning scheme.

#### 3.1.3. **Stage 3 Preparation of an initial draft Local Planning Strategy**

Following the information obtained through stage 1 and 2, the Consultant shall prepare an initial draft Local Planning Strategy for review by the Shire and DPLH (as relevant). The local government will review and provide feedback on the initial draft Local Planning Strategy to the consultant including, but not limited to feedback on Part A and B, mapping, strategies and actions.

#### 3.1.4. **Stage 4 Preparation of the draft Local Planning Strategy and Local Planning Scheme**

Once stage 3 is finalised, the Consultant will prepare a draft Local Planning Strategy based on any feedback provided by the Shire and will prepare a Local Planning Scheme based on the following including: the direction/strategies/actions identified by the draft Local Planning Strategy; the documents in Table 1; and the symbology and mapping requirements in Appendix 1.

#### 3.1.5. **Stage 5 – Public consultation**

On receipt of the WAPC's certification of the draft Strategy and consent to advertise; and on completion of examination of the scheme for advertising any required modifications (and confirmed by DPLH), the consultant is to facilitate the public advertisement of the strategy and scheme for 90 days concurrently, in the manner as stated in the regulations and any additional form of consultation required by the WAPC.

#### 3.1.6. **Stage 6 - Finalisation of Scheme and Strategy**

Following the close of the formal public consultation period, the Consultant is to consider and report upon the submissions to the draft Scheme and Strategy and provide recommendations for any appropriate modifications arising from the submissions. The Submissions Report and statutory Schedule of Submissions will be submitted for consideration and adoption by Council<sup>1</sup>.



**3.1.7. Stage 7- Final approval and gazettal**

The Strategy and Scheme are to be forwarded to the WAPC; and following receipt of the WAPC and/or Minister's advice, (and any required modifications that are to be undertaken by the Consultant) the Strategy and Scheme will be finalised for formal adoption by Council and the Minister, including final gazettal/endorsement.<sup>1</sup>

<sup>1</sup> Endorsement, adoption and approval processes for Schemes and Strategies are to be in accordance with the requirements set out in the *Planning and Development Act 2005* and the *Regulations 2015*.

#### 4. KEY DELIVERABLES, OUTCOMES AND MILESTONES

4.2 The Consultant is required to respond to and address the scope, outcomes and deliverables as set out in the following tables:

**Table 2 – Scope & Milestones**

Stage	Details	Timeframe
<b>Stage 1 - Review and GAP Analysis</b>	1.1 Following contract award within one week, the Consultant is to arrange a phone meeting with the Shire CEO to arrange and discuss preparation for the first site visit to the Shire of Menzies. This site visit is to occur within 3 weeks (of contract award) and will include: <ul style="list-style-type: none"> <li>• The inception meeting with the Shire (as per 2.1 below);</li> <li>• Site visit of the Menzies townsite and other key areas in the Shire; (as per 2.2 below); and</li> <li>• Undertaking the Initial Consultation (as per 2.3 below).</li> </ul>	Within one week of contract commencement
	1.2 Prior to the Site Visit, the Consultant is to review the existing town planning scheme, the Shire of Menzies Land Capacity Analysis Report and other relevant strategies and policies; and undertake a gap analysis on the existing local planning framework. The review shall examine (but is not limited to) the project scope as outlined in Section 2.2.	Within two weeks of contract commencement
	1.3 The Consultant is to provide a summary of the review/gap analysis to the Shire, 1 week before the Inception Meeting/ Site Visit.	
<b>Stage 2 - Inception meeting, Site visits, and Initial consultation</b>	2.1 Attend an inception in Menzies with the Shire of Menzies CEO and staff to determine and agree upon objectives, programme and deliverables. (Within seven weeks).	Within seven weeks of contract commencement
	2.2 Undertake site visits with the Shire of Menzies staff.	

	<p>2.3 Undertake initial consultation with Shire of Menzies staff, elected members, key stakeholders and the community to inform the direction of the preparation of the new local planning Strategy and Scheme, including to:</p> <ul style="list-style-type: none"> <li>• Facilitate and encourage effective communication between the community, stakeholders and the Principal and its appointed Consultant.</li> <li>• Obtain community and stakeholder input and feedback in relation to the new Local Planning Strategy and Scheme.</li> </ul>	
<p><b>Stage 3 - Preparation of an initial preliminary draft Local Planning Strategy</b></p>	<p>3.1 Following the information obtained through stages 1 and 2, the Consultant shall undertake additional preliminary consultation with relevant authorities to ensure that all relevant matters are accounted for including with DPLH, DBCA, DWER and DMIRS. Following this the Consultant shall prepare an initial preliminary draft Local Planning Strategy for review by the Shire and DPLH (as relevant). The initial draft Local Planning Strategy should include the proposed structure of both Parts A and B as set out in the WAPC's Local Planning Manual. The local government will review and provide feedback to the consultant on the initial preliminary draft Local Planning Strategy to the Consultant including, but not limited to feedback on Part A and B, the mapping, strategies and actions.</p>	<p>Within 10 weeks of contract commencement</p>

<b>Stage 4 - Preparation of the draft Local Planning Strategy and Local Planning Scheme; Council consideration and referral of the Scheme to the EPA</b>	4.1	Once stage 3 is confirmed and completed, the Consultant will prepare a draft Local Planning Strategy based on any feedback provided by the Shire; and will prepare a Local Planning Scheme based on the direction/ strategies/actions identified by the draft Local Planning Strategy. The Consultant will prepare and submit a draft Local Planning Strategy and Local Planning Scheme to the Shire for review. If required, the Shire will provide feedback to the Consultant – for the Consultant to amend the draft documents accordingly and re-submit to the Shire. The Scheme and Strategy will then be submitted to the Council for their consideration – and the Consultant will prepare reports to Council to resolve to advertise the draft local planning strategy and local planning scheme. The Consultant will prepare separate reports for the local planning strategy and the local planning scheme. Once these documents are adopted for advertising, the Consultant will need to facilitate referral of the draft Scheme to the EPA, under Section 81 & 82 of the Act.	Within 14 weeks of contract commencement
	4.2	The Consultant will facilitate that 2 copies of the scheme be forwarded to the WAPC for examination; and request WAPC’s certification to advertise the draft Strategy and Scheme.	
	4.3	The Consultant will liaise informally with the Shire, the DPLH, and DBCA officers to clarify any component or issues relevant to the EPA.	
	4.4	The Consultant will also undertake any modifications to the draft Strategy and/or Scheme required by the WAPC.	
<b>Stage 5 Public consultation</b>	5.1	On receipt of the WAPC’s response, and on completion of any required modifications (and confirmed by DPLH), the consultant is to facilitate	Within 4 weeks of receiving the WAPC’s response

		the public advertisement of the draft Strategy and Scheme for 90 days concurrently, in the manner as stated in the regulations.	
	5.2	The Consultant is to conduct a workshop with Community, Stakeholders and Councillors (1 workshop) during public advertising period, locally in the Shire of Menzies	Within 1 month of start of public advertising
<b>Stage 6 - Finalisation of Scheme and Strategy</b>	6.1	<p>Following the close of the formal public consultation period, the Consultant is to consider and report upon the submissions to the draft Strategy and Scheme (as separate reports) and provide recommendations for any appropriate modifications arising from the submissions.</p> <p>The Consultant is to prepare separate reports for the local planning strategy and local planning scheme, including the following:</p> <ul style="list-style-type: none"> <li>• The Submissions Report;</li> <li>• The statutory Schedule of Submissions; and</li> <li>• The report to Council to resolve to support the strategy and scheme along with any modifications required to address issues raised in the submissions.</li> </ul> <p>These reports will then be submitted for consideration and adoption by Council, following which the LG will forward these to WAPC for final assessment.</p>	Within 1 month of end of public advertising
<b>Stage 7 Final approval and gazettal</b>	7.1	Following receipt of the WAPC and/or Minister's consideration, the Consultant will undertake any required modifications to the Strategy and Scheme. The Strategy and Scheme will be finalised for final gazettal.	Within 4 weeks of receiving the WAPC's response

*NB: The administrative time and costs associated with advertising and the reproduction of documents will be undertaken by the Shire of Menzies.*

## 5. DELIVERABLES

	<b>Deliverable</b>	<b>Number and format of Copies</b>
	<b>Stage 1</b>	
1.	Review and gap analysis Report	One (1) electronic copy Word and PDF
	<b>Stage 2</b>	
2.	Preliminary consultation outcomes report	One (1) electronic copy Word and PDF
	<b>Stage 3</b>	
3.	Preliminary draft Local Planning Strategy	One (1) electronic copy Word and PDF Mapping – GIS files and PDF
	<b>Stage 4</b>	
4.	Draft Local Planning Strategy Report to Council to advertise draft local planning strategy	One (1) electronic copy Word and PDF Mapping – GIS files and PDF
5.	Draft Local Planning Scheme Report to Council to resolve to advertise the draft local planning scheme	One (1) electronic copy Word and PDF Mapping – GIS files and PDF
	<b>Stage 5</b>	
	Community Consultation and workshops	One workshop in the Shire of Menzies
	<b>Stage 6</b>	
	Submissions Report and Schedule of Submissions - two separate reports for the Strategy and Scheme Report to Council to resolve to support the scheme and strategy along with any modifications required to address issues raised in submissions.	One (1) electronic copy Word and PDF
	<b>Stage 7</b>	
	Final Local Planning Strategy	One (1) electronic copy Word and PDF Mapping – GIS files and PDF
	Final Local Planning Scheme	One (1) electronic copy Word and PDF Mapping – GIS files and PDF

## **6. SELECTION CRITERIA**

Quotes must provide the following details as supporting information

### ***6.1. Skills and Expertise***

Consultant(s) must provide information relevant to the skills and expertise of key personnel who will be involved with this project.

The following information should be provided for each key personnel:

- a. Qualifications;
- b. Professional or business associations;
- c. Length of service at the organisation;
- d. Industry experience – with a particular emphasis on projects of a similar nature. A detailed description should be provided of the scope of the project and the person's role and involvement and any additional relevant information of proposed personnel to be allocated to this project.

### ***6.2. Understanding of the Task***

Consultant(s) must demonstrate an appreciation of the requirements of this project and provide an outline of the project scope and their proposed approach. The scope of works will then be assessed in terms of its appropriateness and its ability to achieve the project objectives.

Consultant(s) shall provide a project timeline, which demonstrates their ability to meet the dates stipulated within the project brief.

### ***6.3. Demonstrated Experience in Completing Similar Projects***

Consultant(s) must provide a detailed description of similar work undertaken by the organisation for other clients. As a minimum the following information should be provided:

- a. A detailed description of the scope of work undertaken;
- b. Similarities between those projects and the project requirements of this tender;
- c. When the work was undertaken; and
- d. The project outcomes.

#### 6.4. Price

The Consultant is to provide a fixed fee for the services described in this project brief. The following Price schedule will be used as a payment schedule. Payment will be made to the Consultant when each Stage has been completed to the satisfaction of the Shire of Menzies. The Consultant is not to proceed to the next Stage until the current stage has been successfully completed.

Stage		Cost
1.	<b>Review and GAP Analysis</b>	
	Disbursements	\$.....
	Other	\$.....
	Sub Total (Excl GST)	\$.....
	Sub Total (Incl GST)	\$.....
2.	<b>Inception Meeting and Initial consultation</b>	
	Disbursements	\$.....
	Other	\$.....
	Sub Total (Excl GST)	\$.....
	Sub Total (Incl GST)	\$.....
3.	<b>Preparation of an initial preliminary draft Local Planning Strategy</b>	
	Disbursements	\$.....
	Other	\$.....
	Sub Total (Excl GST)	\$.....
	Sub Total (Incl GST)	\$.....
4.	<b>Preparation of the draft Local Planning Strategy and Local Planning Scheme</b>	
	Disbursements	\$.....
	Other	\$.....
	Sub Total (Excl GST)	\$.....
	Sub Total (Incl GST)	\$.....
5.	<b>Public consultation</b>	
	Disbursements	\$.....
	Other	\$.....
	Sub Total (Excl GST)	\$.....
	Sub Total (Incl GST)	\$.....
6.	<b>Finalisation of Scheme and Strategy</b>	
	Disbursements	\$.....
	Other	\$.....
	Sub Total (Excl GST)	\$.....
	Sub Total (Incl GST)	\$.....
7.	<b>Final approval and gazettal</b>	
	Disbursements	\$.....
	Other	\$.....
	Sub Total (Excl GST)	\$.....
	Sub Total (Incl GST)	\$.....
Total (Excl GST)		\$.....
Total (Incl GST)		\$.....



The rates listed below shall also apply to any additional work agreed to by the Shire of Menzies not covered under the Scope of Services but relevant to complete the project and shall include but not be limited to, all normal business expenses, any phone calls, any travel in the metropolitan area, and provision of all reports and advice.

<b>Description of Service: Central Regions Land Supply and Infrastructure Analysis</b>			<b>Tendered Rate \$ (inc. GST)</b>
Role of Specified Personnel:	Name of Specified Personnel:	Hourly Rate	\$
		Daily Rate – (Based on an 8 Hour Day)	\$
		Weekly Rate (Based on a 40 Hour Week)	\$
Role of Specified Personnel:	Name of Specified Personnel:	Hourly Rate	\$
		Daily Rate – (Based on an 8 Hour Day)	\$
		Weekly Rate (Based on a 40 Hour Week)	\$
Role of Specified Personnel:	Name of Specified Personnel:	Hourly Rate	\$
		Daily Rate – (Based on an 8 Hour Day)	\$
		Weekly Rate (Based on a 40 Hour Week)	\$
Role of Specified Personnel:	Name of Specified Personnel:	Hourly Rate	\$
		Daily Rate – (Based on an 8 Hour Day)	\$
		Weekly Rate (Based on a 40 Hour Week)	\$

## **Appendix 1:**

### **GIS Standards**

#### **Digital Mapping and Geographic Information**

Digital mapping and geographic data provided for this project/study shall conform to standards of accuracy, specifications and style of presentation acceptable to the Shire. Detail as follows:

#### **Cadastre**

Cadastre supplied or used in the preparation of mapping shall be geodetically controlled and conform to Landgate accuracy specified for numerical (precision capture). That is, for the study area, all cadastral points connected to cadastral control shall be within the following accuracy limits:

Urban	0.05 - 0.2 metres
Rural	0.5 - 2.5 metres
Pastoral	2.5 - 10 metres.

#### **Topographical Mapping**

All large scale topographical mapping is to be produced to Landgate's 1:2000 topographical specifications unless otherwise stated. Detailed information to include definition of any existing road carriageways, building outlines, fence lines, drains, water features, power lines/poles, vegetation areas (unclassified), large trees/features and 1 metre contours. Any topographic data produced for medium and small scales should be in compliance with Landgate's specifications.

Digital data specifications in terms of data level, colour, style, font style and line weight shall be in accordance with Landgate's feature code specifications.

#### **Project Mapping**

Project or publication mapping produced at various scales and themes shall be provided in accordance with specifications, standards and style of presentation acceptable to the DPLH (acting for and on behalf of the Commission).

#### **Mapping Systems**

All mapping and geographic information shall be referenced to the **Geocentric Datum of Australia 1994 (GDA94)**.

#### **Data Format**

All data provided shall be supplied in arcview shape files or ARC Export formats.

#### **Data Integrity**

Geographic features must be one of the following types: Point, Line or Polygon.

##### **LINES:**

Must not be zero length.

Must be clean and not contain duplicate line work.

Must have nodes at X and T junctions.

**POLYGONS:**

Must be closed.

Must contain lines having the same level.

Must not contain zero length lines.

Must be free of >undershoots and overshoots=.

Must be clean and not contain duplicate line work

**Metadata**

Any data submitted back to the Shire must be accompanied by metadata as per ANZLIC standards.

All mapping and geographic information shall become the property of the Shire.

**Symbology and colours**

All symbology, colours and graphics used in both the local planning strategy and the local planning scheme shall conform to standards, specifications and style presentation acceptable to the Department of Planning, Lands and Heritage, to be supplied to the successful Respondent, including as per the *Planning and Development (Local Planning Scheme) Regulations 2015*.

### 12.1.3 Tender C08001 Construction of New Menzies Youth Centre

<b>LOCATION:</b>	Lot 124 Walsh Street
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 280
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	22 November 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.1.3-1 C08001-2017 Evaluation ( <i>Confidential</i> ) 12.1.3-2 C08001-2017 TR Homes Floor Plan ( <i>Confidential</i> ) 12.1.3-3 C08001-2017 Floor Plan Concept ( <i>Confidential</i> )
<b>COUNCIL RESOLUTION:</b>	<b>No.1314</b>

**Moved:** Cr Jill Dwyer

**Seconded:** Cr Keith Mader

*That Council accept the tender from TR Homes for the construction of the Menzies Youth Centre at subject to*

- 1) *The clarification of critical assumptions relating to*
  - *Pre-finished, durable, low maintenance, easy clean internal wall surfaces in lieu of plasterboard with paint finish*
  - *Provision of detailed specifications to ensure the building will be fit for purpose, provide maximum longevity, low maintenance, maximum building design efficiencies and low operational costs to ensure reductions in the total cost of ownership*
  - *Adjustments to the design concept and layout as required including size, room placement and layout, adjustments to windows and doors as required.*
- 2) *The variance in cost not to exceed 10% of the adjusted tendered price of \$284,492*
- 3) *The Chief Executive Officer and the Shire President be authorised to sign and affix the seal to contract documents.*

**Carried by Absolute Majority 6/0**

#### **OFFICER RECOMMENDATION:**

That Council accept the tender from TR Homes for the construction of the Menzies Youth Centre at subject to

- 1) the clarification of critical assumptions relating to
  - Pre-finished, durable, low maintenance, easy clean internal wall surfaces in lieu of plasterboard with paint finish
  - Provision of detailed specifications to ensure the building will be fit for purpose, provide maximum longevity, low maintenance, maximum building design

efficiencies and low operational costs to ensure reductions in the total cost of ownership

- Adjustments to the design concept and layout as required including size, room placement and layout, adjustments to windows and doors as required.
- 2) The variance in cost not to exceed 10% of the adjusted tendered price of \$284,492
  - 3) The Chief Executive Officer and the Shire President be authorised to sign and affix the seal to contract documents.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

Tender C08001-2017 closed 17 October 2017. Tenders were received from three companies, Acero Construction Pty Ltd, Meta Maya Pty Ltd and TR Homes.

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

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

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

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

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

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

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

#### 14.4 Heritage & Natural assets conserved

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

#### **STATUTORY AUTHORITY:**

*Local Government (Functions and General) Regulations 1996 Part 4*

#### **POLICY IMPLICATIONS:**

#### **4.2 Purchasing and Tenders**

#### **FINANCIAL IMPLICATIONS:**

Job C08001 has allocated total expenditure of \$450,000, \$201,000 to be funded by Lotteries Commission of Western Australia.

#### **RISK ASSESSMENTS:**

Risk Assessment – Project Management Plan – Pre-Construction and Construction Risk.

*Final design does not meet expectations / requirements. – Risk Rating – Extreme*

- *Facilitate review of plans by Chief Executive Officer, Councillors and staff*

#### **BACKGROUND:**

In October 2015 application was made to Lotteries Commission for a grant to construct a Youth Centre in Menzies. The application was successful, and in June 2016 the process to commence was initiated. The change of staff, has resulted in this process taking far longer than anticipated.

#### **COMMENT:**

Tenders were called for the construction of a building as specified in the application. The closing date for the tenders being 16 October 2017.

The proposal was for a building of 66.2 square metres, including an activity area of 31.6square metres, and an external area (partly covered) of at least 65 square metres.

TR Homes has proposed a building of 72 square metres with and activity area of 33.5 square metres. This plan could be amended to increase the activity area to 45 square metres.

It is recommended that Council not accept any tender, and

Advise TR Homes that they are the preferred supplier subject to resolution of items including but not limited to

- Pre-finished, durable, low maintenance, easy clean internal wall surfaces in lieu of plasterboard with paint finish

- Provision of detailed specifications to ensure the building will be fit for purpose, provide maximum longevity, low maintenance, maximum building design efficiencies and low operational costs to ensure reductions in the total cost of ownership
- Adjustments to the design concept and layout as required including size, room placement and layout, adjustments to windows and doors as required.

Should Council wish to make major amendments to the proposal they would be required to re-tender. The above changes would be considered minor and within the scope of the existing tender.

It is proposed to meet with the Youth Advisory Committee prior to Council on Thursday 30 November 2017. Feed back from this meeting provided to Councillors by Wednesday 29 November 2017.

## 12.2 FINANCE AND ADMINISTRATION

### 12.2.1 Statement of Financial Activity for the Month of October 2017

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	EDM052
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	20 November 2017
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance & Administration
<b>ATTACHMENT:</b>	12.2.1-1 Monthly Financial Reports October 2017 12.2.1-2 Operating Statement by Nature and Type 12.2.1-3 Capital Income and Expenditure Statement
<b>COUNCIL RESOLUTION:</b>	<b>No.1315</b>

**Moved:** Cr Ian Baird

**Seconded:** Cr Keith Mader

*That Council*

*Receive the Statement of Financial Activity for the month ending 31 October 2017 tabled as attachment 12.2.1-1 presented at the meeting and note any material variances.*

**Carried 6/0**

#### **OFFICER RECOMMENDATION:**

That Council

Receive the Statement of Financial Activity for the month ending 31 October 2017 tabled as attachment 12.2.1-1 presented at the meeting and note any material variances.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

Statutory Financial Reports submitted to Council for acceptance as a record of financial activity for the period to 31 October 2017.

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

*14.3 Active civic leadership achieved*

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

#### **STATUTORY AUTHORITY:**

*Local Government Act 1995 Section 6.4*

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

#### **POLICY IMPLICATIONS:**

Nil



## **FINANCIAL IMPLICATIONS:**

As detailed within the attachments.

## **RISK ASSESSMENTS:**

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

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

## **BACKGROUND:**

The Financial Management Regulation 34 required each Local Government to prepare each month a statement of financial activity reporting on the sources and 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.

Detailed statement of Capital Income and Expenditure by ledger account by program is provided for Council consideration.

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

*2.20pm Mrs Joan Tucker left the meeting.*

*2.20pm Ms Diedre Spratt left the meeting.*

# MONTHLY FINANCIAL REPORT

For the Period ended  
31 October 2017



## TABLE OF CONTENTS

Statement of Comprehensive Income by Nature or Type

Statement of Comprehensive Income by Program

Statement of Financial Activity

Net Current Assets

Cash at Bank

Notes

Revenues and Expenses

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

Supplementary Reports - Note General Ledger is currently being reorganised

- Operating by Nature or Type L Account
- Capital by GL Account

**Shire of Menzies**  
**STATEMENT OF COMPREHENSIVE INCOME**  
*BY NATURE OR TYPE*  
**For the Period ended**  
**31 October 2017**

	Note	2017/2018 Budget \$	2017/2018 Actual \$
<b>REVENUE</b>			
Rates	5	2,809,112	3,051,837
Operating Grants, Subsidies and Contributions		1,717,444	417,752
Fees and Charges	6	171,620	109,386
Interest Earnings	3	184,600	108,214
Other Revenue		46,200	22,495
		4,928,976	3,709,684
<b>EXPENSES</b>			
Employee Costs		(1,615,058)	(478,937)
Materials and Contracts		(2,800,273)	(478,774)
Utility Charges		(56,160)	(18,990)
Depreciation	2	(2,076,951)	0
Insurance Expenses		(130,430)	(38,477)
Allocation to Capital		0	21,111
Other Expenditure		(332,400)	(72,380)
		(7,011,272)	(1,066,447)
		(2,082,296)	2,643,237
Non-Operating Grants, Subsidies and Contributions		3,609,875	614,354
Profit on Asset Disposals		10,750	0
Loss on Asset Disposals		(9,250)	0
<b>NET RESULT</b>		<b>1,529,079</b>	<b>3,257,591</b>
<b>Other Comprehensive Income</b>			
Changes on Revaluation of non-current assets			
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>1,529,080</b>	<b>3,257,591</b>

**Shire of Menzies**  
**STATEMENT OF COMPREHENSIVE INCOME**  
*- Operating by Nature or Type L Account*  
**For the Period ended**  
**31 October 2017**

	Note	2017/2018 Budget \$	2017/2018 Actual \$
<b>REVENUE</b>			
General Purpose Funding		3,889,706	3,361,314
Law, Order, Public Safety		6,400	0
Health		0	1,319
Housing		65,220	28,238
Community Amenities		6,600	7,870
Recreation and Culture		10,000	45
Transport		727,250	225,539
Economic Services		185,100	58,160
Other Property and Services		38,700	27,199
		<u>4,928,976</u>	<u>3,709,684</u>
<b>EXPENSES EXCLUDING FINANCE COSTS</b>			
Governance		(534,774)	(232,601)
General Purpose Funding		(133,975)	(56,361)
Law, Order, Public Safety		(45,180)	(15,004)
Health		(53,000)	(45,247)
Housing		(291,334)	(14,828)
Community Amenities		(202,910)	(53,503)
Recreation & Culture		(493,390)	(134,704)
Transport		(2,597,655)	(240,009)
Economic Services		(830,321)	(235,863)
Other Property and Services		(1,828,733)	(38,326)
		<u>(7,011,272)</u>	<u>(1,066,447)</u>
		(2,082,296)	2,643,237
<b>NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>			
Recreation & Culture		261,000	0
Transport		3,333,875	614,354
Economic Services		15,000	0
		<u>3,609,875</u>	<u>614,354</u>
<b>PROFIT/(LOSS) ON DISPOSAL OF ASSETS (Refer Note 4)</b>			
Transport		1,500	0
		<u>1,500</u>	<u>0</u>
<b>NET RESULT</b>		<b>1,529,080</b>	<b>3,257,591</b>
<b>Other Comprehensive Income</b>			
Changes on Revaluation of non-current assets		<u>0</u>	<u>0</u>
<b>Total Other Comprehensive Income</b>		<u>0</u>	<u>0</u>
<b>TOTAL COMPREHENSIVE INCOME</b>		<b><u>1,529,080</u></b>	<b><u>3,257,591</u></b>

**Shire of Menzies**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period ended**  
**31 October 2017**

	Note	Budget	Budget YTD	Actual	Variance	
		\$	\$	\$	%	\$
<b>REVENUES</b>						
	1,2					
General Purpose Funding		1,135,594	378,531	309,477	18%	69,054
Law, Order, Public Safety		6,400	2,133	0	100%	2,133
Housing		65,220	21,740	28,238	-30%	(6,498)
Community Amenities		6,600	2,200	7,870	-258%	(5,670)
Recreation and Culture		10,000	3,333	45	99%	3,288
Transport		727,250	242,417	225,539	7%	16,878
Economic Services		185,100	61,700	58,160	6%	3,540
Other Property and Services		38,700	12,900	27,199	-111%	(14,299)
		<u>2,174,864</u>	<u>724,955</u>	<u>657,847</u>		
<b>EXPENSES</b>						
	1,2					
Governance		(534,774)	(178,258)	(232,601)	-30%	54,343
General Purpose Funding		(133,975)	(44,658)	(56,361)	-26%	11,702
Law, Order, Public Safety		(45,180)	(15,060)	(15,004)	0%	(56)
Health		(53,000)	(17,667)	(45,247)	-156%	27,580
Housing		(291,334)	(97,111)	(14,828)	85%	(82,283)
Community Amenities		(202,910)	(67,637)	(53,503)	21%	(14,133)
Recreation & Culture		(493,390)	(164,463)	(134,704)	18%	(29,759)
Transport		(2,597,655)	(865,885)	(240,009)	72%	(625,876)
Economic Services		(830,321)	(276,774)	(235,863)	15%	(40,911)
Other Property and Services		(1,828,733)	(609,578)	(38,326)	94%	(571,252)
		<u>(7,011,272)</u>	<u>(2,337,091)</u>	<u>(1,066,447)</u>		
<b>Net Operating Result Excluding Rates</b>		<u>(4,836,408)</u>	<u>(1,612,136)</u>	<u>(408,600)</u>		
<b>Adjustments for Cash Budget Requirements:</b>						
<b>Non-Cash Expenditure and Revenue</b>						
Initial Recognition of Assets due to change in Regulations						
(Profit)/Loss on Asset Disposals	4(b)	(1,500)	(500)	0		
Depreciation on Assets	2	2,076,951	692,317	0		
<b>Capital Expenditure and Revenue</b>						
Purchase Land Held for Resale	4(a)	0	0	0	No budget	0
Purchase Land and Buildings	4(a)	(1,061,000)	(353,667)	(56,406)	-84%	(297,261)
Purchase Infrastructure Assets - Roads	4(a)	(4,310,287)	(1,436,762)	(1,546,309)	8%	109,546
Purchase Infrastructure Assets - Parks	4(a)	(674,000)	(224,667)	(81,705)	-64%	(142,961)
Purchase Infrastructure Assets - Footpaths	4(a)	(50,000)	(16,667)	0	-100%	(16,667)
Purchase Plant and Equipment	4(a)	(262,000)	(87,333)	(100,705)	15%	13,371
Purchase Furniture and Equipment	4(a)	(100,000)	(33,333)	(30,836)	-7%	(2,497)
Proceeds from Disposal of Assets		81,000	27,000	96,386	257%	(69,386)
- Non Operating Grants and Subsidies		3,609,875	1,203,292	614,354	-49%	588,938
Transfers to Reserves (Restricted Assets)	7	(283,600)	(94,533)	(320,460)	239%	225,927
Transfers from Reserves (Restricted Assets)	7	247,000	82,333	0	-100%	82,333
<b>ADD</b> Estimated Surplus/(Deficit) July 1 B/Fwd		2,754,857	2,754,857	5,901,278		
Amount Raised from General Rates	5	2,809,112	2,809,112	3,051,837		
<b>Net Current Assets - Surplus (Deficit)</b>		<u><b>0</b></u>	<u><b>3,709,313</b></u>	<u><b>7,118,834</b></u>		

Shire of Menzies

STATEMENT OF COMPREHENSIVE INCOME

NET CURRENT ASSETS

For the Period ended

31 October 2017

	Brought Forward	Movement	YTD
	Actual	Actual	Actual
	\$	\$	\$
<b>Surplus Deficit Brought Forward</b>	<b>5,901,278</b>	<b>1,217,556</b>	<b>7,118,834</b>
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents			
-Unrestricted Cash	5,477,846	(307,521)	5,170,325
-Restricted Cash - Reserves	4,617,827	320,460	4,938,287
Receivables		0	0
-Rates Outstanding	999,631	908,445	1,908,076
-Sundry Debtors	51,642	195,859	247,501
-Provision For Doubtful Debts	(115,170)	0	(115,170)
-Gst Receivable	79,217	176,384	255,601
-Accrued Income/Payments In Advance	34,427	40,048	74,475
Inventories			0
-Fuel, Oil & Materials on Hand	8,522	(463)	8,059
	<u>11,153,942</u>	<u>1,333,212</u>	<u>12,487,154</u>
<b>LESS CURRENT LIABILITIES</b>			
Trade and Other Payables			
-Sundry Creditors	(437,982)	268,076	(169,906)
-Accrued Salaries & Wages	(21,961)	21,961	(0)
-Income Received In Advance	(26,321)	0	(26,321)
-Gst Payable	(22,874)	(166,125)	(188,999)
-Payroll Creditors	(36,653)	(8,154)	(44,807)
-Accrued Expenses	(89,046)	89,046	0
Provisions			0
-Provision For Annual Leave	(105,969)	0	(105,969)
-Provision For Long Service Leave (Current)	(19,889)	0	(19,889)
	<u>(760,695)</u>	<u>204,805</u>	<u>(555,890)</u>
<b>Unadjusted Net Current Assets</b>	<b><u>10,393,247</u></b>	<b><u>1,538,016</u></b>	<b><u>11,931,263</u></b>
Less Reserves - restricted Cash	(4,617,827)	(320,460)	(4,938,287)
Add back Cash Backed Provision for Leave	125,858	0	125,858
Adjustment for Trust	0	0	0
<b>Adjusted net current assets</b>	<b><u>5,901,278</u></b>	<b><u>1,217,556</u></b>	<b><u>7,118,834</u></b>

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 October 2017**

**1. SIGNIFICANT ACCOUNTING POLICIES**

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

**(a) Basis of Accounting**

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

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

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

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

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

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

**(c) Rounding Off Figures**

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

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

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

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

**(e) Goods and Services Tax**

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

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

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

**(f) Superannuation**

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

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 October 2017**

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

**(g) Cash and Cash Equivalents**

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

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

**(h) Trade and Other Receivables**

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

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

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

**(i) Inventories**

***General***

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

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

***Land Held for Resale***

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

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

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



**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 October 2017**

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

**(j) Fixed Assets**

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

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

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

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

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

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

***Land Under Control***

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

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

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

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

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 October 2017**

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

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

**Depreciation of Non-Current Assets**

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

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

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

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

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

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

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

**Capitalisation Threshold**

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

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 October 2017**

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

**(k) Impairment**

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

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

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

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

**(l) Trade and Other Payables**

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

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

**(m) Employee Benefits**

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

**(n) Borrowing Costs**

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

**(o) Provisions**

Provisions are recognised when:

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

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

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 October 2017**

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

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

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

**(q) Comparative Figures**

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

**(r) Budget Comparative Figures**

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

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
For the Period ended  
**31 October 2017**

	<b>2017/18</b>	<b>2017/18</b>
	<b>Budget</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>

**REVENUES AND EXPENSES**

**Net Result from Ordinary**

**Activities was arrived at after:**

(i) Charging as Expenses:

**2 Depreciation**

**By Class**

Land and Buildings	407,858	0
Furniture and Equipment	11,230	0
Plant and Equipment	283,600	0
Roads	1,366,070	0
Footpaths	3,380	0
Parks and Ovals	35,185	0
Infrastructure Other	10,050	0
	<u>2,117,373</u>	<u>0</u>
	<u>2,117,373</u>	<u>0</u>

(ii) Crediting as Revenues:

**3 Interest Earnings**

Investments

- Reserve Funds	80,000	36,860
- Other Funds	50,000	21,665
Other Interest Revenue ( <i>refer note 13</i> )	54,600	49,689
	<u>184,600</u>	<u>108,214</u>
	<u>184,600</u>	<u>108,214</u>

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 October 2017**

**REVENUES AND EXPENSES (Continued)**

**Statement of Objective**

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

**COMMUNITY VISION**

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

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

**GOVERNANCE**

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

**GENERAL PURPOSE FUNDING**

Rates, general purpose government grants and interest revenue.

**LAW, ORDER, PUBLIC SAFETY**

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

**HEALTH**

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

**EDUCATION AND WELFARE**

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

**HOUSING**

Provision and maintenance of staff housing.

**COMMUNITY AMENITIES**

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

**RECREATION AND CULTURE**

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

**TRANSPORT**

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

**ECONOMIC SERVICES**

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

**OTHER PROPERTY & SERVICES**

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

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 October 2017**

<b>4(a) ACQUISITION OF ASSETS</b>	<b>2017/18 Budget \$</b>	<b>31-Oct-17 Actual \$</b>
The following assets are budgeted to be acquired during the year:		
<b><u>By Program</u></b>		
<b>Governance</b>	80,000	30,410
<b>General Purpose Funding</b>	0	0
<b>Law, Order, Public Safety</b>	0	0
<b>Health</b>	0	0
<b>Education and Welfare</b>	0	0
<b>Housing</b>	116,000	36,491
<b>Community Amenities</b>	90,000	0
<b>Recreation and Culture</b>	887,000	81,878
<b>Transport</b>	4,709,287	1,651,473
<b>Economic Services</b>	545,000	15,282
<b>Other Property and Services</b>	30,000	426
	<u><b>6,457,287</b></u>	<u><b>1,815,961</b></u>
<b><u>By Class</u></b>		
Purchase Land Held for Resale	0	0
Purchase Land and Buildings	1,061,000	56,406
Purchase Infrastructure Assets - Roads	4,310,287	1,546,309
Purchase Infrastructure Assets - Parks	674,000	81,705
Purchase Infrastructure Assets - Footpaths	50,000	0
Purchase Plant and Equipment	262,000	100,705
Purchase Furniture and Equipment	100,000	30,836
	<u><b>6,457,287</b></u>	<u><b>1,815,961</b></u>

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

- Asset Acquisition Program

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
For the Period ended  
31 October 2017

**4(b) DISPOSALS OF ASSETS**

<b>By Program</b>	<b>Net Book Value</b>		<b>Sale Proceeds</b>		<b>Profit(Loss)</b>	
	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>
	<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ACTUAL</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Other Property and Services</b>						
P0201 Prado 2014	41,250		44,000	38,182	2,750	
<b>Plant and Equipment</b>						
P0108 Car Skid Steer Bobcat	21,250		12,000		(9,250)	
P0151 Water Cart	17,000		25,000	20,850	8,000	
P0163 Vacuum Tank	0			16,682		
P0184 Howard Porter Dog Trailer	0			19,439		
Minor Equipment	0			1,234		
	79,500	0	81,000	96,387	1,500	0

<b>By Class</b>	<b>Net Book Value</b>		<b>Sale Proceeds</b>		<b>Profit(Loss)</b>	
	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>	<b>2017/18</b>
	<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ACTUAL</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Light Vehicles</b>						
P0201 Prado 2014	41,250		44,000	38,182	2,750	
<b>Heavy Vehicles</b>						
P0108 Car Skid Steer Bobcat	21,250		12,000		(9,250)	
P0151 Water Cart	17,000		25,000	20,850	8,000	
P0163 Vacuum Tank	0			16,682		
P0184 Howard Porter Dog Trailer	0			19,439		
Minor Equipment	0			1,234		
	79,500	0	81,000	96,387	1,500	0

<b>Summary</b>	<b>2017/18</b>	<b>2017/18</b>
	<b>BUDGET</b>	<b>ACTUAL</b>
	<b>\$</b>	<b>\$</b>
Profit on Asset Disposals	10,750	0
Loss on Asset Disposals	(9,250)	0
	1,500	0



**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
For the Period ended  
**31 October 2017**

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

<u>RATE TYPE</u>	Rate in \$	Number of Properties	Rateable Value \$	2017/18 Actual Rate Revenue \$	2017/18 Actual Interim Rates \$	2017/18 Actual Back Rates \$	2017/18 Actual Total Revenue \$	2017/18 Budget \$
Differential Rates								
01 GRV Vacant	8.3400	3	15,652	1,305			1,305	1,305
02 GRV General	8.3200	30	2,497,152	207,763			207,763	207,763
09 UV Mining Lease	15.9700	221	11,665,114	1,862,919	129,188		1,992,107	1,862,919
13 UV Exploration Lease	14.7300	19	3,749,048	552,235			552,235	552,235
14 UV Prospecting	14.5100	63	433,233	62,862			62,862	62,862
12 UV Pastoral	8.0000	225	734,152	59,760	(1,028)		58,732	59,760
13 UV Other	8.0000	197	310,500	25,275	(435)		24,840	25,275
<b>Sub-Totals</b>		758	19,404,851	2,772,119	127,725	0	2,899,844	2,772,119
<b>Minimum Rates</b>	<b>Minimum \$</b>							
01 GRV Vacant	200	213	43,649	42,600			42,600	42,600
02 GRV General	311	8	8,813	2,488			2,488	2,488
09 UV Mining Lease	311	62	48,050	19,282			19,282	19,282
13 UV Exploration Lease	275	166	149,360	45,650			45,650	45,650
14 UV Prospecting	244	158	151,557	38,552			38,552	38,552
12 UV Pastoral	311	8	16,843	2,488			2,488	2,488
13 UV Other	311	3	6,700	933			933	933
<b>Sub-Totals</b>		618	424,972	151,993	0	0	151,993	151,993
Discounts							0	0
<b>Total Amount of General Rates</b>							3,051,837	2,924,112
Specified Area Rates							0	
<b>Total Rates</b>							3,051,837	2,924,112

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 October 2017**

<b>6. FEES &amp; CHARGES REVENUE</b>	<b>2017/18 Budget \$</b>	<b>2017/18 Actual \$</b>
Governance	0	0
General Purpose Funding	1,800	8,986
Law, Order, Public Safety	400	0
Health	0	0
Education and Welfare	0	1,319
Housing	65,220	28,238
Community Amenities	6,600	7,870
Recreation & Culture	0	0
Transport	0	0
Economic Services	97,600	58,008
Other Property & Services	0	4,965
	<u>171,620</u>	<u>109,386</u>

**SHIRE OF MENZIES**  
For the Period ended  
31 October 2017

**7. RESERVES - CASH BACKED**

	Actual 2018	Actual 2018	Actual 2018	Actual 2018	Budget 2018	Budget 2018	Budget 2018	Budget 2018	Actual 2017	Actual 2017	Actual 2017	Actual 2017
	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance	Opening Balance	Transfer to	Transfer (from)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave reserve	192,460	1,488	0	193,949	187,871	0	0	187,871	187,871	4,589	0	192,460
Plant reserve	932,561	291,960	0	1,224,521	558,156	0	(147,235)	410,921	558,156	521,640	(147,235)	932,561
Building reserve	1,161,096	8,979	0	1,170,076	684,086	0	0	684,086	684,086	477,010	0	1,161,096
TV reserve	16,789	130	0	16,918	16,388	0	0	16,388	16,388	401	0	16,789
Main street reserve	131,578	1,018	0	132,596	193,331	0	(65,000)	128,331	193,331	3,247	(65,000)	131,578
Staff amenities reserve	70,915	548	0	71,464	69,225	0	0	69,225	69,225	1,690	0	70,915
Roads reserve	474,836	3,672	0	478,508	164,020	300,000	0	464,020	164,020	310,816	0	474,836
Caravan park reserve	316,747	2,450	0	319,197	309,195	0	0	309,195	309,195	7,552	0	316,747
Rates future claims reserve	47,576	368	0	47,944	46,442	0	0	46,442	46,442	1,134	0	47,576
Bitumen resealing reserve	379,618	2,936	0	382,553	203,607	170,012	0	373,619	203,607	176,011	0	379,618
Niagara Dam reserve	800,049	6,187	0	806,236	123,062	660,000	(10,000)	773,062	123,062	676,987	0	800,049
Waterpark reserve	93,601	724	0	94,325	111,011	0	0	111,011	111,011	2,591	(20,000)	93,602
	<u>4,617,827</u>	<u>320,460</u>	<u>0</u>	<u>4,938,287</u>	<u>2,666,394</u>	<u>1,130,012</u>	<u>(222,235)</u>	<u>3,574,171</u>	<u>2,666,394</u>	<u>2,183,668</u>	<u>(232,235)</u>	<u>4,617,827</u>

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

**7. RESERVES - CASH BACKED**

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

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

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**For the Period ended**  
**31 October 2017**

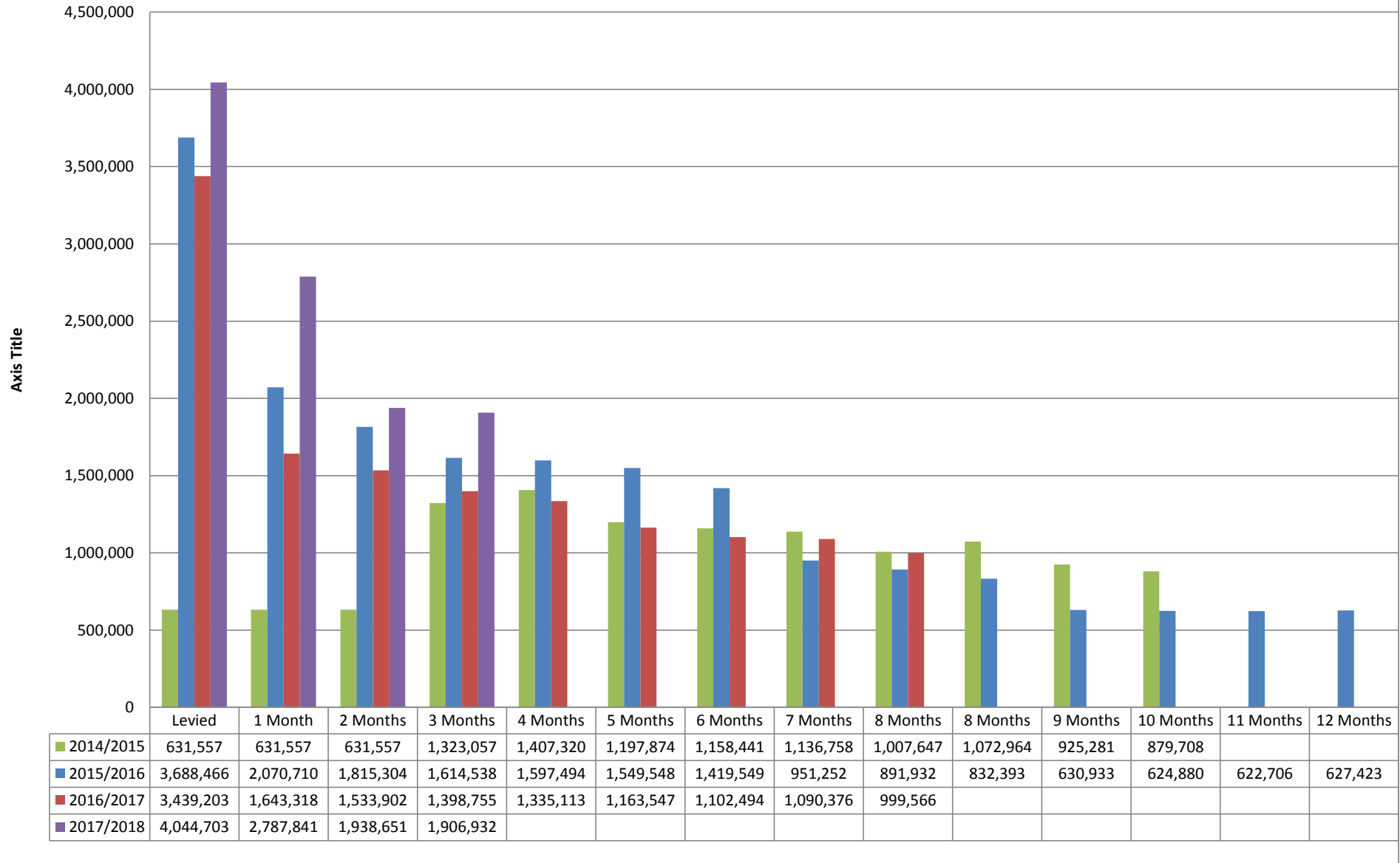
**8. TRUST FUNDS**

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

<b>Detail</b>	<b>Balance 1-Jul-17 \$</b>	<b>Amounts Received \$</b>	<b>Amounts Paid (\$)</b>	<b>Balance 31-Oct-17 \$</b>
Unidentified Deposits	0			0
Housing Bonds	1,680			1,680
Pet Bonds	200			200
Councillor Nomination Fees		640		640
				0
				0
	<u>1,880</u>			<u>2,520</u>

9(a).

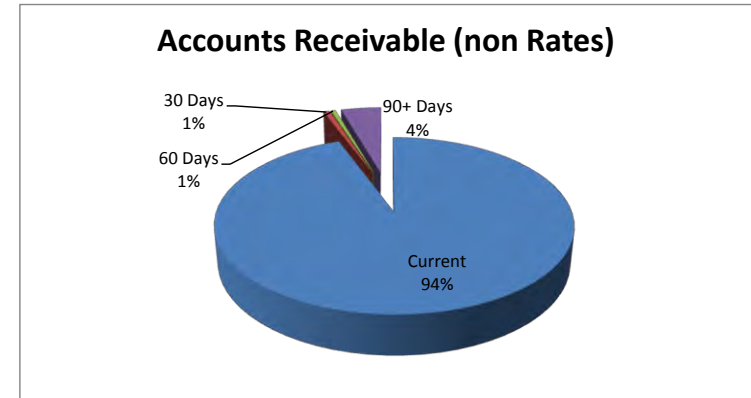
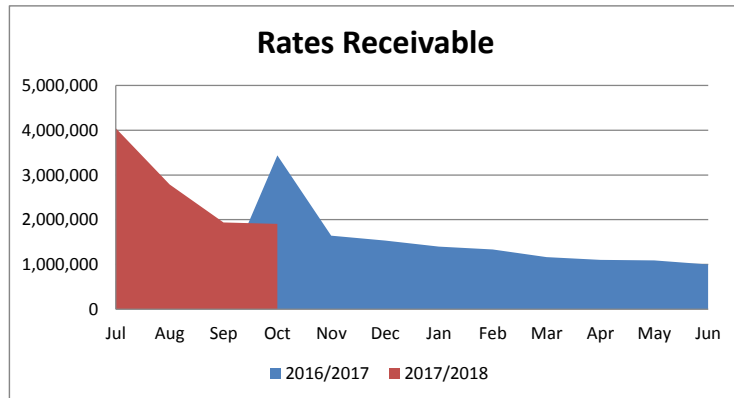
### Outstanding Rates and Charges



**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
For the Period ended  
**31 October 2017**

9(b)

	31/10/2017	30/06/2017	Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	YTD								
Receivables - Rates and other Rate Receivables Levied This Year	999,566	630,933			211,582	1,536	1,183	10,025	224,326
Discounts	100 3,051,837	2,863,670		-					
Deferred	-	-							
Less Collections to Date	2,144,471	2,495,036							
<b>Equals Current Outstanding</b>	<b>1,906,932</b>	<b>999,566</b>							
<b>Net Rates Collectable</b>	<b>1,151,761</b>	<b>884,396</b>	<b>Total Receivables General Outstanding</b>						<b>224,326</b>
% collected	65.1%	84.3%							
Provision for Doubtful Debts	(115,170)	(115,170)							
Further doubtful debts	(640,000)	(420,000)							



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

**Shire of Menzies**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period ended**  
**31 October 2017**

	Note	Budget	Budget YTD	Actual	Variance	Reasons for variances
		\$	\$	\$	%	\$
<b>REVENUES</b>	1,2					
General Purpose Funding		1,135,594	378,531	309,477	18%	69,054 Timing -budget spread evenly over 12 months, grants usually received quarterly
Law, Order, Public Safety		6,400	2,133	0	100%	2,133 Timing -budget spread evenly over 12 months
Housing		65,220	21,740	28,238	-30%	(6,498) Income from staff housing included in actuals but not budget
Community Amenities		6,600	2,200	7,870	-258%	(5,670) Timing -budget spread evenly over 12 months - Rubbish charges generated with rates
Recreation and Culture		10,000	3,333	45	99%	3,288 Timing -budget spread evenly over 12 months
Transport		727,250	242,417	225,539	7%	16,878 Timing -budget spread evenly over 12 months, grants usually received quarterly
Economic Services		185,100	61,700	58,160	6%	3,540
Other Property and Services		38,700	12,900	27,199	-111%	(14,299) Timing - budget dspread evenly over 12 months. Received early payment discounts
		<u>2,174,864</u>	<u>724,955</u>	<u>657,847</u>		
<b>EXPENSES</b>	1,2					
Governance		(534,774)	(178,258)	(232,601)	-30%	54,343 Timing - budget spread evenly over 12 months, Adim allocated to Governance \$52097 not in budget
General Purpose Funding		(133,975)	(44,658)	(56,361)	-26%	11,702 Timing - budget spread evenly over 12 months. Admin allocated \$20,839 not in budget
Law, Order, Public Safety		(45,180)	(15,060)	(15,004)	0%	(56)
Health		(53,000)	(17,667)	(45,247)	-156%	27,580 Timing - WA Country Health prior year expenses for provision of nurse charged in current year Timing, no depreciation calculated, Staff Housing reallocated to Admin \$11,316 (which is reallocated to Programs) not included in budget
Housing		(291,334)	(97,111)	(14,828)	85%	(82,283) Timing, no depreciation calculated
Community Amenities		(202,910)	(67,637)	(53,503)	21%	(14,133) Timing, no depreciation calculated
Recreation & Culture		(493,390)	(164,463)	(134,704)	18%	(29,759) Timing, no depreciation calculated
Transport		(2,597,655)	(865,885)	(240,009)	72%	(625,876) Timing, no depreciation calculated
Economic Services		(830,321)	(276,774)	(235,863)	15%	(40,911) Timing, no depreciation calculated
Other Property and Services		(1,828,733)	(609,578)	(38,326)	94%	(571,252) Budget does not allow for the reallocation of administration expenses to Programs
		<u>(7,011,272)</u>	<u>(2,337,091)</u>	<u>(1,066,447)</u>		
<b>Net Operating Result Excluding Rates</b>		<u>(4,836,408)</u>	<u>(1,612,136)</u>	<u>(408,600)</u>		
<b>Adjustments for Cash Budget Requirements:</b>						
<b>Non-Cash Expenditure and Revenue</b>						
Initial Recognition of Assets due to change in Regulations						
(Profit)/Loss on Asset Disposals	4(b)	(1,500)	(500)	0		
Depreciation on Assets	2	2,076,951	692,317	0		Depreciation to be calculated when 2016/17 Annuals audit has been finalised. Assets can then be rolled into 17/18 year
<b>Capital Expenditure and Revenue</b>						
Purchase Land and Buildings	4	(1,061,000)	(353,667)	(56,406)	-84%	(297,261) Timing - budget spread evenly over 12 months - Youth Centre
Purchase Infrastructure Assets - Roads	4	(4,310,287)	(1,436,762)	(1,546,309)	8%	109,546 Timing - budget spread evenly over 12 months
Purchase Infrastructure Assets - Parks	4	(674,000)	(224,667)	(81,705)	-64%	(142,961) Timing - budget spread evenly over 12 months
Purchase Infrastructure Assets - Footpaths	4	(50,000)	(16,667)	0	-100%	(16,667) Timing - budget spread evenly over 12 months
Purchase Plant and Equipment	4	(262,000)	(87,333)	(100,705)	15%	13,371 Timing - budget spread evenly over 12 months
Purchase Furniture and Equipment	4	(100,000)	(33,333)	(30,836)	-7%	(2,497) Timing - budget spread evenly over 12 months
Proceeds from Disposal of Assets	4(b)	81,000	27,000	96,386	257%	(69,386) Timing - budget spread evenly over 12 months - larger equipment disposed
- Non Operating Grants and Subsidies		3,609,875	1,203,292	614,354	-49%	588,938 Timing - budget spread evenly over 12 months
Transfers to Reserves (Restricted Assets)	6	(283,600)	(94,533)	(320,460)	239%	225,927 Timing - budget spread evenly over 12 months - budget transfers to reserves have been done Timing - transfers from reserves occur when funds are required for capital purchases. Transfer for purchase of works supervisor vehicle November 2017
Transfers from Reserves (Restricted Assets)	6	247,000	82,333	0	-100%	82,333
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	7	2,754,857	2,754,857	5,901,278		
Amount Raised from General Rates		2,809,112	2,809,112	3,051,837		
<b>Net Current Assets - Surplus (Deficit)</b>	8	<u>0</u>	<u>3,709,313</u>	<u>7,118,834</u>		



**Shire of Menzies  
Operating Report  
by SubProgram  
for the period ending  
31 October 2017**

Budget variances between this report and the Statement of Comprehensive Income by Program in the Monthly Financials are due to adjustments made for the allocation of Administration and Overheads.



# Shire of Menzies

## Operating Report for the period ending 31 October 2017

<b>General Purpose Funding</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Other General Purpose Funding</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	894,194	192,168
Interest Earnings	130,000	58,525
<b>Subtotal Operating Revenue</b>	<b>1,024,194</b>	<b>250,693</b>
<hr/>		
<b>TOTAL Other General Purpose Funding</b>	<b>1,024,194</b>	<b>250,693</b>
<hr/>		
<b>Rate Revenue</b>		
<b>Operating Revenue</b>		
Rates	2,809,112	3,051,837
Fees & Charges	56,400	8,986
Interest Earnings	-	49,689
Other Revenue	-	109
<b>Subtotal Operating Revenue</b>	<b>2,865,512</b>	<b>3,110,621</b>
<hr/>		
<b>Operating Expense</b>		
Employee Costs	(100,575)	(30,271)
Materials & Contracts	(31,000)	(4,899)
Insurance Expenses	(2,400)	-
Other Expenditure	-	(352)
Reallocation Codes Expenditure	-	(3,150,717)
Reallocation Codes Income	-	3,129,879
<b>Subtotal Operating Expense</b>	<b>(133,975)</b>	<b>(56,361)</b>
<hr/>		
<b>TOTAL Rate Revenue</b>	<b>2,731,537</b>	<b>3,054,260</b>
<hr/>		
<b>Total - Cost of General Purpose Funding</b>	<b>3,755,731</b>	<b>3,304,953</b>

# Shire of Menzies

## Operating Report for the period ending 31 October 2017

<b>Governance</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Governance - General</b>		
<b>Operating Expense</b>		
Employee Costs	(220,824)	(83,995)
Materials & Contracts	(91,500)	(30,311)
Insurance Expenses	(5,000)	-
<b>Subtotal Operating Expense</b>	<b>(317,324)</b>	<b>(114,306)</b>
<hr/>		
<b>TOTAL Governance - General</b>	<b>(317,324)</b>	<b>(114,306)</b>
<hr/>		
<b>Members Of Council</b>		
<b>Operating Expense</b>		
Employee Costs	(500)	(37)
Materials & Contracts	(48,300)	(11,636)
Other Expenditure	(167,900)	(54,525)
Reallocation Codes Expenditure	(750)	(52,097)
<b>Subtotal Operating Expense</b>	<b>(217,450)</b>	<b>(118,295)</b>
<hr/>		
<b>TOTAL Members Of Council</b>	<b>(217,450)</b>	<b>(118,295)</b>
<hr/>		
<b>Total - Cost of Governance</b>	<b>(534,774)</b>	<b>(232,601)</b>

**Shire of Menzies**  
**Operating Report for the period ending**  
**31 October 2017**

<b>Law, Order &amp; Public Safety</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Other Law, Order &amp; Public Safety</b>		
<b>Operating Expense</b>		
Employee Costs	(6,500)	(398)
Materials & Contracts	(500)	(4,200)
Reallocation Codes Expenditure	(5,250)	(1,464)
<b>Subtotal Operating Expense</b>	<b>(12,250)</b>	<b>(6,062)</b>
<hr/>		
<b>TOTAL Other Law, Order &amp; Public Safety</b>	<b>(12,250)</b>	<b>(6,062)</b>
<hr/>		
<b>Animal Control</b>		
<b>Operating Revenue</b>		
Fees & Charges	400	-
<b>Subtotal Operating Revenue</b>	<b>400</b>	<b>-</b>
<b>Operating Expense</b>		
Materials & Contracts	(20,500)	(2,910)
Depreciation On Non-Current Assets	(580)	-
<b>Subtotal Operating Expense</b>	<b>(21,080)</b>	<b>(2,910)</b>
<hr/>		
<b>TOTAL Animal Control</b>	<b>(20,680)</b>	<b>(2,910)</b>
<hr/>		
<b>Fire Prevention</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	6,000	-
<b>Subtotal Operating Revenue</b>	<b>6,000</b>	<b>-</b>
<b>Operating Expense</b>		
Employee Costs	(700)	(1,126)
Materials & Contracts	(1,050)	-
Utilities	(200)	(31)
Depreciation On Non-Current Assets	(5,850)	-
Insurance Expenses	(3,000)	(1,068)
Reallocation Codes Expenditure	(1,050)	(3,808)
<b>Subtotal Operating Expense</b>	<b>(11,850)</b>	<b>(6,032)</b>
<hr/>		
<b>TOTAL Fire Prevention</b>	<b>(5,850)</b>	<b>(6,032)</b>
<hr/>		
<b>Total - Cost of Law, Order &amp; Public Safety</b>	<b>(38,780)</b>	<b>(15,004)</b>

# Shire of Menzies

## Operating Report for the period ending 31 October 2017

Health	Current Budget	YTD Actual
<b>Other Health</b>		
<b>Operating Revenue</b>		
Fees & Charges	-	1,319
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>1,319</b>
<b>Operating Expense</b>		
Employee Costs	(3,200)	(64)
Materials & Contracts	(40,000)	(43,509)
Reallocation Codes Expenditure	(4,800)	(1,674)
<b>Subtotal Operating Expense</b>	<b>(48,000)</b>	<b>(45,247)</b>
<b>TOTAL Other Health</b>	<b>(48,000)</b>	<b>(43,928)</b>
<b>Preventative Services - Pest Control</b>		
<b>Operating Expense</b>		
Materials & Contracts	(5,000)	-
<b>Subtotal Operating Expense</b>	<b>(5,000)</b>	<b>-</b>
<b>TOTAL Preventative Services - Pest Control</b>	<b>(5,000)</b>	<b>-</b>
<b>Total - Cost of Health</b>	<b>(53,000)</b>	<b>(43,928)</b>

**Shire of Menzies**  
**Operating Report for the period ending**  
**31 October 2017**

<b>Housing</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Other Housing</b>		
<b>Operating Revenue</b>		
Fees & Charges	49,360	22,758
<b>Subtotal Operating Revenue</b>	<b>49,360</b>	<b>22,758</b>
<b>Operating Expense</b>		
Employee Costs	(13,100)	(1,147)
Materials & Contracts	(29,696)	(3,502)
Utilities	(2,750)	(1,112)
Depreciation On Non-Current Assets	(93,144)	-
Insurance Expenses	(3,040)	(1,352)
Reallocation Codes Expenditure	(19,650)	(1,996)
<b>Subtotal Operating Expense</b>	<b>(161,380)</b>	<b>(9,110)</b>
<b>TOTAL Other Housing</b>	<b>(112,020)</b>	<b>13,648</b>
<b>Staff Housing</b>		
<b>Operating Revenue</b>		
Fees & Charges	15,860	5,480
<b>Subtotal Operating Revenue</b>	<b>15,860</b>	<b>5,480</b>
<b>Operating Expense</b>		
Employee Costs	(10,800)	(586)
Materials & Contracts	(50,462)	(10,147)
Utilities	(9,700)	(2,656)
Depreciation On Non-Current Assets	(80,844)	-
Insurance Expenses	(2,370)	(1,974)
Reallocation Codes Expenditure	(16,200)	9,644
<b>Subtotal Operating Expense</b>	<b>(170,376)</b>	<b>(5,719)</b>
<b>TOTAL Staff Housing</b>	<b>(154,516)</b>	<b>(239)</b>
<b>Total - Cost of Housing</b>	<b>(266,536)</b>	<b>13,409</b>

# Shire of Menzies

## Operating Report for the period ending 31 October 2017

Community Amenities	Current Budget	YTD Actual
<b>Other Community Amenities</b>		
<b>Operating Expense</b>		
Employee Costs	(22,000)	(4,003)
Materials & Contracts	(2,600)	(683)
Depreciation On Non-Current Assets	(2,850)	-
Insurance Expenses	(240)	(85)
Reallocation Codes Expenditure	(33,000)	(5,969)
<b>Subtotal Operating Expense</b>	<b>(60,690)</b>	<b>(10,739)</b>
<hr/>		
<b>TOTAL Other Community Amenities</b>	<b>(60,690)</b>	<b>(10,739)</b>
<hr/>		
<b>Town Planning &amp; Regional Development</b>		
<b>Operating Expense</b>		
Materials & Contracts	(50,000)	-
<b>Subtotal Operating Expense</b>	<b>(50,000)</b>	<b>-</b>
<hr/>		
<b>TOTAL Town Planning &amp; Regional Development</b>	<b>(50,000)</b>	<b>-</b>
<hr/>		
<b>Sewerage</b>		
<b>Operating Expense</b>		
Employee Costs	(700)	(257)
Materials & Contracts	(6,100)	(383)
Insurance Expenses	(110)	-
Reallocation Codes Expenditure	(1,050)	(449)
<b>Subtotal Operating Expense</b>	<b>(7,960)</b>	<b>(1,088)</b>
<hr/>		
<b>TOTAL Sewerage</b>	<b>(7,960)</b>	<b>(1,088)</b>
<hr/>		
<b>Sanitation - Household Refuse</b>		
<b>Operating Revenue</b>		
Fees & Charges	6,600	7,870
<b>Subtotal Operating Revenue</b>	<b>6,600</b>	<b>7,870</b>
<hr/>		
<b>Operating Expense</b>		
Employee Costs	(22,000)	(10,788)
Materials & Contracts	(20,000)	(1,100)
Depreciation On Non-Current Assets	(6,100)	-
Insurance Expenses	(160)	(58)
Reallocation Codes Expenditure	(36,000)	(37,600)
Reallocation Codes Income	-	7,870
<b>Subtotal Operating Expense</b>	<b>(84,260)</b>	<b>(41,675)</b>
<hr/>		
<b>TOTAL Sanitation - Household Refuse</b>	<b>(77,660)</b>	<b>(33,806)</b>
<hr/>		

**Shire of Menzies**  
**Operating Report for the period ending**  
**31 October 2017**

<b>Total - Cost of Community Amenities</b>	<b>(196,310)</b>	<b>(45,634)</b>
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# Shire of Menzies

## Operating Report for the period ending 31 October 2017

Recreation & Culture	Current Budget	YTD Actual
<b>Communities</b>		
<b>Operating Expense</b>		
Employee Costs	(2,000)	-
Materials & Contracts	(6,500)	(7,655)
Other Expenditure	(164,500)	(10,565)
Reallocation Codes Expenditure	(3,000)	(10,419)
<b>Subtotal Operating Expense</b>	<b>(176,000)</b>	<b>(28,639)</b>
<b>TOTAL Communities</b>	<b>(176,000)</b>	<b>(28,639)</b>
<b>Other Culture</b>		
<b>Operating Expense</b>		
Employee Costs	(600)	-
Materials & Contracts	(500)	-
Utilities	(1,500)	-
Insurance Expenses	-	(514)
Reallocation Codes Expenditure	(900)	-
<b>Subtotal Operating Expense</b>	<b>(3,500)</b>	<b>(514)</b>
<b>TOTAL Other Culture</b>	<b>(3,500)</b>	<b>(514)</b>
<b>Libraries</b>		
<b>Operating Expense</b>		
Materials & Contracts	(2,500)	(325)
Reallocation Codes Expenditure	-	(1,042)
<b>Subtotal Operating Expense</b>	<b>(2,500)</b>	<b>(1,367)</b>
<b>TOTAL Libraries</b>	<b>(2,500)</b>	<b>(1,367)</b>
<b>Television And Rebroadcasting</b>		
<b>Operating Expense</b>		
Employee Costs	(700)	-
Materials & Contracts	(5,000)	(9,118)
Insurance Expenses	-	(18)
Reallocation Codes Expenditure	(1,050)	-
<b>Subtotal Operating Expense</b>	<b>(6,750)</b>	<b>(9,137)</b>
<b>TOTAL Television And Rebroadcasting</b>	<b>(6,750)</b>	<b>(9,137)</b>
<b>Other Recreation &amp; Sport</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	10,000	45
<b>Subtotal Operating Revenue</b>	<b>10,000</b>	<b>45</b>



# Shire of Menzies

## Operating Report for the period ending 31 October 2017

<b>Recreation &amp; Culture</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Other Recreation &amp; Sport</b>		
<b>Operating Expense</b>		
Employee Costs	(115,900)	(20,894)
Materials & Contracts	(54,200)	(4,781)
Utilities	(5,200)	(534)
Depreciation On Non-Current Assets	(20,080)	-
Insurance Expenses	(1,640)	(540)
Other Expenditure	-	(6,790)
Reallocation Codes Expenditure	(90,100)	(58,421)
<b>Subtotal Operating Expense</b>	<b>(287,120)</b>	<b>(91,961)</b>
<hr/>		
<b>TOTAL Other Recreation &amp; Sport</b>	<b>(277,120)</b>	<b>(91,915)</b>
<hr/>		
<b>Public Halls &amp; Civic Centres</b>		
<b>Operating Expense</b>		
Materials & Contracts	(12,000)	(3,087)
Depreciation On Non-Current Assets	(5,520)	-
<b>Subtotal Operating Expense</b>	<b>(17,520)</b>	<b>(3,087)</b>
<hr/>		
<b>TOTAL Public Halls &amp; Civic Centres</b>	<b>(17,520)</b>	<b>(3,087)</b>
<hr/>		
<b>Total - Cost of Recreation &amp; Culture</b>	<b>(483,390)</b>	<b>(134,659)</b>

**Shire of Menzies**  
**Operating Report for the period ending**  
**31 October 2017**

<b>Transport</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Aerodromes</b>		
<b>Operating Expense</b>		
Employee Costs	(2,000)	(249)
Materials & Contracts	(4,000)	-
Reallocation Codes Expenditure	(3,000)	(435)
<b>Subtotal Operating Expense</b>	<b>(9,000)</b>	<b>(684)</b>
<hr/>		
<b>TOTAL Aerodromes</b>	<b>(9,000)</b>	<b>(684)</b>
<hr/>		
<b>Streets, Roads, &amp; Bridges Maintenance</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	727,250	225,539
<b>Subtotal Operating Revenue</b>	<b>727,250</b>	<b>225,539</b>
<b>Operating Expense</b>		
Employee Costs	(105,700)	(37,376)
Materials & Contracts	(899,400)	(47,469)
Utilities	(9,000)	(1,732)
Depreciation On Non-Current Assets	(1,394,005)	-
Reallocation Codes Expenditure	(180,550)	(152,749)
<b>Subtotal Operating Expense</b>	<b>(2,588,655)</b>	<b>(239,325)</b>
<hr/>		
<b>TOTAL Streets, Roads, &amp; Bridges Maintenance</b>	<b>(1,861,405)</b>	<b>(13,786)</b>
<hr/>		
<b>Total - Cost of Transport</b>	<b>(1,870,405)</b>	<b>(14,470)</b>

# Shire of Menzies

## Operating Report for the period ending 31 October 2017

Economic Services	Current Budget	YTD Actual
<b>Caravan Park</b>		
<b>Operating Revenue</b>		
Fees & Charges	65,000	41,534
Other Revenue	3,500	-
<b>Subtotal Operating Revenue</b>	<b>68,500</b>	<b>41,534</b>
<b>Operating Expense</b>		
Employee Costs	(34,000)	(16,317)
Materials & Contracts	(30,550)	(10,302)
Utilities	(10,900)	(8,146)
Insurance Expenses	(3,400)	(1,123)
Reallocation Codes Expenditure	(51,000)	(20,315)
<b>Subtotal Operating Expense</b>	<b>(129,850)</b>	<b>(56,202)</b>
<b>TOTAL Caravan Park</b>	<b>(61,350)</b>	<b>(14,667)</b>
<b>Crc</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	80,000	-
Fees & Charges	-	45
<b>Subtotal Operating Revenue</b>	<b>80,000</b>	<b>45</b>
<b>Operating Expense</b>		
Employee Costs	(72,225)	(19,235)
Materials & Contracts	(3,475)	(1,448)
Utilities	(2,700)	(657)
Insurance Expenses	(1,600)	-
<b>Subtotal Operating Expense</b>	<b>(80,000)</b>	<b>(21,339)</b>
<b>TOTAL Crc</b>	<b>-</b>	<b>(21,294)</b>
<b>Other Economic Services</b>		
<b>Operating Revenue</b>		
Fees & Charges	3,100	695
<b>Subtotal Operating Revenue</b>	<b>3,100</b>	<b>695</b>
<b>Operating Expense</b>		
Employee Costs	(300)	-
Materials & Contracts	-	(1,424)
Depreciation On Non-Current Assets	(7,340)	-
Insurance Expenses	(1,300)	(480)
Reallocation Codes Expenditure	(450)	-
<b>Subtotal Operating Expense</b>	<b>(9,390)</b>	<b>(1,904)</b>
<b>TOTAL Other Economic Services</b>	<b>(6,290)</b>	<b>(1,209)</b>

# Shire of Menzies

## Operating Report for the period ending 31 October 2017

Economic Services	Current Budget	YTD Actual
<b>Building Control</b>		
<b>Operating Revenue</b>		
Fees & Charges	500	-
<b>Subtotal Operating Revenue</b>	<b>500</b>	<b>-</b>
<b>Operating Expense</b>		
Materials & Contracts	(12,000)	(7,890)
Reallocation Codes Expenditure	-	(5,210)
<b>Subtotal Operating Expense</b>	<b>(12,000)</b>	<b>(13,099)</b>
<b>TOTAL Building Control</b>	<b>(11,500)</b>	<b>(13,099)</b>
<b>Tourism &amp; Area Promotion</b>		
<b>Operating Revenue</b>		
Fees & Charges	29,000	15,732
Other Revenue	4,000	152
<b>Subtotal Operating Revenue</b>	<b>33,000</b>	<b>15,885</b>
<b>Operating Expense</b>		
Employee Costs	(131,241)	(38,597)
Materials & Contracts	(295,500)	(61,113)
Utilities	(510)	(43)
Depreciation On Non-Current Assets	(137,810)	-
Insurance Expenses	(8,970)	(3,237)
Reallocation Codes Expenditure	(25,050)	(40,329)
<b>Subtotal Operating Expense</b>	<b>(599,081)</b>	<b>(143,319)</b>
<b>TOTAL Tourism &amp; Area Promotion</b>	<b>(566,081)</b>	<b>(127,434)</b>
<b>Total - Cost of Economic Services</b>	<b>(645,221)</b>	<b>(177,704)</b>

# Shire of Menzies

## Operating Report for the period ending 31 October 2017

Other Property & Services	Current Budget	YTD Actual
<b>Salaries &amp; Wages</b>		
<b>Operating Expense</b>		
Employee Costs	-	(13,641)
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>(13,641)</b>
<hr/>		
<b>TOTAL Salaries &amp; Wages</b>	<b>-</b>	<b>(13,641)</b>
<hr/>		
<b>Administration</b>		
<b>Operating Revenue</b>		
Other Revenue	7,700	22,234
<b>Subtotal Operating Revenue</b>	<b>7,700</b>	<b>22,234</b>
<b>Operating Expense</b>		
Employee Costs	(317,551)	(93,952)
Materials & Contracts	(255,200)	(97,459)
Utilities	(13,300)	(4,080)
Depreciation On Non-Current Assets	(106,480)	-
Insurance Expenses	(67,500)	(18,053)
Other Expenditure	-	(135)
Reallocation Codes Expenditure	(36,450)	191,445
<b>Subtotal Operating Expense</b>	<b>(796,481)</b>	<b>(22,234)</b>
<hr/>		
<b>TOTAL Administration</b>	<b>(788,781)</b>	<b>-</b>
<hr/>		
<b>Plant Operation Costs</b>		
<b>Operating Revenue</b>		
Other Revenue	25,500	-
<b>Subtotal Operating Revenue</b>	<b>25,500</b>	<b>-</b>
<b>Operating Expense</b>		
Employee Costs	(85,560)	(18,674)
Materials & Contracts	-	(61,996)
Depreciation On Non-Current Assets	(256,770)	-
Insurance Expenses	(28,000)	(5,813)
Reallocation Codes Expenditure	(128,340)	67,434
<b>Subtotal Operating Expense</b>	<b>(498,670)</b>	<b>(19,048)</b>
<hr/>		
<b>TOTAL Plant Operation Costs</b>	<b>(473,170)</b>	<b>(19,048)</b>
<hr/>		
<b>Public Works Overheads</b>		
<b>Operating Revenue</b>		
Other Revenue	5,500	-
<b>Subtotal Operating Revenue</b>	<b>5,500</b>	<b>-</b>

# Shire of Menzies

## Operating Report for the period ending 31 October 2017

<b>Other Property &amp; Services</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Public Works Overheads</b>		
<b>Operating Expense</b>		
Employee Costs	(346,382)	(87,166)
Materials & Contracts	(78,000)	(51,427)
Utilities	(400)	-
Insurance Expenses	(1,700)	(4,164)
Other Expenditure	-	(14)
Reallocation Codes Expenditure	(107,100)	159,909
<b>Subtotal Operating Expense</b>	<b>(533,582)</b>	<b>17,139</b>
<hr/>		
<b>TOTAL Public Works Overheads</b>	<b>(528,082)</b>	<b>17,139</b>
<hr/>		
<b>Private Works</b>		
<b>Operating Revenue</b>		
Fees & Charges	-	4,965
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>4,965</b>
<b>Operating Expense</b>		
Employee Costs	-	(165)
Reallocation Codes Expenditure	-	(377)
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>(542)</b>
<hr/>		
<b>TOTAL Private Works</b>	<b>-</b>	<b>4,423</b>
<hr/>		
<b>Total - Cost of Other Property &amp; Services</b>	<b>(1,790,033)</b>	<b>(11,127)</b>
<hr/>		
TOTAL - Balance to Programme Schedule		2,643,237



**Shire of Menzies  
2017-2018  
Capital Jobs - linked to General Ledger Accounts  
as at 31 October 2017**

*printed 24/11/2017*

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31 October 2017**  
**By Category**

**Buildings -**

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders
C08001	Youth Centre (Building)	(450,000)	(7,805)	-	(7,805)
<b>Sub Total - 08662</b>		<b>(450,000)</b>	<b>(7,805)</b>	<b>-</b>	<b>(7,805)</b>
C09002	Capital - Lot 1 (37 - 39 Reid) St (Asset 209)	(63,000)	(10,306)	(10,306)	-
C09009	Capital - Lot 1089 (57) Walsh St (Asset 76)	(20,000)	(10,340)	(10,340)	-
C09012	Capital - Lot 91 (40) Mercer St (Asset 200)	(9,000)	(10,306)	(10,306)	-
C09019	39 Mercer Street (Building Capital)	(7,000)	(2,638)	(2,638)	-
C09020	25 Onslow Street (Building Capital)	(10,000)	-	-	-
C09021	36 Mercer Street (Building Capital)	(7,000)	(2,745)	(2,745)	-
<b>Sub Total - 09162</b>		<b>(116,000)</b>	<b>(36,335)</b>	<b>(36,335)</b>	<b>-</b>
C09001	Unit 1 / 29 Shenton Street (Building Capital)	-	(156)	(156)	-
<b>Sub Total - 09262</b>		<b>-</b>	<b>(156)</b>	<b>(156)</b>	<b>-</b>
C11100	Town Hall - Capital Upgrade	(80,000)	(13,816)	(11,065)	(2,751)
<b>Sub Total - 11162</b>		<b>(80,000)</b>	<b>(13,816)</b>	<b>(11,065)</b>	<b>(2,751)</b>
C11600	Butcher Shop And Tea Rooms (Capex Building)	(25,000)	(8,850)	(8,850)	-



**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31 October 2017**  
**By Category**

**Buildings -**

	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders
		<b>Sub Total - 11650</b>	<b>(25,000)</b>	<b>(8,850)</b>	<b>(8,850)</b>	<b>-</b>
	C12101	Depot Extension	(30,000)	(53)	-	(53)
		<b>Sub Total - 12120</b>	<b>(30,000)</b>	<b>(53)</b>	<b>-</b>	<b>(53)</b>
	C13100	Commercial Kitchen - Lady Shenton	(35,000)	-	-	-
	C13101	Airconditioner Replacement Program	(10,000)	-	-	-
	C13106	Goongarrie Cottage Maintenance	(50,000)	-	-	-
		<b>Sub Total - 13267</b>	<b>(95,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>
		<b>Buildings</b>	<b>(796,000)</b>	<b>(67,014)</b>	<b>(56,406)</b>	<b>(10,608)</b>

**Shire of Menzies  
2017 2018  
Capital Jobs - linked to General Ledger Accounts as at 31 October 2017  
By Category**

**Furniture & Equipment -**

	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders
	C04002	Software And Systems	(35,000)	(26,512)	-	(26,512)
	<b>Sub Total - 04250</b>		<b>(35,000)</b>	<b>(26,512)</b>	<b>-</b>	<b>(26,512)</b>
	C04001	Administration Communications Equipment	(45,000)	(30,410)	(30,410)	-
	<b>Sub Total - 04265</b>		<b>(45,000)</b>	<b>(30,410)</b>	<b>(30,410)</b>	<b>-</b>
	C11307	Collections - Furniture And Equipment	(15,000)	-	-	-
	<b>Sub Total - 11653</b>		<b>(15,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>
	C11309	Library - Furniture And Equipment	(8,000)	-	-	-
	<b>Sub Total - 11654</b>		<b>(8,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>
	C14000	Office Furniture (Not Capitalised)	(30,000)	(427)	(426)	(1)
	<b>Sub Total - 14595</b>		<b>(30,000)</b>	<b>(427)</b>	<b>(426)</b>	<b>(1)</b>

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31 October 2017**  
**By Category**

<b>Furniture &amp; Equipment</b>	<b>(133,000)</b>	<b>(57,349)</b>	<b>(30,836)</b>	<b>(26,512)</b>
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**Shire of Menzies  
2017 2018  
Capital Jobs - linked to General Ledger Accounts as at 31 October 2017  
By Category**

**Plant & Equipment -**

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders
C12102	Minor Plant & Equipment (Not Capitalised)	(12,000)	(9,324)	(9,324)	-
<b>Sub Total - 12325</b>		<b>(12,000)</b>	<b>(9,324)</b>	<b>(9,324)</b>	-
CP002	Vehicle Replacement Works Supervisor	(70,000)	(65,708)	(65,708)	-
CP004	Garden Trailer With Ramps	(6,000)	(4,427)	(4,427)	-
CP005	Skid Steer Loader	(56,000)	-	-	-
CP006	Water Truck And Tank	(100,000)	-	-	-
<b>Sub Total - 12345</b>		<b>(232,000)</b>	<b>(70,135)</b>	<b>(70,135)</b>	-
C12300	Electronic Signage	(15,000)	(13,404)	(13,404)	-
C12301	Banners And Signage	(15,000)	(16,273)	(7,842)	(8,431)
C12302	Street Lighting - Villiage	(15,000)	-	-	-
<b>Sub Total - 12347</b>		<b>(45,000)</b>	<b>(29,677)</b>	<b>(21,246)</b>	<b>(8,431)</b>

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31 October 2017**  
**By Category**

<b>Plant &amp; Equipment</b>	<b>(289,000)</b>	<b>(109,136)</b>	<b>(100,705)</b>	<b>(8,431)</b>
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**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31 October 2017**  
**By Category**

**Roads -**

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders
CR0002	Evanston- Menzies Road Crsf	(292,800)	-	-	-
<b>Sub Total - 12101</b>		<b>(292,800)</b>	-	-	-
CR0001	Menzies Northwest Road R2R	(778,000)	(814,332)	(779,326)	(35,006)
CR0012	Connie Sue R2R Remote Aboriginal Access Roads	(200,000)	-	-	-
<b>Sub Total - 12104</b>		<b>(978,000)</b>	<b>(814,332)</b>	<b>(779,326)</b>	<b>(35,006)</b>
CR0014	Menzies Nw Rd Black Spot	-	(25,758)	(43)	(25,715)
<b>Sub Total - 12105</b>		-	<b>(25,758)</b>	<b>(43)</b>	<b>(25,715)</b>
CR0009	Tjunjuntjarra Access Road	(219,335)	-	-	-
CR0010	Main Street Menzies Upgrade	-	(3,499)	(3,456)	(42)
CR0032	Town Site Reseal	(200,000)	-	-	-
<b>Sub Total - 12106</b>		<b>(419,335)</b>	<b>(3,499)</b>	<b>(3,456)</b>	<b>(42)</b>
CR0004	Evanston Menzies Road Rrg	(280,000)	(313,384)	(313,384)	-
CR0005	Yarri Road Rrg	(265,167)	(188,354)	(188,354)	-
CR0013	Menzies Northwest Rd Rrg	(382,985)	(254,178)	(254,178)	-
CR0040	Pinjin Road Rrg	(330,000)	-	-	-

**Shire of Menzies  
2017 2018  
Capital Jobs - linked to General Ledger Accounts as at 31 October 2017  
By Category**

**Roads -**

	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders
	<b>Sub Total - 12109</b>		<b>(1,258,152)</b>	<b>(755,915)</b>	<b>(755,915)</b>	<b>-</b>
	WR0000	Wandrra Funding - Associated Costs (Wml)	(1,300,000)	(23,408)	(7,568)	(15,840)
	<b>Sub Total - 12145</b>		<b>(1,300,000)</b>	<b>(23,408)</b>	<b>(7,568)</b>	<b>(15,840)</b>
	<b>Roads</b>		<b>(4,248,287)</b>	<b>(1,622,912)</b>	<b>(1,546,309)</b>	<b>(76,603)</b>

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31 October 2017**  
**By Category**

**Footpaths -**

	<b>Job #</b>	<b>Job Description</b>	<b>Budget Expense</b>	<b>Total Actual Expense</b>	<b>Actual Expense</b>	<b>O/Stand Orders</b>
	C12100	Bicycle Path Construction	(50,000)	(18,278)	-	(18,278)
	<b>Sub Total - 12112</b>		<b>(50,000)</b>	<b>(18,278)</b>	<b>-</b>	<b>(18,278)</b>
	<b>Footpaths</b>		<b>(50,000)</b>	<b>(18,278)</b>	<b>-</b>	<b>(18,278)</b>



**Shire of Menzies  
2017 2018  
Capital Jobs - linked to General Ledger Accounts as at 31 October 2017  
By Category**

**Other Infrastructure -**

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders
C10700	Public Toilet - Construction	(90,000)	-	-	-
<b>Sub Total - 10750</b>		<b>(90,000)</b>	-	-	-
C11301	Playground Menzies Park	(30,000)	(4,576)	(4,576)	-
C11302	Splash Park Surrounds Upgrade	(20,000)	-	-	-
C11303	Softfall For Existing Playground	(94,000)	(52,663)	(52,663)	-
C11304	Tree Planting (Establishment)	(25,000)	-	-	-
C11305	Upgrade Town Dam (2)	(50,000)	-	-	-
C11306	Hardcourts - Resurface	(90,000)	-	-	-
<b>Sub Total - 11351</b>		<b>(309,000)</b>	<b>(57,239)</b>	<b>(57,239)</b>	-
C11400	Television And Radio Reboradcast (Capital Equipment)	-	(4,724)	(4,724)	-
<b>Sub Total - 11401</b>		-	<b>(4,724)</b>	<b>(4,724)</b>	-
CR0006	Shire House Crossovers	(30,000)	-	-	-
<b>Sub Total - 12110</b>		<b>(30,000)</b>	-	-	-
C12103	Bores To Support Road Works	(30,000)	(7,940)	(4,460)	(3,480)
C12104	Grid Replacement Program	(32,000)	-	-	-

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31 October 2017**  
**By Category**

**Other Infrastructure -**

Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders
<b>Sub Total - 12140</b>		<b>(62,000)</b>	<b>(7,940)</b>	<b>(4,460)</b>	<b>(3,480)</b>
C13001	Tourism Information Bay Shenton / Brown	(35,000)	(152)	(152)	-
C13002	Truck Bay Wilson And Shenton	(250,000)	(972)	(972)	-
C13010	Niagara Dam - Other Infrastructure Capitalised	(40,000)	-	-	-
C13200	Museum And Surrounds	(25,000)	(14,159)	(14,159)	-
<b>Sub Total - 13266</b>		<b>(350,000)</b>	<b>(15,282)</b>	<b>(15,282)</b>	<b>-</b>
C13800	Caravan Park - Solar Project	(100,000)	-	-	-
<b>Sub Total - 13820</b>		<b>(100,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Infrastructure</b>		<b>(941,000)</b>	<b>(85,185)</b>	<b>(81,705)</b>	<b>(3,480)</b>

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31 October 2017**  
**By Category**

Total Reported Items - balance to Note 4	<b>(6,457,287)</b>	<b>(1,815,961)</b>
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## 12.2.2 Monthly Listing of Payments for the Month of October 2017

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	EDM 017
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	13 November 2017
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance and Administration
<b>ATTACHMENT:</b>	12.2.2-1 Payment Listings for October 2017
<b>COUNCIL RESOLUTION:</b>	<b>No.1316</b>

**Moved: Cr Jill Dwyer**

**Seconded: Cr Justin Lee**

*That Council receive the list of payments for the month of October 2017 totalling \$522,123.66 being:*

- 1) *No cheques were drawn.*
- 2) *Electronic Fund Transfer EFT2496 - EFT2575 payments in the Municipal Fund totalling \$475,766.28. There is no cancelled EFT.*
- 3) *Direct Debit payments from the Municipal Fund totalling \$46,357.38*
- 4) *Credit card payments for the statement period 29 August 2017 to 28 September 2017 (included in direct debits) totalling \$8,691.64*

**Carried 6/0**

### **OFFICER RECOMMENDATION:**

That Council receive the list of payments for the month of October 2017 totalling \$522,123.66 being:

- 1) No cheques were drawn.
- 2) Electronic Fund Transfer EFT2496 - EFT2575 payments in the Municipal Fund totalling \$475,766.28. There is no cancelled EFT.
- 3) Direct Debit payments from the Municipal Fund totalling \$46,357.38
- 4) Credit card payments for the statement period 29 August 2017 to 28 September 2017 (included in direct debits) totalling \$8,691.64

### **VOTING REQUIREMENTS:**

Simple Majority

### **IN BRIEF:**

The list of payments made for the month of October 2017 to be received by Council.

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

#### *14.3 Active civic leadership achieved*

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

**STATUTORY AUTHORITY:**

*Local Government (Financial Management) Regulations 1996 Regulation13.*

**POLICY IMPLICATIONS:**

Policy 4.7 – Creditors – Preparation for Payment

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:**

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

**BACKGROUND:**

Payments have been made by electronic funds transfer (EFT) and direct transfer from Council's Municipal bank account and duly authorised as required by Council Policy. There has been no cheque payments made this month. These payments have been made under authority delegated to the Chief Executive Officer and are not reported to Council.

**COMMENT:**

The EFT and Direct Debit payments that have been raised for the month of October 2017 are attached.

After payment, the balance of creditors will be \$101,721.23.

**Shire of Menzies**  
**Payments for the Month of December 2016**  
**Cheques**

Chq/EFT	Date	Name	Description	Amount
		No cheques have been drawn		
		Cheques		\$(0.00)
		EFT		\$475,766.28
		Direct Debit		\$46,357.38
		<b>Total Payments</b>		<b>\$522,123.66</b>
		Credit Card Payments (included in Direct Debit)		\$8,691.64

**Shire of Menzies**  
**Payments for the Month of October 2017**  
**EFT**

Chq/EFT	Date	Name	Description	Amount
EFT2496	10/10/2017	Canine Control	Ranger services for September 2017	\$1,600.50
EFT2497	10/10/2017	Moki International Pty Ltd	Visitor Centre - goods for resale - speakers, headphones, chargers	\$191.99
EFT2498	10/10/2017	Design Sense Graphics and Sense	Visitor Centre - goods for resale - T-shirts - Kapi Menzies design	\$1,188.00
EFT2499	10/10/2017	Child Support	Payroll deductions	\$129.79
EFT2500	10/10/2017	Price Consulting Group	CEO Performance Review	\$4,638.15
EFT2501	10/10/2017	Powerchill Electrical & Refrigeration	Butcher Shop & Tea Tooms - Instal meter and power	\$9,999.00
EFT2502	10/10/2017	Position Partners Pty Ltd	Topcon rl-sv2s rb laser level, tripod & lsb10 laser reciever	\$5,456.88
EFT2503	10/10/2017	Ponton Minerals Pty Ltd	Rates refund for assessment A3056 E39/01275 MINING TENEMENT	\$1,833.05
EFT2504	10/10/2017	Strategic Resource Management Pty Ltd	Rates refund for assessment A4532 E39/01536 MINING TENEMENT	\$533.24
EFT2505	10/10/2017	Strategic Know How	Lake Ballard Survey analysis - 233 surveys	\$891.00
EFT2506	10/10/2017	Australian Communications & Media Auth	4 Broadcasting/Retransmission licences renewed to 11/10/18	\$176.00
EFT2507	10/10/2017	Cabcharge Australia Limited	Taxi Charges - Training Keywords for Council & staff workers compensation	\$149.84
EFT2508	10/10/2017	Toll Ipec Pty Ltd	Freight on uniforms & computer server	\$201.52
EFT2509	10/10/2017	Cutting Edges Equipment Parts	10 grader blades	\$1,917.43
EFT2510	10/10/2017	Digitalrez Australia	RezExpert monthly access fee - Caravan Park software	\$76.94
EFT2511	10/10/2017	Cr Jillian Dwyer	Travel reimbursement - 27 September Niagara to Kalgoorlie to Niagara - meeting Eagle Petroleum	\$714.78
EFT2512	10/10/2017	Eagle Petroleum (W.A) Pty Ltd	deliver 6001 ltrs diesel to bulk tank, 40 ltrs unleaded from bowser	\$7,840.60
EFT2513	10/10/2017	Ecowater Services	Service biomax at Caravan Park	\$680.50
EFT2514	10/10/2017	Goldfields Locksmiths	3 x keys for Old Police Station	\$72.15
EFT2515	10/10/2017	Gold Road Resources	Rates refund for assessment A3553 E39/01364 MINING TENEMENT	\$3,208.37
EFT2516	10/10/2017	Menzies Hotel	Meals for auditors, Lunch for Scenic Bus tour	\$657.40
EFT2517	10/10/2017	Landgate	SLIP licensing 17/18	\$2,514.00
EFT2518	10/10/2017	Shire of Menzies Social Club	Payroll deductions	\$170.00
EFT2519	10/10/2017	Menzies Aboriginal Corporation	Hire of Bus and Driver - School Holiday Program - Kids & Co - 5 July 2017	\$464.40
EFT2520	10/10/2017	Netlogic Information Technology	Remote consulting for computers and software	\$1,387.50
EFT2521	10/10/2017	Pila Nguru Aboriginal Corporation	Contribution to Site to Site 17/18 part 1	\$9,061.52
EFT2522	10/10/2017	Paupiyala Tjarutja Aboriginal Corporation	School Holiday Program 3 July to 14 July 2017 - Tjuntjuntjara community	\$11,621.43
EFT2523	10/10/2017	R F Young	Contract maintenance grader from 24 - 30 September 2017	\$13,662.00
EFT2524	10/10/2017	Shire of Leonora	Use of Adventure Equipment over Golden Gift Weekend, Health & Building services 18 - 22 September 2017, Health & Building services 20 -24 March 2017	\$10,315.00
EFT2525	10/10/2017	WesTrac Pty Ltd	Belt for Cat 12M Road Grader	\$102.66
EFT2526	20/10/2017	Carroll & Richardson Flagworld Pty Ltd	Supply flagtrax & banners for main street	\$7,788.00
EFT2527	20/10/2017	Ellery Brookman Barristers and Solicitors	Legal Costs - Preparation of Lease	\$1,824.57
EFT2528	20/10/2017	Covs	Battery for Ford Ranger	\$121.70
EFT2529	20/10/2017	Moki International Pty Ltd	Visitor Centre - goods for resale - Braided Micro USB Syn Charge Cable	\$22.51
EFT2530	20/10/2017	Child Support	Payroll deductions	\$129.79
EFT2531	20/10/2017	Batteries N More	1 strike cradle kit for Toyota Landcruiser Dual Cab	\$294.95
EFT2532	20/10/2017	CoastMac Trailers	New 8x5 offroad trailer with gates and ramp	\$4,870.00
EFT2533	20/10/2017	Quadrio Earth Moving Pty Ltd	Quadrio Earthmoving - gravel resheeting Yarri Road 29/08/2017 - 11/09/2017	\$206,360.00
EFT2534	20/10/2017	Goldfields Auto Electrical	Install radios, spot lights & switches for Toyota Landcruiser Dual Cab	\$2,351.91
EFT2535	20/10/2017	Rumble Resources	Rates refund for assessment A4932 E69/03190 MINING TENEMENT	\$165.93
EFT2536	20/10/2017	IT Vision User Group Inc	IT Vision User Group Membership Fee 2017/2018	\$715.00
EFT2537	20/10/2017	WA Local Govt Association	Certificate III in Waste Management - Works Supervisor	\$4,500.00
EFT2538	20/10/2017	Beaurepairs	Spare tyre and rim for Toyota Landcruiser Dual Cab	\$405.34
EFT2539	20/10/2017	Blackwoods	Tools	\$386.13
EFT2540	20/10/2017	Air Liquide WA Pty Ltd	Monthly rental for 3 gas bottles in depot	\$95.61
EFT2541	20/10/2017	Bah Henneker & CO	Service 23 airconditioners in houses	\$2,970.00

**Shire of Menzies**  
**Payments for the Month of October 2017**  
**EFT**

EFT2542	20/10/2017	Blackwoods	Plastic buckets and wall mount holder	\$339.47
EFT2543	20/10/2017	Bunnings	Assorted sidchrome tools & hardware	\$411.64
EFT2544	20/10/2017	Butler Settineri	Further interim audit fee year ended 30.6.17	\$7,722.72
EFT2545	20/10/2017	Cabcharge Australia Limited	Taxi fare during visits to ministers	\$45.40
EFT2546	20/10/2017	Toll Ipec Pty Ltd	Freight on Office National order	\$20.88
EFT2547	20/10/2017	Coyles Mower & Chainsaw Centre	Pull cord for mower	\$128.00
EFT2548	20/10/2017	Cybersecure	Back up service - October 2017. Out of contract - can be cancelled at any time.	\$129.00
EFT2549	20/10/2017	Flex Industries	Handle for ringfeeder - CAT 12M Road Grader	\$100.32
EFT2550	20/10/2017	Forman Bros	Pump out septic tank behind office	\$1,146.20
EFT2551	20/10/2017	Freerange Supplies	1 raider 650 laser rangefinder & dash cam	\$728.99
EFT2552	20/10/2017	Goldline Distributors	Consumables for office , caravan park & visitors centre . Catering supplies for council and small events	\$707.60
EFT2553	20/10/2017	Goldfields Locksmiths	Trilogy T2 Digital Locksets for male & female toilets at Caravan Park	\$2,948.98
EFT2554	20/10/2017	Goldfields Tourism Network Assoc Inc	Visitor Centre goods for resale - 25 x Golden Quest Discovery Trail Guidebooks	\$599.23
EFT2555	20/10/2017	Goldfields Toyota	Dash mat, bonnet protector & headlight protectors for Toyota Landcruiser Dual Cab	\$161.47
EFT2556	20/10/2017	Menzies Hotel	Provision of 23 lunches for tourists	\$287.50
EFT2557	20/10/2017	Hesperian Press	Visitor Centre goods for resale - assorted books	\$482.10
EFT2558	20/10/2017	Cr Ian Tucker	Travel reimbursement for Senate Hearing Kalgoorlie 12/10/17	\$184.26
EFT2559	20/10/2017	JR & A Hersey	Boots ,uniforms & workshop consumables	\$3,762.07
EFT2560	20/10/2017	Kmart	Coffee canisters & kitchen containers	\$56.00
EFT2561	20/10/2017	Landgate	Mining Tenements	\$84.70
EFT2562	20/10/2017	Marketforce	Advertise change of meeting time for September Ordinary Council Meeting & bereavement notice	\$164.33
EFT2563	20/10/2017	Shire of Menzies Social Club	Payroll deductions	\$150.00
EFT2564	20/10/2017	Menzies Aboriginal Corporation	September 2017 School Holiday Program	\$6,491.60
EFT2565	20/10/2017	Metrocount	New MetroCount VT 5900	\$4,070.00
EFT2566	20/10/2017	Netlogic Information Technology	Remote consulting for computers and software	\$1,200.00
EFT2567	20/10/2017	Office National	Stationery Order	\$407.65
EFT2568	20/10/2017	Public Libraries WA Inc	Public Library WA Membership	\$110.00
EFT2569	20/10/2017	R F Young	Contract maintenance grader 1 - 7 October 2017	\$13,662.00
EFT2570	20/10/2017	Moore Stephens	Preparation of Annuals for Year Ended 30 June 2017	\$11,853.60
EFT2571	20/10/2017	Wa Country Health Service - Goldfields	Provision of Registered Nurse at Menzies Health Centre for 5 weeks 28/8/17 to 1/10/17	\$5,658.20
EFT2572	20/10/2017	Paul Warner	Reimbursement for replaced stolen truck battery in Perth	\$225.01
EFT2573	20/10/2017	WML Consultants	Invoice 24094 Job 7330:1 Claim 9 RRG Project Grants . RAV Network Investigation	\$14,147.68
EFT2574	20/10/2017	WesTrac Pty Ltd	On site service for CAT 12M Grader, alternator for CAT Skid Steer (Bobcat)	\$1,683.01
EFT2575	20/10/2017	Wurth Australia	Nuts bolts and washers	\$120.47
DIRECT	12/10/2017	Payroll		\$35,730.97
DIRECT	26/10/2017	Payroll		\$35,588.15
				<u>\$475,766.28</u>



**Shire of Menzies**  
**Payments for the Month of October 2017**  
**Direct Debit**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
DD1514.1	10/10/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$3,985.43
DD1514.2	10/10/2017	Kinetic Superannuation	Superannuation contributions	\$1,057.69
DD1514.3	10/10/2017	Wa Local Govt Superannuation Plan	Payroll deductions	\$1,729.62
DD1514.4	10/10/2017	Catholic Super	Superannuation contributions	\$757.89
DD1514.5	10/10/2017	Australian Super	Superannuation contributions	\$466.39
DD1514.6	10/10/2017	B T Finanacial Group Superannuation	Superannuation contributions	\$315.57
DD1514.7	10/10/2017	Commonwealth Essential Super	Superannuation contributions	\$122.28
DD1530.1	02/10/2017	Wright Express Australia Pty Ltd	Fuel for council cars & contract nurse	\$1,230.13
DD1530.2	02/10/2017	WESTNET	Internet for CRC September 2017	\$45.50
DD1532.1	03/10/2017	NAB	Credit card 29 August 2017 to 28 September 2017	\$8,691.64
DD1534.1	09/10/2017	Telstra	Office and CRC phones and Internet September 2017	\$4,559.67
DD1534.2	31/10/2017	Telstra	Satelite phone charges September 2017	\$369.79
DD1536.1	12/10/2017	Telstra	Mobiles & office data September 2017	\$625.71
DD1538.1	16/10/2017	Toyota Finance	Vehicle lease payment for October 2017	\$1,099.07
DD1540.1	17/10/2017	NAB	NAB connect Fee September 2017	\$45.49
DD1542.1	18/10/2017	Horizon Power	Street lighting 1/9/17 to 30/9/17	\$621.20
DD1546.1	24/10/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$4,286.18
DD1546.2	24/10/2017	Kinetic Superannuation	Superannuation contributions	\$1,057.69
DD1546.3	24/10/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$1,751.19
DD1546.4	24/10/2017	Catholic Super	Superannuation contributions	\$758.03
DD1546.5	24/10/2017	Australian Super	Superannuation contributions	\$430.34
DD1546.6	24/10/2017	Commonwealth Essential Super	Superannuation contributions	\$131.34
DD1551.1	24/10/2017	Australia Post	Stamps for resale September 17	\$276.75
DD1554.1	26/10/2017	Cr Jillian Dwyer	Members Fees - October 2017	\$3,364.49
DD1554.2	26/10/2017	Cr Ian Baird	Members Fees - October 2017	\$1,289.67
DD1554.3	26/10/2017	Cr Ian Tucker	Members Fees - October 2017	\$875.83
DD1554.4	26/10/2017	Cr Justin Lee	Members Fees - October 2017	\$875.83
DD1554.5	26/10/2017	Cr Debbie Hansen	Members Fees - October 2017	\$875.83
DD1554.6	26/10/2017	Jamie Mazza	Members Fees - October 2017	\$875.83
DD1554.7	26/10/2017	Cr Keith Mader	Members Fees - October 2017	\$875.83
DD1556.1	30/10/2017	Wright Express Australia Pty Ltd	Fuel for council cars & contract nurse	\$1,487.70
DD1556.2	30/10/2017	Water Corporation	Water Charges 9 Aug 17 to 12 Oct 17 - various buildings	\$1,022.63
DD1566.1	31/10/2017	NAB	Merchant Fees & Bank Fees - October 2017	\$399.15
				<b><u>\$46,357.38</u></b>

**Shire of Menzies**  
**Payments for the Month of October 2017**  
**Credit Card**

<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
22/09/2017	Adobe	Annual Subscription	\$263.87
22/09/2017	NAB	International Transaction Fee	\$7.92
30/08/2017	Ibis Styles	Accomodation for staff training - RAV	\$97.50
30/08/2017	Ibis Styles	Accomodation for staff training - RAV	\$282.63
30/08/2017	Daphne Florist	Flowers - B Love	\$135.00
06/09/2017	Atlas Linen	Drycleaning	\$36.40
08/09/2017	ATOM	Inside Australia download	\$61.60
12/09/2017	Booktopia	Books for sale	\$219.95
21/09/2017	Cubic Promote	Souveniers for sale	\$397.00
22/09/2017	Harvey Norman	Linen for 29A Shenton Street	\$202.44
25/09/2017	Rydges	Youth development staff training	\$415.85
25/09/2017	Rydges	Youth development staff training	\$294.43
27/09/2017	Woolworths	Roadwise Grant catering - Grant \$400 Received June 2017	\$70.54
27/09/2017	Woolworths	Roadwise Grant catering- Grant \$400 Received June 2017	\$56.00
28/09/2017	Everett Butchers	Roadwise Grant catering- Grant \$400 Received June 2017	\$65.80
28/09/2017	NAB	Card Fee	\$9.00
<b>Total CEO Credit Card</b>			<b><u>\$2,615.93</u></b>
31/08/2017	Holiday Inn	Staff meals while on training	\$70.54
31/08/2017	Holiday Inn	Staff meals while on training	\$145.67
01/09/2017	Holiday Inn	Staff meals while on training	\$17.75
01/09/2017	Shire of Corrigin	Fleet Licencing 2/9/17 to 1/9/18	\$5,186.15
18/09/2017	Daphne Florist	Flowers for bereavement	\$65.00
21/09/2017	Daphne Florist	Flowers for bereavement	\$140.00
20/09/2017	Meteor-Stone	Limestone for seating and drainage - Playground	\$441.60
28/09/2017	NAB	Card fee	\$9.00
<b>Total for MFA Credit Card</b>			<b><u>\$6,075.71</u></b>
<b>Direct Debit</b>			<b><u>\$8,691.64</u></b>

### 12.2.3 Rating Concession for Mining Lease

<b>LOCATION:</b>	P28/1301
<b>APPLICANT:</b>	Roy Arthur, Pendragon WA Pty Ltd
<b>DOCUMENT REF:</b>	EDM 262
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	22 November 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.2.3-1 Rate Notice 12.2.3-2 Email – Request for Concession
<b>COUNCIL RESOLUTION:</b>	<b>No.1317</b>

**Moved: Cr Ian Baird**

**Seconded: Cr Keith Mader**

*That Council*

- 1. Grant a rating concession of 100% against assessment 5489, for a portion of mining lease P28/01301 for the year ending 30 June 2018*
- 2. Advise the ratepayer of assessment 5489 that the concession is for the year ending 30 June 2018, and a concession must be applied for each financial year.*
- 3. Resolve to create a policy to set the minimum valuation for mining tenements to be deemed rateable.*

**Carried by Absolute Majority 6/0**

#### **OFFICER RECOMMENDATION:**

That Council

- Grant a rating concession of 100% against assessment 5489, for a portion of mining lease P28/01301 for the year ending 30 June 2018
- Advise the ratepayer of assessment 5489 that the concession is for the year ending 30 June 2018, and a concession must be applied for each financial year.
- Resolve to create a policy to set the minimum valuation for mining tenements to be deemed rateable.

#### **VOTING REQUIREMENTS:**

Absolute Majority

#### **IN BRIEF:**

Pendragon WA Pty Ltd has a rateable mining tenement located on the southern boundary of the Shire of Menzies, bordering with the City of Kalgoorlie-Boulder. The valuation for the tenement is ten dollars as it is an extremely small parcel of land. Rates for the major portion of the tenement are being paid to the City of Kalgoorlie-Boulder.

## **RELEVANT TO STRATEGIC PLAN:**

### *14.1 Sustainable local economy encouraged*

- A local economy that has close working partnerships with mining companies and other industries.
- A local economy accessing the commercial options and services in place, for timely development.

### *14.2 Strong sense of community maintained*

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

### *14.3 Active civic leadership achieved*

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.

### *14.4 Heritage & Natural assets conserved*

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

## **STATUTORY AUTHORITY:**

*Local Government Act 1995 Section 6.47 - Concessions*

## **POLICY IMPLICATIONS:**

Council has no policy relating to this matter. Council may address the rating of tenements less than a prescribed area by policy.

## **FINANCIAL IMPLICATIONS:**

The financial loss to the Shire from this action will be \$237.32.

## **RISK ASSESSMENTS:**

There is no risk assessment relating to this matter.

## **BACKGROUND:**

Mining tenements often lay across local authority boundaries. When this occurs, the Valuer General provides separate values for the area of the lease for each. This process is a fair way of managing the situation, and each Shire rates according to the value of the property falling within their boundary.

**COMMENT:**

Mining tenement P28/01301 has an extremely small portion of the lease within the Menzies Shire (as shown on the attachment). The valuation provided for this is ten dollars.

It is the opinion of the author, and a minimum rateable valuation for leases which cross local authority boundaries should be set by policy. This will allow the valuations not to be taken up, and thus remove the need for affected tenement holders to apply for a concession each year.



# SHIRE OF MENZIES

124 Shenton Street, Menzies WA 6436  
 Telephone: (08) 9024 2041  
 Facsimile: (08) 9024 2110  
 PO Box 4, Menzies WA 6436  
 admin@menzies.wa.gov.au  
 www.menzies.wa.gov.au  
 ABN: 70 799 264 783  
 Office Hours Mon—Fri: 8.30am to 4.30pm

## RATE NOTICE / TAX INVOICE

NOTICE OF RATE AND VALUATION  
 Notice is hereby given that the undermentioned land has been rated by the Council of the above mentioned municipality as shown hereon in accordance with the Local Government Act 1995. Appeal provisions are outlined on reverse side.

### Interim Notice

1 JULY 2017 TO 30 JUNE 2018

CHIEF EXECUTIVE OFFICER R. Evans

ASSESSMENT NUMBER **A5489**

DUE DATE **25/10/2017**

Please Advise Council in writing of any amendments

Pendragon (WA) Pty Ltd  
 Andrew Ian Pumphrey  
 116 BURKE DRIVE  
 ATTADALE WA 6156

PROPERTY ADDRESS **P28/01301 MINING TENEMENT**  
 LOTS/LOCATIONS OR OTHER INFORMATION

FOR YEAR ENDED 30 June 2018  
 DATE ISSUED 21/09/2017  
 VALUATION **\$10.00 - UV**  
 ZONING  
 MINIMUM RATE \$ 244.00  
 LATE PAYMENT INTEREST 11.0000  
**PLEASE SEE OVER/ATTACHED FOR ADDITIONAL INFORMATION AND DEFAULT CONSEQUENCES**

DETAILS	RATE IN \$ OR CHARGE/SERVICE	CURRENT	GST	ARREARS	TOTAL
CHARGES OUTSTANDING FROM PREVIOUSLY ISSUED NOTICES ARE \$0.00 AS AT 20/09/2017					
INTERIM RATE ADJUSTMENTS WITH AN EFFECTIVE DATE OF 11.07.17					
-UV MINING PROSPECTING		\$237.32			\$237.32
REASON FOR INTERIM RATE : REVALUATION					
<b>TOTAL INTERIM AMOUNT</b>					<b>\$237.32</b>
<b>TOTAL AMOUNT OUTSTANDING</b>					<b>\$237.32</b>

PAYMENT OPTIONS	INSTALMENT AMOUNT	DUE DATE	AMOUNT DUE
OPTION 1 - PAY IN FULL	\$237.32	25.10.2017	\$237.32
OPTION 2 - PAY BY 4 INSTALMENTS	1ST INST \$88.07	25.10.2017	\$88.07
OPTION COST \$26.65	2ND INST \$87.95	16.01.2018	
	3RD INST \$87.95	13.03.2018	
	4TH INST \$0.00		
	TOTAL \$263.97		

PROPERTY OWNERS: Pendragon (WA) Pty Ltd Andrew Ian Pumphrey

Please detach and return with payment or leave intact if paying in person

ASSESSMENT NUMBER: A5489	<input type="checkbox"/> OPTION 1 DUE: 25.10.2017	\$237.32
OWNER NAME: Pendragon (WA) Pty Ltd	<input type="checkbox"/> OPTION 2 DUE: 25.10.2017	\$88.07
PROPERTY DETAILS: P28/01301 MINING TENEMENT	<input type="checkbox"/> OPTION 3 Total Amount Outstanding:	\$237.32

#### PAYMENT BY MAIL:

Make cheques payable to SHIRE OF MENZIES, and crossed "NOT NEGOTIABLE". Complete and mail the cheque and this payment slip to Shire of Menzies, PO Box 4, Menzies WA 6436. The top portion of the notice should be retained as your record. No receipt will be issued unless entire notice is sent with payment.

#### PAY IN PERSON:

Present this notice INTACT to the cashier at the Shire of Menzies, 124 Shenton Street Menzies WA 6436. Your payment must be received IN OUR OFFICE by 4pm on the due date to be considered on time.

**From:** Roy Arthur  
**To:** [Rhonda Evans](#)  
**Subject:** Land value \$10 - Rate bill of \$244  
**Date:** Monday, October 9, 2017 4:22:35 PM  
**Attachments:** [image001.png](#)  
[image003.png](#)  
[image004.png](#)  
[Menzies Rate Bill.pdf](#)

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Dear Rhonda,

I understand from one of my business partners that you are very supportive of individuals trying to undertake business in the Shire of Menzies. My situation is that I have recently been granted a Prospecting Licence that for a very small proportion of 0.8Ha (or 0.4% of the area) falls within the Shire of Menzies, with the remaining 191.2Ha being in the Kalgoorlie Shire. I have received a Rates notice from the Shire of Menzies that shows the Landgate valuation of just \$10 for the area and I have confirmed this with their office, including the calculation method. Unfortunately the auto generation of the Rate bill against the \$10 land value has resulted in a bill of \$237.32 for the proportion of the current financial year. As you can see this is more than 20 times the land value of the property in the Menzies Shire, a truly amazing situation that for all intense and purposes could continue for the next five years for the life of the tenement.

I understand that the local authority has total digression to Rate such situations or not. I ask that you consider if the Rate assessment can be withdrawn by the Shire or that the area be assessed on the ~0.4% of the holding as a whole, which would equate to ~\$1. As you will be well aware I am also paying full rates on the land holding to the Shire of Kalgoorlie (which has the only road near the property) so it is untenable that I have to pay double Rates on the small holding. If the Shire of Menzies is unable to adjust the current Rate notice I will be left with the only option to pay the bill, immediately partially surrender the 0.8Ha section of the lease (removing the tiny tenure from the Shire of Menzies) via the DMP, and then submit the request for a refund of the majority of the rates paid to the Shire. This will require time, costs and paperwork on all sides and I'm hoping together we can avoid this situation.

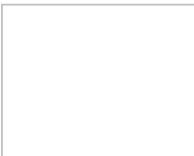
I have briefly discussed this Rate notice with the Menzies Shire rates officer and although she was very helpful it is totally understandable that she did not have digression to review the appropriateness of the notice or not.

Below is a map for the DMP Tengraph showing the small incursion of P28/1301 above the pink line being the Menzies-Kal Shire boundary. Attached in the Rates notice received.

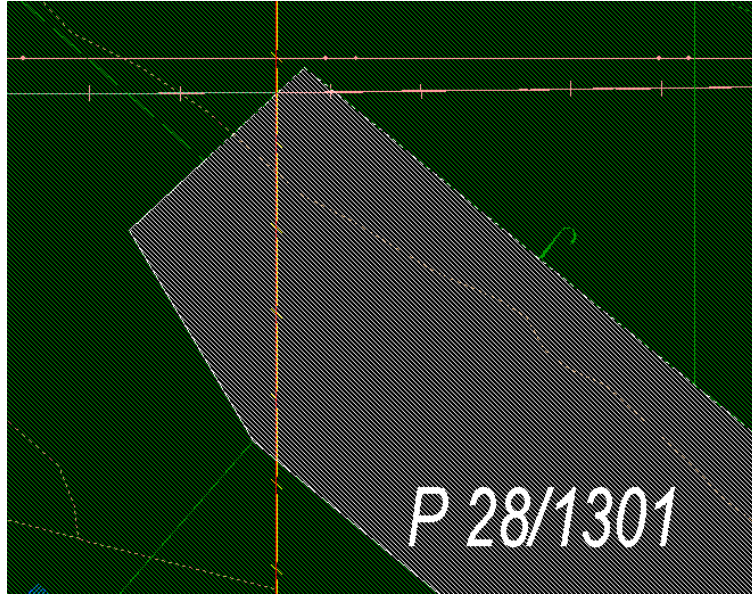
I look forward to your consideration of the matter above.

Kind regards

**ROY ARTHUR - Director**



PH 0427 773 151





## 12.3 WORKS AND SERVICES

### 12.3.1 Works Report for the Month of October 2017

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 058
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	22 November 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	Nil

#### **COUNCIL RESOLUTION:**

**No.1318**

**Moved: Cr Jill Dwyer**

**Seconded: Cr Ian Baird**

*That Council receive the Works Report for the Month of October 2017.*

**Carried 6/0**

#### **OFFICER RECOMMENDATION:**

That Council receive the Works Report for the Month of October 2017.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

Roadworks carried over from the previous Financial Year are now complete, and the New Year's maintenance program has commenced. Details for the status of works can be found in the comments section of this report.

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

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

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

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

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

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

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

- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.
- Regularly monitor and report on the Shire's activities, budgets, plans and performance.

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

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

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

#### **RISK ASSESSMENTS:**

No Risk Assessment has been undertaken relating to this item.

#### **BACKGROUND:**

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

#### **COMMENT:**

##### **October - November 2017**

- Inspection of effluent ponds complete – no notices issued or action to be taken.
- Maintenance grading using contractor continuing on Cranky Jack Road
- Maintenance grading by Shire grader continues to roads west of Menzies town site
- Tjuntjuntjara re-sheeting almost complete
- Kerbing to Wilson Street west and Mercer Street north complete
- Drainage works Water Park

##### **November – December 2017**

- Tree Planting – Church yard – awaiting advanced trees
- Tree Planting – Caravan Park – awaiting tree stock
- Commence re-sheeting of Pinjin Road
- Complete Re-sheeting Tjuntjuntjara Access Road
- Hazard reduction Menzies and Kookynie town sites
- Playground fencing upgrade
- White posts on Riverina and Menzies North West Road
- Grids to be installed on Yarri and Mt Celia Road
- Drainage works between hardcourts and playground.
- Claimed 90% of grant funding for State Road Grants.

## 12.4 COMMUNITY DEVELOPMENT

### 12.4.1 Report Lady Shenton Building for the Month of October 2017

<b>LOCATION:</b>	Lady Shenton Building
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 014
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	22 November 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	Nil

<b>COUNCIL RESOLUTION:</b>	<b>No.1319</b>
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**Moved: Cr Jill Dwyer**

**Seconded: Cr Keith Mader**

*That Council receive the report of the activities in the Lady Shenton Building for the month of October 2017.*

**Carried 6/0**

#### **OFFICER RECOMMENDATION:**

That Council receive the report of the activities in the Lady Shenton Building for the month of October 2017.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

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

Visitor Centre Sales	Year to Date	\$15,930	Year to Date Prior Year	\$14,768
Caravan Park income	Year to Date	\$41,534	Year to Date Prior Year	\$36,060

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

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

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

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

- Our community will value each other, building relationships and networks to interact, socialise and for recreation.
- Our community will have access to all necessary service requirements.
- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

#### 14.3 *Active civic leadership achieved*

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

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

#### **RISK ASSESSMENTS:**

No Risk Assessment has been undertaken relating to this item.

#### **BACKGROUND:**

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

#### **COMMENT:**

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

This month has seen 40 patrons at the CRC and a total of 90 copies of the Menzies Matters were printed in October 2017.

Art and photography classes held in the CRC until the end of the school term. Adele returned during early November to run two more sessions. A display of the work will be a feature in the Lady Shenton building during December.

Two morning teas have been held, and an extremely successful 'Starting Business' workshop.

The public access computers are once again operating following the discontinuance of the service due to the introduction of NBN.

### Visitor Centre

October saw 705 visitors to The Visitor Centre. We continue to encourage customer feedback by way of the Lake Ballard Surveys. The Facebook continues to convey information to people online.

The Lake Ballard T-shirts have started to sell. Books are the most popular purchase for most clients. The new colourful Menzies T-shirts are selling well.

### Community Postal Agency

We had a total of 226 Postal Customers for October 2017.

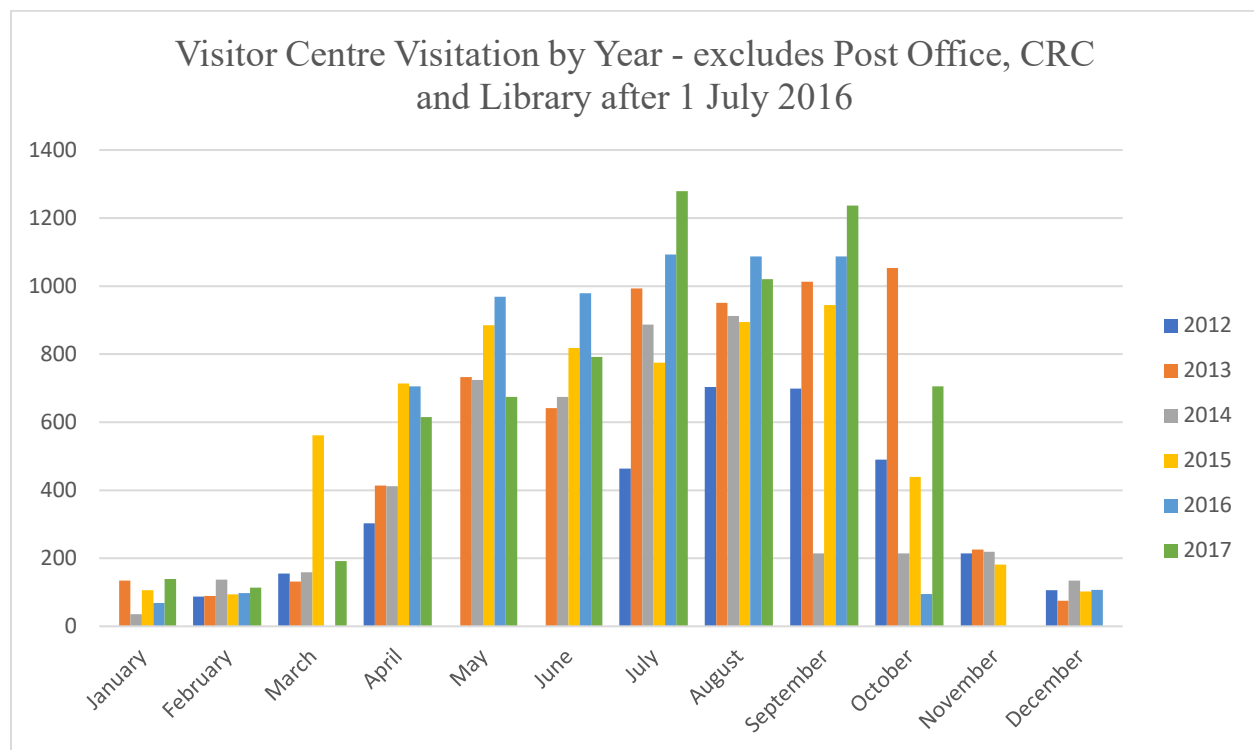
### Caravan Park

A total of \$6,247 was taken for the month of October 2017.

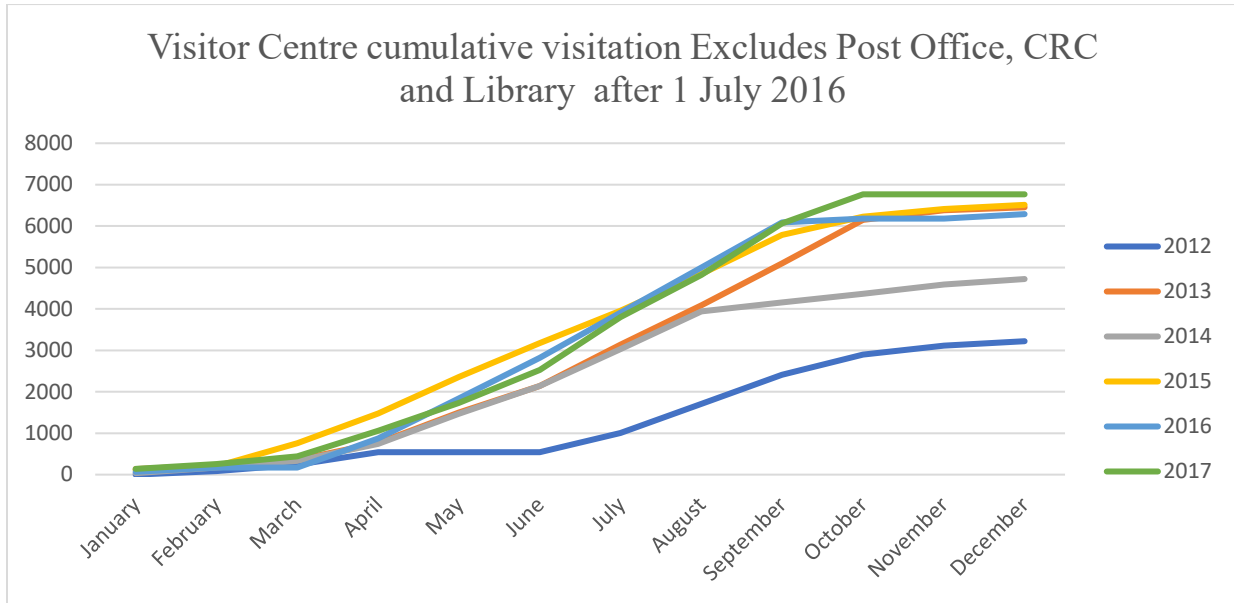
### Statistics

An increased variety of statistics are now being provided. For the most part, I have concentrated on numbers rather than income, as the Caravan Park generates about 75% of the income from this facility.

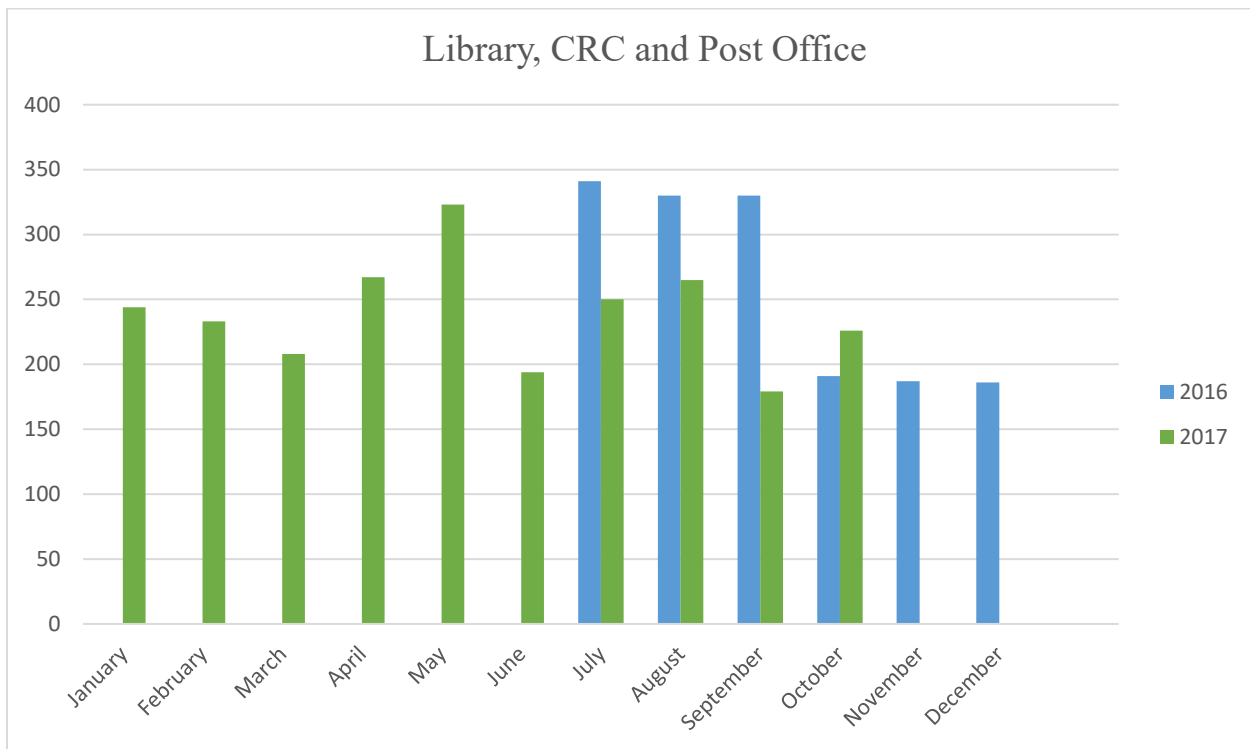
### Client Statistics – Visitor Centre by Visitation by Year



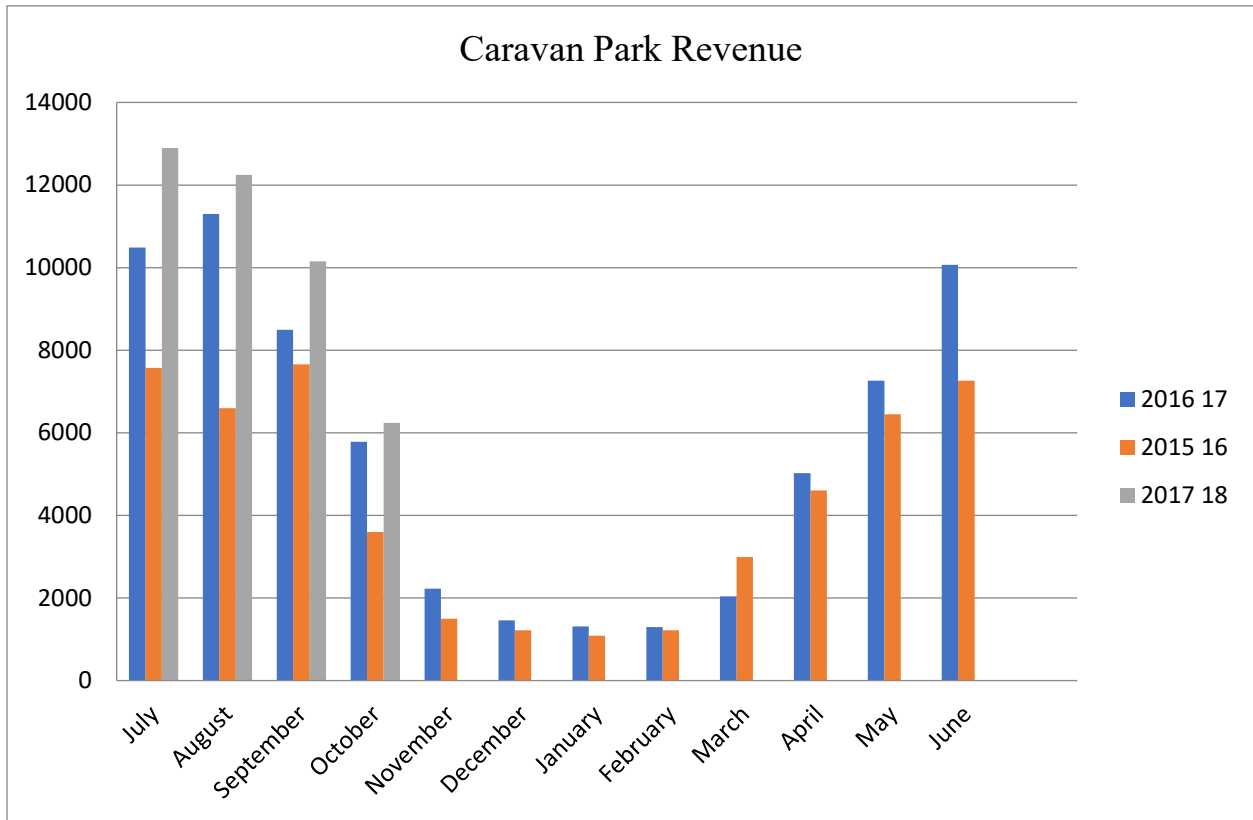
### Client Statistics – Visitor Centre Cumulative Visitation



### Revenue Statistics – Library, CRC and Post Office



## Revenue Statistics – Caravan Park Revenue



## 12.5 MANAGEMENT AND POLICY

### 12.5.1 Actions performed under Delegation for the month of October 2017

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 058
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	20 November 2017
<b>AUTHOR:</b>	Deborah Whitehead, Executive Assistant
<b>ATTACHMENT:</b>	Nil

<b>COUNCIL RESOLUTION:</b>	<b>No.1320</b>
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**Moved:** Cr Ian Tucker

**Seconded:** Cr Justin Lee

*That Council receive the report of the actions performed under delegation for the month of October 2017 for information.*

**Carried 6/0**

#### **OFFICER RECOMMENDATION:**

That Council receive the report of the actions performed under delegation for the month of October 2017 for information.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

To report back to Council actions performed under delegated authority for the period 1 October 2017 to 31 October 2017.

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

Active civic leadership achieved

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

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil



## **RISK ASSESSMENTS:**

**OP13** Governance – Council does not comply with statutory requirements

## **BACKGROUND:**

To increase transparency this report has been prepared for Council and includes all actions performed under delegated authority for:-

- Bushfire
- Common Seal
- Planning Approvals
- Building Permits
- Health Approvals
- Ranger related Dog Issues

The following tables outline the actions performed within the organisation relative to delegated authority for the period 1 October 2017 to 31 October 2017.

### ***Bushfire***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Bushfire matters for the period 1 October 2017 to 31 October 2017.

### ***Common Seal***

No delegated decisions were undertaken by the Shire of Menzies pursuant to the Common Seal for the period 1 October 2017 to 31 October 2017..

### ***Planning Approvals***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Planning Approvals for the period 1 October 2017 to 31 October 2017.

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

The following delegated decisions were undertaken by the Shire of Menzies pursuant to Building Permits (*including Septic Tank approvals*) for the period 1 October 2017 to 31 October 2017.

<b><i>Date of decision</i></b>	<b><i>Decision ref:</i></b>	<b><i>Decision details</i></b>	<b><i>Applicant</i></b>	<b><i>Other affected person(s)</i></b>
16/10/2017	Septic System Application Menzies Battery	Approved No M17/02a	Roxbury Trading	N/A

### ***Health Approvals***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Health Approvals for the period 1 October 2017 to 31 October 2017.

### ***Ranger Related Dog Issues***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Ranger related Dog issues for the period 1 October 2017 to 31 October 2017.

2.40pm Cr Justin Lee declared a Financial and Impartiality Disclosure and left the meeting  
2.40pm Cr Ian Tucker declared a Financial and Impartiality Disclosure and left the meeting

### 12.5.2 Application for Support - Platelayers Cottages

<b>LOCATION:</b>	445-447 Walsh Street Menzies
<b>APPLICANT:</b>	Puzzle Consulting
<b>DOCUMENT REF:</b>	EDM 281
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	22 November 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.2-1 Heritage Register Documentation 12.5.2-2 Guidelines Building Better Regions 12.5.2-3 Menzies Heritage Precinct Project Cost Benefit 12.5.2-4 Operating Statement – Tourism Services

2.50pm Cr Gregory Dwyer left the meeting  
2.55pm Cr Gregory Dwyer returned to the meeting

<b>COUNCIL RESOLUTION:</b>	<b>No.1321</b>
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**Moved:** Cr Jill Dwyer

**Seconded:** Cr Ian Baird

*That Council lay this item on the table to enable further information to be obtained.*

**Carried 4/0**

#### **Reason for change to recommendation:**

Council requested additional information relating to this item.

#### **OFFICER RECOMMENDATION:**

That Council

1. Support the Application by the Menzies Aboriginal Corporation to the Building Better Regions Fund (BBRF) for the restoration of the Heritage Listed Platelayers Cottages as a partner to the project.
2. Endorse the allocation of up to \$100,000 in the 2018/2019 budget for the purpose of contribution to the Menzies Aboriginal Corporation toward the restoration of the Cottages located at 445-447 Walsh Street Menzies subject to the following conditions:
  - Grant funding from Building Better Regions Fund (BBRF) for no less than \$250,000 be approved.
  - The contribution must be matched by ratio of two thirds/ one third with the contribution by the Menzies Aboriginal Corporation (MAC) (for every \$2 contributed by the MAC in cash or kind, Council will contribute \$1.)
  - Payments to be paid progressively, acquittal to be subject to successful acquittal progress payments by BBRF.

- Acknowledgement of the Shire of Menzies contribution to be displayed for a period of no less than five years in a prominent position at the front of the buildings.

## **VOTING REQUIREMENTS:**

Absolute Majority

## **IN BRIEF:**

Puzzle Consulting on behalf of the Menzies Aboriginal Corporation have applied to Council to consider investing in the restoration of the Platelayers Cottages at the south end of Walsh Street Menzies.

The cottages are held by freehold title to the Menzies Aboriginal Corporation. The land is within a special purpose zone being for public purpose.

## **RELEVANT TO STRATEGIC PLAN:**

### *14.1 Sustainable local economy encouraged*

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.
- A local economy that has close working partnerships with mining companies and other industries.
- A local economy accessing the commercial options and services in place, for timely development.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.

### *14.2 Strong sense of community maintained*

- Our community will be cohesive, inclusive and interactive, where people feel safe, are welcomed and can live comfortably.
- Our community will value each other, building relationships and networks to interact, socialise and for recreation.
- Our community will have access to all necessary service requirements.
- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

### *14.3 Active civic leadership achieved*

- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.
- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.
- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.
- Continue to participate in regional activities to the benefit of our community.

#### 14.4 Heritage & Natural assets conserved

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

#### **STATUTORY AUTHORITY:**

*Local Government Act 1995 – Section 6.2 – Local Government of prepare annual budget.*

**POLICY IMPLICATIONS:** Nil

#### **FINANCIAL IMPLICATIONS:**

The allocation of a up to \$100,000 in the Annual Budget for the year ending 30 June 2019 under consideration. This represents 3% of estimated rate income for that year. In the budget for the year ending 30 June 2017, provision has been made for the following one-of infrastructure.

- C10700 Public Toilet – Truck Bay \$ 90,000
- C08001 Youth Centre Building \$249,000
- C11303 Softfall for Playground \$ 94,000

The requested allocation is a one-off with no foreseeable future life cost to Council.

#### **RISK ASSESSMENTS:**

A Risk Analysis for this project will be included in the application to the BBRF. Failure to meet this assessment will disqualify the application.

#### **BACKGROUND:**

External funding for this project has been sought by MAC on previous occasions without success. Grants for the restoration of buildings continue to be difficult to attract unless the project can show significant employment and economic benefit. The restoration of these buildings would meet these criteria.

In December 2015 Council created a proposal for the Menzies Heritage Precinct Project. The cottages were included within the precinct, but not included in the Shire's application for funding.

The purpose of the project was to refurbish a number of historic assets within the town. The preservation works combined with marketing and promotion to drive historic and cultural tourism.

The 'Heritage Park' Project to feature:

- 11 sites throughout the town site which will be preserved/restored and interpreted. These sites will be presented alongside newer buildings within the town, most of which were designed to be sympathetic to the heritage value of the town and many which have their own story;

- Refurbishment of the interiors of a number of historical buildings and the implementation of business development projects to contribute to the economic development of the town and ensure the buildings are continually used.

**COMMENT:**

The Shire of Menzies has a culture of contributions for projects where Council will not be the owner of the property subject to the contribution. A contribution to Paupiyala Tjarutja Aboriginal Corporation towards the purchase of a 5 Tonne Truck, and contribution to Menzies Aboriginal Corporation for the upgrade of the kitchen at their Walsh Street premises are two instances in recent years.

Council also has a significant sponsorship budget for external activities such as the Cyclastic in Menzies and Site to Site at Tjuntjuntjara.

Unique heritage buildings are slowly deteriorating and if nothing is done soon will be lost forever. This represents an opportunity to invest in the development of the three railway cottages to offer a unique heritage experience and provide additional and much needed accommodation (unique to current offerings) in Menzies.

This project would capitalise on the increasing number of tourists coming through the town, particularly since the Inside Australia installation at Lake Ballard was completed. Through international media and through the reputation of the artist (Antony Gormley) the sculptures are becoming a must-see experience for many and the site is attracting tourists from all over the world. At the experience is promoted as being best at either sundown or sunrise may of this visiting would like to find accommodation close to the site of Lake Ballard. Menzies is the nearest town.

The development of this additional tourism product in our town is an opportuning to capture tourism dollars. MAC are seeking to secure federal funding through the Building Better Regions Fund, an extremely competitive program. With a total value of approximately \$500,000, MAC will need an additional partner on board in order to secure the necessary grant assessment score to be competitive. The Shire of Menzies support for this project is critical to an application being made.

Attached is a statement for the operation of the Shire's two tourism related services, the Visitor's Centre and the Caravan Park. This is budgeted to cost ratepayers in excess of \$500,000 for the current financial year. The attraction and retention of visitors for longer, and any businesses that assist in this must be of benefit to the Community as a whole.

It is estimated that the refurbished cottages would generate an additional \$1,000 in rates income per annum, and also require waste services. Each additional service required reduces the unit cost to Council to provide the service. Also attached are documents outlining the cost benefit of the tourism dollar to the community, and the criteria for the funding being sought from the Federal Government. It should be stressed that the recommendation for the contribution is contingent on a successful grant application.

- 3.06pm Mrs Jeanette Taylor left the meeting*
- 3.06pm Ms Iona Sheehan-Lee left the meeting*
- 3.06pm Mrs Vashti Ashwin left the meeting*
- 3.06pm Mrs Jennifer Nettle left the meeting*
- 3.07pm Cr Justin Lee returned to the meeting*
- 3.07pm Cr Ian Tucker returned to the meeting*
- 3.07pm Mrs Jeanette Taylor returned to the meeting*
- 3.11pm Mr Sethan Sheehan-Lee left the meeting*



## REGISTER OF HERITAGE PLACES - ASSESSMENT DOCUMENTATION

### 11. ASSESSMENT OF CULTURAL HERITAGE SIGNIFICANCE

The criteria adopted by the Heritage Council in November 1996 have been used to determine the cultural heritage significance of the place.

#### PRINCIPAL AUSTRALIAN HISTORIC THEME(S)

- 3.4.3 Mining
- 3.8.6 Building and maintaining railways
- 5.2 Organising workers and work places

#### HERITAGE COUNCIL OF WESTERN AUSTRALIA THEME(S)

- 106 Workers (incl. Aboriginal, convict)
- 110 Resource exploitation and depletion
- 202 Rail & light rail transport

#### 11.1 AESTHETIC VALUE\*

*Menzies Railway Station Group*, with its stone Station Building in Federation Arts & Crafts style, row of three stone Federation Bungalow style Platelayer's Cottages, and Station Master's House, is valued for the aesthetic characteristics of individual elements, and as a whole as a significant group. (Criteria 1.1 & 1.4)

*Menzies Railway Station Group* has a landmark setting in the Menzies town. It is a dominant element along the east boundary of the townsite and contributes to the townscape and character of Menzies. (Criterion 1.4)

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\* For consistency, all references to architectural style are taken from Apperly, R., Irving, R., Reynolds, P. *A Pictorial Guide to Identifying Australian Architecture. Styles and Terms from 1788 to the Present*, Angus and Robertson, North Ryde, 1989.

For consistency, all references to garden and landscape types and styles are taken from Ramsay, J. *Parks, Gardens and Special Trees: A Classification and Assessment Method for the Register of the National Estate*, Australian Government Publishing Service, Canberra, 1991, with additional reference to Richards, O. *Theoretical Framework for Designed Landscapes in WA*, unpublished report, 1997.

## 11.2 HISTORIC VALUE

*Menzies Railway Station Group* demonstrates infrastructure constructed to meet the transport and labour requirements of the goldfields during the 1890s gold rushes in Western Australia when large numbers of people, heavy machinery, ore and timber had to be moved to the fields by the most efficient means. The place illustrates the consolidation and improvement of efficiency and living conditions of the goldfields and surrounding districts brought by the railways. (Criterion 2.1 & 2.2)

The Station Master's House was constructed to a standard design for the occupation of the Menzies Station Master. The size of the place, with four main rooms, reflects the status of the Station Master's position, in contrast to the adjoining two-room Platelayer's Cottages, which were constructed for the members of the track maintenance gang. (Criterion 2.2)

*Menzies Railway Station Group* is associated with the Public Works Department and Chief Architect John Grainger, who designed the buildings. (Criterion 2.3)

*Menzies Railway Station Group* is associated with railway contractors Henry Teasedale Smith and Joseph Timms, trading as Smith & Timms who, as well as constructing the Kalgoorlie-Menzies line, were also involved in the construction of the Boyanup-Busselton, York-Greenhills, Kalgoorlie-Kanowna, Port Hedland-Marble Bar and Nannine-Meekatharra lines between 1894 and 1911. (Criterion 2.3)

## 11.3 SCIENTIFIC VALUE

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## 11.4 SOCIAL VALUE

*Menzies Railway Station Group* is highly valued by the local and wider community as evidenced by the efforts of the Menzies Shire Council to prevent demolition of the Platelayer's Cottages in the 1970s. (Criterion 4.1)

*Menzies Railway Station Group* has a significant association with the local Indigenous population, by means of the high number of Indigenous people employed to work on the railway in the vicinity since WWII, and via the provision of Indigenous housing on site since the 1970s. (Criterion 4.1)

*Menzies Railway Station Group* contributes to the local community's sense of place as an identifiable built representation of the former significant railway presence in the town and a reminder of a way of life no longer practiced. (Criterion 4.2)

## 12. DEGREE OF SIGNIFICANCE

### 12.1 RARITY

*Menzies Railway Station Group* comprising Station Building, Station Master's House and three Platelayer's Cottages, is the most intact and substantial group of railway buildings remaining on the Kalgoorlie-Leonora railway line, and includes the only railway station building remaining on the line north of Kalgoorlie. (Criterion 5.1)

*Menzies Railway Station Group* is a rare remaining example of a group comprising the Station Building, Station Master's House and three Platelayer's

Cottages, demonstrating a way of life and functions no longer practiced. (Criterion 5.2)

## **12.2 REPRESENTATIVENESS**

*Menzies Railway Station Group* is a good representative example of the type of station buildings and railway residences constructed on the goldfield lines in the 1890s. (Criterion 6.1)

## **12.3 CONDITION**

*Menzies Railway Station Group* is in fair condition. There is evidence of recent restoration and painting works on both the interior and exterior and roofs of the three Platelayer's Cottages. The Station Master's House show evidence of cracking, previous repairs and fretting stone and mortar particularly on the walls around the north corner, and also general stone damage around the base perimeter of the walls, and the chimney. The Station Building shows evidence of intervention (repairs) to the stone walls, particularly on the platform walls in the vicinity of the luggage entrance.

## **12.4 INTEGRITY**

*Menzies Railway Station Group* operated continuously as a railway facility into the 1970s. The Station Building provides the office and base operation for a local mining company, and the Station Master's House and Platelayer's Cottages provide accommodation support facilities for Menzies Aboriginal Corporation, all places thereby providing useful functions that have required little or no interventions to the original buildings. Although the train still operates on the line, *Menzies Railway Station Group* is no longer connected to the provision of railway services. It has a moderate degree of integrity.

## **12.5 AUTHENTICITY**

The *Menzies Railway Station Group* has changed very little and retains a high degree of authenticity. Changes to the fabric include the painting of the roofs of the Platelayers Cottages (2003), and the removal of the bathroom from under the south corner verandah of the Station Master's House.



### 13. SUPPORTING EVIDENCE

The documentary evidence has been compiled by Irene Sauman, Historian. The physical evidence has been compiled by Laura Gray, Heritage and Conservation Consultant.

#### 13.1 DOCUMENTARY EVIDENCE

*Menzies Railway Station Group* is a collection of stone buildings constructed in 1898 comprising the Station Building, in Federation Arts and Crafts style, and three Platelayer's Cottages and Station Master's House in Federation Bungalow style. The place was built by railway contractors Smith & Timms, to plans prepared by the Public Works Department.<sup>1</sup>

Following the discovery of the rich Coolgardie goldfields in 1892, prospectors began to venture into the surrounding areas. In 1894, gold was found by Leslie Robert Menzies in an area north of Goongarrie and the Lady Shenton and Florence mines were established. A mining camp, known as Menzies, developed in the vicinity of the mines as other prospectors flocked to the area.<sup>2</sup> The North Coolgardie goldfield was gazetted on 28 June 1895, and encompassed the towns of Menzies and Goongarrie.<sup>3</sup> Menzies was declared a municipality on 30 August, and the North Coolgardie goldfield was gazetted a magisterial district on 20 September 1895.<sup>4</sup> Ten mining companies had been floated in the area by late 1895 and an estimated 1,800 mining leases were taken out throughout the North Coolgardie field between March 1895 and September 1896.<sup>5</sup>

During construction of the Eastern Goldfield railway from Southern Cross to Coolgardie and Kalgoorlie in 1895-96, plans were already underway to extend the line to Menzies. Both Coolgardie and Kalgoorlie were vying to be the junction for this line and thus become the centre of the eastern goldfields.<sup>6</sup> Another route, from Southern Cross, was proposed by Fremantle Chamber of Commerce, who issued a circular to explain their point of view, but Kalgoorlie was chosen as the start point.<sup>7</sup> A contract for the line to Menzies was let to Smith & Timms on 17 August 1897.<sup>8</sup>

Henry Teasedale Smith had worked on railway construction for Millar brothers in Victoria. With Joseph Timms, he undertook the construction of the Boyanup-Busselton line for the WA Government in 1894. In 1897, they won the contracts for the Kalgoorlie-Menzies, York-Greenhills and Kalgoorlie-Kanowna lines. The partnership was terminated on 30 June 1900, but the pair returned to railway

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<sup>1</sup> The identity of the builder has not been located in records of the period. The Platelayer's Cottages were Departmental Property (DP) 445, 446, 447 & 448 (not extant) south to north on Walsh Street. The Station Master's House was DP 449.

<sup>2</sup> Webb, Martyn & Audrey, *Golden Destiny: The centenary history of Kalgoorlie-Boulder and the Eastern Goldfields of Western Australia*, City of Kalgoorlie-Boulder, 1893, p. 178.

<sup>3</sup> *West Australian Government Gazette*, 28 June 1895, p. 894.

<sup>4</sup> *West Australian Government Gazette*, 30 August 1895, p. 1411 & 20 September 1895, p. 1495.

<sup>5</sup> Rodgers, P. & B., *No Sign of the Times: A collection of stories of the Menzies District*, Shire of Menzies & Hesperian Press, 1992, pp. 1-10; *Coolgardie Miner*, 3 September 1896, p. 5.

<sup>6</sup> Wilson, H. H., *The Golden Miles*, Rigby, 1977, pp. 173; Webb, M. & A., op cit, pp. 208-211, 288-293.

<sup>7</sup> *West Australian*, 25 July 1896, p. 7.

<sup>8</sup> Gunzberg, A. & Austin, J. *Rails Through the Bush*, Light Railway Research Society of Australia, Melbourne, 1997, p. 206; PWD, *Annual Report*, 1898, Railways Construction Branch, p. 61. Gunzberg gives contract letting date as 20 August & *Annual Report* has it as 17th, the latter date being used here.

contracting in 1907, first in South Australia and then back in WA. Smith and Timms built the major portion of the Port Hedland-Marble Bar line between 1909 and 1911, before lack of labour forced them to hand construction back to the Public Works Department, and in 1910 they completed the Nannine-Meekatharra line.<sup>9</sup>

Completion date for the Kalgoorlie-Menzies line contract was 1 December 1898, but as with other goldfield railway constructions, the contractors pushed to complete the line as early as possible so they could operate it until the handover date and reap a financial benefit. During this operating period, work on completing station facilities and ballasting of the line was carried out. Smith & Timms were authorised to charge 6d per ton per mile for the carriage of merchandise, but a petition from business people in Menzies resulted in permission for the fee to be raised to 9d on condition that the railway was completed at the earliest date possible.<sup>10</sup> With the added incentive, work commenced in mid September 1897, and a thousand men were employed by the end of October. As each stop was reached, the line was opened for traffic with Cobb & Co coaches covering the rest of the route north.<sup>11</sup> At Menzies, there was debate about the location of the station yard, with arguments raised that it was too far south of the town centre, but petitions and deputations failed to have it relocated.<sup>12</sup> The line reached Menzies on 4 March 1898, and the contractors advertised the running of one train each way daily except Sundays.<sup>13</sup> The contractor's station master, a Mr Cooper, operated from a tent while work on the station buildings commenced early in March 1898.<sup>14</sup>

The Kalgoorlie-Menzies line was officially opened by the Governor, Sir Gerard Smith, on 22 March 1898. Two trains brought hundreds of visitors and the official party to the event.<sup>15</sup>

All was bright, dazzling bizarre. Top hats and parasols mixed with Afghan camel men, schoolchildren in white, Druids in regalia, and helmeted firemen. The Mayor, Mr F. B. Schlam, and the local Member of Parliament, Mr H. Gregory (formerly Mayor of Menzies), gave a cordial official welcome, and the engine called "The Menzies" steamed through the official ribbon held by Mrs Schlam and Mrs Piesse (wife of the Commissioner of Public Works). A procession was formed comprising the town band, pioneers and others in drays and carts, three Cobb & Co coaches, the fire brigade with horse drawn pump, a piper and 60 men of the Caledonian Society, cyclists in great numbers, in the centre His Excellency the Governor in a special two horse trap, and 16 Afghans on their camels. It wound its way up Shenton Street, around the town and back to Shenton Street and the town hall. It all created a good deal of dust, which was the penalty for any procession, but nobody was worried about a bit of dust that day.<sup>16</sup>

The official report on the construction of the line appeared in the Public Works Department *Annual Report* of 1897-98:

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<sup>9</sup> Gunzberg, A. & Austin, J. op cit, pp. 229-230.

<sup>10</sup> *North Coolgardie Herald*, 30 November 1897, p. 2, from Ian Elliot's research on Railway Buildings Menzies, 18 July 1994, HCWA place file 1553.

<sup>11</sup> *North Coolgardie Herald*, 5 & 26 October & 29 November 1897, p. 2, from Ian Elliot's research, op cit.

<sup>12</sup> *North Coolgardie Herald*, 15 December 1897, p. 3 & 16 December, p. 2; *Menzies Weekly Times*, 15 January 1898, p. 8 & 12 February 1898, p. 5, from Ian Elliot's research, op cit.

<sup>13</sup> *Menzies Miner*, 12 March 1898, p. 11, from Ian Elliot's research, op cit.

<sup>14</sup> *Menzies Miner*, 26 November 1898, p. 4, from Ian Elliot's research, op cit.

<sup>15</sup> *The Coolgardie Miner*, 23 March 1898, p. 6.

<sup>16</sup> *Kalgoorlie Miner*, 22 March 1958, p 6.

*Kalgoorlie-Menzies Railway.* - The contract for this railway, being a length of about 80¼ miles, was let on 17th August 1897, for a sum of £137,851 9s 5d. Work was commenced about the middle of September, and pushed on with such energy that, in spite of great difficulties and inconvenience, the whole of the clearing, earthworks, and the construction of culverts was completed, and the rails laid into Menzies, and line opened for traffic by the contractors during the first week in March, 1898.

This achievement, considering that the whole of the materials of construction had to be conveyed an average about 40 miles, that condensers had to be erected to supply water for the men and locomotives employed, stands, I think, unparalleled in the annals of railway construction in the Australian colonies...

The works along the line are generally light throughout, and very similar to those extant upon the other goldfields lines, and do not call for special mention. Stations have been provided at the mining centres of Paddington, Kurawa (Broad Arrow), Bardoc, Goongarrie and Menzies, and in addition to these, for the convenience of traffic working, four (4) wayside crossing places [sidings] have been put in....

The Station Buildings, Station-masters' Houses, Platelayer's Cottages, & c., are of stone, procured locally, and at Menzies a terminal station, of special design, has been erected.<sup>17</sup>

The list of facilities and work required at the terminal station at Menzies was impressive:

1 station house, special design (stone); 1 passenger platform, 450ft. long; 2,200ft. picket fencing; 12 wicket-gates; 1 stationmaster's house, 2nd class (stone); 1 woodshed and latrine; 1 goods shed, 200ft. long; 1 outside loading platform, 165ft. long; 1 horse and carriage loading platform; 1 lamp room and latrines; 1 office and store; 4 Platelayer's cottages (stone); 4 latrines; 1 engine shed, 4-stall; 2 outside engine-pits, 40ft. long; 1 carriage shed, 100ft. long; 1 coal store, 60ft. long; Turntable foundations and walls; Erecting turntable; 1 engine water tank (25,000 gallons); 5-ton crane foundations; Erecting 5-ton crane; Foundations for weighbridge; Erecting weighbridge; Sheep and cattle yards; Road approaches, as shown; Footpaths as shown.<sup>18</sup>

Not everyone was pleased with the railway buildings provided at Menzies, with at least one person critical of the high cost involved in their construction.

In their wildest dream, the people of Menzies never hoped for the magnificent railway buildings which an incompetent and extravagant department has bestowed upon them. The accommodation provided here is sufficient for a town of 20,000 inhabitants and is quite as extensive as that provided at Kalgoorlie and Coolgardie. Parcel and cloak rooms have been provided with unmindful extravagance and the latrines and lamp rooms are far too costly and extensive. Then there is the unnecessary separate platform for loading and unloading horses and carriages, a monument of departmental folly. In his defense, the Minister for Public Works states that it would have been almost inhuman to place workmen in iron and wood buildings, forgetting that his department had condemned the school children of Menzies to that very inhumanity.<sup>19</sup>

In June 1896, the *West Australian* had published an item criticising the provision of iron-clad cottages on the Northam-Southern Cross and South-Western lines,

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<sup>17</sup> PWD, *Annual Report*, 1898, Railway Construction Branch, p. 61.

<sup>18</sup> Kalgoorlie-Menzies Railway specifications in 'WA Specification Book 2A: Railways, surveys, formation, bridges, platelaying and water, station buildings, fencing', SROWA AN260/CCE ACC 26202A, Item 9, Contracts 12 & 13. None of the original plans for Menzies have been located. Only Book 1 of the 3 Books of drawings for Kalgoorlie-Menzies Railway, 1897, have been located at SROWA (WAS 399 CONS 1649, Items 05572/1-3).

<sup>19</sup> *Menzies Miner*, 24 December 1898, p. 8, from Ian Elliot's research, op cit.

which had elicited a response from Railway Commissioner Piesse that he would consider the provision of better quality housing for later contracts. Clearly, the Department was going to be criticised no matter what it did.<sup>20</sup>

The specially designed Menzies Station Building comprised station master's office, clerks' office, parcels room, luggage room, luggage entrance, ticket office, public waiting room, and ladies waiting room and toilets.<sup>21</sup> The Menzies Station Master's House, was a standard four room, 2nd class, station master's residence with the kitchen located in a corner of the verandah. It had verandahs on all four sides, which appears to have been a concession to the goldfields climate.<sup>22</sup> The place was numbered Departmental Property (DP) 449.

The stone Platelayer's Cottages, which were constructed to the standard two-room design for the type, also had verandahs on all four sides instead of just to the front and rear. The cottages were numbered Departmental Property (DP) 445, 446, 447 and 448 (not extant), from south to north on the Walsh Street frontage of the railway station reserve.<sup>23</sup> They were occupied by the workers who maintained the rail track, or permanent way. The men were known as fettlers, platelayers, or permanent way (per way) men, and later as trackmen.

In February 1899, Station Master C. Barlow, goods clerk Moore, parcels clerk M. Duffy and head porter R. Kantah arrived, as the first Government staff to be stationed at Menzies.<sup>24</sup> As the railhead for the district, Menzies became the forwarding point for the North Coolgardie and Mount Margaret goldfields and places such as Lawlers and Lake Darlot in the East Murchison field.<sup>25</sup>

The average quantity of goods and material sent out from Menzies each week is about 300 tons, including mining machinery and timber, as well as produce of all descriptions. To move this quantity requires some 230 horse and 70 camels, but the number of animals maintained for the trade is much larger than this.... The forwarding trade gives employment to 120 men and furnishes a weekly wage fund of £500. In addition, 20 men are employed in handling goods at the station yard.<sup>26</sup>

The goods shed at Menzies, at 200 ft long by 43 ft 6 inches, had been designed to cater to the large amount of goods passing through the station yard.<sup>27</sup> The town of Menzies grew rapidly to include ten hotels, three banks, four churches, a police station, post and telegraph office employing 25 staff, 40-bed hospital, a school for 200 children and a Mechanic's Institute.<sup>28</sup> As well as mining, the surrounding district supported a pastoral industry, which had begun with the droving of cattle from the North West and South Australia to provide meat for the goldfields population.<sup>29</sup>

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20 *West Australian*, 8 & 10 June 1896, p. 5.

21 PWD Plan EEL 6372/3, 'Menzies Passenger Station House: shewing conversion of clerks' office and parcels room into refreshment room', 1903, SROWA, ACC 1781 CCE 6372.

22 PWD Plan 4735, Standard Drawing: Station Master's House (2nd class), wood. No files relating to the Station Master's House, Menzies have been located in PTA archives or SROWA.

23 WAGR, Menzies Progress Plan 124B, SROWA ACC 1642 /124B, 1899-1905. Numbering corresponds with present day 2 Walsh Street (445), 4 Walsh Street (446) and 6 Walsh Street (447)

24 *Menzies Miner*, 26 November 1898, p. 4 & 18 February 1899, p. 10, from Ian Elliot's research, op cit.

25 *The North Coolgardie Herald*, Special Mining Number, 24 April 1901, p. 9.

26 *The North Coolgardie Herald*, Special Mining Number, op cit.

27 WAGR, Menzies Progress Plan 124B, SROWA ACC 1642 /124B, 1899-1905.

28 Rodgers, P. & B., op cit, pp. 1-10.

29 Webb, Martyn & Audrey, op cit, pp. 780-781.

In February 1901, the Public Works Department began construction of the line from Menzies to Malcolm and Leonora. The new section of line was taken over by the Railways Department on 12 January 1903.<sup>30</sup> The importance of Menzies as a railhead and forwarding point ceased, but the place was given a new function as a refreshment stop. The clerks' office and parcels room in the Station Building were converted to refreshment rooms. The alterations were internal, with kitchen fittings and a stove installed in the clerk's office and removal of the shelving in the parcels room to make space for tables and chairs. The refreshment rooms were operating as licensed premises in 1925, but whether a licence had been issued when the place was first opened is not known.<sup>31</sup>

Menzies also ceased to provide facilities for trainmen when the Leonora line opened, the men instead ending their shift at Leonora or Malcolm. The trainmen had been occupying Platelayer's Cottage DP 448, which they vacated on 23 February 1903.<sup>32</sup> Gold production, and railway activity in the goldfields, began to decline from 1903 but Menzies remained a viable township as the administrative centre of the district and a service centre for the pastoral industry. At Leonora, the ongoing success of the Sons of Gwalia mine meant that trains continued to run a daily schedule through Menzies.

The Platelayer's Cottages required additions to make them habitable by the families of the per way men. Requests were made for verandah flooring and enclosures at the rear for kitchens, bathrooms and extra bedrooms. The enclosures were generally sleeper floored, timber framed and iron clad structures, but hessian was also used for the walls when the Railways Department could not supply other building materials. In 1903, a spark from the stove ignited the hessian walls of the kitchen at DP 447, destroying the room and causing some damage to the verandah posts and rafters.<sup>33</sup>

In 1904, Per Way Inspector Tom Brown, his wife and three children moved into DP 448. Mrs Brown was ill and the family required 'live-in help', so Brown requested the addition of two rooms. The Resident Engineer reported to the Chief Engineer that Brown's 'position requires that he should live differently from his men, and early advice of leave to build additions to his house would be esteemed a favour.' The Commissioner did not agree, so the Chief Engineer had some old sleepers and timber provided to 'knock up a room'. In 1911, during ganger J. Templeman's tenancy, the prefabricated goods shed office, which had not been installed in the goods shed, was erected as an extra room. The additional rental charge of sixpence a week was considered a good return on the structure.<sup>34</sup>

For the most part, the tenants of the Platelayer's Cottages were members of the Menzies per way gang, but when not required for their occupation the places were let to other railway employees, such as a porter or locomotive depot worker or, occasionally, to a private tenant. There was a generally rapid turnover of tenants in most of the cottages, with few remaining in residence for more than a year or two.

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<sup>30</sup> Gunzberg, A. & Austin, J. op cit, pp. 207.

<sup>31</sup> PWD Plan EEL 6372/3, 'Menzies Passenger Station House', op cit; WAGR file, Menzies refreshment rooms, 1933-1973, SROWA, ACC 1240 Item R4574/38.

<sup>32</sup> Railways Department property file for DP 448, 1903-1979, PTA Archives.

<sup>33</sup> Railways Department property file for DP 447, 1903-1957, PTA Archives.

<sup>34</sup> Railways Department property file for DP 448, op cit.

The turnover of station masters was only a little less rapid. Station master C. Barlow had been transferred to Kalgoorlie in 1899, less than a year after arriving. He was followed by F. Tracey (1899-1901), G. A. La Roche (1901-1907), P. L. Ross (1908), A. Seabourne (1910-1912), W. Walmsley (1914-1916), James A. Goldthorpe (1917-1922), James A. Scanlan (1923-1925), J. Horn (1927), and E. O'Callaghan (1928-1930).<sup>35</sup> Additions to the Station Master's House over the years comprised a bathroom and sleepout within the verandah.<sup>36</sup>

In 1925, the 25,000 gallon water tank and stand was relocated from the loco depot on the south side of Crusoe Street to the north end of the station yard, and the following year half the goods shed was removed. In the 1930s, there was renewed activity in the goldfields due to men trying their luck during the Depression and a bounty provided by the Commonwealth Government to encourage gold production. A trainmen's barracks was provided at Menzies in 1935. The barracks were made up of a depot relocated from Kookynie and two permanent way camps moved from Gunga. The structures were located at the far north end of the station yard.<sup>37</sup>

In the early 1930s, the licensee of the refreshment rooms was W. Collier, who was also licensee of the Railway Hotel, the only hotel still operating in Menzies at that time. The refreshment rooms were only open thirty minutes before and after a train stop. In 1933, the licensee of the refreshment rooms was F. G. Murphy, who traded after opening hours and was fined on several occasions for 'sly grog sales'. His lease was terminated in 1935.<sup>38</sup> The next lessee, Gordon Hack, was the owner of the Savoy Hotel in Perth and licensee of the Menzies Railway Hotel. He installed a refrigeration plant and renovated and painted the refreshment rooms. At Hacks instigation, electric light was installed at the station and all the railway dwellings. Power was provided from the Menzies Lighting Plant, which Hack also owned. Mrs J. M. Weaver took over the refreshment rooms in 1940, and she was followed by Mrs Kathleen Butcher in 1945.<sup>39</sup> Mrs Butcher lived in the Station Building.<sup>40</sup>

From at least 1937 for a period of ten years or so there was no station master at Menzies, only a caretaker (name unknown). In 1947, Menzies was declared a booking station and the station master at Malcolm, G. Morey, was transferred to Menzies in May that year, despite protests from the residents of Malcolm.<sup>41</sup>

The trainmen's barracks were unused by the mid 1940s and in 1947, the kitchen was moved to Salmon Gums and the accommodation block was relocated to Yellowdine.<sup>42</sup> In 1949, a diesel electric rail car was introduced on the Eastern Goldfields line, resulting in altered working of the line, and trainmen's barracks were again required at Menzies. This time, the trainmen were housed in the Station Building. The refreshment rooms were rearranged and renovated, the lamp room (not extant) was altered to provide ablution facilities, and the ladies waiting room was converted to a liquor store. The work was completed in May

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35 *Wise's Post Office Directory*, 1899-1940.

36 Physical evidence.

37 WAGR file, Menzies trainmen's barracks, SROWA, AN262/1 ACC 1240 Item R2702/38.

38 WAGR file, Menzies refreshment rooms, 1933-1973, SROWA, ACC 1240 Item R4574/38.

39 WAGR file, Menzies refreshment rooms, Item R4574/38, op cit.

40 WAGR file, Departmental houses, 1940-1980, SROWA CONS 4771 WAS 1208 Item R6964.

41 WAGR file, Menzies opening as a booking office, SROWA AN262/3 ACC 1240 Item 19323/47.

42 WAGR file, Menzies trainmen's barracks, Item R2702/38, op cit.

1950. In 1955, a spare room was excised from the refreshment room lease to provide additional barracks accommodation and the lessee's rent was reduced accordingly.<sup>43</sup>

In the 1950s, Greek and Italian migrants were employed as trackmen at Menzies. The maintenance gangs in the goldfields also included a considerable number of Aboriginal men, particularly after World War Two.<sup>44</sup>

The station master was withdrawn from Menzies on 30 August 1964 and the service on the Kalgoorlie-Leonora line was reduced to one train each way weekly. The service was known as the 'Leonora Goods with coach attached' which was a goods train with passenger coach. Because the station and railway houses were isolated from the town, the Railways Department employed a caretaker, believing their presence would minimise the incidence of vandalism. Mrs. Kathleen Butcher, licensee of the refreshment rooms, was employed as siding caretaker from 9 October 1965, at a remuneration of \$8 a fortnight. The liquor licence was discontinued at the refreshment rooms around this time, and Mrs Butcher moved into the vacant Station Master's House. She continued to meet all trains and provide sandwiches and scones for travellers, but with the reduction of train services, the refreshment room trade was significantly reduced and in recognition of her long service, the Railways Department reduced Mrs Butcher's rent of the refreshment rooms to \$5 a year.<sup>45</sup>

In 1968, work was completed on the new standard gauge track between Kalgoorlie and Fremantle to conform to the standard gauge Trans-Continental line. Discovery of nickel deposits in the northern goldfields districts made it necessary to also convert the Kalgoorlie-Leonora line to standard gauge. In July 1973, the narrow gauge line was closed to allow for the reconstruction. Most of the stations along the route were closed, with only four stations - Bardoc, Menzies, Kookynie and Malcolm - forming part of the new line. The official opening of the Kalgoorlie-Leonora standard gauge line took place on the weekend of the 13-16 September 1974.<sup>46</sup> The refreshment rooms at Menzies closed with the closure of the narrow gauge line and did not re-open. Kathleen Butcher was still acting as siding caretaker and residing at the Station Master's House in 1975.<sup>47</sup>

Aboriginal employees made up most of the Menzies per way gang in the 1970s. In 1971, DP 445 was tenanted by Repairer Donaldson (5 occupants); DP 446 by Repairer Flynn (3 occupants); DP 447 by Repairer Lynch (5 occupants) and DP 448 by Ganger Lynch (11 occupants).<sup>48</sup>

In 1972 Western Australian Government Railways undertook a housing review to ascertain existing railway housing conditions and future requirements. The Station Master's House was listed for retention and upgrading, but the four Platelayer's Cottages were to be replaced with transportable housing, which was

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43 WAGR file, Menzies refreshment rooms, Item R4574/38, op cit & ACC 4774 Item CE 05280.

44 Railways Department property files for DP 445-448, PTA Archives.

45 WAGR file, Departmental houses, Item R6964, op cit & ACC 4774 Item CE 05280.

46 Whiteford, David, 'The demise of the narrow gauge in the Eastern Goldfields (WA)', in The Australian Railway Historical Society, Bulletin no. 455, September 1975, pp. 213-217.

47 Correspondence, 18 July 1975, WAGR file, Departmental houses, Item R6964, op cit.

48 WAGR file, Departmental houses, Item R6964, op cit.

to be located in the township.<sup>49</sup> The cottages were generally considered to be in poor condition and lacking facilities and were under threat of demolition. The Railways Department estimated that it would cost \$4,720 to bring DP 446 - which was typical - to a 'reasonably liveable standard' and were not prepared to undertake the cost. The Shire of Menzies wanted the cottages retained for historical reasons, and expressed their opposition to demolition in a letter to the Minister for Transport on 10 March 1975.<sup>50</sup> In July 1975, the Menzies Cultural Group (now Menzies Aboriginal Corporation) enquired as to the possibility of obtaining the cottages for Aboriginal housing.<sup>51</sup> DP 445, 446 and 447 were purchased by the Menzies Cultural Society with lease of railway reserve land, while DP 448 remained tenanted by a trackman.<sup>52</sup>

On 26 August 1979, DP 448 was gutted by fire. Eight-year-old Eugene Sullivan died in the blaze and five other people were injured. Police investigated the cause of the fire but the result of their investigation was not recorded in the Railways Department property file for the cottage. The remains of the building were removed from the railway reserve.<sup>53</sup>

A staff of three was required for the per way gang, but better housing was needed. One transportable house was available in the town and it was considered that the Station Master's House could be upgraded for another trackman's residence. Attracting staff to the area, however, was proving difficult and in 1980, the Menzies permanent way gang was disbanded 'due to the inability to acquire staff for this location'.<sup>54</sup> The position of siding caretaker was discontinued and the Station Master's House were leased by the Menzies Cultural Society for the use of local families.

In March 1980, the Shire of Menzies leased the Station Building on a ten year lease at peppercorn rental. The Railways Department acknowledged that the 'historical significance of the stone building to your district is appreciated'. The Shire fenced the platform side of the site, installed gates at the entrance and boarded the windows to prevent vandalism, intending to restore the building. By 1988, no work on the place had been undertaken. Julia Mines N.L. (now Julia Corporation Limited) requested to sublease the building for use as an exploration and mine office for the Company's exploration programme in the district, which was instigated to provide gold ore for their treatment plant located at Goongarrie. A lease was approved and Julia Mines N.L. undertook restoration of the building, the work comprising repairing floorboards, replacing windows and doors where necessary, painting the interior, and re-connecting water and electricity services.<sup>55</sup>

The various elements of *Menzies Railway Station Group* were entered on the Shire of Menzies Municipal Heritage Inventory in 1996.<sup>56</sup> Title to the Platelayer's

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49 WAGR, *1972 Housing Review: Report on future housing requirements*, bound typescript, Appendix 5; Correspondence, 18 July 1975, WAGR file, Departmental houses, Item R6964, op cit.

50 Correspondence, Shire of Menzies to R. J. O'Connor, Minister for Transport, 10 March 1975, WAGR file, Departmental houses, SROWA, Item R6964, op cit.

51 Correspondence 2 May & 10 July 1975, WAGR file, Departmental houses, Item R6964, op cit.

52 Correspondence, 18 July 1978, Railways Department property file for DP 446, op cit.

53 Railways Department property file for DP 448, op cit.

54 Correspondence, 18 July 1978 & 19 March 1980, Railways Department property file for DP 446, op cit.

55 PTA file, Lease 3571, Menzies Station Building.

56 Ball, Julia & Aris, Kelly, *Shire of Menzies [Municipal Heritage Inventory, 1996](#)*, Entries 14-18.



Cottages was transferred to the Menzies Aboriginal Corporation in September 2000.<sup>57</sup> In 2003, the cottages were re-roofed and restored.<sup>58</sup>

In 2004, the Menzies Aboriginal Corporation owns the three Platelayer's Cottages and leases the Station Master's House. Julia Corporation Limited continues to lease the Station Building and occupy it as their regional office.

## 13.2 PHYSICAL EVIDENCE

*Menzies Railway Station Group* comprises; Station Building and platform, Station Master's House, and three Platelayer's Cottages. There is no evidence of any other elements of the original railway presence in Menzies. Walsh Street is a formed gravel road that terminates at the Platelayer's Cottage at no. 2 Walsh Street. There is no evidence of formed roads in the vicinity of *Menzies Railway Station Group*.

*Menzies Railway Station Group* is located in the railway reserve within the Menzies townsite, parallel to the railway line on the south east side, and Walsh Street, on the north west side. Within the reserve, the Station Master's House is at the north east end of the group facing Walsh Street and backing onto the railway line, with the Station Building set back from Walsh Street, 100 metres to the south west. A further 100 metres to the south west are three of the four original Platelayer's Cottages, also facing Walsh Street, and aligned on a residential setback as for the Station Master's House.

*Menzies Railway Station Group* makes a significant contribution to the Menzies townscape and character, and is visible on entry into Menzies from the south, contributing to landmark element of the place.

### Railway Station Building

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

The Station Building, constructed in the Federation Arts and Crafts style, is a face stone building with a hipped gambrel roof clad with painted corrugated iron. The roof extends as a skillion, at break pitch, along the entire railway platform, supported by bracketed square timber posts. At the Walsh Street frontage there is a verandah centred over the platform entry access, and flanked by gable end features. The windows are timber framed double hung sashes with mesh security panels fitted on the exteriors of most windows. There are numerous door entries, both single and double, with original panelled doors in most openings and clear glass double-paned fanlights above, all on the platform side of the building.

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<sup>57</sup> Certificates of Title for 2, 4 & 6 Walsh Street, Register numbers 1105, 1106 & 1107 on DP 193938.

<sup>58</sup> Information provided to Laura Gray during site inspection in June.

The double entry into the waiting room, the luggage entrance and 'counter' openings all have arched headers. The counter openings feature a set of three arched double hung sash windows and a bracketed timber ledge, with diagonal timber infill panel below. The entrance gates of the luggage entrance are on site, but not fixed in situ. The interior of the building was inaccessible, however inspection through the windows revealed that the floors are timber, and walls and ceilings plaster, with original skirtings and architraves in situ. It was not possible to determine if the ceilings were lathe and plaster, although it is likely. The cast iron 'black' stove is in situ in the kitchen, with simple bracketed mantle above, and timber shelving is still evident in the luggage room and refreshment rooms.

#### Station Master's House

Approximately 100 metres north-east up the railway line from the Station Building is the Station Master's House. The site is fully fenced with colourbond fencing, with a vehicular gate access on the south end of the Walsh Street frontage. The Station Master's House is central within the fenced site, on level ground, with no plantings. A recently built workers accommodation hut is located on the north east corner of the site. There are no other outbuildings.

The dwelling displays some characteristics of Federation Bungalow style, although primarily the design is functional and purpose designed for the Station Master.

The Station Master's House is a face stone building with a hipped corrugated iron roof that has been painted. A skylight has been fitted into the kitchen roof. The square form stone building has a surrounding concrete verandah under the main roof. The building comprises four main rooms with a central corridor and two rooms each side. On the east corner, a fifth room is the kitchen that extends under the verandah roof. A timber framed, weatherboard clad bathroom enclosure under the main roof on the south corner was removed in 2002, leaving some evidence on the stone walls and the removal of the concrete verandah floor in that vicinity. The front of the building is symmetrical with a central front door flanked by a window each side. The windows are timber framed double hung sashes throughout. The front door opens in a wide central corridor with a high coved ripple iron ceiling. The ceilings throughout are coved around the exterior perimeter. The ceilings are lathe and plaster except the corridor. The floors throughout are 0.125 metre tongue and groove jarrah boards. The walls are hard plaster, and original skirtings and architraves remain in situ. The rooms on the north-east side (left of entry) were inaccessible. The Metters stove is still in situ in the kitchen, with simple bracketed mantle above. A basic kitchen fitout and shelves remain.

#### Platelayer's Cottages

Approximately 100 metres south-west down the railway line from the Station Building are three Platelayers Cottages. Aligned side by side fronting Walsh Street, and backing the railway line, they are numbered 2, 4 & 6 Walsh Street, from south to north. There is no evidence of the fourth cottage, which would have been on the north side of no. 6. Only no. 6 was accessible into the 2 main rooms, no. 4 was occupied and the site inaccessible, and no. 2 vacant but inaccessible at the time of the inspection. The kitchens were all inaccessible, but those at no. 2 & no. 6 were viewed through the windows. Each of the three sites are fully fenced with colourbond fencing, with vehicular gate access at the Walsh Street frontage. Each cottage is central within the fenced site, on level ground, with

minimal plantings, and various ablution outbuildings at the rear of each cottage. The three cottages are the same design and construction, basically a two roomed stone building with surrounding verandah and a fireplace in one room. No. 2 & no. 6 have the chimney on the south-west side, while no. 4 is a mirror image, with a chimney on the north-east side.

The dwellings displays some characteristics of Federation Bungalow style, although primarily the design is functional.

Each Platelayers Cottage is a face stone building with hipped corrugated iron roofs that have recently (2003) been painted. The rectangular stone buildings have surrounding concrete verandahs under the main roofs with various verandah enclosures clad with corrugated iron, although each kitchen extension at the rear is similar in form and layout. Each cottage comprises two connected main rooms with front and rear access in the larger of the two rooms, that also has the fireplace. Each cottage has a rear kitchen extension, beyond the verandah roof, and a bathroom enclosure under the main roof, all timber framed and clad with vertical sheets of corrugated iron. The front of the cottages are symmetrical with a central front door flanked by a window each side. The windows are timber framed double hung sashes throughout. Most doors are replacement flush panel doors, although the bathrooms still have ledge and brace doors. The main ceilings throughout are flat and consist of battened asbestos, and the bathroom and kitchens are similarly lined, but on the rake. The walls are roughly sand rendered, and the floors are concrete. The fireplace has a flat arched opening and basic bracketed mantle fixed on the rectangular form chimney breast. Each of the kitchens features a flat tin lined chimney, Metters stove and basic cupboard sink fitout.

### 13.3 COMPARATIVE INFORMATION

Menzies Station Building was a special design but is similar in style to other station buildings constructed on the goldfields lines. The Platelayer's Cottages and the Class 2 Station Master's House were standard designs of the 1890s, with some minor variations. Both types were built with surrounding verandahs instead of just the front and rear verandahs. This appears to have been a concession to the hot, dry goldfields climate. The station master's house at Lenora (c.1903), which is a timber construction, was also built with surrounding verandahs.

The Menzies Station Master's House has a kitchen under the main roof, on a corner of the verandah, which was part of the original stone construction. All the station master's houses on the Kalgoorlie-Menzies line appear to have been built to this design, as evidenced by the Goongarrie station master's house.<sup>59</sup> The stone kitchen was not part of the Class 2 station master's houses built in the 1890s prior to 1898. In the Class 2 Kalgoorlie station master's house (1897) and Narngulu station master's house (1896), the kitchen originally occupied the fourth main room. A separate iron-clad kitchen addition was later constructed off the rear verandah at Kalgoorlie. Narngulu station master's house is part of a current assessment and alterations to that place have not yet been addressed.

On the Eastern Goldfield line between Southern Cross and Coolgardie, the specifications called for 12 cottages at five stations. Construction material for these was not stipulated, but most were built of stone. At Coolgardie and

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<sup>59</sup> [HCWA assessment documentation, \*Three railway cottages, Goongarrie, Place 15411\*.](#)

Kalgoorlie, two stone cottages were built at each station.<sup>60</sup> The two cottages at Coolgardie are extant on Woodward Street, in the former railway reserve. They are classified by the National Trust of Australia (WA) and entered on the Register of the National Estate. One of the two platelayer's cottages remains at Kalgoorlie in the railway reserve fronting Forrest Street. It is associated with the station master's house, built to the earlier Class 2 design. The Kalgoorlie station master's house has been extensively altered for use as single-men's barracks and is currently unused. The house and cottage are part of the Kalgoorlie Railway Station Group, a registered place which also includes the stone station building in Federation Arts & Crafts style (larger than the station building at Menzies), parcels office and Railway Institute building.

On the Kalgoorlie-Menzies line, twenty-nine stone platelayer's cottages and four Class 2 station master's houses were constructed.<sup>61</sup> Two cottages and station master's house remain at Goongarrie and although they are in fair condition, most of the fixtures have been removed. The three residences are entered on the State Register of Heritage Places.<sup>62</sup> A station master's house and one cottage remain at Broad Arrow, and a station master's house and platelayer's cottage have been relocated from Bardoc to Mt Vetter's station homestead. They are all entered on the Kalgoorlie-Boulder Municipal Heritage Inventory. The station master's house at Leonora was a timber construction. None of the station buildings remain between Kalgoorlie and Menzies.

Fifteen timber cottages were specified for the Donnybrook-Bridgetown line, constructed between 1896 and 1898.<sup>63</sup> Platelayer's cottages on the agricultural lines, constructed between 1900 and the 1930s, were of timber and iron construction for ease of relocation.<sup>64</sup> There are two brick platelayer's cottages located at Bencubbin, in the Mount Marshall Shire, on the Wyalkatchem-Southern Cross loop line and one at Spencer's Brook. All were built between 1914 and 1917.<sup>65</sup> The Platelayer's Cottage, Spencer's Brook has been assessed as below threshold for the State Register.

On the former Mullewa Murchison line, there were thirty-one stone platelayer's cottages constructed.<sup>66</sup> At least two cottages are extant at Mount Magnet but are in poor condition. A number of the station master's houses on the line were Class 5 (or 5th Class), while those at major stations were Class 2. The Yalgoo station building and Class 2 station master's house, built in stone, remain in good condition, with a barracks, square tank on a stone tank stand and a dam. The Yalgoo Railway Station Group is entered on the State Register. The stone station buildings at Mt Magnet and Day Dawn have been demolished, and those at Mullewa and Cue are in poor condition.<sup>67</sup>

A comprehensive collection of stone railway residences is located on the 1886 Geraldton-Walkaway line, which comprises four remaining five-room stone cottages, of the original five built along the eighteen-mile line for the occupation of

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60 PWD, 'Western Australian Specification Book 2A' op cit.

61 PWD, 'Western Australian Specification Book 2A', op cit.

62 HCWA assessment documentation, *Three railway cottages, Goongarrie*, Place 15411.

63 PWD, 'Western Australian Specification Book 2A', op cit.

64 HCWA assessment documentation, *Station Master's House, Wyalkatchem*, Place 15748.

65 HCWA assessment documentation, *Platelayer's Cottage, Spencer's Brook*, Place 16633.

66 PWD, 'Western Australian Specification Book 2A', op cit.

67 HCWA assessment documentation, *Yalgoo Railway Station Group*, Place 2778.

gatekeepers, the Walkaway station building with station master's residence included, and the Class 2 station master's residence at Narngulu built in 1896 at the junction of the Mullewa line.

*Menzies Railway Station Group* is a representative and rare remaining example of a group comprising station building and residences constructed on the goldfields lines in the 1890s.

#### **13.4 KEY REFERENCES**

WAGR files relating to the Menzies railway station, State Record Office of WA.

PTA files for Menzies railway properties, PTA office, East Perth Railway Terminal, West Pde, East Perth.

#### **13.5 FURTHER RESEARCH**

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## BUILDING BETTER REGIONS FUND: Overview

The \$297.7 million Building Better Regions Fund (BBRF) supports the Australian Government's commitment to create jobs, drive economic growth and build stronger regional communities into the future.

The program will fund projects in regional Australia outside the major capital cities of Sydney, Melbourne, Brisbane, Perth, Adelaide, and Canberra. There is an Infrastructure Stream and Community Investments Stream.

Feedback from federal Government funding rounds indicates the application process is becoming more and more competitive.

All applications are assessed using a score matrix, with each criterion marked out of 5. With weighted criteria, applications are scored out of 35 broken down as follows:

- **Criterion 1: 15 points** The economic benefit your project will deliver to the region during and beyond the construction phase
- **Criterion 2: 10 points** The social benefit your project will deliver to the region during and beyond the construction phase
- **Criterion 3: 5 points** The value for money offered by your project
- **Criterion 4: 5 points** Your capacity, capability and resources to carry out the project

The cut-off score for funding success in Round 1 of BBRF was 34 out of 35. (Round 3 of NSRF was 33/35 and Round 2: 30/35).

Assessments of applications are also becoming increasingly sophisticated with models, tools and ratios for projects. As a competitive funding process, each application has relevant data (value for money: total project value/employment created - partners: total project value/request for \$ from BBRF and #of other partners – Your capacity: audited financials assessed)

Other eligibility criteria to be aware of:

- “Your project must be a capital project involving the construction of new infrastructure, or the upgrade or an extension of existing infrastructure. **The replacement of existing infrastructure will only be eligible where you can demonstrate significant increase in benefit**”.
- To be eligible your project must be ready to commence **within 12 weeks** of executing the grant agreement.

## ASSESSMENT CRITERIA

### **1. The economic benefit your project will deliver to the region during and beyond the construction phase (15 points)**

Economic benefits for a region may cover increases in economic activity, improvements in productivity, wider access to markets or fairer and more equitable economic outcomes. Examples of how your project could demonstrate these economic benefits include

- a) increasing the number or value of jobs, new businesses or the production of goods and services in the region (this includes direct and indirect opportunities created through the project)
- b) providing opportunities for growth in existing sectors, e.g. tourism, agriculture, manufacturing
- c) the use of local suppliers and goods
- d) increasing efficiency of the transport system or service delivery
- e) increasing Indigenous economic participation – including Indigenous employment and supplier use outcomes
- f) the degree to which the project delivers benefits beyond the construction phase.

In your application, you must include the total employment numbers you expect to create during and following your project. You will need to identify how many of these employees will be Indigenous.

### **2. The social benefit your project will deliver to the region during and beyond the construction phase (10 points)**

Social benefits for a region may cover increases in regional amenity, improving community connections and inclusion and providing opportunities for learning and knowledge creation. Examples of how your project could demonstrate these social benefits include

- a) making a region a more attractive place to live
- b) improving community connections and social inclusion
- c) supporting or protecting local heritage and culture
- d) increasing community volunteering
- e) the degree to which the project delivers benefits beyond the construction phase
- f) addresses disadvantage within the community.

**3. The value for money offered by your project (5 points).**

You may demonstrate the value for money through identifying:

- a) the extent to which the project leverages additional funding (this includes cash contributions above the co-funding requirement and in-kind contributions)
- b) the extent to which the project leverages additional partnerships
- c) the likelihood of the project going ahead without the grant funding. Explain how the grant will impact the project in terms of size, timing and reach.

**4. Your capacity, capability and resources to carry out the project (5 points).**

You may demonstrate this through identifying:

- a. your readiness to commence the project with appropriate approvals planned for or in place
- b. your track record with similar projects including managing similar grant funding
- c. your access to people with the right skills and experience
- d. your access to infrastructure, capital equipment, technology, intellectual property



## LIMITING FACTORS

### Economic growth focus

All assessment criteria are scored out of 5 points and then weighted (as above). The competitive nature of the funding programs results in the economic benefit weighted to such an extent that you need 5/5 in order to be successful in securing funding (based on previous funding rounds). Small population sizes, lack of economic data and a mining economy based heavily on private investment across the region (that means **many projects in our region are 'community based'**) creates a barrier to a high score on this criteria.

### The Cost Benefit Analysis

For grant requests over \$1million, a Cost Benefit Analysis (CBA) is required. These are ideally completed by an economist. For grant requests over \$5million, the Federal Government commission independent assessments of the CBA's and require all source details, assumptions, sensitivity testing etc. (so 40-50 page documents). The cost of a CBA is in the order of \$20,000. It is important to note that the Shire of Dundas received funding in round 1 of the BBRF with a grant request of \$450,000. Their application included a CBA, as although it was optional, obviously this would have contributed to them achieving either 35 or 34 out of 35 score required. Therefore, I would recommend all applicants complete a CBA.

### Lack of data

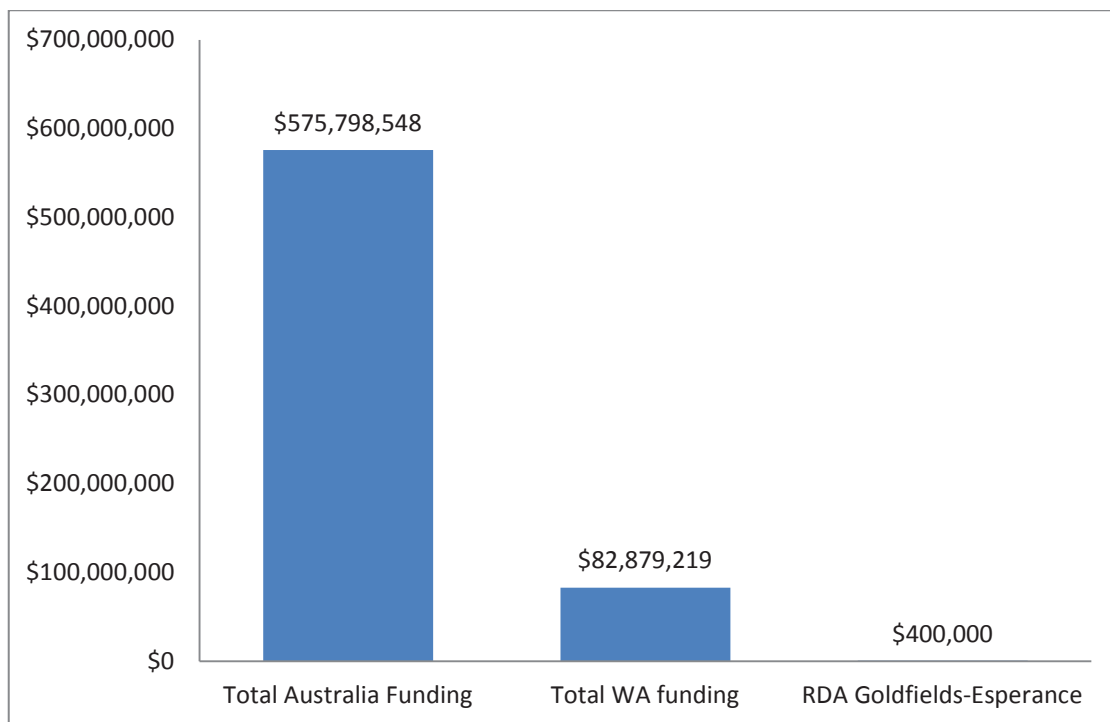
There is **limited independent primary research** and data sources for our region. Some of our data sources (such as the REMPLAN) are frequently used by proponents across Australia and represent a 'secondary' source of data. Many government based research portals also exclude data collection in remote shires. For example, Tourism Research Australia does not have data on Wiluna, Laverton or Yilgarn. There is a great reliance on economic data, detailed cost-benefit analysis and primary evidence based requirements that many local project proponents are unable to achieve without significant cost impositions.

### Lack of partner funding

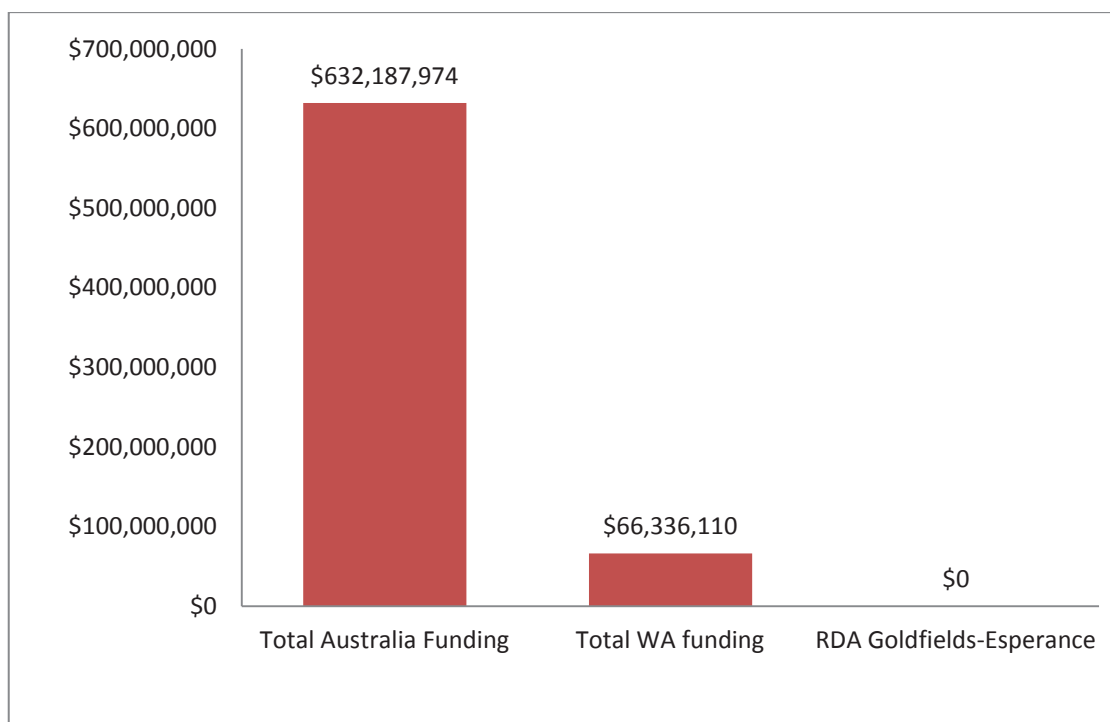
With the uncertainty regarding Royalties for Regions Funding and/or any other funding opportunities from the State Government, project proponents will struggle to meet the **CONFIRMED/partner** funding requirements.

## FEDERAL REGIONAL DEVELOPMENT INFRASTRUCTURE FUNDING TO THE GOLDFIELDS-ESPERANCE REGION SINCE 2012

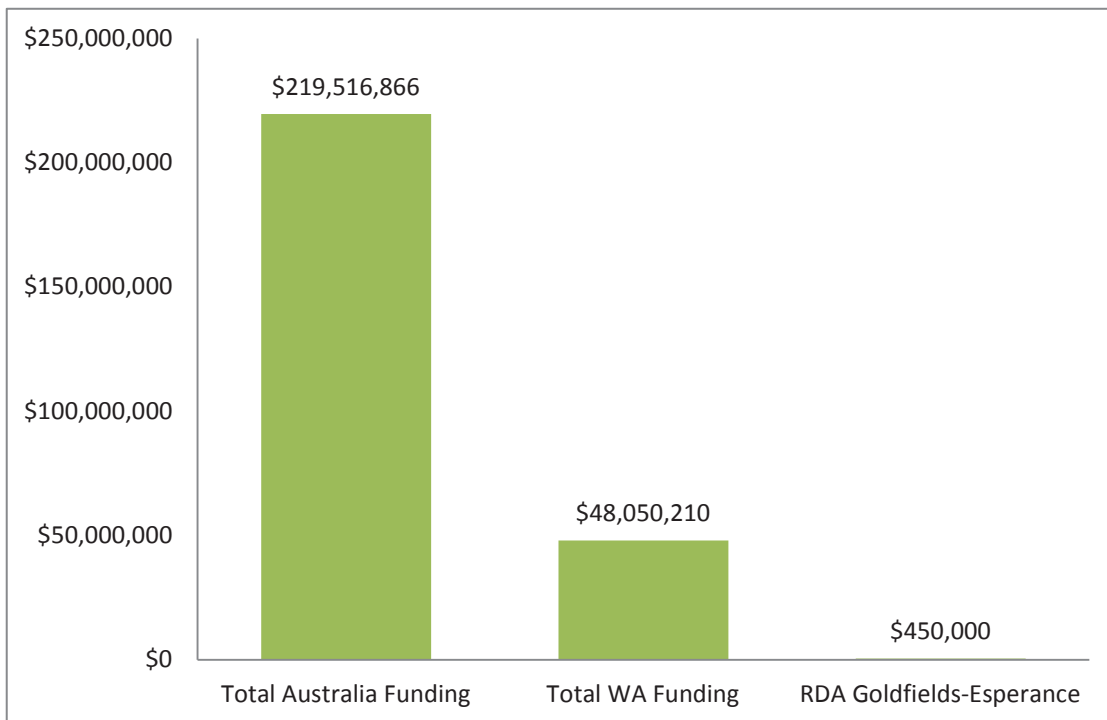
### Regional Development Australia Fund (4 rounds)



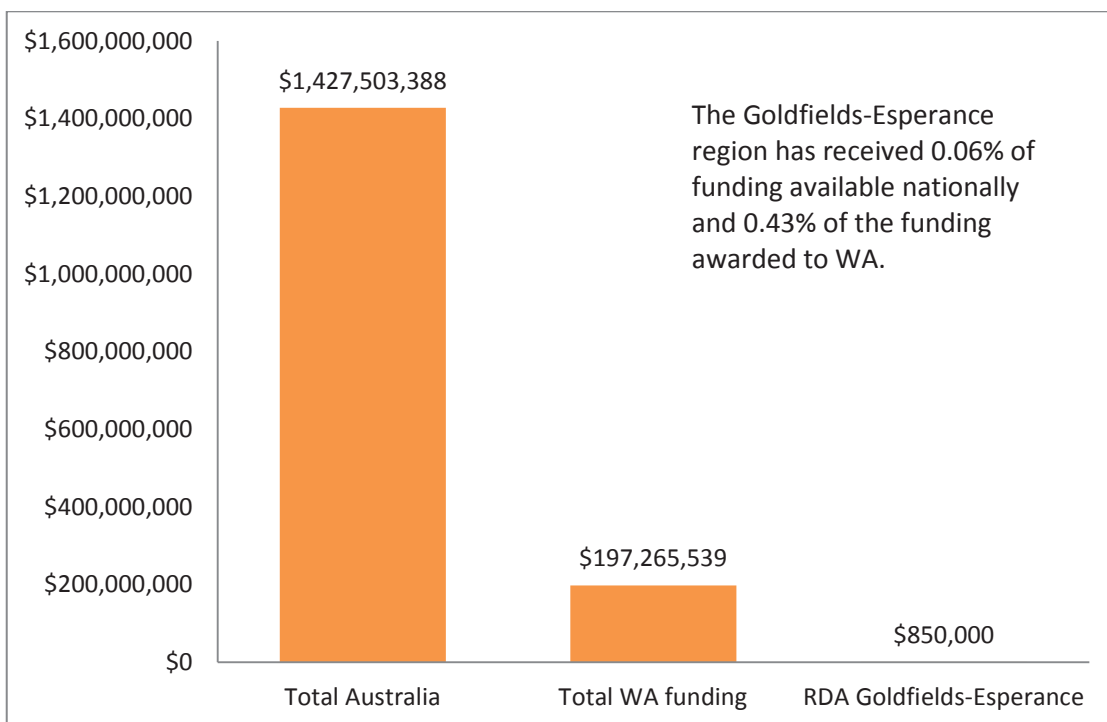
### National Stronger Regions Fund (3 rounds)



### Building Better Regions Fund Infrastructure Stream (1 round)



### Combined Federal Programs





**core business**  
AUSTRALIA



**Shire of Menzies**

**Menzies Heritage Precinct Project**

**Economic Impact/ Cost Benefit Assessment**



## DOCUMENT CONTROL

DOCUMENT CONTROL	
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**Shire of Menzies**

## **Menzies Heritage Precinct Project**

### **Economic Impact/ Cost Benefit Assessment**

## Table of Contents

1.0	Executive Summary .....	5
2.0	Introduction.....	5
3.0	Economic Growth.....	6
4.0	Construction benefits (C) .....	7
5.0	Operating expenditure benefits (O).....	9
6.0	Marginal social benefits (M) .....	10
7.0	Conclusion .....	12
8.0	Appendix 01 – Benefits of Art Centres.....	13
9.0	References.....	16

## Table of Figures

Figure 1: Example of how the multiplier effect works .....	8
Figure 3: Graph depicting the base case without the Heritage Park and the future case with the Heritage Park .....	9
Figure 5: Graph depicting the economic benefits over a 1, 5, 10, 15 and 20 year time horizon.....	12
Figure 6: Total economic benefits.....	12
Figure 7: Direct and indirect economic benefits .....	13

## List of Tables

Table 1: Projected capital expenditure and multiplier.....	8
Table 2: Annual visitor numbers and expenditure per head for Maldron, Burra and Charters Towers ...	10
Table 3: Forecast visitor numbers after improvements .....	11

Cover: Stock Photos- Shire of Menzies

## 1.0 Executive Summary

Core Business Australia has been engaged by the Shire of Menzies to assist in the project development and planning for the Menzies Heritage Precinct Project. The project comprises a number of components and aims to present and interpret the Menzies town site as a 'Heritage Park'.

The proposed project will include the preservation, restoration and interpretation of the town's historic sites. Given the capital works associated with the Heritage Precinct Project, external financial assistance will be required. The following funding programs have been identified as potential funding sources;

1. Royalties for Regions Regional Grants Scheme.
2. National Stronger Regions Fund (NSRF)

In preparing funding applications under the above programs, a Cost Benefit Analysis (CBA) is often required. Funding application assessors often use the outcomes of a CBA as one decision criteria to choose the projects that it will fund.

The following report provides a full CBA to assist the Shire of Menzies identify the direct and indirect economic benefits of the Heritage Precinct Project. The combined economic benefit (direct and indirect) of the Heritage Precinct Project has been calculated at **\$1,739,206** per annum. This comprises a direct economic benefit of **\$1,679,190** and an indirect economic benefit of **\$60,016**.

## 2.0 Introduction

The Town of Menzies is a mining and pastoral town in the Eastern Goldfields, 730 kilometres east of Perth, about an 8 hour drive via Kalgoorlie. The Shire of Menzies covers approximately 125,000 km<sup>2</sup> with a total population of 384.

Like many towns in remote Western Australia, Menzies boomed during the gold rush days of the 1890s. Then, following the pattern which has become typical of many gold mining towns, the limit of available resources was reached, the people drifted away and the area declined. Despite these changing fortunes, Menzies has continued to survive.

In response to the decline, the Shire of Menzies is proposing to turn the town into a Heritage Park by capitalising upon the town's rich history and iconic buildings. The Shire of Menzies is aiming to increase visitation numbers and provide a much needed boost to the local economy.

The 'Heritage Park' Project will feature:

- 11 sites throughout the town site which will be preserved/restored and interpreted. These sites will be presented alongside newer buildings within the town, most of which were designed to be sympathetic to the heritage value of the town and many which have their own story;
- Refurbishment of the interiors of a number of historical buildings and implementation of business development projects which will contribute to the economic development of the town and ensure the buildings are continually used;
- A centralised heritage centre display (collocated with other facilities) and manned by staff/volunteers which will provide interpretation relating to the Heritage Park as well as serve as a focal point for interpretive tours;
- Electronic based interpretation of the town including augmented reality, website and app based engagement and audio device based tours; and
- Guided tours of the town and sites.



Given the size and complexity of the task at hand, the project has been divided into two distinct stages.

This CBA relates to Stage 1. The objective of Stage 1 is to;

- Undertake preservation and restoration works to selected sites.
- Deliver an interpretation plan for the town on Menzies
- Based upon the outcomes of the interpretation plan, deliver a static interpretive displays at the Lady Shenton Hotel.
- Prepare and disseminate marketing materials.
- Commence business planning for the operation of business units within the Tea Rooms/ Butchers Shop and Old Pioneer Store.

As a part of any funding application process, the Shire of Menzies is required to demonstrate how the project contributes to economic growth in the region. This analysis seeks to;

- Define and quantify the economic benefits this project will bring to the region;
- Demonstrate how the economic benefits will be sustained beyond the initial funding period, and;
- Provide evidence to support these claims.

### 3.0 Economic Growth

"Economic growth is a sustained expansion of production possibilities measured as the increase in real Gross Domestic Product (GDP) over a given period" (McTaggart, Findlay, Parkin p.444, 2013). GDP is "the market value of the final goods and services produced within a country over a given time period" (McTaggart, Findlay, Parkin p.398, 2013).

GDP is measured using either the expenditure or income approach. The expenditure approach "measures GDP as the sum of consumption expenditure (C), investment expenditure (I), government expenditure on goods and services (G) and net exports of goods and services (X – M)" (McTaggart, Findlay, Parkin p.400, 2013).

$$\mathbf{GDP = C + I + G + X - M}$$

Economic growth is measured by establishing the GDP over various time periods to determine if an economy is in expansion or contraction.

$$\mathbf{GDP = \frac{GDP \text{ in current year} - GDP \text{ in previous year}}{GDP \text{ in previous year}} \times 100}$$

$$\mathbf{GDP \text{ in previous year}}$$

As outlined above, a key component in measuring GDP and therefore economic growth is government expenditure (G). Government expenditure "is the expenditure by all levels of government on goods and services" (McTaggart, Findlay, Parkin p.401, 2013).

All things remaining equal, an increase in government expenditure will have a positive impact on GDP and therefore economic growth. Although GDP is generally measured on a national basis, small increases in production outputs and increases in expenditure locally, contribute positively to GDP on a larger scale.

The Heritage Park project proposed by the Shire of Menzies is a sound example of increased government expenditure that will contribute positively to the local economy, GDP and therefore an increase in economic growth. This assessment firstly analyses the direct economic benefits of the proposed project and then considers the indirect economic benefits such as increased visitation and the benefits associated with visitor expenditure.

The benefits of this project have been derived from 3 separate components being;

1. Government capital expenditure benefits (G)
2. Government operating expenditure benefits (G)
3. Marginal social benefits (M)

The capital and operating expenditure benefits are direct economic benefits as a result of undertaking the project. The marginal social benefits are indirect economic benefits experienced by the local community as a result of increased visitor numbers.

For the purposes of this analysis, the total economic benefit of the Heritage Park Project is represented by the equation;

$$\text{Total economic benefit} = C + O + M$$

## 4.0 Construction benefits (C)

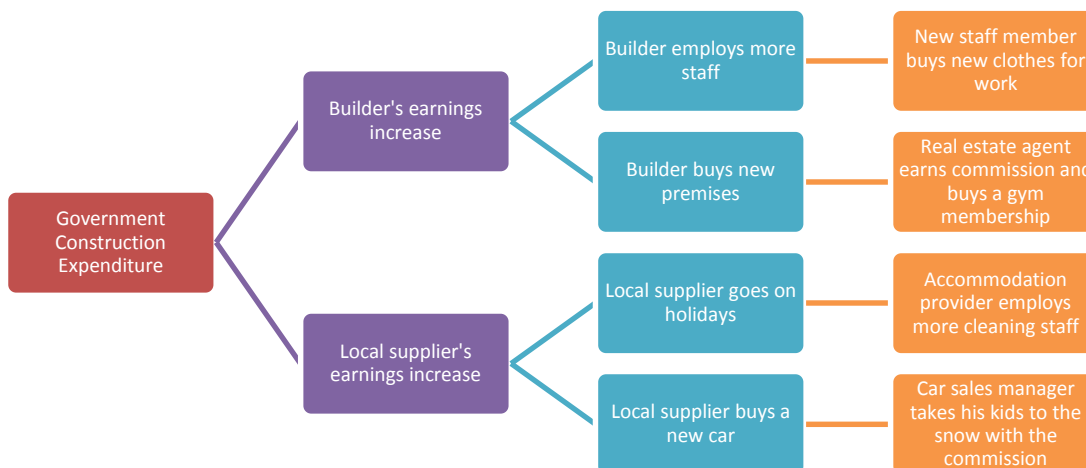
Any construction project has a positive economic benefit as a form of local expenditure. In this instance, the Shire of Menzies is proposing to refurbish a number of historic buildings at a total cost of \$951,000. This expenditure comprises building materials, plant, machinery and wages.

The construction cost is a direct financial benefit to the wider community of Menzies as tenders are awarded, contractors are engaged and materials are purchased. The application of the Shire's Regional Price Preference Policy ensures that preference is given to locally based contractors and service providers.

This influx of government expenditure into the region forms part of aggregate expenditure. As this is a construction project, the benefits are achieved at a single point in time and do not extend further than the initial construction period.

In addition to the direct financial benefits, government expenditure also provides a multiplier effect. "An extra dollar spent on goods and services can generate more than one dollar's worth of additional activity as a portion of it will be re-spent by those who benefitted from the original outlay. This is known as the fiscal multiplier effect" (Access Economics 2009, p.1).

"For example, if a government spends \$1,000 on goods or services, the money does not disappear, but rather becomes revenue to the supplier and wages to its employees. The supplier and its employees will have higher disposable incomes as a result, so consumption and hence aggregate demand will rise as well. The individuals who the supplier buys things from will also tend to spend some of that additional income, and so on. Each participant who experiences an increase in disposable income then spends some portion of it on final (consumer) goods, which causes the cycle to repeat many times" (Access Economics 2009, p.8).



**Figure 1: Example of how the multiplier effect works**

It is generally accepted that the most effective component of a fiscal stimulus is infrastructure spending (Access Economics 2009, p.10).

“The concept of the fiscal multiplier can be extended to the sub-national or regional level. For example, building a new community facility may lead to new employment for locals, which may have knock-on economic effects for the city or region” (Access Economics 2009, p.12).

Previous studies undertaken by Access Economics suggests a fiscal multiplier for stimulus monies which go to infrastructure spending is 1.69 (Access Economics 2009, p.19). Taking this multiplier and applying it to the Shire of Menzies construction expenditure on the Heritage Park Project will result in a total construction benefit of **\$1,607,190**.

Although the construction benefits have been defined and are contained within the total construction figure, the project will create employment during the construction period. Using estimates provided by the Queensland Government, it has been forecast that 6.7 jobs are created per \$1.0m over the life of a construction project. Utilising this framework, it can be estimated that 6.37 jobs will be supported over the life of the construction period.

Component	Contributor	Amount
Design & Construction	Shire of Menzies, RDA, R4R	\$951,000
<b>CONSTRUCTION COST</b>		\$951,000
<b>MULTIPLIER</b>		1.69
<b>TOTAL CONSTRUCTION BENEFIT</b>		\$1,607,190
Construction cost divided by \$1.0m		0.95
FTE employment		6.7
Jobs Created		6.3717

**Table 1: Projected capital expenditure and multiplier**

$$C = \$1,607,190$$

## 5.0 Operating expenditure benefits (O)

The Heritage Park Project will result in additional operating expenditure and employment opportunities as staff are employed to work in the various restored buildings and provide tourist related services such as guided tours.

When the government spends additional money on services, the money does not disappear. It becomes income to suppliers and contractors and salaries and wages for employees. As a result of the increased government expenditure, contractors, suppliers and employees will have a higher level of disposable income. Therefore, local consumption will increase and hence aggregate demand will rise as well, providing a positive economic impact.

The Shire of Menzies currently spends \$575,755 per annum on visitor services. This level of expenditure is considered to be the base case.

When the Heritage Park becomes operational, the operating expenditure is forecast to increase significantly, as more services are offered when the Heritage Park becomes operational. The new level of expenditure is forecast to be \$623,755 per annum and is represented in the graph below labelled future case. The economic benefit of the new facility is represented by the difference between the base case and the future case.



**Figure 2: Graph depicting the base case without the Heritage Park and the future case with the Heritage Park**

As with the construction example above, an increase in government expenditure on goods and services can generate more than one dollar's worth of additional activity as a portion of it will be respent by those who benefitted from the original outlay.

The appropriate multiplier to use for an increase in government expenditure differs slightly from a capital or construction cash injection. "Most economists agree that fiscal multipliers are small, lying between 1 and 2 for an increase in government expenditures and maybe less than 1 for a reduction in taxes (Weber 2012 p.4).

For the purposes of estimating the multiplier effect of an increase in local government operating expenditure, a multiplier of 1.5 has been applied. Taking this multiplier and applying it to the increase in local government expenditure will result in a total economic benefit of \$72,000.

**O = \$72,000 per annum.**

## 6.0 Marginal social benefits (M)

In addition to the direct benefits that the project will deliver, the project will also create a range of indirect flow on economic benefits. A number of studies have been commissioned in Australia that seek to quantify the economic value of tourism to places of cultural and heritage significance.

One such study completed by the University of Canberra, explored the economic value of tourism to places of cultural and heritage significance with reference to three towns with a mining heritage. The three towns once boomed as a result of mineral wealth, which has long since run out. "All three towns have well-preserved buildings and other reminders of the boom times. In all three, these have been preserved and now attract tourists who are interested in experiencing part of Australia's historical development" (University of Canberra 2000 p.4).

The three towns selected for the study were:

- Maldon, a former gold mining town in Victoria;
- Burra, a former copper mining town in South Australia; and
- Charters Towers, a gold mining town in north Queensland

"During the first six months of 2000, face-to-face interviews were conducted in each town. The interviews sought information on visitor characteristics, behaviour, expenditure, attitudes to aspects of cultural heritage and satisfaction. Expenditure data were used to measure the impact of tourism upon regional economic activity" (University of Canberra 2000, p.8). The following impacts were noted in the study;

	Maldon	Burra	Charters Towers
<b>Annual visitor numbers</b>	41,868	40,913	69,917
<b>Expenditure per head (\$)</b>	\$102.06	\$109.45	\$87.77
<b>Aggregate expenditure (\$)</b>	\$4,272,981	\$4,477,850	\$6,136,726
<b>Gross regional product (GRP) impact (\$)</b>	\$3,820,880	\$4,810,995	\$6,127,729
<b>Employment impact (jobs)</b>	310	333	121

**Table 2: Annual visitor numbers and expenditure per head for Maldron, Burra and Charters Towers**

The conclusions in the University of Canberra's study can be applied to the Heritage Park Project in the Shire of Menzies. According to the Shire of Menzies CEO, the town currently attracts 3,200 visitors per annum. The refurbished historic buildings, interpretation and tours are expected to increase visitation numbers by 10%.

The 10% increase is considered to be conservative as a research gap exists in terms of Heritage Listings and increasing visitor numbers. In saying this, a report titled 'Impact Assessment: World Heritage Listing' (Lynch-Blosse, 1991), presents accommodation takings and guest nights for the various Local Government Areas (LGAs) in the Wet Tropics World Heritage Area from 1987 to 1990. Most of the LGAs showed minor fluctuations, but "the Douglas LGA showed a substantial change, increasing from 17 191 visitor nights and \$413 000 in accommodation takings in 1987, to 37 175 visitor nights and \$2.641

million in accommodation takings in 1988. These figures continued to grow to 58 744 visitor nights and \$4.069 million in accommodation takings in 1990. This is quite a substantial increase over a four-year period” (University of Canberra 2000 p.78).

Although no direct correlation can be established between Heritage Listings and increased visitor numbers, the increase in visitations does suggest that the heritage listing combined with increased marketing and awareness increased visitations by 58% in terms of visitor nights and 54% in terms of accommodation takings.

According to the Tourism Alliance Victoria, “measuring tourism’s economic impact to a Local Government Area (LGA) requires the application of a suitable model that multiplies visitor numbers x visitor spending x regional multiplier” (Tourism Alliance Victoria 2005, p.1)

The Shire of Menzies currently attracts 3,200 visitors per annum. A 10% increase in tourist numbers suggests that after the implementation of the Heritage Park Project, the Shire of Menzies could achieve 3,520 visitors per annum.

	Tourist numbers	Increase	Additional expenditure
<b>Current number of tourists</b>	3,200	0	\$0.00
<b>Increase of 5%</b>	3360	160	\$15,961
<b>Increase of 10%</b>	<b>3520</b>	<b>320</b>	<b>\$31,923</b>
<b>Increase of 20%</b>	3840	640	\$63,846
<b>Increase of 30%</b>	4160	960	\$95,769
<b>Increase of 40%</b>	4480	1,280	\$127,692

**Table 3: Forecast visitor numbers after improvements**

The average expenditure per head of tourists travelling to Maldron, Burra and Charters Towers is \$99.76. If the Shire of Menzies increases tourist numbers by 10% to 3,520, the additional tourism expenditure generated by the Heritage Park Project will be **\$31,923** per annum.

As suggested in the Tourism Alliance Victoria, multipliers are also applicable to tourism expenditure. In a report prepared by Tourism Research Australia, it was suggested that an “appropriate tourism’s output multiplier for 2011–12 is valued at 1.88, which means for every dollar tourism earns directly in the Australian economy, it value adds an additional 88 cents to other parts of the economy. At 1.88, tourism’s multiplier is larger than Mining (1.62), Retail trade (1.74) and Education and training (1.44)” (Tourism Research Australia 2013 p.19)

Taking the tourism output multiplier and applying it to the forecast expenditure generated by the Heritage Park Project will create a total economic benefit of **\$60,015** per annum.

To complement the total economic benefit, it is well documented that tourism revenue generates additional employment opportunities. Based upon the comprehensive study completed by the University of Canberra, it was established that tourism income generated 1 job per \$25,982.51.

By applying a similar rate to the tourism growth predictions forecast for the Shire of Menzies, it can be conservatively estimated that the Heritage Precinct Project will generate 2.31 jobs based upon a tourism growth rate of 10%. If the Shire is able to increase tourism by 40%, 9.24 jobs will be created.

**M = \$60,015 per annum**

## 7.0 Conclusion

The total annual direct benefits associated with the construction and increased operational expenditure are **\$1,607,190** and **\$72,000**.

The total annual indirect benefits associated with increased tourism expenditure are **\$60,015**.

The combined economic benefit (direct and indirect) has been calculated at **\$1,739,206**.

To establish the economic benefits over a number of years, the net present value of the benefits have been further calculated over a 5, 10, 15 and 20 year time horizon using a 7% discount rate to reflect the weighted average cost of capital (WACC). The horizon analysis provides a range of benefits from **\$2,186,370** in year 5 to **\$3,103,666** in year 20.

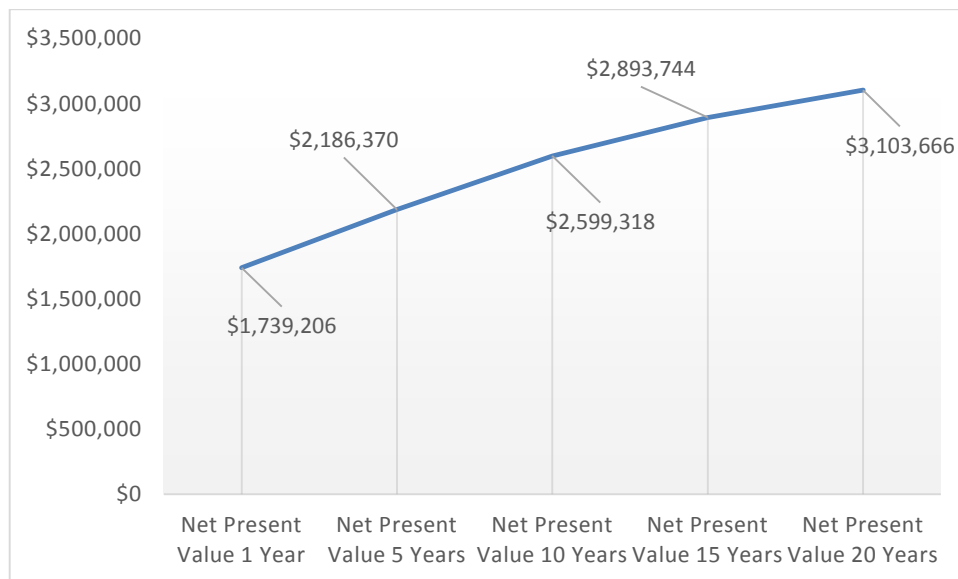


Figure 3: Graph depicting the economic benefits over a 1, 5, 10, 15 and 20 year time horizon.

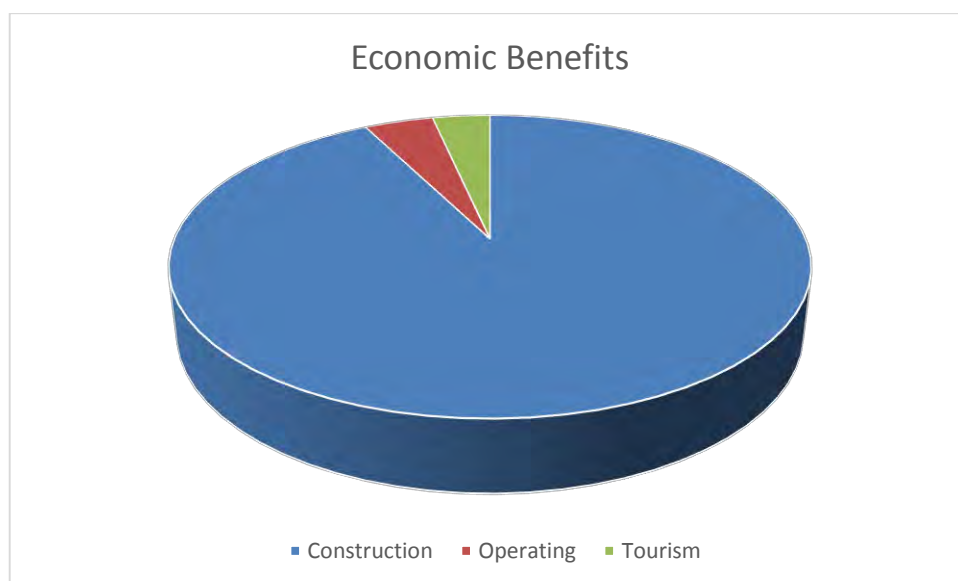


Figure 4: Total economic benefits

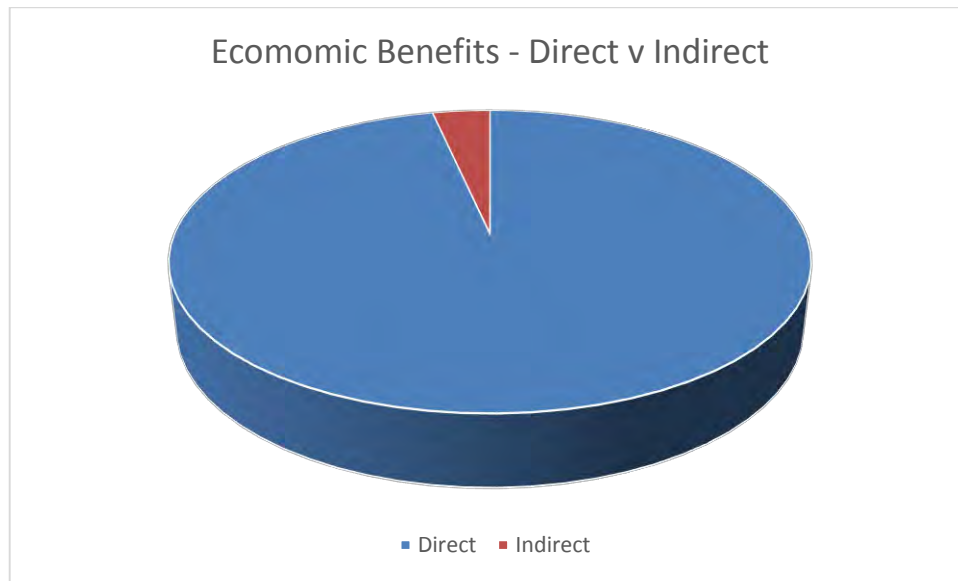


Figure 5: Direct and indirect economic benefits

## 8.0 Appendix 01 – Benefits of Art Centres

### Health Benefits

Many studies have been commissioned that seek to form a link between art programs and improvements in health outcomes for both Indigenous and non-Indigenous people. Although the studies are abundant, attaining quantifiable outcomes on how much art programs improve health is challenging.

In the studies that have been completed, it is often not the actual activity of art that improves health outcomes but the self-expression and education on preventative activities that can be facilitated through an artistic channel.

- “Several authors reported improved mental health, and even a reduction in self-harming behaviours, following community arts programs (Allain 2011; Barraket 2005; Frazier et al. 2007; HoRSCATSIA 2011). Some of the specific benefits include reductions in harmful behaviours (Barraket 2005) and the experience of emotional healing through outward artistic expression of negative life circumstances (Allain 2011)” (Australian Government 2014, p.5).
- A study by Bacon (2007) found that Narrative Therapy (NT) produced successful outcomes when working with Indigenous Australians referred for substance misuse. Other therapies, such as Musical Therapy, have proven to be effective at improving physical and mental wellbeing in Indigenous Australians.
- A study conducted by Truasheim (2014) found that Aboriginal and/or Torres Strait Islanders with a range of chronic diseases who participated in a Music Therapy program stated benefits such as improved relaxation, social connectedness, breaking down barriers, and easing of troubles. Interestingly, these findings seem to be congruent with Indigenous cultures of other nations outside of Australia.
- A Canadian study conducted by Howell-Jones found that Indigenous Canadians found that they preferred a therapeutic approach involving connection with family and communities, rather than individual assessment and treatment. Furthermore, participants advocated approaches which engage the body, mind, emotions and spirit, and which integrate their Indigenous identity into their everyday life.



Although evidence is not available to quantify the exact benefits of community art programs in improving Indigenous health, studies have been commissioned into preventative health care and the impact that preventative strategies such as education, early intervention, and immunisation have on health care costs.

The Productivity Commission produced a paper in 2015 with regard to Efficiency in Health. This paper investigated preventative health care and cited a study undertaken by Cadilhac et al that estimated that reducing rates of smoking, high-risk alcohol consumption, obesity, physical inactivity and other behaviour could reduce annual health care expenditures by around 2 per cent.

The cost of health care in Australia is significant, forming a major part of both the State and Federal Government's annual expenditure. Given the size of the health care budget, various studies have been commissioned to establish the cost of health care per person in Australia. Some of the studies have further broken these costs into demographic groups such as Indigenous and non-Indigenous Australians.

One such study produced by the Australian Institute of Health and Welfare concluded that "health expenditure per Indigenous Australian increased by 12.0% between 2008–09 and 2010–11, from \$7,139 in 2008–09 to \$7,995 in 2010–11. In 2010–11, \$1.47 was spent per Indigenous Australian for every dollar spent per non-Indigenous Australian" (Australian Institute of Health and Welfare 2013, p.6).

Taking the above information into consideration, we can conclude that the cost of health care per Indigenous Australian in 2010/11 was \$7,995. In today's dollars this would equate to \$8,958.

Given that art therapy is a genuine preventative strategy, we can hypothesise that the continuation of this preventative therapy could result in a 2 percent reduction in health care costs for Indigenous Australians. This would equate to a saving per person of \$179 per annum.

According to the last census, 256 Indigenous people reside in the Shire of Menzies. Based upon a rate of \$179 per person, the potential savings by implementing an art centre within the Shire could equate to a health benefit of **\$45,824** per annum.

### **Social Cohesion**

The benefits of indigenous art centres are wide ranging. In addition to providing Indigenous artists with income, the programs delivered in art centres contribute towards social cohesion and community engagement.

"One of the most important benefits of an established Art Centre is that it provides a service for artists to produce high quality art and earn a steady income. The ability to be self-employed and earn an independent, non-welfare income has the potential to improve self-esteem and self-worth, thereby improving mental wellbeing and strengthening the community as a whole (Aboriginal Art Directory, 2008)".

Arts centres also provide more than just an opportunity to generate revenue, they also act as a meeting place, education centre and provide opportunities for social interaction and intergenerational interaction.

"Provided due attention is given to ensuring equal access to and affordability of programs, participation in arts programs is regularly demonstrated to increase social inclusion and decrease exclusion" (Australian Government 2014, p.8)

"Participation in Indigenous arts organisations have been shown to open up opportunities for development of leadership and governance, as well as increasing access and involvement in networks of local community service providers (Cooper et al. 2012) (Australian Government 2014, p.8)

"Arts facilities can act as community hubs, which encourage interaction between the generations, different clans, or the Indigenous and non-Indigenous populations. Several studies noted that, in this way, participation in the arts activities generated at these sites can indirectly help to build social cohesion, inclusiveness and support (for example, Cooper et al. 2012:44)" (Australian Government 2014, p.11)

Despite the numerous benefits from a social cohesion and community engagement perspective, the depth of research is not substantial enough to quantify an economic benefit.

### **Reduction in crime and incarceration**

A number of studies have been commissioned internationally suggesting that art programs can reduce crime, anti-social behaviour and result in a reduction in reoffending.

"Arts programs occasionally aim to reduce crime and anti-social behaviour indirectly through the provision of alternative, healthy activities (Allard et al. 2007; Allard 2010; Barraket 2005; HoRSCATSIA 2011). One study cited instances of reduced substance abuse through the opening of a local Indigenous art gallery: through participation in arts activities, local community members felt empowered to begin tackling community issues, which included providing direct personal support to other artists who were trying to cease taking drugs (Cooper et al. 2012). Local police and ambulance services in this study likewise reported reduced call-outs to violent incidents and injuries since the gallery was opened. Although causal statements should be interpreted with caution, these service providers did suggest these reduced call-outs were directly linked to the presence of the gallery (Cooper et al. 2012)" (Australian Government 2014, p.7).

"Participating in artistic or cultural activities can be a prime mechanism for preventing boredom and a sense of having no purpose, which are both often precursors to engaging in destructive, anti-social or illegal activities (Barraket 2005; Delfabbro & Day 2003). Likewise, in the case of youth, it reduces the amount of unsupervised free time they have, which reduces their capacity to engage in negative or risky behaviours (Morris et al. 2003a), while promoting positive behaviours and even some social or employment opportunities (Frazier et al. 2007)" (Australian Government 2014, p.13).

Although evidence is not available to quantify the exact benefits of community art programs in reducing incarceration rates and reoffending, small controlled studies have been commissioned into art programs and the impact that such programs have on reducing crime rates within communities.

In a cost benefit analysis produced by Deloitte Access Economics on the benefits of Indigenous Healing Centres it was concluded "that healing centres and therapeutic communities typically return, on average, a benefit to cost ratio (BCR) of over 4 to 1, primarily from reduced rates of incarceration and recidivism" (Deloitte Access Economics, 2014).

The Cost Benefit Analysis was constructed around diverting "14 cases of incarceration during its first year and 12 cases per year thereafter" (Deloitte Access Economics, 2014). This would equate to just 1.08 cases per Centre during the first year and less than one (0.93) case per year thereafter.

Numerous studies have been commissioned on the cost of incarceration per prisoner. "The estimated annual average cost per prisoner per day in 2012–13 is \$315" (Australian National Council on Drugs 2012, p.8).

In saying this, the cost for Indigenous Australians is often far higher. "Re-offending rates are high and incarceration is associated with poor health outcomes for prisoners, including a relatively higher risk of mortality post-release. Research suggests that outcomes of incarceration are worse for Indigenous Australians than for non-Indigenous Australians" (Australian National Council on Drugs 2012, p.8).

In a report prepared on Indigenous Safe Communities, Deloitte Access Economics "estimated direct financial costs of \$358,915 per Indigenous incarceration. This estimation includes the likelihood of reoffending but does not including indirect financial costs such as lower employment. In addition to financial costs, there are also burden of disease costs. Deloitte Access Economics (2012a) calculated that the expected costs of Hepatitis C from incarceration of Indigenous Australians with drug and alcohol related problems are \$23,281 and the cost of Indigenous premature mortality is \$92,254 due to incarceration (relative to residential rehabilitation). Adding wellbeing costs yields a total cost of \$474,450 per case in 2012 dollars or \$500,414 in 2014 dollars when adjusted using the consumer price index (CPI)"(Healing Foundation 2014 p.31).

If the commencement of a community art programs resulted in a reduction of 1 incarceration, the savings would equate to \$500,414 per centre per annum.

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For further details on this Economic Impact/ Cost Benefit Assessment please contact:

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**Shire of Menzies  
Operating Report  
by SubProgram  
for the period ending  
31 October 2017**

Budget variances between this report and the Statement of Comprehensive Income by Program in the Monthly Financials are due to adjustments made for the allocation of Administration and Overheads.

# Shire of Menzies

## Operating Report for the period ending 31 October 2017

Economic Services	Current Budget	YTD Actual
<b>Caravan Park</b>		
<b>Operating Revenue</b>		
Fees & Charges	65,000	41,534
Other Revenue	3,500	-
<b>Subtotal Operating Revenue</b>	<b>68,500</b>	<b>41,534</b>
<b>Operating Expense</b>		
Employee Costs	(34,000)	(16,317)
Materials & Contracts	(30,550)	(10,302)
Utilities	(10,900)	(8,146)
Insurance Expenses	(3,400)	(1,123)
Reallocation Codes Expenditure	(51,000)	(20,315)
<b>Subtotal Operating Expense</b>	<b>(129,850)</b>	<b>(56,202)</b>
<b>TOTAL Caravan Park</b>	<b>(61,350)</b>	<b>(14,667)</b>
<b>Tourism &amp; Area Promotion</b>		
<b>Operating Revenue</b>		
Fees & Charges	29,000	15,732
Other Revenue	4,000	152
<b>Subtotal Operating Revenue</b>	<b>33,000</b>	<b>15,885</b>
<b>Operating Expense</b>		
Employee Costs	(131,241)	(38,597)
Materials & Contracts	(295,500)	(61,113)
Utilities	(510)	(43)
Depreciation On Non-Current Assets	(137,810)	-
Insurance Expenses	(8,970)	(3,237)
Reallocation Codes Expenditure	(25,050)	(40,329)
<b>Subtotal Operating Expense</b>	<b>(599,081)</b>	<b>(143,319)</b>
<b>TOTAL Tourism &amp; Area Promotion</b>	<b>(566,081)</b>	<b>(127,434)</b>
<b>Total - Cost of Economic Services</b>	<b>(627,431)</b>	<b>(142,102)</b>

### 12.5.3 Menzies Nursing Post Practitioner

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 166
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	22 November 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.3-1 Assessment of Airfare
<b>COUNCIL RESOLUTION:</b>	<b>No.1322</b>

**Moved: Cr Jill Dwyer**

**Seconded: Cr Ian Baird**

*That Council resolve to amend the provision of subsidies provided to the Practitioner at the Menzies Nursing Post from*

- 1. Accommodation for the Health Nurse, currently 12A Walsh Street, Menzies rent free;*
- 2. Utility allowance of up to \$1,600 per annum for water, power and gas;*
- 3. Two return airfares from Kalgoorlie to Perth per annum, payable after each six month continuous service; and*
- 4. A fuel card for the use of the incumbent nurse to a maximum value of \$1,800 per annum.*

*to*

- 1. Accommodation for the Health Nurse, currently 12A Walsh Street, Menzies rent free;*
- 2. Utility allowance of up to \$1,600 per annum for water, power and gas;*
- 3. A fuel card for the use of the incumbent nurse to a value of \$2,000 per annum; and*
- 4. Two return airfares from Kalgoorlie to Perth per annum, payable after each six-month continuous service; or*
- 5. Payment to be made at the completion of each six months service to the value of the lowest cost Kalgoorlie to Perth and return airfare Qantas daytime Red e-deal applicable during the week of payment.*

**Carried 6/0**



## **OFFICER RECOMMENDATION:**

That Council resolve to amend the provision of subsidies provided to the Practitioner at the Menzies Nursing Post from

1. Accommodation for the Health Nurse, currently 12A Walsh Street, Menzies rent free;
2. Utility allowance of up to \$1,600 per annum for water, power and gas;
3. Two return airfares from Kalgoorlie to Perth per annum, payable after each six month continuous service; and
4. A fuel card for the use of the incumbent nurse to a maximum value of \$1,800 per annum.

to

1. Accommodation for the Health Nurse, currently 12A Walsh Street, Menzies rent free;
2. Utility allowance of up to \$1,600 per annum for water, power and gas;
3. A fuel card for the use of the incumbent nurse to a value of \$2,000 per annum; and
4. Two return airfares from Kalgoorlie to Perth per annum, payable after each six month continuous service; or
5. Payment to be made at the completion of each six months service to the value of the lowest cost Kalgoorlie to Perth and return airfare Qantas daytime Red e-deal applicable during the week of payment.

## **VOTING REQUIREMENTS:**

Simple Majority

## **IN BRIEF:**

Application has been made to provide the option to convert the six monthly airfare available to the Menzies Health Nurse, to a cash payment which will permit the Nurse to choose their mode of transport when taking a break.

## **RELEVANT TO STRATEGIC PLAN:**

### *14.1 Sustainable local economy encouraged*

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.

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

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

#### *14.3 Active civic leadership achieved*

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

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

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

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

#### **FINANCIAL IMPLICATIONS:**

There are no financial implications. Allowance for the airfares is provided in job S07003.

**RISK ASSESSMENTS:** Nil

#### **BACKGROUND:**

At the ordinary meeting of Council in February 2016, Council resolved to provide benefits to the Menzies Health Nurse. These benefits were appropriate for the incumbent of the day. The current Nurse has requested that the airfare benefit be reviewed.

#### **COMMENT:**

This proposal will not require additional funds, and will better suit the current Nurse who prefers not to fly, and owns her own vehicle.

Nurse Taylor has resided in Menzies since March 2017. She has not requested the increase in her fuel allowance, however with the increasing cost of fuel in regional areas, together with there being no increase since 2016: the author is proposing to increase this allowance.

## Your trip

### Perth to Kalgoorlie

Friday, 24 November 2017

 [QF1890](#)

Flight QF1890 is operated by Qantaslink - National Jet Systems

Departs Arrives 1h 05m  
17:00 18:05 [0 stops](#)

ECONOMY  
[Red e-Deal](#)  
**\$315**

[Change this flight](#)

### Kalgoorlie to Perth

Saturday, 25 November 2017

 [QF1611](#)

Flight QF1611 is operated by Network Aviation

Departs Arrives 1h 10m  
18:50 20:00 [0 stops](#)


ECONOMY  
[Red e-Deal](#)  
**\$280**

[Change this flight](#)

### Flight subtotal

1 Adult

**\$595\*** AUD

[Flight amount breakdown](#) 

### About our prices

Flight prices are per adult in Australian Dollars and include baggage allowance.

\* Price includes taxes, fees and carrier charges payable to Qantas (excludes any amounts payable to third parties at the airport). Flight prices are per adult in Australian Dollars, based on payment at qantas.com by POLi and Qantas issued UATP. For other [payment options](#) a percentage based fee applies, capped at a maximum per passenger of AUD \$11.00. Prices are not guaranteed until payment is made.

[Start again](#)

LOGIN FOR EXPRESS CHECKOUT

or

CONTINUE

Kalgoorlie to Perth

Saturday, 25 November 2017

Departs Arrives  
18:50 [0 stops](#) 20:00

ECONOMY [Red e-Deal](#)


 [QF1611](#)

Flight QF1611 is operated by Network Aviation

[Change this flight](#)

Subtotal: **\$595\*** AUD  
1 Adult

 **Bags** 

Perth to Kalgoorlie  
Friday, 24 November 2017 

 [QF1890](#)

Adult 1  
Included checked baggage 1 piece

Kalgoorlie to Perth  
Saturday, 25 November 2017 

[More baggage information](#) 

Subtotal: **\$0** AUD

 **Seats** 

**13 ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN**

There were no Elected Members motions of which previous notice had been given.

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

Councillors Ian Baird and Debbie Hansen requested approval to attend the next scheduled Council Meeting of the Shire of Menzies on 14 December 2017 by electronic means from Tjuntjuntjara CRC in Tjuntjuntjara.

**COUNCIL RESOLUTION:**

**No.1323**

**Moved: Cr Jill Dwyer**

**Seconded: Cr Ian Tucker**

*That Council approve the request for Councillors Ian Baird and Debbie Hansen to attend the next scheduled Council Meeting of the Shire of Menzies on 14 December 2017 by electronic means from Tjuntjuntjara CRC in Tjuntjuntjara.*

**Carried 6/0**

**15 ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS**

There were no items for consideration behind closed doors

**16 NEXT MEETING**

The next Ordinary Meeting of Council will be held on Thursday 14 December 2017 commencing at 1pm.

**17 CLOSURE OF MEETING**

There being no further business the Chairperson closed the meeting at 3.24 pm.

**I, \_\_\_\_\_ hereby certify that the Minutes of the Ordinary Meeting of Council held 30 November 2017 are confirmed as a true and correct record, as per the Council Resolution of the Ordinary Meeting of Council held 14 December 2017.**

**Signed: \_\_\_\_\_**

**Dated: 14 December 2017**