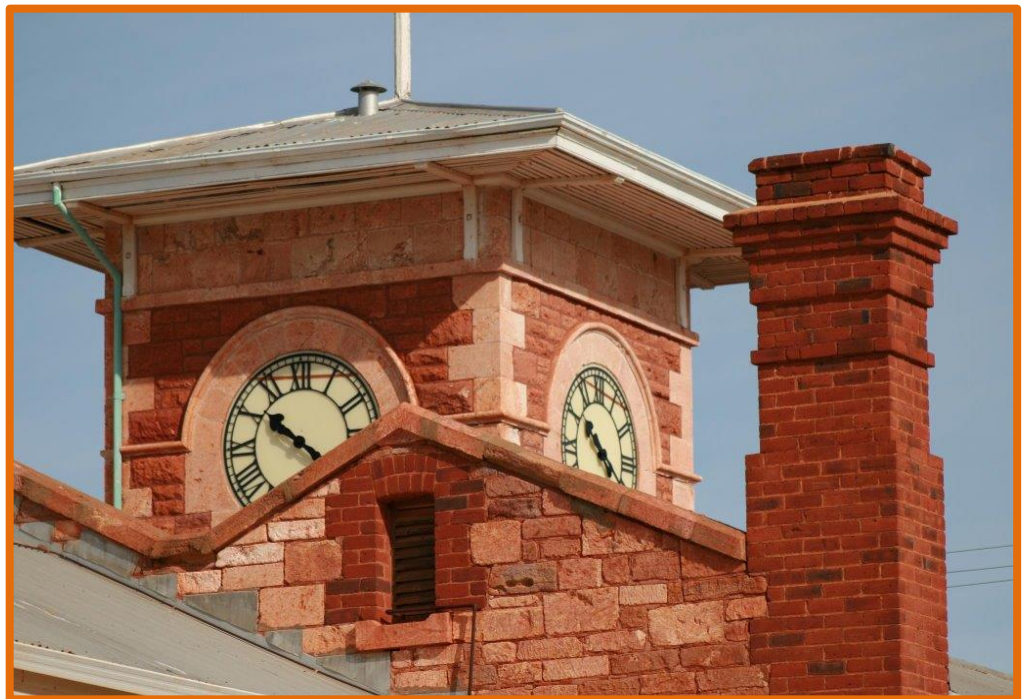


# SHIRE OF MENZIES AGENDA



31 August 2017

## ORDINARY COUNCIL MEETING

Agenda for the Ordinary Council Meeting to be held on Thursday  
31 August 2017 commencing at 3.00pm in the Council Chambers.

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

Dear Council Member,

The next Ordinary Meeting of the Shire of Menzies will be held on 31 August 2017 in the Shire of Menzies council chambers commencing at 3.00pm.

Rhonda Evans  
Chief Executive Officer

24 August 2017

**DISCLAIMER**

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

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

**FINANCIAL INTEREST**

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

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

**Councillors should declare an interest:**

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

A member who has declared an interest must not:

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

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- 1 DECLARATION OF OPENING**
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- 3 RECORD OF ATTENDANCE**
- 4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
- 5 PUBLIC QUESTION TIME**
- 6 APPLICATIONS FOR LEAVE OF ABSENCE**
- 7 DECLARATIONS OF INTEREST**
- 8 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**
- 9 CONFIRMATION / RECEIVAL OF MINUTES**
  - 9.1 Confirmation of Minutes of the Ordinary Council Meeting held on Thursday 27 July 2017.**

*That the minutes of the Ordinary Meeting of Council held on Thursday 27 July 2017 be confirmed as a true and correct record.*
- 10 PETITIONS / DEPUTATIONS / PRESENTATIONS**
- 11 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**
  - 11.1 PRESIDENTS REPORT**

*(To be tabled at the Council Meeting)*

- 13 ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN**
- 14 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**
- 15 ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS**
- 16 NEXT MEETING**
- 17 CLOSURE OF MEETING**

## **12. REPORTS OF OFFICERS**

### **12.1 HEALTH BUILDING AND TOWN PLANNING**

#### **12.1.1 Health and Building Report for the month of July 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>	24 August 2017
<b>AUTHOR:</b>	David Hadden, Environmental Health Officer
<b>ATTACHMENTS</b>	Nil

#### **RECOMMENDATION:**

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

**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 July 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 ASSESSMENT :**

No Risk Assessments have been adopted in relation to these matters.

#### **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.

## **COMMENT:**

### **Health**

Completed annual report to Health Department of WA covering Food Act and new Public Health Act enforcement for the 2016/2017 financial year.

Carried out an inspection of Menzies Hotel kitchen and rooms upstairs. Owner has commenced painting upstairs rooms and expects to have the ceiling alongside exhaust canopy in kitchen repaired shortly.

### **Building/Planning**

Prosecution paperwork for Mr Gopel has been served with a Court date of 1 August set for the hearing to be heard at the Leonora Court.

The Building Commission has advised that it is close to completing Councils 12 September 2012 request for a rescission of the exemption in Schedule 4 of the Building Regulations 2012, exempting applicants from having to apply for building permits for Class 1 to 9 buildings outside the town site of Menzies. When the rescission is completed Class 10 buildings (sheds) will be the only Class of building exempt from a building permit outside the town site boundary. This rescission when completed will improve building standards compliance while also improving public safety within these previously exempted buildings.

Prepared further correspondence to owners of Lot 107 Jowett Street threatening legal action if they ignore Councils request for advice regarding the two dilapidated caravans recently placed on Lot 107 Jowett Street.

## 12.2 FINANCE AND ADMINISTRATION

### 12.2.1 Statement of Financial Activity for the Month of July 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>	24 August 2017
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance & Administration
<b>ATTACHMENT:</b>	12.2.1-1 Monthly Financial Reports July 2017 12.2.1-2 Operating Statement by Nature and Type 12.2.1-3 Capital Income and Expenditure Statement

#### OFFICER RECOMMENDATION:

That Council

1. Receive the Statement of Financial Activity for the month ending 31 July 2017 tabled as attachment 12.2.1.1 presented at the meeting and note any material variances.
2. Endorse the change of description of Job CP006 from “Water Truck and Tank” to “Water Tank”.

**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 July 2017.

The adopted budget approved the expenditure of \$100,000 for the purchase of a Water Truck and Tank. This was an error. The cost of the Water Tank is \$100,000. The existing Mac Truck will be used to carry the tank.

#### 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.

# **MONTHLY FINANCIAL REPORT**

**For the Period ended  
31 July 2017**



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Statement of Comprehensive Income by Program

Statement of Financial Activity

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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 TypeL Account
- Capital by GL Account

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

	<b>Note</b>	<b>2017/2018 Budget \$</b>	<b>2017/2018 Actual \$</b>
<b>REVENUE</b>			
Rates	5	2,809,112	3,017,678
Operating Grants, Subsidies and Contributions		1,717,444	0
Fees and Charges	6	171,620	29,118
Interest Earnings	3	184,600	23,798
Other Revenue		46,200	1,085
		<u>4,928,976</u>	<u>3,071,678</u>
<b>EXPENSES</b>			
Employee Costs		(1,615,058)	(100,349)
Materials and Contracts		(2,800,273)	(92,725)
Utility Charges		(56,160)	0
Depreciation	2	(2,076,951)	0
Insurance Expenses		(130,430)	0
Allocation to Capital		0	91
Other Expenditure		(332,400)	(13,330)
		<u>(7,011,272)</u>	<u>(206,313)</u>
		(2,082,296)	2,865,365
Non-Operating Grants, Subsidies and Contributions		3,609,875	0
Profit on Asset Disposals		10,750	0
Loss on Asset Disposals		(9,250)	0
<b>NET RESULT</b>		<b>1,529,079</b>	<b>2,865,365</b>
<b>Other Comprehensive Income</b>			
Changes on Revaluation of non-current assets			
<b>TOTAL COMPREHENSIVE INCOME</b>		<b><u>1,529,080</u></b>	<b><u>2,865,365</u></b>



**Shire of Menzies**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY PROGRAM**  
**For the Period ended**  
**31 July 2017**

	Note	2017/2018 Budget \$	2017/2018 Actual \$
<b>REVENUE</b>			
General Purpose Funding		3,889,706	3,041,549
Law, Order, Public Safety		6,400	0
Housing		65,220	5,241
Community Amenities		6,600	7,441
Recreation and Culture		10,000	60
Transport		727,250	0
Economic Services		185,100	17,388
Other Property and Services		38,700	0
		<u>4,928,976</u>	<u>3,071,678</u>
<b>EXPENSES EXCLUDING</b>			
<b>FINANCE COSTS</b>			
Governance		(534,774)	(46,431)
General Purpose Funding		(133,975)	(772)
Law, Order, Public Safety		(45,180)	(6,318)
Health		(53,000)	(2,078)
Housing		(291,334)	(2,605)
Community Amenities		(202,910)	(6,911)
Recreation & Culture		(493,390)	(19,696)
Transport		(2,597,655)	(29,974)
Economic Services		(830,321)	(33,685)
Other Property and Services		(1,828,733)	(57,843)
		<u>(7,011,272)</u>	<u>(206,313)</u>
		(2,082,296)	2,865,365
<b>FINANCE COSTS (Refer Notes 2 &amp; 5)</b>			
		0	0
<b>NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>			
Recreation & Culture		261,000	0
Transport		3,333,875	0
Economic Services		15,000	0
		<u>3,609,875</u>	<u>0</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>2,865,365</b>
<b>Other Comprehensive Income</b>			
Changes on Revaluation of non-current assets			
<b>Total Other Comprehensive Income</b>		<u>0</u>	<u>0</u>
<b>TOTAL COMPREHENSIVE INCOME</b>		<u><u>1,529,080</u></u>	<u><u>2,865,365</u></u>

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

	<b>Note</b>	<b>Budget</b>	<b>Budget YTD</b>	<b>Actual</b>	<b>Variance</b>	
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>%</b>	<b>\$</b>
<b>REVENUES</b>	1,2					
Governance		0	0	0	No budget	0
General Purpose Funding		3,889,706	324,142	23,865	93%	300,278
Law, Order, Public Safety		6,400	533	0	100%	533
Housing		65,220	5,435	5,241	4%	194
Community Amenities		6,600	550	7,441	-1253%	(6,891)
Recreation and Culture		10,000	833	60	93%	773
Transport		727,250	60,604	0	100%	60,604
Economic Services		185,100	15,425	17,388	-13%	(1,963)
Other Property and Services		38,700	3,225	0	100%	3,225
		<u>4,928,976</u>	<u>410,748</u>	<u>53,994</u>		
<b>EXPENSES</b>	1,2					
Governance		(534,774)	(44,565)	(46,431)	-4%	1,866
General Purpose Funding		(133,975)	(11,165)	(772)	93%	(10,392)
Law, Order, Public Safety		(45,180)	(3,765)	(6,318)	-68%	2,553
Health		(53,000)	(4,417)	(2,078)	53%	(2,339)
Education and Welfare		0	0	0	No budget	0
Housing		(291,334)	(24,278)	(2,605)	89%	(21,673)
Community Amenities		(202,910)	(16,909)	(6,911)	59%	(9,998)
Recreation & Culture		(493,390)	(41,116)	(19,696)	52%	(21,420)
Transport		(2,597,655)	(216,471)	(29,974)	86%	(186,497)
Economic Services		(830,321)	(69,193)	(33,685)	51%	(35,508)
Other Property and Services		(1,828,733)	(152,394)	(57,843)	62%	(94,551)
		<u>(7,011,272)</u>	<u>(584,273)</u>	<u>(206,313)</u>		
<b>Net Operating Result Excluding Rates</b>		<u>(2,082,296)</u>	<u>(173,525)</u>	<u>(152,319)</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		(1,500)	(125)	0		
Depreciation on Assets	2	2,076,951	173,079	0		
<b>Capital Expenditure and Revenue</b>						
Purchase Land Held for Resale	4	0	0	0	No budget	0
Purchase Land and Buildings	4	(1,040,000)	(86,667)	0	-100%	(86,667)
Purchase Infrastructure Assets - Roads	4	(2,300,249)	(191,687)	8	-100%	(191,695)
Purchase Infrastructure Assets - Parks	4	(273,499)	(22,792)	(5,055)	-78%	(17,737)
Purchase Infrastructure Assets - Footpaths	4	(25,000)	(2,083)	0	-100%	(2,083)
Purchase Plant and Equipment	4	(278,957)	(23,246)	0	-100%	(23,246)
Purchase Furniture and Equipment	4	(50,000)	(4,167)	(1,527)	-63%	(2,640)
Proceeds from Disposal of Assets		87,500	7,292	17,916	146%	(10,624)
Transfers to Reserves (Restricted Assets)	6	(1,130,012)	(94,168)	(8,851)	-91%	(85,317)
Transfers from Reserves (Restricted Assets)	6	(222,235)	(18,520)	0	-100%	(18,520)
<b>ADD</b> Estimated Surplus/(Deficit) July 1 B/Fwd	7	2,350,190	2,350,190	3,845,841		
Amount Raised from General Rates		2,809,112	2,809,112	3,017,684		
<b>Net Current Assets - Surplus (Deficit)</b>	8	<u>(79,995)</u>	<u>4,722,694</u>	<u>6,713,697</u>		

Shire of Menzies

STATEMENT OF COMPREHENSIVE INCOME

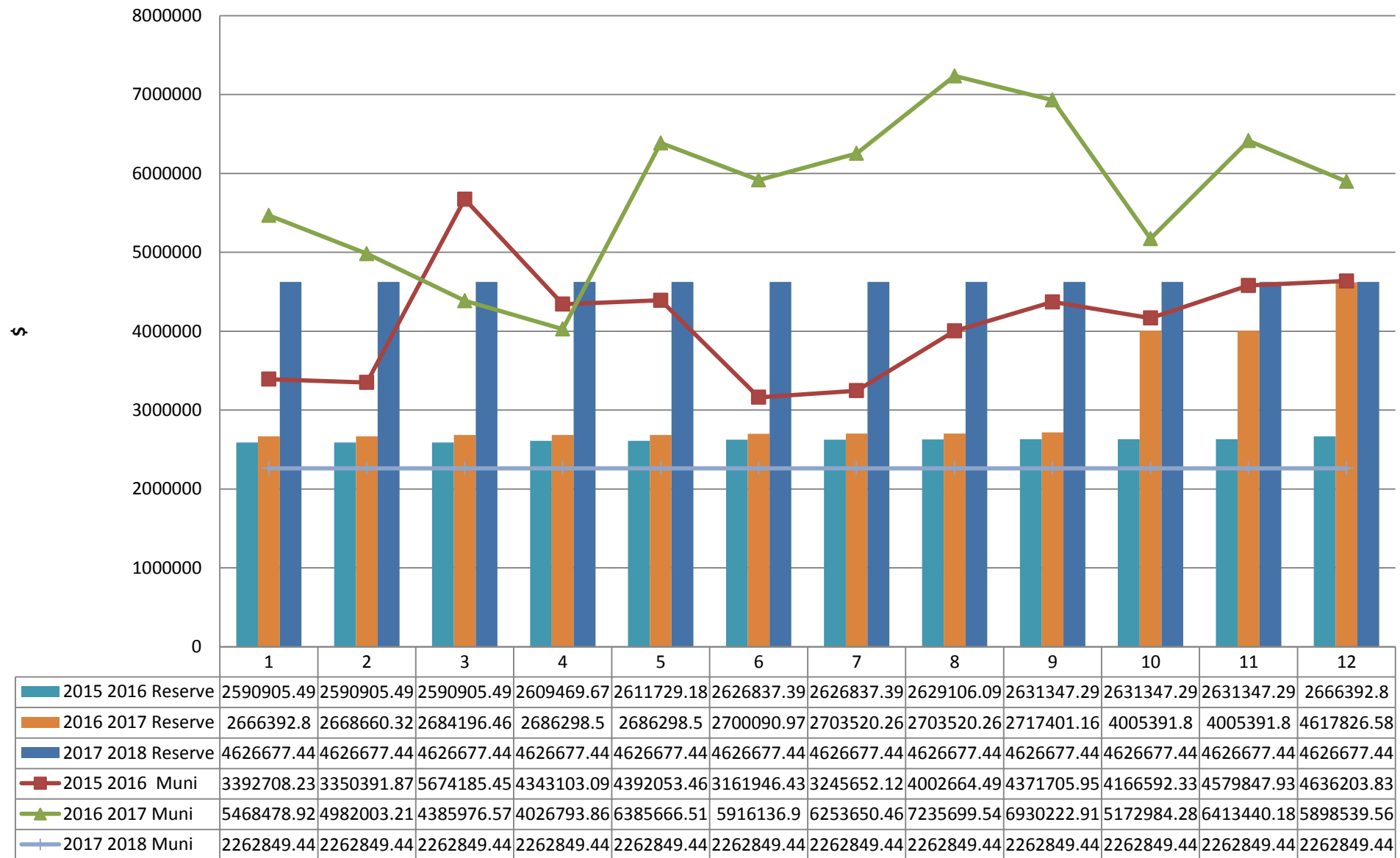
**NET CURRENT ASSETS**

For the Period ended

31 July 2017

	Brought Forward Actual \$	Movement Actual \$	YTD Actual \$
<b>Surplus Deficit Brought Forward</b>	<b>3,845,841</b>	<b>2,867,856</b>	<b>6,713,697</b>
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents			
-Unrestricted Cash	2,630,085	(521,128)	2,108,957
-Restricted Cash - Reserves	2,666,393	8,851	2,675,244
Receivables		0	0
-Rates Outstanding	630,998	3,045,136	3,676,134
-Sundry Debtors	1,059,992	(43)	1,059,949
-Provision For Doubtful Debts	(99,540)	0	(99,540)
-Gst Receivable	212,314	9,089	221,403
-Accrued Income/Payments In Advance	34,427	90,217	124,644
Inventories			0
-Fuel, Oil & Materials on Hand	7,203	181	7,384
	<u>7,141,872</u>	<u>2,632,303</u>	<u>9,774,175</u>
<b>LESS CURRENT LIABILITIES</b>			
Trade and Other Payables			
-Sundry Creditors	(512,182)	263,442	(248,740)
-Accrued Salaries & Wages	(30,293)	0	(30,293)
-Income Received In Advance	(26,321)	0	(26,321)
-Gst Payable	(10,293)	(4,003)	(14,296)
-Payroll Creditors	(44,302)	(15,015)	(59,317)
-Accrued Expenses	(6,247)	0	(6,247)
Provisions			0
-Provision For Annual Leave	(59,740)	0	(59,740)
-Provision For Long Service Leave (Current)	(18,535)	(369)	(18,904)
	<u>(707,913)</u>	<u>244,055</u>	<u>(463,858)</u>
<b>Unadjusted Net Current Assets</b>	<b>6,433,959</b>	<b>2,876,358</b>	<b>9,310,317</b>
Less Reserves - restricted Cash	(2,666,393)	(8,851)	(2,675,244)
Add back Cash Backed Provision for Leave	78,275	369	78,644
Adjustment for Trust	0	(20)	(20)
<b>Adjusted net current assets</b>	<b>3,845,841</b>	<b>2,867,856</b>	<b>6,713,697</b>

## Cash at Bank



**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 July 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 July 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 July 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 July 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	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads (unsealed)	
formation	not depreciated
pavement	50 years
Footpaths - slab	40 years
Sewerage piping	100 years
Water supply piping & drainage systems	75 years

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

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

Gains and losses on disposals are determined by comparing proceeds with 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 July 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 July 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 July 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	367,436	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>2,076,951</u>	<u>0</u>

(ii) Crediting as Revenues:

**3 Interest Earnings**

Investments

- Reserve Funds	80,000	8,851
- Other Funds	50,000	6,092
Other Interest Revenue ( <i>refer note 13</i> )	54,600	8,855
	<u>184,600</u>	<u>23,798</u>

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**31 July 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. Analysical services.

**EDUCATION AND WELFARE**

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

**HOUSING**

Provision and maintenance of staff housing.

**COMMUNITY AMENITIES**

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

**RECREATION AND CULTURE**

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

**TRANSPORT**

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

**ECONOMIC SERVICES**

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

**OTHER PROPERTY & SERVICES**

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

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

<b>4 ACQUISITION OF ASSETS</b>	<b>2017/18 Budget \$</b>	<b>31-Jul-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	1,100
<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	0
<b>Community Amenities</b>	90,000	0
<b>Recreation and Culture</b>	887,000	0
<b>Transport</b>	4,709,287	4,452
<b>Economic Services</b>	545,000	596
<b>Other Property and Services</b>	30,000	426
	<b><u>6,457,287</u></b>	<b><u>6,574</u></b>

**By Class**

Purchase Land Held for Resale	0	0
Purchase Land and Buildings	1,061,000	0
Purchase Infrastructure Assets - Roads	4,310,287	0
Purchase Infrastructure Assets - Parks	674,000	5,047
Purchase Infrastructure Assets - Footpaths	50,000	0
Purchase Plant and Equipment	262,000	0
Purchase Furniture and Equipment	100,000	1,527
	<b><u>6,457,287</u></b>	<b><u>6,574</u></b>

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

- Asset Acquisition Program

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

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

<b>RATE TYPE</b>	<b>Rate in \$</b>	<b>Number of Properties</b>	<b>Rateable Value \$</b>	<b>2017/18 Actual Rate Revenue \$</b>	<b>2017/18 Actual Interim Rates \$</b>	<b>2017/18 Actual Back Rates \$</b>	<b>2017/18 Actual Total Revenue \$</b>	<b>2017/18 Budget \$</b>
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	95,029		1,957,948	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	93,566	0	2,865,685	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>							3,017,678	2,924,112
Specified Area Rates							0	
<b>Total Rates</b>							3,017,678	2,924,112

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

	<b>2017/18 Budget \$</b>	<b>2017/18 Actual \$</b>
<b>6. FEES &amp; CHARGES REVENUE</b>		
Governance	0	0
General Purpose Funding	1,800	73
Law, Order, Public Safety	400	0
Health	0	0
Education and Welfare	0	0
Housing	65,220	5,241
Community Amenities	6,600	7,441
Recreation & Culture	0	60
Transport	0	0
Economic Services	97,600	16,303
Other Property & Services	0	0
	<u>171,620</u>	<u>29,118</u>

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

**7. RESERVES - CASH BACKED**

	Actual 2018 Opening Balance \$	Actual 2018 Transfer to \$	Actual 2018 Transfer (from) \$	Actual 2018 Closing Balance \$	Budget 2018 Opening Balance \$	Budget 2018 Transfer to \$	Budget 2018 Transfer (from) \$	Budget 2018 Closing Balance \$	Actual 2017 Opening Balance \$	Actual 2017 Transfer to \$	Actual 2017 Transfer (from) \$	Actual 2017 Closing Balance \$
Leave reserve	192,460	369	0	192,829	187,871	0	0	187,871	187,871	4,589	0	192,460
Plant reserve	932,561	1,787	0	934,349	558,156	0	(147,235)	410,921	558,156	521,640	(147,235)	932,561
Building reserve	1,161,096	2,225	0	1,163,322	684,086	0	0	684,086	684,086	477,010	0	1,161,096
TV reserve	16,789	32	0	16,821	16,388	0	0	16,388	16,388	401	0	16,789
Main street reserve	131,578	252	0	131,830	193,331	0	(65,000)	128,331	193,331	3,247	(65,000)	131,578
Staff amenities reserve	70,915	136	0	71,051	69,225	0	0	69,225	69,225	1,690	0	70,915
Roads reserve	474,836	910	0	475,746	164,020	300,000	0	464,020	164,020	310,816	0	474,836
Caravan park reserve	316,747	607	0	317,354	309,195	0	0	309,195	309,195	7,552	0	316,747
Rates future claims reserve	47,576	91	0	47,667	46,442	0	0	46,442	46,442	1,134	0	47,576
Bitumen resealing reserve	379,618	728	0	380,345	203,607	170,012	0	373,619	203,607	176,011	0	379,618
Niagara Dam reserve	800,049	1,533	0	801,582	123,062	660,000	(10,000)	773,062	123,062	676,987	0	800,049
Waterpark reserve	93,601	179	0	93,781	111,011	0	0	111,011	111,011	2,591	(20,000)	93,602
	<u>4,617,827</u>	<u>8,851</u>	<u>0</u>	<u>4,626,677</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



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

**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:

<b>Name of Reseve</b>	<b>Anticipated date of use</b>	<b>Purpose of the reserve</b>
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 July 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-Jul-17 \$</b>
Unidentified Deposits	0			0
Housing Bonds	1,680			1,680
Pet Bonds	200			200
				0
				0
				0
	<u>1,880</u>			<u>1,880</u>

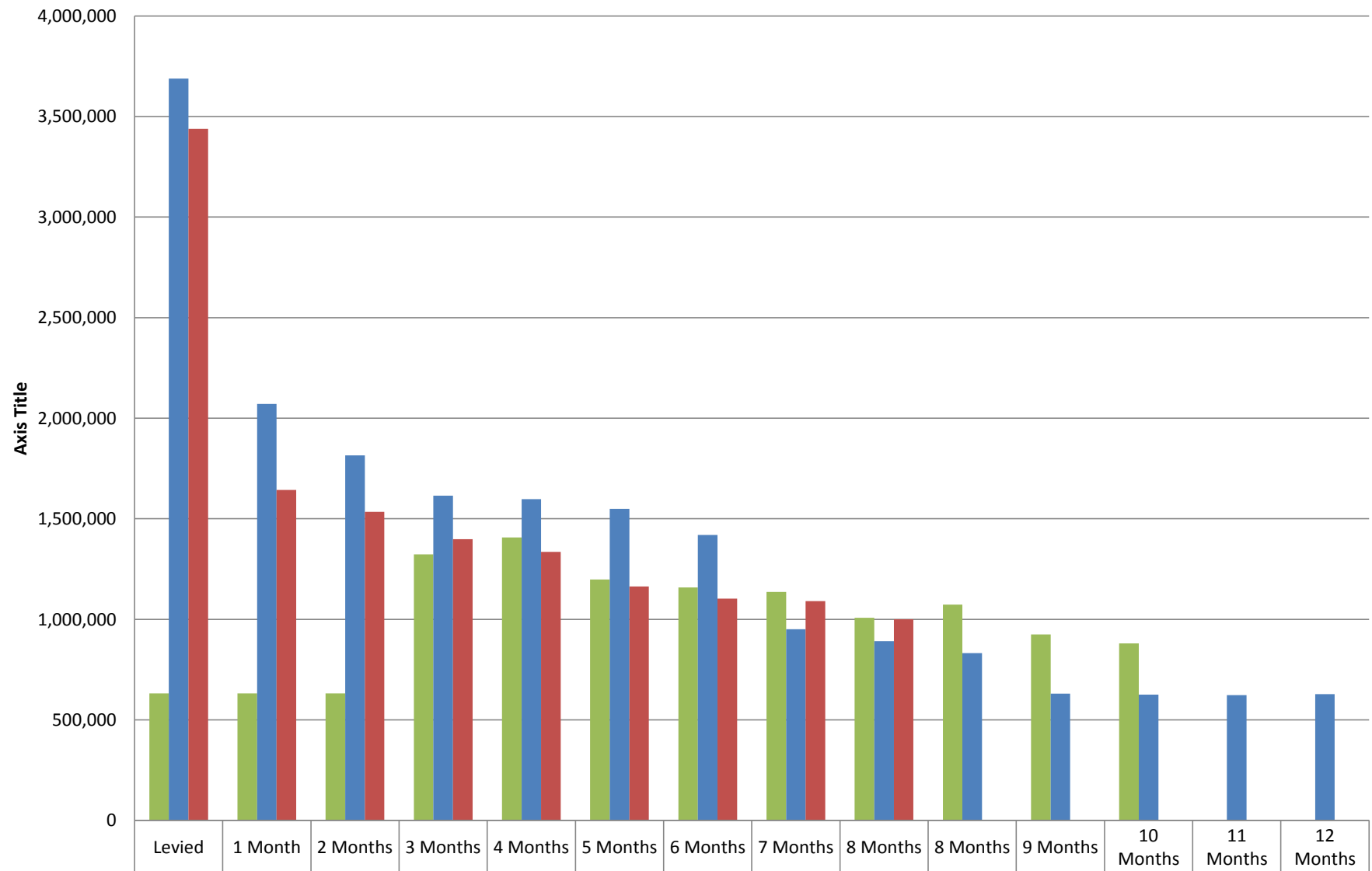
**Shire of Menzies**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period ended**  
**31 July 2017**

	<b>Note</b>	<b>Budget</b>	<b>Budget YTD</b>	<b>Actual</b>	<b>Variance</b>	
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>%</b>	<b>\$</b>
<b>REVENUES</b>	1,2					
Governance		0	0	0	No budget	0
						<i>Timing - Rates were generated on 1/8/17 but posted July 17</i>
General Purpose Funding		3,889,706	324,142	3,041,549	-838%	(2,717,406)
Law, Order, Public Safety		6,400	533	0	100%	533
Housing		65,220	5,435	5,241	4%	194
Community Amenities		6,600	550	7,441	-1253%	(6,891)
Recreation and Culture		10,000	833	60	93%	773
Transport		727,250	60,604	0	100%	60,604
Economic Services		185,100	15,425	17,388	-13%	(1,963)
Other Property and Services		38,700	3,225	0	100%	3,225
		<u>4,928,976</u>	<u>410,748</u>	<u>3,071,678</u>		
<b>EXPENSES</b>	1,2					
Governance		(534,774)	(44,565)	(46,431)	-4%	1,866
General Purpose Funding		(133,975)	(11,165)	(772)	93%	(10,392)
Law, Order, Public Safety		(45,180)	(3,765)	(6,318)	-68%	2,553
Health		(53,000)	(4,417)	(2,078)	53%	(2,339)
Education and Welfare		0	0	0	No budget	0
Housing		(291,334)	(24,278)	(2,605)	89%	(21,673)
Community Amenities		(202,910)	(16,909)	(6,911)	59%	(9,998)
Recreation & Culture		(493,390)	(41,116)	(19,696)	52%	(21,420)
Transport		(2,597,655)	(216,471)	(29,974)	86%	(186,497)
Economic Services		(830,321)	(69,193)	(33,685)	51%	(35,508)
Other Property and Services		(1,828,733)	(152,394)	(57,843)	62%	(94,551)
		<u>(7,011,272)</u>	<u>(584,273)</u>	<u>(206,313)</u>		
<b>Net Operating Result Excluding Rates</b>		<u>(2,082,296)</u>	<u>(173,525)</u>	<u>2,865,365</u>		

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

	<b>Note</b>	<b>Budget</b>	<b>Budget YTD</b>	<b>Actual</b>	<b>Variance</b>	
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>%</b>	<b>\$</b>
<b>Adjustments for Cash Budget Requirements:</b>						
<b>Non-Cash Expenditure and Revenue</b>						
Initial Recognition of Assets due to change in Regulations						
(Profit)/Loss on Asset Disposals		(1,500)	(125)	0	-100%	(125)
						<i>Depreciation not calculated until 2016/17 Audit finalised</i>
Depreciation on Assets	2	2,076,951	173,079	0	-100%	173,079
<b>Capital Expenditure and Revenue</b>						
Purchase Land Held for Resale	4	0	0	0	No budget	0
Purchase Land and Buildings	4	(1,040,000)	(86,667)	0	-100%	(86,667)
						<i>Timing - Invoices not received for outstanding purchase orders</i>
Purchase Infrastructure Assets - Roads	4	(2,300,249)	(191,687)	8	-100%	(191,695)
						<i>Timing - Invoices not received for outstanding purchase orders</i>
Purchase Infrastructure Assets - Parks	4	(273,499)	(22,792)	(5,055)	-78%	(17,737)
Purchase Infrastructure Assets - Footpaths	4	(25,000)	(2,083)	0	-100%	(2,083)
Purchase Plant and Equipment	4	(278,957)	(23,246)	0	-100%	(23,246)
Purchase Furniture and Equipment	4	(50,000)	(4,167)	(1,527)	-63%	(2,640)
Proceeds from Disposal of Assets		87,500	7,292	17,916	146%	(10,624)
						<i>Timing</i>
Transfers to Reserves (Restricted Assets)	6	(1,130,012)	(94,168)	(8,851)	-91%	(85,317)
						<i>Timing - transfers to reserves</i>
						<i>Timing - transfers from reserves occur when funds are required for capital purchases</i>
Transfers from Reserves (Restricted Assets)	6	(222,235)	(18,520)	0	-100%	(18,520)
<b>ADD</b> Estimated Surplus/(Deficit) July 1 B/Fwd	7	2,350,190	2,350,190	3,845,841		
Amount Raised from General Rates		2,809,112	2,809,112	0		
<b>Net Current Assets - Surplus (Deficit)</b>	<b>8</b>	<b>(79,995)</b>	<b>4,722,694</b>	<b>6,713,697</b>		

## Outstanding Rates and Charges





# **Shire of Menzies Operating Report by SubProgram for the period ending 31 July 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 July 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	-
Fees & Charges	-	73
Interest Earnings	130,000	14,943
<b>Subtotal Operating Revenue</b>	<b>1,024,194</b>	<b>15,015</b>
<b>TOTAL Other General Purpose Funding</b>	<b>1,024,194</b>	<b>15,015</b>
<b>Rate Revenue</b>		
<b>Operating Revenue</b>		
Rates	2,809,112	3,017,678
Fees & Charges	56,400	-
Interest Earnings	-	8,855
<b>Subtotal Operating Revenue</b>	<b>2,865,512</b>	<b>3,026,533</b>
<b>Operating Expense</b>		
Employee Costs	(100,575)	-
Materials & Contracts	(31,000)	(440)
Insurance Expenses	(2,400)	-
Other Expenditure	-	(333)
<b>Subtotal Operating Expense</b>	<b>(133,975)</b>	<b>(772)</b>
<b>TOTAL Rate Revenue</b>	<b>2,731,537</b>	<b>3,025,761</b>
<b>Total - Cost of General Purpose Funding</b>	<b>3,755,731</b>	<b>3,040,776</b>

# Shire of Menzies

## Operating Report for the period ending 31 July 2017

<b>Governance</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Governance - General</b>		
<b>Operating Expense</b>		
Employee Costs	(220,824)	(16,630)
Materials & Contracts	(91,500)	(16,273)
Insurance Expenses	(5,000)	-
<b>Subtotal Operating Expense</b>	<b>(317,324)</b>	<b>(32,902)</b>
<b>TOTAL Governance - General</b>	<b>(317,324)</b>	<b>(32,902)</b>
<b>Members Of Council</b>		
<b>Operating Expense</b>		
Employee Costs	(500)	-
Materials & Contracts	(48,300)	(532)
Other Expenditure	(167,900)	(12,997)
Reallocation Codes Expenditure	(750)	-
<b>Subtotal Operating Expense</b>	<b>(217,450)</b>	<b>(13,529)</b>
<b>TOTAL Members Of Council</b>	<b>(217,450)</b>	<b>(13,529)</b>
<b>Total - Cost of Governance</b>	<b>(534,774)</b>	<b>(46,431)</b>



# Shire of Menzies

## Operating Report for the period ending 31 July 2017

### Law, Order & Public Safety

Current Budget

YTD Actual

#### Other Law, Order & Public Safety

##### Operating Expense

Employee Costs	(6,500)	(341)
Materials & Contracts	(500)	(4,200)
Reallocation Codes Expenditure	(5,250)	(322)
<b>Subtotal Operating Expense</b>	<b>(12,250)</b>	<b>(4,863)</b>

<b>TOTAL Other Law, Order &amp; Public Safety</b>	<b>(12,250)</b>	<b>(4,863)</b>
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#### Animal Control

##### Operating Revenue

Fees & Charges	400	-
<b>Subtotal Operating Revenue</b>	<b>400</b>	<b>-</b>

##### Operating Expense

Materials & Contracts	(20,500)	(1,455)
Depreciation On Non-Current Assets	(580)	-
<b>Subtotal Operating Expense</b>	<b>(21,080)</b>	<b>(1,455)</b>

<b>TOTAL Animal Control</b>	<b>(20,680)</b>	<b>(1,455)</b>
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#### Fire Prevention

##### Operating Revenue

Operating Grants, Subsidies And Contributions	6,000	-
<b>Subtotal Operating Revenue</b>	<b>6,000</b>	<b>-</b>

##### Operating Expense

Employee Costs	(700)	-
Materials & Contracts	(1,050)	-
Utilities	(200)	-
Depreciation On Non-Current Assets	(5,850)	-
Insurance Expenses	(3,000)	-
Reallocation Codes Expenditure	(1,050)	-
<b>Subtotal Operating Expense</b>	<b>(11,850)</b>	<b>-</b>

<b>TOTAL Fire Prevention</b>	<b>(5,850)</b>	<b>-</b>
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<b>Total - Cost of Law, Order &amp; Public Safety</b>	<b>(38,780)</b>	<b>(6,318)</b>
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# Shire of Menzies

## Operating Report for the period ending 31 July 2017

Health	Current Budget	YTD Actual
<b>Other Health</b>		
<b>Operating Expense</b>		
Employee Costs	(3,200)	-
Materials & Contracts	(40,000)	(2,078)
Reallocation Codes Expenditure	(4,800)	-
<b>Subtotal Operating Expense</b>	<b>(48,000)</b>	<b>(2,078)</b>
<b>TOTAL Other Health</b>	<b>(48,000)</b>	<b>(2,078)</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>(2,078)</b>

# Shire of Menzies

## Operating Report for the period ending 31 July 2017

### Housing

Current Budget

YTD Actual

#### Other Housing

##### Operating Revenue

Fees & Charges	45,200	4,041
<b>Subtotal Operating Revenue</b>	<b>45,200</b>	<b>4,041</b>

##### Operating Expense

Employee Costs	(11,900)	(161)
Materials & Contracts	(29,896)	-
Utilities	(2,100)	-
Depreciation On Non-Current Assets	(93,144)	-
Insurance Expenses	(3,140)	-
Reallocation Codes Expenditure	(17,850)	(334)
<b>Subtotal Operating Expense</b>	<b>(158,030)</b>	<b>(495)</b>

<b>TOTAL Other Housing</b>	<b>(112,830)</b>	<b>3,545</b>
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#### Staff Housing

##### Operating Revenue

Fees & Charges	20,020	1,200
<b>Subtotal Operating Revenue</b>	<b>20,020</b>	<b>1,200</b>

##### Operating Expense

Employee Costs	(12,000)	(422)
Materials & Contracts	(50,262)	(542)
Utilities	(10,350)	-
Depreciation On Non-Current Assets	(40,422)	-
Insurance Expenses	(2,270)	-
Reallocation Codes Expenditure	(18,000)	(1,146)
<b>Subtotal Operating Expense</b>	<b>(133,304)</b>	<b>(2,110)</b>

<b>TOTAL Staff Housing</b>	<b>(113,284)</b>	<b>(910)</b>
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<b>Total - Cost of Housing</b>	<b>(226,114)</b>	<b>2,636</b>
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# Shire of Menzies

## Operating Report for the period ending 31 July 2017

### Community Amenities

Current Budget

YTD Actual

#### Other Community Amenities

##### Operating Expense

Employee Costs	(22,000)	(494)
Materials & Contracts	(2,600)	(683)
Depreciation On Non-Current Assets	(2,850)	-
Insurance Expenses	(240)	-
Reallocation Codes Expenditure	(33,000)	(864)
<b>Subtotal Operating Expense</b>	<b>(60,690)</b>	<b>(2,041)</b>

<b>TOTAL Other Community Amenities</b>	<b>(60,690)</b>	<b>(2,041)</b>
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#### Town Planning & Regional Development

##### Operating Expense

Materials & Contracts	(50,000)	-
<b>Subtotal Operating Expense</b>	<b>(50,000)</b>	<b>-</b>

<b>TOTAL Town Planning &amp; Regional Development</b>	<b>(50,000)</b>	<b>-</b>
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#### Sewerage

##### Operating Expense

Employee Costs	(700)	-
Materials & Contracts	(6,100)	-
Insurance Expenses	(110)	-
Reallocation Codes Expenditure	(1,050)	-
<b>Subtotal Operating Expense</b>	<b>(7,960)</b>	<b>-</b>

<b>TOTAL Sewerage</b>	<b>(7,960)</b>	<b>-</b>
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#### Sanitation - Household Refuse

##### Operating Revenue

Fees & Charges	6,600	7,441
<b>Subtotal Operating Revenue</b>	<b>6,600</b>	<b>7,441</b>

##### Operating Expense

Employee Costs	(22,000)	(1,091)
Materials & Contracts	(20,000)	(159)
Depreciation On Non-Current Assets	(6,100)	-
Insurance Expenses	(160)	-
Reallocation Codes Expenditure	(36,000)	(3,620)
<b>Subtotal Operating Expense</b>	<b>(84,260)</b>	<b>(4,870)</b>

<b>TOTAL Sanitation - Household Refuse</b>	<b>(77,660)</b>	<b>2,571</b>
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**Shire of Menzies**  
**Operating Report for the period ending**  
**31 July 2017**

<b>Total - Cost of Community Amenities</b>	<b>(196,310)</b>	<b>530</b>
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# Shire of Menzies

## Operating Report for the period ending 31 July 2017

### Recreation & Culture

Current Budget

YTD Actual

#### Communities

##### Operating Expense

Employee Costs	(2,000)	-
Materials & Contracts	(6,500)	-
Other Expenditure	(164,500)	-
Reallocation Codes Expenditure	(3,000)	-
<b>Subtotal Operating Expense</b>	<b>(176,000)</b>	<b>-</b>

<b>TOTAL Communities</b>	<b>(176,000)</b>	<b>-</b>
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#### Other Culture

##### Operating Expense

Employee Costs	(600)	-
Materials & Contracts	(500)	-
Utilities	(1,500)	-
Reallocation Codes Expenditure	(900)	-
<b>Subtotal Operating Expense</b>	<b>(3,500)</b>	<b>-</b>

<b>TOTAL Other Culture</b>	<b>(3,500)</b>	<b>-</b>
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#### Libraries

##### Operating Expense

Materials & Contracts	(2,500)	(15)
<b>Subtotal Operating Expense</b>	<b>(2,500)</b>	<b>(15)</b>

<b>TOTAL Libraries</b>	<b>(2,500)</b>	<b>(15)</b>
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#### Television And Rebroadcasting

##### Operating Expense

Employee Costs	(700)	-
Materials & Contracts	(5,000)	(8,333)
Reallocation Codes Expenditure	(1,050)	-
<b>Subtotal Operating Expense</b>	<b>(6,750)</b>	<b>(8,333)</b>

<b>TOTAL Television And Rebroadcasting</b>	<b>(6,750)</b>	<b>(8,333)</b>
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#### Other Recreation & Sport

##### Operating Revenue

Operating Grants, Subsidies And Contributions	10,000	-
<b>Subtotal Operating Revenue</b>	<b>10,000</b>	<b>-</b>

##### Operating Expense

Employee Costs	(115,900)	(2,342)
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# Shire of Menzies

## Operating Report for the period ending 31 July 2017

<b>Recreation &amp; Culture</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Other Recreation &amp; Sport</b>		
<b>Operating Expense</b>		
Materials & Contracts	(54,200)	(543)
Utilities	(5,200)	-
Depreciation On Non-Current Assets	(20,080)	-
Insurance Expenses	(1,640)	-
Reallocation Codes Expenditure	(90,100)	(6,627)
<b>Subtotal Operating Expense</b>	<b>(287,120)</b>	<b>(9,512)</b>
<b>TOTAL Other Recreation &amp; Sport</b>	<b>(277,120)</b>	<b>(9,512)</b>
<b>Public Halls &amp; Civic Centres</b>		
<b>Operating Revenue</b>		
Fees & Charges	-	60
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>60</b>
<b>Operating Expense</b>		
Materials & Contracts	(12,000)	(1,835)
Depreciation On Non-Current Assets	(5,520)	-
<b>Subtotal Operating Expense</b>	<b>(17,520)</b>	<b>(1,835)</b>
<b>TOTAL Public Halls &amp; Civic Centres</b>	<b>(17,520)</b>	<b>(1,775)</b>
<b>Total - Cost of Recreation &amp; Culture</b>	<b>(483,390)</b>	<b>(19,636)</b>

# Shire of Menzies

## Operating Report for the period ending 31 July 2017

<b>Transport</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Aerodromes</b>		
<b>Operating Expense</b>		
Employee Costs	(2,000)	-
Materials & Contracts	(4,000)	-
Reallocation Codes Expenditure	(3,000)	-
<b>Subtotal Operating Expense</b>	<b>(9,000)</b>	<b>-</b>
<b>TOTAL Aerodromes</b>	<b>(9,000)</b>	<b>-</b>
<b>Streets, Roads, &amp; Bridges Maintenance</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	727,250	-
<b>Subtotal Operating Revenue</b>	<b>727,250</b>	<b>-</b>
<b>Operating Expense</b>		
Employee Costs	(105,700)	(5,818)
Materials & Contracts	(899,400)	(1,121)
Utilities	(9,000)	-
Depreciation On Non-Current Assets	(1,394,005)	-
Reallocation Codes Expenditure	(180,550)	(23,035)
<b>Subtotal Operating Expense</b>	<b>(2,588,655)</b>	<b>(29,974)</b>
<b>TOTAL Streets, Roads, &amp; Bridges Maintenance</b>	<b>(1,861,405)</b>	<b>(29,974)</b>
<b>Total - Cost of Transport</b>	<b>(1,870,405)</b>	<b>(29,974)</b>



# Shire of Menzies

## Operating Report for the period ending 31 July 2017

### Economic Services

Current Budget

YTD Actual

#### Caravan Park

##### Operating Revenue

Fees & Charges	65,000	12,896
Other Revenue	3,500	-
<b>Subtotal Operating Revenue</b>	<b>68,500</b>	<b>12,896</b>

##### Operating Expense

Employee Costs	(34,000)	(2,638)
Materials & Contracts	(30,550)	(3,944)
Utilities	(10,900)	-
Insurance Expenses	(3,400)	-
Reallocation Codes Expenditure	(51,000)	(4,424)
<b>Subtotal Operating Expense</b>	<b>(129,850)</b>	<b>(11,006)</b>

<b>TOTAL Caravan Park</b>	<b>(61,350)</b>	<b>1,890</b>
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#### Crc

##### Operating Revenue

Operating Grants, Subsidies And Contributions	80,000	-
Other Revenue	-	28
<b>Subtotal Operating Revenue</b>	<b>80,000</b>	<b>28</b>

##### Operating Expense

Employee Costs	(72,225)	(4,519)
Materials & Contracts	(3,475)	(516)
Utilities	(2,700)	-
Insurance Expenses	(1,600)	-
<b>Subtotal Operating Expense</b>	<b>(80,000)</b>	<b>(5,035)</b>

<b>TOTAL Crc</b>	<b>-</b>	<b>(5,007)</b>
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#### Other Economic Services

##### Operating Revenue

Fees & Charges	3,100	-
<b>Subtotal Operating Revenue</b>	<b>3,100</b>	<b>-</b>

##### Operating Expense

Employee Costs	(300)	-
Materials & Contracts	-	100
Depreciation On Non-Current Assets	(7,340)	-
Insurance Expenses	(1,300)	-
Reallocation Codes Expenditure	(450)	-
<b>Subtotal Operating Expense</b>	<b>(9,390)</b>	<b>100</b>

# Shire of Menzies

## Operating Report for the period ending 31 July 2017

<b>Economic Services</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>TOTAL Other Economic Services</b>	<b>(6,290)</b>	<b>100</b>
<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)	(1,513)
<b>Subtotal Operating Expense</b>	<b>(12,000)</b>	<b>(1,513)</b>
<b>TOTAL Building Control</b>	<b>(11,500)</b>	<b>(1,513)</b>
<b>Tourism &amp; Area Promotion</b>		
<b>Operating Revenue</b>		
Fees & Charges	29,000	3,407
Other Revenue	4,000	1,057
<b>Subtotal Operating Revenue</b>	<b>33,000</b>	<b>4,464</b>
<b>Operating Expense</b>		
Employee Costs	(131,241)	(8,639)
Materials & Contracts	(295,500)	(4,852)
Utilities	(510)	-
Depreciation On Non-Current Assets	(137,810)	-
Insurance Expenses	(8,970)	-
Reallocation Codes Expenditure	(25,050)	(2,740)
<b>Subtotal Operating Expense</b>	<b>(599,081)</b>	<b>(16,231)</b>
<b>TOTAL Tourism &amp; Area Promotion</b>	<b>(566,081)</b>	<b>(11,767)</b>
<b>Total - Cost of Economic Services</b>	<b>(645,221)</b>	<b>(16,297)</b>

# Shire of Menzies

## Operating Report for the period ending 31 July 2017

### Other Property & Services

Current Budget

YTD Actual

#### Salaries & Wages

##### Operating Expense

Employee Costs	-	(13,641)
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>(13,641)</b>
<b>TOTAL Salaries &amp; Wages</b>	<b>-</b>	<b>(13,641)</b>

#### Administration

##### Operating Revenue

Other Revenue	7,700	-
<b>Subtotal Operating Revenue</b>	<b>7,700</b>	<b>-</b>

##### Operating Expense

Employee Costs	(317,551)	(23,466)
Materials & Contracts	(255,200)	(31,808)
Utilities	(13,300)	-
Depreciation On Non-Current Assets	(106,480)	-
Insurance Expenses	(67,500)	-
Reallocation Codes Expenditure	(36,450)	(659)
<b>Subtotal Operating Expense</b>	<b>(796,481)</b>	<b>(55,932)</b>
<b>TOTAL Administration</b>	<b>(788,781)</b>	<b>(55,932)</b>

#### Plant Operation Costs

##### Operating Revenue

Other Revenue	25,500	-
<b>Subtotal Operating Revenue</b>	<b>25,500</b>	<b>-</b>

##### Operating Expense

Employee Costs	(85,560)	(2,718)
Materials & Contracts	-	(5,675)
Depreciation On Non-Current Assets	(256,770)	-
Insurance Expenses	(28,000)	-
Reallocation Codes Expenditure	(128,340)	15,456
<b>Subtotal Operating Expense</b>	<b>(498,670)</b>	<b>7,062</b>
<b>TOTAL Plant Operation Costs</b>	<b>(473,170)</b>	<b>7,062</b>

#### Public Works Overheads

##### Operating Revenue

Other Revenue	5,500	-
<b>Subtotal Operating Revenue</b>	<b>5,500</b>	<b>-</b>

##### Operating Expense

# Shire of Menzies

## Operating Report for the period ending 31 July 2017

Other Property & Services	Current Budget	YTD Actual
<b>Public Works Overheads</b>		
<b>Operating Expense</b>		
Employee Costs	(346,382)	(17,300)
Materials & Contracts	(78,000)	(6,311)
Utilities	(400)	-
Insurance Expenses	(1,700)	-
Reallocation Codes Expenditure	(107,100)	28,723
<b>Subtotal Operating Expense</b>	<b>(533,582)</b>	<b>5,113</b>
<b>TOTAL Public Works Overheads</b>	<b>(528,082)</b>	<b>5,113</b>
<b>Private Works</b>		
<b>Operating Expense</b>		
Employee Costs	-	(130)
Reallocation Codes Expenditure	-	(315)
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>(444)</b>
<b>TOTAL Private Works</b>	<b>-</b>	<b>(444)</b>
<b>Total - Cost of Other Property &amp; Services</b>	<b>(1,790,033)</b>	<b>(57,843)</b>
TOTAL - Balance to Programme Schedule		2,865,365



**Shire of Menzies  
2017-2018  
Jobs - linked to General Ledger Accounts  
for Executive as at 31/7/17**

*Responsible Office is in Heading - please review by end of month  
printed 25/08/2017*

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Executive Assistant**

**Governance**

**Governance - General -**

<b>Budget Revenue</b>	<b>Actual Revenue</b>	<b>Job #</b>	<b>Job Description</b>	<b>Budget Expense</b>	<b>Total Actual Expense</b>	<b>Actual Expense</b>	<b>O/Stand Orders</b>	<b>Budget Net</b>	<b>Actual Net</b>
-	-	C04002	Software And Systems	(35,000)	(26,512)	-	(26,512)	(35,000)	-
-	-	<b>Sub Total - 04250</b>		<b>(35,000)</b>	<b>(26,512)</b>	<b>-</b>	<b>(26,512)</b>	<b>(35,000)</b>	<b>-</b>
-	-	C04001	Administration Communications Equipment	(45,000)	(3,846)	(1,100)	(2,745)	(45,000)	(1,100)
-	-	<b>Sub Total - 04265</b>		<b>(45,000)</b>	<b>(3,846)</b>	<b>(1,100)</b>	<b>(2,745)</b>	<b>(45,000)</b>	<b>(1,100)</b>
-	-	<b>Governance - General</b>		<b>(80,000)</b>	<b>(30,357)</b>	<b>(1,100)</b>	<b>(29,257)</b>	<b>(80,000)</b>	<b>(1,100)</b>

**Total Budget Income for Governance - General \$-** **% of Income Levied/Received 100.00**

**Total Actual Income for Governance - General -**

**Total Budget Expense for Governance - General (80,000)** **% of Budget Expended 37.95**

**Total Actual Expense for Governance - General (30,357)**

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Chief Executive Officer**

**Law, Order & Public Safety**

**Animal Control -**

<b>Budget Revenue</b>	<b>Actual Revenue</b>	<b>Job #</b>	<b>Job Description</b>	<b>Budget Expense</b>	<b>Total Actual Expense</b>	<b>Actual Expense</b>	<b>O/Stand Orders</b>	<b>Budget Net</b>	<b>Actual Net</b>
-	-	C05001	Dog Pound (Infrastructure)	-	-	-	-	-	-
-	-	<b>Sub Total - 05566</b>		-	-	-	-	-	-
-	-	<b>Animal Control</b>		-	-	-	-	-	-

**Total Budget Income for Animal Control** \$-      **% of Income Levied/Received** 100.00

**Total Actual Income for Animal Control** -

**Total Budget Expense for Animal Control** -      **% of Budget Expended** 100.00

**Total Actual Expense for Animal Control** -

**Shire of Menzies  
2017 2018  
Capital Jobs - linked to General Ledger Accounts as at 31/7/17  
Chief Executive Officer**

**Housing**



**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Chief Executive Officer**

**Housing**

**Staff Housing -**

Budget Revenue	Actual Revenue	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders	Budget Net	Actual Net
-	-	PR005	Proceeds On Disposal Of Building On Lot 10 Shenton St	-	-	-	-	-	-
-	-	<b>Sub Total - 09150</b>		-	-	-	-	-	-
-	-	BC001	Construction Of New Staff Housing	-	-	-	-	-	-
-	-	<b>Sub Total - 09160</b>		-	-	-	-	-	-
-	-	C09002	Capital - Lot 1 (37 - 39 Reid) St (Asset 209)	(63.000)	(250)	-	(250)	(63.000)	-
-	-	C09009	Capital - Lot 1089 (57) Walsh St (Asset 76)	(20.000)	(10.340)	-	(10.340)	(20.000)	-
-	-	C09012	Capital - Lot 91 (40) Mercer St (Asset 200)	(9.000)	(250)	-	(250)	(9.000)	-
-	-	C09019	39 Mercer Street (Building Capital)	(7.000)	-	-	-	(7.000)	-
-	-	C09020	25 Onslow Street (Building Capital)	(10.000)	-	-	-	(10.000)	-
-	-	C09021	36 Mercer Street (Building Capital)	(7.000)	-	-	-	(7.000)	-
-	-	C09022	41 Mercer Street (Building Capital)	-	-	-	-	-	-
-	-	<b>Sub Total - 09162</b>		<b>(116,000)</b>	<b>(10,840)</b>	-	<b>(10,840)</b>	<b>(116,000)</b>	-

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Chief Executive Officer**

**Housing**

-	-	Staff Housing	(116,000)	(10,840)	-	(10,840)	(116,000)	-
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*Total Budget Income for Staff Housing \$- % of Income Levied/Received 100.00*

*Total Actual Income for Staff Housing -*

*Total Budget Expense for Staff Housing (116,000) % of Budget Expended 9.34*

*Total Actual Expense for Staff Housing (10,840)*

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Chief Executive Officer**

**Housing**

**Other Housing -**

<b>Budget Revenue</b>	<b>Actual Revenue</b>	<b>Job #</b>	<b>Job Description</b>	<b>Budget Expense</b>	<b>Total Actual Expense</b>	<b>Actual Expense</b>	<b>O/Stand Orders</b>	<b>Budget Net</b>	<b>Actual Net</b>
-	-	C09001	Unit 1 / 29 Shenton Street (Building Capital)	-	-	-	-	-	-
-	-	C09013	Unit 2 29 Shenton Street	-	-	-	-	-	-
-	-	<b>Sub Total - 09262</b>		-	-	-	-	-	-
-	-	<b>Other Housing</b>		-	-	-	-	-	-

**Total Budget Income for Other Housing \$-**      **% of Income Levied/Received 100.00**

**Total Actual Income for Other Housing -**

**Total Budget Expense for Other Housing -**      **% of Budget Expended 100.00**

**Total Actual Expense for Other Housing -**

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Works Supervisor**

**Community Amenities**

**Sanitation - Household Refuse -**

Budget Revenue	Actual Revenue	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders	Budget Net	Actual Net
-	-	PR001	Proceeds On Disposal Of Rubbish Truck	-	-	-	-	-	-
-	-	<b>Sub Total - 10150</b>		-	-	-	-	-	-
-	-	<b>Sanitation - Household Refuse</b>		-	-	-	-	-	-

**Total Budget Income for Sanitation - Household Refuse \$-** **% of Income Levied/Received 100.00**

**Total Actual Income for Sanitation - Household Refuse -**

**Total Budget Expense for Sanitation - Household Refuse -** **% of Budget Expended 100.00**

**Total Actual Expense for Sanitation - Household Refuse -**

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Works Supervisor**

**Community Amenities**

**Other Community Amenities -**

<b>Budget Revenue</b>	<b>Actual Revenue</b>	<b>Job #</b>	<b>Job Description</b>	<b>Budget Expense</b>	<b>Total Actual Expense</b>	<b>Actual Expense</b>	<b>O/Stand Orders</b>	<b>Budget Net</b>	<b>Actual Net</b>
-	-	C10700	Public Toilet - Construction	(90,000)	-	-	-	(90,000)	-
-	-	<b>Sub Total - 10750</b>		<b>(90,000)</b>	-	-	-	<b>(90,000)</b>	-
-	-	<b>Other Community Amenities</b>		<b>(90,000)</b>	-	-	-	<b>(90,000)</b>	-

**Total Budget Income for Other Community Amenities \$-**      **% of Income Levied/Received 100.00**

**Total Actual Income for Other Community Amenities -**

**Total Budget Expense for Other Community Amenities (90,000)**      **% of Budget Expended 0.00**

**Total Actual Expense for Other Community Amenities -**

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Chief Executive Officer**

**Recreation & Culture**

**Public Halls & Civic Centres -**

<b>Budget Revenue</b>	<b>Actual Revenue</b>	<b>Job #</b>	<b>Job Description</b>	<b>Budget Expense</b>	<b>Total Actual Expense</b>	<b>Actual Expense</b>	<b>O/Stand Orders</b>	<b>Budget Net</b>	<b>Actual Net</b>
201,000	-	C08001	Youth Centre (Building)	(450,000)	(7,805)	-	(7,805)	(249,000)	-
<b>201,000</b>	<b>-</b>	<b>Sub Total - 08662</b>		<b>(450,000)</b>	<b>(7,805)</b>	<b>-</b>	<b>(7,805)</b>	<b>(249,000)</b>	<b>-</b>
15,000	-	C11100	Town Hall - Capital Upgrade	(80,000)	-	-	-	(65,000)	-
<b>15,000</b>	<b>-</b>	<b>Sub Total - 11162</b>		<b>(80,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(65,000)</b>	<b>-</b>
<b>216,000</b>	<b>-</b>	<b>Public Halls &amp; Civic Centres</b>		<b>(530,000)</b>	<b>(7,805)</b>	<b>-</b>	<b>(7,805)</b>	<b>(314,000)</b>	<b>-</b>

**Total Budget Income for Public Halls & Civic Centres \$216,000**      **% of Income Levied/Received 0.00**

**Total Actual Income for Public Halls & Civic Centres -**

**Total Budget Expense for Public Halls & Civic Centres (530,000)**      **% of Budget Expended 1.47**

**Total Actual Expense for Public Halls & Civic Centres (7,805)**

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Works Supervisor**

**Recreation & Culture**

**Other Recreation & Sport -**

Budget Revenue	Actual Revenue	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders	Budget Net	Actual Net
-	-	C11301	Playground Menzies Park	(30.000)	-	-	-	(30.000)	-
-	-	C11302	Splash Park Surrounds Upgrade	(20.000)	-	-	-	(20.000)	-
-	-	C11303	Softfall For Existing Playground	(94.000)	(43,578)	-	(43,578)	(94.000)	-
-	-	C11304	Tree Planting (Establishment)	(25.000)	-	-	-	(25.000)	-
15.000	-	C11305	Upgrade Town Dam (2)	(50.000)	-	-	-	(35.000)	-
45.000	-	C11306	Hardcourts - Resurface	(90.000)	-	-	-	(45.000)	-
<b>60,000</b>	-	<b>Sub Total - 11351</b>		<b>(309,000)</b>	<b>(43,578)</b>	-	<b>(43,578)</b>	<b>(249,000)</b>	-
<b>60,000</b>	-	<b>Other Recreation &amp; Sport</b>		<b>(309,000)</b>	<b>(43,578)</b>	-	<b>(43,578)</b>	<b>(249,000)</b>	-

**Total Budget Income for Other Recreation & Sport \$60,000**      **% of Income Levied/Received 0.00**

**Total Actual Income for Other Recreation & Sport -**

**Total Budget Expense for Other Recreation & Sport (309,000)**      **% of Budget Expended 14.10**

**Total Actual Expense for Other Recreation & Sport (43,578)**

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Chief Executive Officer**

**Recreation & Culture**

**Libraries -**

<b>Budget Revenue</b>	<b>Actual Revenue</b>	<b>Job #</b>	<b>Job Description</b>	<b>Budget Expense</b>	<b>Total Actual Expense</b>	<b>Actual Expense</b>	<b>O/Stand Orders</b>	<b>Budget Net</b>	<b>Actual Net</b>
-	-	C11309	Library - Furniture And Equipment	(8,000)	-	-	-	(8,000)	-
-	-	<b>Sub Total - 11654</b>		<b>(8,000)</b>	-	-	-	<b>(8,000)</b>	-
-	-	<b>Libraries</b>		<b>(8,000)</b>	-	-	-	<b>(8,000)</b>	-

**Total Budget Income for Libraries** \$-      **% of Income Levied/Received** 100.00

**Total Actual Income for Libraries** -

**Total Budget Expense for Libraries** (8,000)      **% of Budget Expended** 0.00

**Total Actual Expense for Libraries** -



**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Chief Executive Officer**

**Recreation & Culture**

**Other Culture -**

<b>Budget Revenue</b>	<b>Actual Revenue</b>	<b>Job #</b>	<b>Job Description</b>	<b>Budget Expense</b>	<b>Total Actual Expense</b>	<b>Actual Expense</b>	<b>O/Stand Orders</b>	<b>Budget Net</b>	<b>Actual Net</b>
15.000	-	C11600	Butcher Shop And Tea Rooms (Capex Building)	(25.000)	(8.868)	-	(8.868)	(10.000)	-
15,000	-	<b>Sub Total - 11650</b>		<b>(25,000)</b>	<b>(8,868)</b>	-	<b>(8,868)</b>	<b>(10,000)</b>	-
-	-	C11307	Collections - Furniture And Equipment	(15.000)	-	-	-	(15.000)	-
-	-	<b>Sub Total - 11653</b>		<b>(15,000)</b>	-	-	-	<b>(15,000)</b>	-
15,000	-	<b>Other Culture</b>		<b>(40,000)</b>	<b>(8,868)</b>	-	<b>(8,868)</b>	<b>(25,000)</b>	-

**Total Budget Income for Other Culture \$15,000**      **% of Income Levied/Received 0.00**

**Total Actual Income for Other Culture -**

**Total Budget Expense for Other Culture (40,000)**      **% of Budget Expended 22.17**

**Total Actual Expense for Other Culture (8,868)**

**Shire of Menzies  
2017 2018  
Capital Jobs - linked to General Ledger Accounts as at 31/7/17  
Works Supervisor**

**Transport**

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Works Supervisor**

**Transport**

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

Budget Revenue	Actual Revenue	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders	Budget Net	Actual Net
195.000	-	CR0002	Evanston- Menzies Road Crsf	(292.800)	-	-	-	(97.800)	-
<b>195,000</b>	-	<b>Sub Total - 12101</b>		<b>(292,800)</b>	-	-	-	<b>(97,800)</b>	-
778.000	-	CR0001	Menzies Northwest Road R2R	(778.000)	(444.911)	-	(444.911)	-	-
180.000	-	CR0012	Connie Sue R2R Remote Aboriginal Access Roads	(200.000)	-	-	-	(20.000)	-
<b>958,000</b>	-	<b>Sub Total - 12104</b>		<b>(978,000)</b>	<b>(444,911)</b>	-	<b>(444,911)</b>	<b>(20,000)</b>	-
-	-	CR0014	Menzies Nw Rd Black Spot	-	-	-	-	-	-
-	-	CR0015	Evanstone Menzies Rd Black Spot	-	-	-	-	-	-
-	-	<b>Sub Total - 12105</b>		-	-	-	-	-	-
-	-	CR0003	Kensington Road	-	-	-	-	-	-
-	-	CR0007	Menzies North West Road	-	-	-	-	-	-
146.223	-	CR0009	Tjunjuntjarra Access Road	(219.335)	-	-	-	(73.112)	-
-	-	CR0010	Main Street Menzies Upgrade	-	(42)	-	(42)	-	-
-	-	CR0011	Connie Sue	-	-	-	-	-	-
-	-	CR0016	Kookynie Road Muni	-	-	-	-	-	-
-	-	CR0032	Town Site Reseal	(200.000)	-	-	-	(200.000)	-
<b>146,223</b>	-	<b>Sub Total - 12106</b>		<b>(419,335)</b>	<b>(42)</b>	-	<b>(42)</b>	<b>(273,112)</b>	-
-	-	CR0008	Footpaths- Walsh & Kensington Streets	-	-	-	-	-	-
-	-	<b>Sub Total - 12108</b>		-	-	-	-	-	-

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Works Supervisor**

**Transport**

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

Budget Revenue	Actual Revenue	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders	Budget Net	Actual Net
-	-	CR0004	Evanston Menzies Road Rrg	(280.000)	-	-	-	(280.000)	-
176.667	-	CR0005	Yarri Road Rrg	(265.167)	-	-	-	(88.500)	-
337.985	-	CR0013	Menzies Northwest Rd Rrg	(382.985)	-	-	-	(45.000)	-
220.000	-	CR0040	Pinjin Road Rrg	(330.000)	-	-	-	(110.000)	-
<b>734,652</b>	-	<b>Sub Total - 12109</b>		<b>(1,258,152)</b>	-	-	-	<b>(523,500)</b>	-
-	-	CR0006	Shire House Crossovers	(30.000)	-	-	-	(30.000)	-
-	-	<b>Sub Total - 12110</b>		<b>(30,000)</b>	-	-	-	<b>(30,000)</b>	-
-	-	C12100	Bicycle Path Construction	(50.000)	-	-	-	(50.000)	-
-	-	<b>Sub Total - 12112</b>		<b>(50,000)</b>	-	-	-	<b>(50,000)</b>	-
-	-	C12101	Depot Extension	(30.000)	(53)	-	(53)	(30.000)	-
-	-	<b>Sub Total - 12120</b>		<b>(30,000)</b>	<b>(53)</b>	-	<b>(53)</b>	<b>(30,000)</b>	-
-	-	C12103	Bores To Support Road Works	(30.000)	(4,460)	(4,460)	-	(30.000)	(4,460)
-	-	C12104	Grid Replacement Program	(32.000)	-	-	-	(32.000)	-
-	-	<b>Sub Total - 12140</b>		<b>(62,000)</b>	<b>(4,460)</b>	<b>(4,460)</b>	-	<b>(62,000)</b>	<b>(4,460)</b>
1.300.000	-	WR0000	Wandrra Funding - Associated Costs (Wml)	(1.300.000)	(15.832)	8	(15.840)	-	8
<b>1,300,000</b>	-	<b>Sub Total - 12145</b>		<b>(1,300,000)</b>	<b>(15,832)</b>	<b>8</b>	<b>(15,840)</b>	-	<b>8</b>

**Shire of Menzies  
2017 2018  
Capital Jobs - linked to General Ledger Accounts as at 31/7/17  
Works Supervisor**

**Transport**

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

<b>Budget Revenue</b>	<b>Actual Revenue</b>	<b>Job #</b>	<b>Job Description</b>	<b>Budget Expense</b>	<b>Total Actual Expense</b>	<b>Actual Expense</b>	<b>O/Stand Orders</b>	<b>Budget Net</b>	<b>Actual Net</b>
-	-	0004G	Cr0004 Evanston Menzies Rd Rrg Funds	-	-	-	-	-	-
-	-	0005G	Cr0005 Yarri Rd Rrg Funds	-	-	-	-	-	-
-	-	0013G	Cr0013 Menzies Nw Rd Rrg Funds	-	-	-	-	-	-
-	-	<b>Sub Total - 12232</b>		-	-	-	-	-	-
<b>3,333,875</b>	-	<b>Streets, Roads, Bridges &amp; Depot Construction</b>		<b>(4,420,287)</b>	<b>(465,298)</b>	<b>(4,452)</b>	<b>(460,846)</b>	<b>(1,086,412)</b>	<b>(4,452)</b>

**Total Budget Income for Streets, Roads, Bridges & Depot Construction \$3,333,875**      **% of Income Levied/Received 0.00**

**Total Actual Income for Streets, Roads, Bridges & Depot Construction -**

**Total Budget Expense for Streets, Roads, Bridges & Depot Construction (4,420,287)**      **% of Budget Expended 10.53**

**Total Actual Expense for Streets, Roads, Bridges & Depot Construction (465,298)**

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Works Supervisor**

**Transport**

**Plant & Equipement Purchases -**

Budget Revenue	Actual Revenue	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders	Budget Net	Actual Net
-	-	C12102	Minor Plant & Equipment (Not Capitalised)	(12.000)	-	-	-	(12.000)	-
-	-	<b>Sub Total - 12325</b>		<b>(12,000)</b>	-	-	-	<b>(12,000)</b>	-
-	-	CP001	Vehicle - Manager Finance And Administration	-	-	-	-	-	-
44.000	-	CP002	Vehicle Replacement Works Supervisor	(70.000)	(65.708)	-	(65.708)	(26.000)	-
-	-	CP004	Garden Trailer With Ramps	(6.000)	-	-	-	(6.000)	-
55.000	-	CP005	Skid Steer Loader	(56.000)	-	-	-	(1.000)	-
99.000	-	CP006	Water Truck And Tank	(100.000)	-	-	-	(1.000)	-
198,000	-	<b>Sub Total - 12345</b>		<b>(232,000)</b>	<b>(65,708)</b>	-	<b>(65,708)</b>	<b>(34,000)</b>	-
-	-	CP003	Hino Truck With Compactor (Rubbish Truck)	-	-	-	-	-	-
-	-	<b>Sub Total - 12346</b>		-	-	-	-	-	-
-	-	C12300	Electronic Signage	(15.000)	-	-	-	(15.000)	-
-	-	C12301	Banners And Signage	(15.000)	(5.690)	-	(5.690)	(15.000)	-
-	-	C12302	Street Lighting - Villiage	(15.000)	-	-	-	(15.000)	-
-	-	<b>Sub Total - 12347</b>		<b>(45,000)</b>	<b>(5,690)</b>	-	<b>(5,690)</b>	<b>(45,000)</b>	-
-	-	CP999	Plant Depreciation Transfer To Reserve	(283.600)	-	-	-	(283.600)	-
-	-	PR003	Proceeds On Disposal Of Cat Roller Cs573	-	-	-	-	-	-
-	-	PR004	Proceeds On Disposal Of Hino Dutro Truck	-	-	-	-	-	-
-	-	PR011	Proceeds On Disposal Of Mechanic'S Utility	-	-	-	-	-	-
-	-	PR012	Disposal Of Vw Tiguan	-	-	-	-	-	-
-	-	PR014	Sale Of P0201 Prado 2014	-	40.000	-	40.000	-	-
-	-	PR018	Sales Of Rubbish Truck And Compactos	-	-	-	-	-	-

**Shire of Menzies  
2017 2018  
Capital Jobs - linked to General Ledger Accounts as at 31/7/17  
Works Supervisor**

**Transport**

**Plant & Equipement Purchases -**

<b>Budget Revenue</b>	<b>Actual Revenue</b>	<b>Job #</b>	<b>Job Description</b>	<b>Budget Expense</b>	<b>Total Actual Expense</b>	<b>Actual Expense</b>	<b>O/Stand Orders</b>	<b>Budget Net</b>	<b>Actual Net</b>
-	1,234	PR019	Proceeds On Disposal Of Minor Plant & Equipment	-	-	-	-	-	1,234
-	16,682	PR020	Sale Of P0163 Vacuum Tank	-	-	-	-	-	16,682
-	-	PR021	Sale Of P0151 Semi Water Tanker 1Tko412	-	-	-	-	-	-
-	17,916	<b>Sub Total - 12351</b>		<b>(283,600)</b>	<b>40,000</b>	<b>-</b>	<b>40,000</b>	<b>(283,600)</b>	<b>17,916</b>
<b>198,000</b>	<b>17,916</b>	<b>Plant &amp; Equipement Purchases</b>		<b>(572,600)</b>	<b>(31,398)</b>	<b>-</b>	<b>(31,398)</b>	<b>(374,600)</b>	<b>17,916</b>

**Total Budget Income for Plant & Equipement Purchases \$198,000**

**% of Income Levied/Received 9.05**

**Total Actual Income for Plant & Equipement Purchases 17,916**

**Total Budget Expense for Plant & Equipement Purchases (572,600)**

**% of Budget Expended 5.48**

**Total Actual Expense for Plant & Equipement Purchases (31,398)**

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Chief Executive Officer**

**Economic Services**

**Tourism & Area Promotion -**

Budget Revenue	Actual Revenue	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders	Budget Net	Actual Net
-	-	C13001	Tourism Information Bay Shenton / Brown	(35.000)	(152)	(152)	-	(35.000)	(152)
-	-	C13002	Truck Bay Wilson And Shenton	(250.000)	-	-	-	(250.000)	-
-	-	C13010	Niagara Dam - Other Infrastructure Capitalised	(40.000)	-	-	-	(40.000)	-
-	-	C13200	Museum And Surrounds	(25.000)	(444)	(444)	-	(25.000)	(444)
-	-	<b>Sub Total - 13266</b>		<b>(350,000)</b>	<b>(596)</b>	<b>(596)</b>	-	<b>(350,000)</b>	<b>(596)</b>
15.000	-	C13100	Commercial Kitchen - Lady Shenton	(35.000)	-	-	-	(20.000)	-
-	-	C13101	Airconditioner Replacement Program	(10.000)	-	-	-	(10.000)	-
10.000	-	C13106	Goongarrie Cottage Maintenance	(50.000)	-	-	-	(40.000)	-
25,000	-	<b>Sub Total - 13267</b>		<b>(95,000)</b>	-	-	-	<b>(70,000)</b>	-
25,000	-	<b>Tourism &amp; Area Promotion</b>		<b>(445,000)</b>	<b>(596)</b>	<b>(596)</b>	-	<b>(420,000)</b>	<b>(596)</b>

**Total Budget Income for Tourism & Area Promotion \$25,000**      **% of Income Levied/Received 0.00**

**Total Actual Income for Tourism & Area Promotion -**

**Total Budget Expense for Tourism & Area Promotion (445,000)**      **% of Budget Expended 0.13**

**Total Actual Expense for Tourism & Area Promotion (596)**



**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Chief Executive Officer**

**Economic Services**

**Caravan Park -**

<b>Budget Revenue</b>	<b>Actual Revenue</b>	<b>Job #</b>	<b>Job Description</b>	<b>Budget Expense</b>	<b>Total Actual Expense</b>	<b>Actual Expense</b>	<b>O/Stand Orders</b>	<b>Budget Net</b>	<b>Actual Net</b>
90,000	-	C13800	Caravan Park - Solar Project	(100,000)	-	-	-	(10,000)	-
-	-	C13801	Caravan Park Landscaping	-	-	-	-	-	-
90,000	-	<b>Sub Total - 13820</b>		<b>(100,000)</b>	-	-	-	<b>(10,000)</b>	-
90,000	-	<b>Caravan Park</b>		<b>(100,000)</b>	-	-	-	<b>(10,000)</b>	-

**Total Budget Income for Caravan Park \$90,000**      **% of Income Levied/Received 0.00**

**Total Actual Income for Caravan Park -**

**Total Budget Expense for Caravan Park (100,000)**      **% of Budget Expended 0.00**

**Total Actual Expense for Caravan Park -**

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Chief Executive Officer**

**Other Property & Services**

**Administration -**

<b>Budget Revenue</b>	<b>Actual Revenue</b>	<b>Job #</b>	<b>Job Description</b>	<b>Budget Expense</b>	<b>Total Actual Expense</b>	<b>Actual Expense</b>	<b>O/Stand Orders</b>	<b>Budget Net</b>	<b>Actual Net</b>
-	-	PR002	Proceeds On Disposal Of Ceo Vehicle	-	-	-	-	-	-
-	-	PR013	Proceeds On Disposal Of Dceo Vehicle	-	-	-	-	-	-
-	-	<b>Sub Total - 14580</b>		-	-	-	-	-	-
-	-	C14000	Office Furniture (Not Capitalised)	(30,000)	(427)	(426)	(1)	(30,000)	(426)
-	-	<b>Sub Total - 14595</b>		<b>(30,000)</b>	<b>(427)</b>	<b>(426)</b>	<b>(1)</b>	<b>(30,000)</b>	<b>(426)</b>
-	-	<b>Administration</b>		<b>(30,000)</b>	<b>(427)</b>	<b>(426)</b>	<b>(1)</b>	<b>(30,000)</b>	<b>(426)</b>

**Total Budget Income for Administration \$-**      **% of Income Levied/Received 100.00**

**Total Actual Income for Administration -**

**Total Budget Expense for Administration (30,000)**      **% of Budget Expended 1.42**

**Total Actual Expense for Administration (427)**

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs - linked to General Ledger Accounts as at 31/7/17**  
**Chief Executive Officer**

**Other Property & Services**

**Unclassified -**

<b>Budget Revenue</b>	<b>Actual Revenue</b>	<b>Job #</b>	<b>Job Description</b>	<b>Budget Expense</b>	<b>Total Actual Expense</b>	<b>Actual Expense</b>	<b>O/Stand Orders</b>	<b>Budget Net</b>	<b>Actual Net</b>
-	-	PR006	Proceeds On Disposal Of Lot 666 Suiter St, Menzies	-	-	-	-	-	-
-	-	PR007	Proceeds On Disposal Of Lot 71 Britannia St, Kookynie	-	-	-	-	-	-
-	-	PR008	Proceeds On Disposal Of Lot 31 Britannia St, Kookynie	-	-	-	-	-	-
-	-	PR009	Proceeds On Disposal Of Lot 32 Britannia St, Kookynie	-	-	-	-	-	-
-	-	PR010	Proceeds On Disposal Of Lot 30 Britannia St, Kookynie	-	-	-	-	-	-
-	-	<b>Sub Total - 14750</b>		-	-	-	-	-	-
-	-	<b>Unclassified</b>		-	-	-	-	-	-

**Total Budget Income for Unclassified \$-**      **% of Income Levied/Received 100.00**

**Total Actual Income for Unclassified -**

**Total Budget Expense for Unclassified -**      **% of Budget Expended 100.00**

**Total Actual Expense for Unclassified -**

### 12.2.2 Monthly Listing of Payments for the Month of July 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>	22 August 2017
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance and Administration
<b>ATTACHMENT:</b>	12.2.2-1 Payment Listings for July 2017

#### **OFFICER RECOMMENDATION:**

That Council receive the list of payments for the month of July 2017 totalling \$606,128.22 being:

- 1) One cheque was drawn for \$175.00
- 2) Electronic Fund Transfer EFT2304 - EFT2369 payments in the Municipal Fund totalling \$550,010.29. Cancelled EFT numbers are noted in the EFT listing.
- 3) Direct Debit payments from the Municipal Fund totalling \$55,942.93.
- 4) Credit card payments for the statement period 29 May 2017 to 29 June 2017 (included in direct debits) totalling \$13,403.09.

**VOTING REQUIREMENTS:** Simple Majority

#### **IN BRIEF:**

The list of payments made for the month of July 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 have 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 July 2017 are attached.

After payment, the balance of creditors will be \$387,971.91.

**Shire of Menzies**  
**Payments for the Month of July 2017**  
**Cheques**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
10468	27/07/2017	Leonora Motor Inn	Accommodation and meals for IT Consultant Brad Gawronski at Leonora on Friday 7/7/2017.	\$175.00
				\$175.00

Cheques	\$175.00
EFT	\$550,010.29
Direct Debit	\$55,942.93

<b>Total Payments</b>	<b>\$606,128.22</b>
-----------------------	---------------------

Credit Card Payments (included in Direct Debit)	\$13,403.09
--	-------------

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

Chq/EFT	Date	Name	Description	Amount
EFT2304	17/07/2017	Road Tech Construction	RFT 03-2017 Menzies NW Road 16.5 claim 1	\$242,861.85
EFT2305	17/07/2017	Child Support	Payroll deductions	\$129.79
EFT2306	17/07/2017	Australian Communications & Media Auth	Licence 1965293/1 Broadcasting/Retransmission - Call sign SAT Renewed to 31 July 2018	\$44.00
EFT2307	17/07/2017	Ian Baird	Councillor travel May 2017	\$2,937.30
EFT2308	17/07/2017	Digitalrez Australia	Monthly Acess fee for July 2017	\$76.94
EFT2309	17/07/2017	Exteria Street & Park Outfitters	Vasse composite seat	\$1,134.10
EFT2310	17/07/2017	Goldfields Toyota	Scheduled Service Toyota Landcruiser 200 Series 1 MN	\$583.68
EFT2311	17/07/2017	Menzies Hotel	1 large gas bottle	\$299.30
EFT2312	17/07/2017	Shire of Menzies Social Club	Payroll deductions	\$160.00
EFT2313	17/07/2017	Onsite Rental Group	2 message sign trailers	\$1,648.31
EFT2314	17/07/2017	Verlinden's Electrical Service	Repairs to washing machine in Caravan Park	\$1,669.25
EFT2315	17/07/2017	WML Consultants	Consultancy costs WML - WANDRRA claim 3 Attie Swart	\$19,421.94
		EFT 2316 to EFT2326 cancelled		
EFT2327	24/07/2017	Sparlon Electrical	Install in lights and power points to office carpark	\$3,899.50
EFT2328	27/07/2017	Mining Rehabilitation Service (wa) Pty Ltd	Grade flood damage from leonora boundry to edjadinna stn	\$17,424.00
EFT2329	27/07/2017	Fe Limited	Rates refund for assessment A4571 E77/01843 MINING TENEMENT	\$56.22
EFT2330	27/07/2017	DWE Electrical	Repair solar hot water unit - faulty thermostat	\$594.00
EFT2331	27/07/2017	Gregory John Doherty	Preparation Risk Management Scenarios	\$4,200.00
EFT2332	27/07/2017	Specialised Resource Products and Services	TD40s hammer complete	\$4,554.55
EFT2333	27/07/2017	Pipeline Mining & Civil Contracting	Erect dome and hook container into shed	\$3,300.00
EFT2334	27/07/2017	Child Support	Payroll deductions	\$129.79
EFT2335	27/07/2017	TIS Engineering	Driver training for michial peterson	\$480.00
EFT2336	27/07/2017	Geotech International Pty Ltd	Rates refund for assessment A5327 E39/01916 MINING TENEMENT	\$251.12
EFT2337	27/07/2017	Batteries N More	4 12sb7.2p batteries	\$119.85
EFT2338	27/07/2017	Ashdown Ingram	GPS trip meter	\$658.90
EFT2339	27/07/2017	Air Liquide WA Pty Ltd	Cylinder Rent June 2017	\$95.61
EFT2340	27/07/2017	Bah Henneker & CO	Replacement of split AC unit Town Hall - Staff area	\$13,574.00
EFT2341	27/07/2017	Blackwoods	Pallet poly slimline 6000 4 drum	\$3,347.66
EFT2342	27/07/2017	BOC limited	Assorted pipe fittings	\$398.45
EFT2343	27/07/2017	Browns Party Hire	100 chairs and 40 tressels	\$1,336.50
EFT2344	27/07/2017	Bunnings	6 600mm round plastic pots	\$465.64
EFT2345	27/07/2017	T/a Cardno Spectrum Survey Cardno (wa) Pty Ltd	Survey of Truck Stop site at north end of town (west side)	\$5,610.00
EFT2346	27/07/2017	C Direct	Recharge Cards \$30 credit	\$902.40
EFT2347	27/07/2017	Toll Ipec Pty Ltd	Freight for parts	\$158.45
EFT2348	27/07/2017	Cybersecure	Back up service June 17	\$129.00
EFT2349	27/07/2017	DCN Transport	1 container and transport to menzies	\$4,378.00
EFT2350	27/07/2017	Deborah Whitehead	Reimbursement of power bill	\$53.34
EFT2351	27/07/2017	Eagle Petroleum (W.A) Pty Ltd	Deliver 7700 diesel to bulk tank @\$1.129	\$9,663.98
EFT2352	27/07/2017	Executive Media	Advertisement Caravanning Australia Winter 2017	\$750.00
EFT2353	27/07/2017	Institute of Public Works Engineering Australasia Limited (IPWEA)	NAMS Subscription 1/7/17 to 30/6/18	\$792.00
EFT2354	27/07/2017	Itvision	Mapping license fee (3 users)	\$5,153.94
EFT2355	27/07/2017	JR & A Hersey	5 litter pick up tools	\$740.82
EFT2356	27/07/2017	KT Cable Accessories	Nylon conduit12mm 100m roll	\$722.43
EFT2357	27/07/2017	Landgate	Mining Tenements	\$8,336.20
EFT2358	27/07/2017	Marketforce	Notice of Intention to Levy Differential Rates - West Australian 01/06/2017	\$1,825.95
EFT2359	27/07/2017	Shire of Menzies Social Club	Payroll deductions	\$170.00
EFT2360	27/07/2017	Netlogic Information Technology	Remote consulting - set up 3G router	\$1,548.00
EFT2361	27/07/2017	Titan Australia Pty Ltd	8 drive tyres	\$6,105.00
EFT2362	27/07/2017	Office National	Systems Development Request Template changes	\$2,690.76
EFT2363	27/07/2017	Penns Cartage	Deliver pumps and pressure washers	\$255.20
EFT2364	27/07/2017	Pila Nguru Aboriginal Corporation	Accomodation at the Barn - 15 June and 22 June 2017	\$187.00
EFT2365	27/07/2017	Paupiyala Tjarutja Aboriginal Corporation	Vet Program - dog health for 2016/2017	\$4,950.00
EFT2366	27/07/2017	Reynolds Graphics	500 of each of 5 postards colour and gloss laminate one side and black on reverse	\$1,320.00
EFT2367	27/07/2017	WesTrac Pty Ltd	Mechanic to travel to Menzies to diagnose and repair Skid Steer Loader	\$3,919.82
EFT2368	28/07/2017	LGIS	Property Insurance 30/6/207 to 30/6/2018 1st instalment	\$43,756.08
EFT2369	28/07/2017	LGIS	Motor Vehicle Insurance 30/6/2017 to 30/6/2018	\$48,264.89
DIRECT	06/07/2017	Payroll	Fortnight ending 4/7/17	\$36,719.25

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

DIRECT	20/07/2017 Payroll	Fortnight ending 18/7/17	\$35,055.53
			<b>\$550,010.29</b>



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

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
DD1316.1	03/07/2017	WESTNET	Internet for CRC June 2017	\$8.96
DD1321.1	04/07/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$4,097.02
DD1321.2	04/07/2017	Kinetic Superannuation	Superannuation contributions	\$1,165.01
DD1321.3	04/07/2017	Wa Local Govt Superannuation Plan	Payroll deductions	\$1,566.25
DD1321.4	04/07/2017	B T Finanacial Group Superannuation	Superannuation contributions	\$492.47
DD1321.5	04/07/2017	Catholic Super	Superannuation contributions	\$739.06
DD1321.6	04/07/2017	Australian Super	Superannuation contributions	\$272.13
DD1321.7	04/07/2017	Commonwealth Essential Super	Superannuation contributions	\$126.66
DD1344.1	18/07/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$4,049.68
DD1344.2	18/07/2017	Kinetic Superannuation	Superannuation contributions	\$1,111.95
DD1344.3	18/07/2017	Wa Local Govt Superannuation Plan	Payroll deductions	\$1,588.34
DD1344.4	18/07/2017	B T Finanacial Group Superannuation	Superannuation contributions	\$493.65
DD1344.5	18/07/2017	Catholic Super	Superannuation contributions	\$754.67
DD1344.6	18/07/2017	Australian Super	Superannuation contributions	\$376.17
DD1344.7	18/07/2017	Commonwealth Essential Super	Superannuation contributions	\$189.52
DD1372.1	17/07/2017	Toyota Finance	Vehicle lease payment for July 2017	\$1,099.07
DD1374.1	26/07/2017	Jillian Dwyer	Presidents Allowance - July 2017	\$3,364.49
DD1374.2	26/07/2017	Ian Baird	Members Sitting Fee - July 2017	\$1,289.67
DD1374.3	26/07/2017	Tucker, Ian Cr	Member Sitting Fee - July 2017	\$875.83
DD1374.4	26/07/2017	Debbie Hansen	Members Sitting Fee - July 2017	\$875.83
DD1374.5	26/07/2017	Jamie Mazza	Member Sitting Fee - July 2017	\$875.83
DD1374.6	26/07/2017	Justin Lee	Members Sitting Fee - July 2017	\$875.83
DD1374.7	26/07/2017	Keith Mader	Member Sitting Fee - July 2017	\$875.83
DD1376.1	24/07/2017	Australia Post	Stamps and writing products July 17	\$242.93
DD1376.2	24/07/2017	BOQ Finance	Copier Charges July 2017 for C224	\$389.40
DD10469	28/07/2017	Horizon Power	Street lighting 1/6/17 to 30/6/17	\$604.13
DD10470	28/07/2017	Telstra	Mobiles and internet June 2017	\$1,170.66
DD10471	28/07/2017	Horizon Power	Caravan Park Power 25/4/17 to 21/6/17	\$5,448.40
DD10472	28/07/2017	Telstra	Phone charges June 2017	\$527.33
DD10473	28/07/2017	BOQ Finance	Copier Charges June 2017 for C554	\$1,946.30
DD10474	17/07/2017	Horizon Power	Office power 2/5/17 to 28/6/17	\$4,364.32
1617-01.02	03/07/2017	NAB	Credit card	\$13,403.09
1617-01.03	14/07/2017	NAB	NAB Connect Access Fee	\$54.24
1718-01.05	20/07/2017	NAB	Audit Cert Fee	\$70.00
1617-01.08	31/07/2017	NAB	Account Fees	\$40.40
1718-01.08	31/07/2017	NAB	Merchant Fee	\$99.00
DD10475	31/07/2017	Motorpass	Fuel	\$418.81
				<b>\$55,942.93</b>

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

<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
31/05/2017	Harvey Norman	Camp accomodation appliances	\$458.00
1/07/2017	Atlas Linen	Drycleaning table cloths for Biggest Morning Tea	\$44.80
2/07/2017	Kalgoorlie Newsagency	Cyclclassic raffle tickets	\$26.25
2/07/2017	Covermore Insurance	Travel Insurance for councillor	\$13.95
2/07/2017	Covermore Insurance	Travel Insurance for councillor	\$13.95
2/07/2017	Liquorland	Cyclclassic	\$54.00
5/07/2017	Virgin Airlines	Councillor cost	\$6.66
5/07/2017	Virgin Airlines	Councillor cost	\$6.11
	Australina Local Government		
5/07/2017	Association	National General Assembly - Councillor	\$1,259.00
	Australina Local Government		
5/07/2017	Association	National General Assembly - Councillor	\$1,259.00
5/07/2017	Virgin Airlines	Councillor cost	\$1,109.89
5/07/2017	Virgin Airlines	Councillor cost	\$1,017.68
5/07/2017	Harvey Norman	Prizes	\$294.00
5/07/2017	Harvey Norman	Linen Unit 29A Shenton St	\$182.87
01/06/2017	Coles	Cyclclassic consumables	\$56.06
01/06/2017	Coles	Cyclclassic consumables	\$50.00
05/06/2017	Bunnings	Door Stops	\$21.33
13/06/2017	NPA	Wendy Duncan Farewell	\$240.00
14/06/2017	TAFE	Writing a successful grant application	\$350.00
16/06/2017	Nespresso	Coffee pods	\$97.90
19/06/2017	Menzies Hotel	Hospitality for artisits	\$64.00
22/06/2017	Alcolimit	Breathalyser	\$1,198.71
23/06/2017	Mantra on Northbourne	Councillor accomodation Canberra	\$1,620.51
26/06/2017	Office National	Stationery	\$46.41
26/06/2017	Westcoast Seafood	Catering	\$42.00
26/06/2017	Target	Headphones	\$40.00
26/06/2017	Bunnings	Miscellaneous	\$32.14
26/06/2017	Woolworths	TidyTowns catering	\$22.70
26/06/2017	Everett Butchers	Tidy Towns catering	\$51.83
26/06/2017	Mantra on Northbourne	Councillor accomodation Canberra	\$1,885.78
26/06/2017	IBIS Styles	Accommodation GVROC meeting	\$177.50
27/06/2017	Woolworths	Catering	\$66.41
27/06/2017	NPA	Wendy Duncan Farewell (duplicate, refunded next statement)	\$240.00
28/06/2017	The York Hotel	Staff lunch	\$121.20
28/06/2017	NAB	Card fee	\$9.00
		<b>Total CEO Credit Card</b>	<b>\$12,179.64</b>
30/05/2017	Dome South Perth	Coffee	\$ 5.80
30/05/2017	Dome South Perth	Dome South Perth -	\$ 25.75
30/05/2017	Penninsula South Perth Appart	Conference training accommodation	\$ 1,055.00
26/06/2017	City News Kalgoorlie	Motor vehicle log books	\$ 9.10
26/06/2017	Atlas Linen	Tablecloths and drycleaning	\$ 118.80
28/06/2017	NAB	Card fee	\$ 9.00
		<b>Total MFA Credit Card</b>	<b>\$ 1,223.45</b>
		<b>Direct Debit</b>	<b>\$13,403.09</b>

## 12.3 WORKS AND SERVICES

### 12.3.1 Works Report for the Month of July 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>	24 August 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	N/A

#### OFFICERS RECOMMENDATION:

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

**VOTING REQUIREMENTS:** Simple Majority

#### IN BRIEF:

Roadworks carried over from the previous Financial Year are now being completed, 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:**

**July – August 2017**

- Completed the sealing works – Menzies North West Road
- Completed the re-sheeting works to Menzies North West Road
- Maintenance grading of Menzies North West Road (Snake Hill Road to Perrinvale)
- Completed replacement of fence at Museum Menzies townsite
- Completed Softfall at Menzies townsite Playground
- Speed signs installed and in testing phase
- Tender 1-2018 for the re-sheeting of Pinjin Road

**August – September 2017**

- Tree Planting – Church yard
- Tree Planting – Caravan Park
- Kookynie road verges and vacant blocks
- Kookynie tip road maintenance
- Maintenance grading of Menzies North West Road (Perinvale to Boundary)
- Re-sheeting Yarri Road
- Complete installation to speed signs (confirm Limits)

The rain event in late August has assisted with the maintenance grading. While the weather is good, additional resources will be allocated to maintenance grading.

### **12.3.2 Tender 1-2018 Gravel Re-sheeting Pinjin Road**

<b>LOCATION:</b>	Pinjin Road
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 127
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	24 August 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.3.2-1 Confidential – Tender Submission Summary

#### **RECOMMENDATION:**

That Council

1. Award tender 01-2018 Supply of Plant and Operators for Gravel Re-sheeting works Pinjin Road to Quadrio EM of Geraldton.
2. Authorise the Chief Executive Officer to execute contracts relating to this tender
3. Unsuccessful tenderers be advised of the outcome of the Tender within seven days.

#### **VOTING REQUIREMENTS:**

Absolute Majority

#### **IN BRIEF:**

The Annual Budget provides for the expenditure of 330,000 for the re-sheeting of a section of Pinjin Road. A grant of \$220,000 is available from Main Roads WA for this undertaking.

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

*14.3 Active civic leadership achieved.*

Maintain sustainability through leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.

#### **STATUTORY AUTHORITY:**

Local Government Act 1995 Section 3.57

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

#### **POLICY IMPLICATIONS:**

4.2 Purchasing and Tenders

**FINANCIAL IMPLICATIONS:**

The Adopted Budget for the year ending 30 June 2017 job CR0040 provides for this expenditure.

**RISK ASSESSMENTS:**

**Nil**

**BACKGROUND:**

Tenders were advertised for the contracting of the resheeting of Pinjin Road on Saturday 8 July 2017. The closing date for the submission of tenders being 2pm on Monday 24 July 2017.

**COMMENT:**

Four tenders were received and evaluated. All tenders received were deemed compliant. The recommended Tenderer submitted the lowest price

Evaluation of the tenders was undertaken by an independent consultant. The project will be overseen by the Shire's Works Supervisor.

**FINANCIAL IMPLICATIONS:**

Jobs CR0004, Evanston Menzies Road, CR0005 Yarri Road, CR0013 Menzies North West Road partially funded by Regional Road Group (State), CR0012 Connie Sue funded by Roads to Recovery (Federal) and CR0009 Tjuntjuntjara Access Road funded by Main Roads (State) will be included within the adopted budget.

**RISK ASSESSMENTS:** N/A

**BACKGROUND:**

This contract is for the supply of plant and operators for the undertaking re-sheeting of various roads within the Shire of Menzies. The works associated with this contract are expected to commence in late March to early April 2017 and are to be completed by 30 June 2017.

**COMMENT:**

Roads earmarked for re-sheeting are located over a widespread area within the Shire and can be grouped into two broad geographical locations

- Menzies Area – Evanston Menzies Road, Menzies North West Road and Yarri Road
- Connie Sue / Tjuntjuntjara – Connie Sue Highway and Tjuntjuntjara Access Roads.

The range of gravel re-sheeting and associated works include:

- Re-sheet with gravel
- Reform and re-sheet formation
- Construct embankment formation
- Reconstruct and reform surface drains / reform drain lines
- Light, medium and heavy grading.

## **TENDER ASSESSMENT REPORT**

**RFT 01.2018**

**SHIRE OF MENZIES**

**SUPPLY OF PLANT & OPERATORS FOR  
GRAVEL RE-SHEETING WORKS  
PINJIN ROAD**

**SHIRE OF MENZIES**





## Distribution Record

Revision	Reviewed By	Date Issued	Purpose of Issue	Issued To
A	TC		Client Review	Rhonda Evans

Prepared by:

K Woolley / AJ Swart

Signed:

T Chisholm

Date:

21 August 2017

WML Project Name:

Shire of Menzies - Supply of Plant & Operators for Gravel Re-sheeting Works – Pinjin Road

WML Project No:

7330:4

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CONFIDENTIAL

## 1. BACKGROUND

This contract is for the supply of plant and operators for the undertaking re-sheeting works on Pinjin road within the Shire of Menzies WA. The works associated with this contract are expected to commence in August 2017 and are to be completed by 30 September 2017.

The road earmarked for sections of re-sheeting is Pinjin Road located to the east of Menzies from SLK 0 – 60.27 (various) with available construction funding of \$ 330,000. The estimated length of re-sheeting works able to be achieved with these funds is 8 km.

It is intended to award the works to a single Lead Contractor. Site supervision on behalf of the Principal will be managed by the Superintendent with the assistance of the Shire Works Supervisor.

## 2. TENDER SUBMISSIONS RECEIVED

Tenders were advertised in the West Australian newspaper on 08 July 2017 and the tender period closed at 2pm on 24 July 2017. Tenders were received electronically by the Shire via its secure online tender box e-mail facility and were forwarded to the Kalgoorlie branch of WML Consultants in accordance with Local Government Regulations.

All received tenders were dated, signed and recorded in the tender register (attached as Appendix A) indicating that four (4) tender submissions were received in total. Hard copy prints were taken of the tender submissions including all attachments and schedules. The completed tender register was emailed to the Shire on 26 July 2017.

## 3. TENDER ASSESSMENT

### 3.1. Compliance Criteria and Price

The tender assessment process for each submitted tender involved initial checking against the various compliance criteria in the RFT including confirmation that the tender was received by the deadline and that a signed copy of the Form of Tender was included as well as proof of the required insurances.

This check was also to confirm that the tenderer was able to provide sufficient plant and resources to complete the Scope of Works. The outcome of the initial compliance check is detailed in the Appendix B attachment "Table 1 - Compliance Criteria".

All tenderers, with the exception of Red Dust Holdings complied with the responses required for selection criteria. RDH omitted to respond in respect of questions about "conflict of interest", "debts", "litigation" and "profit and loss details" however these omissions are not considered to be critical in the context of the outcome of this assessment.



The initial assessment also included a compilation of tendered unit rates and prices which is detailed in the Appendix B attachment "Table 2 - Tendered Unit Rates and Prices". The rates and prices for each tenderer are presented in the format of the Price Schedule table included in the RFT.

The hourly rates of a typical list of plant items expected to be used on a daily basis was evaluated and compared by way of typical daily crew costs including taking consideration of pro-rated lump sum general item amounts. A price / value sensitivity check has been undertaken for different typical daily plant lists. An additional table is included in Table 2 for the additional items of plant offered by some tenderers however those are not used in the tender value calculation.

As this is an hourly hire tender it is not possible to compare absolute total contract values. It is however possible to include a comparison of typical daily crew costs (including pro-rated, lump sum general items) by calculating relative percentages higher than the lowest price as summarised in the following table. The range of percentages relate to the sensitivity checks which indicated consistent relative results for all typical plant list options.

Tenderer	Percentage higher than lowest price
Quadrio EM	"Lowest Price"
Breakaway Earthmoving	+ 9 to 10%
Red Dust Holdings	+ 10 to 13%
Roadtech Constructions	+ 44 to 49%

Roadtech Constructions were the only tenderer to claim Regional Price Preference and completed Schedule 8 detailing local content valued at \$265,000. Due to the significantly higher rates tendered however, application of the 10% discount (for non-construction / building services) for this local content claim was not sufficient to impact on the rankings in the table above.

### 3.2. Qualitative Criteria

As indicated in the RFT this tender is subject to a Qualitative Assessment and states the following:

*"In determining the most advantageous Tender, the Evaluation Panel will score each Tenderer against the qualitative criteria as detailed within Part 5 of this document. Each criterion will be weighted to indicate the relative degree of importance that the Principal places on the technical aspects of the goods or services being purchased".*

The RFT includes the following Qualitative Selection Criteria and weightings as previously agreed by the Shire:

- Organisational Experience and Capacity (30%)
- Road Construction experience in Rural and Remote Areas (20%)
- Key Personnel Experience and Overall Capacity (30%)
- Extent and Condition of Road Construction Plant & Mechanical Support (20%)

In order to assist Shire officers and Council with their deliberations, an overview of each compliant tenderers response to Qualitative Criteria is provided below for consideration along with the full tender submissions. Initial application of raw scores against the qualitative selection criteria has been applied based on the comments recorded, however these are subject to review by the Shire and Council in consultation with WML.

The Appendix B attachment titled "Table 3 – Qualitative Criteria" provides an indication of which criteria questions were responded to (and which were not) and also functions as a scoring template for use at the tender selection panel meeting.

Criteria	Tenderer / Overview	Score Guide
	<p><b><u>Breakaway EM</u></b></p> <p>Breakaway is a Kalgoorlie based earthmoving, haulage and civil roadworks contractor operating in the Goldfields over the past 13 years. This submission is of a reasonable standard addressing most of the qualitative criteria information requested.</p>	
(A)	<p><b>Organisational Experience and Capacity</b></p> <p>A company organisational chart was provided as well as reference to a staff of 23 in number.</p> <p><b>Details of similar work previously undertaken including reference to dates, value of works and time taken to complete and evidence of having achieved outcomes. Reference sheet or list of relevant previously completed projects. Complete the pro-forma at Schedule 3 and include with the "Organisational Experience &amp; Capacity" attachment.</b></p> <p>Whilst Schedule 3 was not submitted details were provided referencing 8 projects including 8 relevant roadworks projects undertaken for a number of Shires and Mining companies. Details of extent of works were provided.</p> <p><b>Provide referees who can substantiate previous experience and demonstrated capability of the organisation. Complete the pro-forma at Schedule 4 and include with the "Organisational Experience &amp; Capacity" attachment.</b></p> <p>Submission includes 8 referees with contact names, including 4 from mining companies and 4 from Local Government.</p>	3.5



Criteria	Tenderer / Overview	Score Guide
	<p><b>Demonstrated capacity of organisation to resource the work i.e. current workload vs forecast workload including this contract. Complete the pro-forma at Schedule 5 and include with the "Organisational Experience &amp; Capacity" attachment.</b></p> <p>Schedule 5 was not provided nor any details of current commitments apart from reference to ongoing contract with Shire of Ngaanyatjaraku. It is not possible to determine this contractors ability to resource the Menzies work.</p> <p><b>A project schedule / timeline identifying resources and timeframes to be allocated to each road nominated within the scope of works.</b></p> <p>A project schedule was not provided.</p>	
(B)	<p><b>Road Construction Experience in Rural and Remote Areas</b></p> <p><b>Nominate specific examples in previous projects reference sheet. Complete as part of Pro-forma at Schedule 3.</b></p> <p>Whilst Schedule 3 was not submitted the details of previous projects did include all referencing remote road projects.</p> <p><b>Include reference to previous experience operating mobile camps. Complete as part of Pro-forma at Schedule 3.</b></p> <p>Whilst there was no specific reference to mobile camps the Company policy and procedure manual does make reference to emergency policies.</p> <p><b>Provide details of Organisations Occupational, Health and Safety record and systems with particular relevance to works in rural and remote areas.</b></p> <p>The submission included comprehensive documentation in relation to Safety &amp; Health policy, SWP's and JSEA's as part of Company Policies and General Procedure manual as well as a company HSEQ&amp;T management plan.</p>	3.0
(C)	<p><b>Key Personnel Experience and Overall Capacity</b></p> <p><b>Provide details of past experience of key staff including Supervisory, Administrative and operators of key items of plant (e.g. grader, dozer, field mechanic). Complete the pro-forma at Schedule 6 and include with the "Key Personnel Experience and Overall Capacity" attachment. Provide CV's or as a minimum, employment history (including reference to projects worked on and roles undertaken), years of experience and qualifications or relevant memberships for key personnel. Provide referees who can substantiate previous experience and demonstrated capability of key personnel. Complete as part of pro-forma at Schedule 6.</b></p> <p>A specific reference to "Key Personnel Experience and Overall Capacity" was provided listing 3 Supervisor / 1 Leading Hand / and 1 Management staff together with years of experience, qualifications and referee names. CV's were provided for two.</p>	3.0

Criteria	Tenderer / Overview	Score Guide
(D)	<p>Schedule 6 "Key Operators" was provided listing 7 operators and 2 fitters (as separate from the 5 Supervisors). No Grader operators were specified. Years of experience, qualifications and referee details were provided for most. No CV's were provided.</p> <p><b>Provide specific reference to and past experience of nominated administrative staff who will be responsible for maintaining daily plant, labour and works progress records in close liaison with the Superintendents Site Supervisor as well as reconciling those records against Summary sheets and Contractors Invoicing. Complete as part of pro-forma at Schedule 6.</b></p> <p>Schedule 6 "Administration staff" was provided listing 3 staff including Company Director together with years of experience. No qualifications or referee name was provided for the primary Admin person.</p> <p><b>Include reference to the organisations capacity to provide back-up resources for key personnel should the need arise. Complete as part of pro-forma at Schedule 6.</b></p> <p>No details of back up resources were provided.</p> <p><b>Extent and Condition of Road Construction Plant &amp; Mechanical Support</b></p> <p><b>Identify total numbers of each type of plant available for this project for assessment against the nominated list and numbers within the Tender schedule. Complete the pro-forma at Schedule 7 and include with the "Extent and Condition of Road Construction Plant &amp; Mechanical Support" attachment. Nominate age or hours of each item of plant or some indication of condition or reliability. Complete as part of Pro-Forma at Schedule 7. Nominate age or hours of each item of plant or some indication of condition or reliability. Complete as part of Pro-forma at Schedule 7.</b></p> <p>Schedule 7 was completed and included a comprehensive list of available plant items including reference to hour meter readings, years / age and condition with all referenced as "very good".</p>	4.0
(A)	<p><b><u>Red Dust Holdings (RDH)</u></b></p> <p><b>General</b></p> <p>RDH is a civil, mining and plant hire business with 50+ items of plant operating since 2010. The company has grown extensively over the past two years. This submission is of a reasonably high standard addressing the majority of the qualitative criteria information requested.</p> <p><b>Organisational Experience and Capacity</b></p> <p><b>Details of similar work previously undertaken including reference to dates, value of works and time taken to complete and evidence of having achieved outcomes. Reference sheet or list of relevant previously completed projects. Complete the pro-forma at Schedule 3 and include with the "Organisational Experience &amp; Capacity" attachment.</b></p>	3.5



Criteria	Tenderer / Overview	Score Guide
	<p>A Company Org structure was provided.</p> <p>Reference was included to a variety of recent road and civil construction projects where plant hire was provided for roadworks. Relevant examples provided include Goldfields Hwy widening and stabilisation for MRWA, storm damage repairs, passing lane construction and stabilisation.</p> <p>Schedule 3 provided details (including value and duration) for eight previous projects. A further general list of previous projects was provided mainly relating to a variety of civil projects.</p> <p>Further details relating to Organisational Experience and capacity were provided in a separate Attachment No 2.</p> <p><b>Provide referees who can substantiate previous experience and demonstrated capability of the organisation. Complete the pro-forma at Schedule 4 and include with the "Organisational Experience &amp; Capacity" attachment.</b></p> <p>Schedule 4 was completed providing contact details for three company referees. These referees had been previously contacted for other Menzies roadworks tender assessments indicating good previous experiences. A fourth project referee was included elsewhere in the submission.</p> <p><b>Demonstrated capacity of organisation to resource the work i.e. current workload vs forecast workload including this contract. Complete the pro-forma at Schedule 5 and include with the "Organisational Experience &amp; Capacity" attachment.</b></p> <p>Schedule 5 was completed providing details (duration, Customer and Value) of 3 current projects including \$1.2M Flood damage repairs project (6 month commitment to Shire of Wagin), and a \$3.3M road remediation (2 month commitment to City of Greater Geraldton). These commitments are not considered to affect the company's ability to resource this project.</p> <p><b>A project schedule / timeline identifying resources and timeframes to be allocated to each road nominated within the scope of works.</b></p> <p>A project schedule was not submitted.</p>	
(B)	<p><b>Road Construction Experience in Rural and Remote Areas</b></p> <p><b>Nominate specific examples in previous projects reference sheet. Complete as part of Pro-forma at Schedule 3.</b></p> <p>Details provided within Schedule 3 enabled relevant rural road experience to be inferred via reference to the Goldfields Hwy, NWCH, GNH and various Shire projects. Understanding of local issues and opportunities for engagement of local suppliers was not addressed.</p> <p><b>Include reference to previous experience operating mobile camps. Complete as part of Pro-forma at Schedule 3.</b></p>	3.0



Criteria	Tenderer / Overview	Score Guide
(C)	<p>Reference to this is made in "Attachment 3: Road Construction Experience in Rural&amp; Remote Areas"</p> <p><b>Provide details of Organisations Occupational, Health and Safety record and systems with particular relevance to works in rural and remote areas.</b></p> <p>This has been provided in Attachment 2: "Organisational Experience and Capacity". Details of OHSE is also referenced in "Attachment 3: Road Construction Experience in Rural &amp; Remote Areas". Remote area working procedures process flow chart was also provided.</p>	
	<p><b>Key Personnel Experience and Overall Capacity</b></p> <p><b>Provide details of past experience of key staff including Supervisory, Administrative and operators of key items of plant (e.g. grader, dozer, field mechanic). Complete the pro-forma at Schedule 6 and include with the "Key Personnel Experience and Overall Capacity" attachment. Provide CV's or as a minimum, employment history (including reference to projects worked on and roles undertaken), years of experience and qualifications or relevant memberships for key personnel. Provide referees who can substantiate previous experience and demonstrated capability of key personnel. Complete as part of pro-forma at Schedule 6.</b></p> <p>Schedule 6 response included reference to 2-supervisory staff. Qualifications, References and CV's were included.</p> <p>Key operators were also referenced in Schedule 6.. Details of 4 operators (including 3 Grader Operators) and 1 Field Mechanic were provided including Qualifications, References and CV's.</p> <p>A further list of all key personnel was provided in Attachment 4.</p> <p><b>Provide specific reference to and past experience of nominated administrative staff who will be responsible for maintaining daily plant, labour and works progress records in close liaison with the Superintendents Site Supervisor as well as reconciling those records against Summary sheets and Contractors Invoicing. Complete as part of pro-forma at Schedule 6.</b></p> <p>Details of 3 Administration Staff were also referenced in Schedule 6 including Qualifications and references. CV's were not attached.</p> <p><b>Include reference to the organisations capacity to provide back-up resources for key personnel should the need arise. Complete as part of pro-forma at Schedule 6.</b></p> <p>This has not been provided.</p>	3.5

Criteria	Tenderer / Overview	Score Guide
(D)	<p><b>Extent and Condition of Road Construction Plant &amp; Mechanical Support</b></p> <p>Identify total numbers of each type of plant available for this project for assessment against the nominated list and numbers within the Tender schedule. Complete the pro-forma at Schedule 7 and include with the "Extent and Condition of Road Construction Plant &amp; Mechanical Support" attachment. Nominate age or hours of each item of plant or some indication of condition or reliability. Complete as part of Pro-forma at Schedule 7. Nominate age or hours of each item of plant or some indication of condition or reliability. Complete as part of Pro-forma at Schedule 7.</p> <p>Schedule 7 was completed and included a comprehensive list of available plant items including reference to hour meter readings, years / age and condition. Further reference to extent and condition of plant and equipment including mechanical support and related IMS procedures was provided in Attachment 5.</p>	3.5
(A)	<p><b><u>Roadtech Construction</u></b></p> <p><b>General</b></p> <p>RoadTech was established in 1989 commencing as a small family owned business and provides services relating to a wide range of road construction and maintenance activities. It has grown into a large company servicing roadworks projects in both WA and NT. The submission was of a high quality with good responses to the qualitative selection criteria.</p> <p><b>Organisational Experience and Capacity</b></p> <p>A Company Org chart was also provided.</p> <p><b>Details of similar work previously undertaken including reference to dates, value of works and time taken to complete and evidence of having achieved outcomes. Reference sheet or list of relevant previously completed projects. Complete the pro-forma at Schedule 3 and include with the "Organisational Experience &amp; Capacity" attachment.</b></p> <p>Schedule 3 was completed and provides past relevant projects including several highway reconstruction and seal and re-sheeting projects in the NT as well as construction and sealing of a 5km section of Menzies NW road and flood damage repair works for Shires of Cue and Murchison. Durations and values of these projects was also provided. Other rural location projects were also referenced. Good examples were provided of issues that arose and how they were dealt with.</p> <p><b>Provide referees who can substantiate previous experience and demonstrated capability of the organisation. Complete the pro-forma at Schedule 4 and include with the "Organisational Experience &amp; Capacity" attachment.</b></p>	4.0



Criteria	Tenderer / Overview	Score Guide
	<p>Schedule 4 was completed with Company references provided in respect of these past projects and previous contact (as part of another recent Menzies shire tender) with those referees resulted in very good reports on performance including specific reference to both management / supervisory personnel as well as final trim grader operators. Copies of positive performance scorecards (from NT Government) were also provided.</p> <p><b>Demonstrated capacity of organisation to resource the work i.e. current workload vs forecast workload including this contract. Complete the pro-forma at Schedule 5 and include with the "Organisational Experience &amp; Capacity" attachment.</b></p> <p>Schedule 5 was completed and included reference to the current (but virtually completed) construction and seal of 5km of Menzies NW road which is not expected to impact the company's ability to resource this project.</p> <p><b>A project schedule / timeline identifying resources and timeframes to be allocated to each road nominated within the scope of works.</b></p> <p>A project schedule was not submitted however there was reference to policies associated with providing opportunity for local suppliers and contractors.</p> <p><b>(B) Road Construction Experience in Rural and Remote Areas</b></p> <p><b>Nominate specific examples in previous projects reference sheet. Complete as part of Pro-forma at Schedule 3.</b></p> <p>Section 5.2.2B of the submission provides good relevant specific examples of rural roadworks in regional locations including several additional references to projects in regional WA.</p> <p>Opportunities for local suppliers and contractors were addressed in a list of proposed local involvement (mechanical, fuel, accommodation and meals).</p> <p><b>Include reference to previous experience operating mobile camps. Complete as part of Pro-forma at Schedule 3.</b></p> <p>Schedule 3 was completed and references several remote area projects in the Northern Territory and Western Australia.</p> <p><b>Provide details of Organisations Occupational, Health and Safety record and systems with particular relevance to works in rural and remote areas.</b></p> <p>Roadtech WHS &amp; Emergency Response plan was included in the submission. Specific reference to systems associated with Remote and Isolated Work is also made.</p>	4.0

Criteria	Tenderer / Overview	Score Guide
(C)	<p><b>Key Personnel Experience and Overall Capacity</b></p> <p>Provide details of past experience of key staff including Supervisory, Administrative and operators of key items of plant (e.g. grader, dozer, field mechanic). Complete the pro-forma at Schedule 6 and include with the "Key Personnel Experience and Overall Capacity" attachment. Provide CV's or as a minimum, employment history (including reference to projects worked on and roles undertaken), years of experience and qualifications or relevant memberships for key personnel. Provide referees who can substantiate previous experience and demonstrated capability of key personnel. Complete as part of pro-forma at Schedule 6.</p> <p>Schedule 6 was provided including reference to 4 supervisory / management staff including years of experience, qualifications, CV's and referee contacts. A further 4 back up Supervisory / management names were provided.</p> <p>The schedule 6 for 5 key operators and 3 Mechanics was also provided with years of experience, qualifications and referee contacts but without CV's (except for one).</p> <p>Provide specific reference to and past experience of nominated administrative staff who will be responsible for maintaining daily plant, labour and works progress records in close liaison with the Superintendents Site Supervisor as well as reconciling those records against Summary sheets and Contractors Invoicing. Complete as part of pro-forma at Schedule 6.</p> <p>Reference to administration resources was included within the backup Supervisory staff including years of experience and referees.</p> <p>Include reference to the organisations capacity to provide back-up resources for key personnel should the need arise. Complete as part of pro-forma at Schedule 6.</p> <p>Back up personnel were nominated for Supervisory and grader operators. Reference was also made to options of drawing from labour hire companies.</p>	3.5
(D)	<p><b>Extent and Condition of Road Construction Plant &amp; Mechanical Support</b></p> <p>Identify total numbers of each type of plant available for this project for assessment against the nominated list and numbers within the Tender schedule. Complete the pro-forma at Schedule 7 and include with the "Extent and Condition of Road Construction Plant &amp; Mechanical Support" attachment. Nominate age or hours of each item of plant or some indication of condition or reliability. Complete as part of Pro-forma at Schedule 7. Nominate age or hours of each item of plant or some indication of condition or reliability. Complete as part of Pro-forma at Schedule 7.</p> <p>A list of Plant, equipment and Materials was provided. The list included reference to year, but not hour meter readings or condition.</p>	3.0



Criteria	Tenderer / Overview	Score Guide
	<p><b><u>Quadrio EM</u></b></p> <p><b>General</b></p> <p>Quadrio is a relatively large civil construction company, based in Geraldton, with experience in reconstruction of flood damaged roads and re-sheeting in rural and regional areas of WA as well as some experience with construction of sealed roads and carparks.</p> <p>This submission is of a reasonably high quality addressing most of the qualitative criteria information requested.</p>	
(A)	<p><b>Organisational Experience and Capacity</b></p> <p>A company Org structure was provided.</p> <p><b>Details of similar work previously undertaken including reference to dates, value of works and time taken to complete and evidence of having achieved outcomes. Reference sheet or list of relevant previously completed projects. Complete the pro-forma at Schedule 3 and include with the "Organisational Experience &amp; Capacity" attachment.</b></p> <p>Schedule 3 was provided listing 5 relevant projects including 2 significant plant hire contracts for Flood Damage Repairs in Shires of Wiluna and Murchison. Details of value and project duration were also provided.</p> <p><b>Provide referees who can substantiate previous experience and demonstrated capability of the organisation. Complete the pro-forma at Schedule 4 and include with the "Organisational Experience &amp; Capacity" attachment.</b></p> <p>Schedule 4 was completed providing 3 referees and their contact details. Positive comments were obtained from a referee associated with flood damage repair works.</p> <p><b>Demonstrated capacity of organisation to resource the work i.e. current workload vs forecast workload including this contract. Complete the pro-forma at Schedule 5 and include with the "Organisational Experience &amp; Capacity" attachment.</b></p> <p>Schedule 5 was completed listing 4 current project commitments, one of which, in Menzies, is due to be finished soon. Others included an 8-month project commitments for Laverton Main street and Fortitude Gold mine. There is also a 12 month commitment to Shire of Upper Gascoyne for. These commitments could have some impact on the company's ability to resource this project however the submission states that the company has sufficient resources to cover this project.</p> <p><b>A project schedule / timeline identifying resources and timeframes to be allocated to each road nominated within the scope of works.</b></p> <p>A project schedule / timeline was not submitted.</p>	3.5

Criteria	Tenderer / Overview	Score Guide
(B)	<p><b>Road Construction Experience in Rural and Remote Areas</b></p> <p><b>Nominate specific examples in previous projects reference sheet. Complete as part of Pro-forma at Schedule 3.</b></p> <p>All projects listed in Schedule 3 are considered to be rural with three of them (including the two major flood damage repair projects) located in remote areas. Reference is also made to the existing resources mobilised in the Menzies Shire and access to workshop, mechanics etc.</p> <p><b>Include reference to previous experience operating mobile camps. Complete as part of Pro-forma at Schedule 3.</b></p> <p>The submission included a detailed explanation of the company's capabilities in relation to operating camps in remote locations and associated support equipment such as mechanical workshops and fuel storage etc and satellite communications.</p> <p><b>Provide details of Organisations Occupational, Health and Safety record and systems with particular relevance to works in rural and remote areas.</b></p> <p>The company's Safety &amp; Health &amp; Environmental policy was provided as well as details of AS / NZS 4801 and ISO accreditations.</p>	3.5
(C)	<p><b>Key Personnel Experience and Overall Capacity</b></p> <p><b>Provide details of past experience of key staff including Supervisory, Administrative and operators of key items of plant (e.g. grader, dozer, field mechanic). Complete the pro-forma at Schedule 6 and include with the "Key Personnel Experience and Overall Capacity" attachment. Provide CV's or as a minimum, employment history (including reference to projects worked on and roles undertaken), years of experience and qualifications or relevant memberships for key personnel. Provide referees who can substantiate previous experience and demonstrated capability of key personnel. Complete as part of pro-forma at Schedule 6.</b></p> <p>Schedule 6 "Supervisory staff" was provided listing 5 Supervisors / Leading Hands together with years of experience, CV's, qualifications and referee contacts. All of these Supervisors also have operating skills.</p> <p>Schedule 6 "Key Operators" was provided listing 7 operators (as separate from the 5 Supervisors). Years of experience, qualifications, CV's and referee details were provided. Grader operators were nominated as the Supervisory staff.</p> <p><b>Provide specific reference to and past experience of nominated administrative staff who will be responsible for maintaining daily plant, labour and works progress records in close liaison with the Superintendents Site Supervisor as well as reconciling those records against Summary sheets and Contractors Invoicing. Complete as part of pro-forma at Schedule 6.</b></p>	3.5



Criteria	Tenderer / Overview	Score Guide
	<p>Schedule 6 "Administration staff" was provided listing two staff together with years of experience, qualifications, CV's and referees.</p> <p><b>Include reference to the organisations capacity to provide back-up resources for key personnel should the need arise. Complete as part of pro-forma at Schedule 6.</b></p> <p>A back up Supervisor name was provided as well as reference to Steel Cap recruitment for access to back up operators.</p>	
(D)	<p><b>Extent and Condition of Road Construction Plant &amp; Mechanical Support</b></p> <p><b>Identify total numbers of each type of plant available for this project for assessment against the nominated list and numbers within the Tender schedule. Complete the pro-forma at Schedule 7 and include with the "Extent and Condition of Road Construction Plant &amp; Mechanical Support" attachment. Nominate age or hours of each item of plant or some indication of condition or reliability. Complete as part of Pro-forma at Schedule 7. Nominate age or hours of each item of plant or some indication of condition or reliability. Complete as part of Pro-forma at Schedule 7.</b></p> <p>Details were provided in response to Schedule 7 and included a comprehensive list of available plant items including reference to Registration number but not years / age or condition. It is noted that this company prides itself on provision of very good mechanical support in remote locations.</p>	3.5

The results of the Qualitative Criteria scoring, after applying the Shire weightings is indicated in Appendix B – "Table 3-QualitativeCriteria" and is summarised as follows:

Tenderer	Total Weighted Score
Roadtech Construction	61
Quadrio EM	56
Red Dust Holdings	54
Breakaway EM	51

It is recognised that all four tenderers have capability of undertaking the works and the weighted scores against qualitative criteria indicate all to be in a similar range noting that Roadtech Constructions ranks as No 1.

#### 4. SUMMARY & RECOMMENDATION

The tender assessment above is provided to assist Shire staff and Council to determine which tenders are most advantageous to the Principal (being the Shire of Menzies) as part of it's undertaking to complete gravel re-sheeting works on Pinjin road.

Noting that this is a plant hire tender and expenditure will be limited by the available budget and supervision monitoring on site this tender assessment indicates that Quadrio Earthmoving is clearly the lowest price tender as well as ranking No 2 in a close range of scoring against qualitative criteria.

Therefore the recommendation is to appoint Quadrio Earthmoving as the successful tenderer based on their submission and rates in response to RFT 01-2018 "Supply of Plant and Operators for Gravel Re-sheeting works on Pinjin road".

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**APPENDIX A**

**Tender Opening Register**

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## TENDER REGISTER

<b>RFT Name:</b>	Supply Of Plant & Operators For Gravel Re-Sheeting Of Works –Pinjin Road	
<b>RFT Number</b>	01-18	
<b>Advertisement Details:</b>	Advertising Date(s): 08/07/2017	Newspaper(s): The West Australian The Kalgoorlie Miner
<b>Closing Date and Time:</b>	2pm Monday 24 July 2017	
<b>Opening Date and Time:</b>	10am Tuesday 25 July 2017	
<b>Opened in the presence of:</b>	<b>NAME:</b>	<b>SIGNATURE:</b>
	Kate Woolley (WML Consultants)	
	Attie Swart (WML Consultants)	
<b>Tenderers' Contact Name and Company Name:</b>	<b>Tendered Amount as Submitted (Excl. GST)</b>	
Quadrio Earthmoving	Schedule of rates only	
Breakaway Earthmoving	Schedule of rates only	
Red Dust Holdings	Schedule of rates only	
Roadtech Construction	Schedule of rates only	
<b>Copy of Advertisement:</b>		

**APPENDIX B**

Table 1 - Compliance Criteria

Table 2 - Tendered Prices

Table 3 - Qualitative Criteria

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TABLE 1 - COMPLIANCE CRITERIA

Tenderer		Tendered Price	LOCAL CONTENT ADJUSTED PRICE (Excl GST)		Compliance with 1.7 Lodgement	Signed Form of Tender	Criteria (a)	Criteria (b)	Criteria (c)	COMPLIANCE CRITERIA												Insurance and Schedule 2	MEETS COMPLIANCE (Y / N)		
			Adjusted Price	% to Benchmark						Criteria (d) answered and Risk Assessment Attachment															
										(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)	(xi)	(xii)				
Breakaway EM		#N/A	na	na	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N	N	N	N	N	\$50Mil	\$32Mil	\$25Mil	Yes
Quadrio EM		#N/A	na	na	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N	N	N	N	N	\$50Mil	\$32.5Mil	\$20Mil	Yes
Red Dust Holdings		na	na	na	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-	-	-	-	\$50Mil	\$32.5Mil	\$20Mil	Yes
Roadtech Construction		na	na	na	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N	N	N	\$50Mil	\$35Mil	\$20Mil	Yes

Note: Text in red indicate that clarification has been requested from the tenderer

Description: Criteria (a)

Tenderers are to provide acknowledgment that your organisation has submitted in accordance with the Conditions of Tender including completion of the Offer Form and provision of your pricing submitted in the for required by the Principal

Criteria (b) Compliance with the Specification contained in the Request.

Criteria (c) Compliance with the Start date and Delivery period.

Criteria (d) (i) An outline of your organisational structure inclusive of any branches and number of personnel.

Criteria (d) (ii) If companies are involved, attach their current ASC company extracts search including latest annual return.

Criteria (d) (iii) Provide the organisation's directors/company owners and any other positions held with other organisations.

Criteria (d) (iv) Provide a summary of the number of years your organisation has been in business.

Criteria (d) (v) Attach details of your referees. You should give examples of work provided for your referees where possible.

Criteria (d) (vi) Are you acting as an agent for another party? If Yes, attach details (including name and address) of your principal.

Criteria (d) (vii) Are you acting as a trustee of a trust? If Yes, give the name of the trust and include a copy of the trust deed (and any related documents); and if there is no trust deed, provide the names and addresses of beneficiaries

Criteria (d) (viii) Do you intend to subcontract any of the Requirements?

Criteria (d) (ix) Will any actual or potential conflict of interest in the performance of your obligations under the Contract exist if you are awarded the Contract, or are any such conflicts of interest likely to arise during the Contract

Criteria (d) (x) Are you presently able to pay all your debts in full and when they fall due?

Criteria (d) (xi) Are you currently engaged in litigation as a result of which you may be liable for \$50,000 or more?

Criteria (d) (xii) In order to demonstrate your financial ability to undertake this contract, include a profit and loss statement and the latest financial return for you and each of the other proposed contracting entities, together with a financial referees from your bank and/or accountant.



TABLE 2 - TENDERED UNIT RATES &amp; PRICES

				Breakaway EM	Red Dust Holdings	Roadtech Construction	Quadrio EM
1	GENERAL ITEMS	Unit	Qty	Amount (AU\$)	Amount (AU\$)	Amount (AU\$)	Amount (AU\$)
1.1	<b>Allow for general items as follows</b>						
	Mobilisation and demobilization of all plant and equipment to and from Menzies (Mob/Demob A)	Item	1	5,000.00	5,000.00	23,500.00	5,000.00
	Mobilisation and demobilization of all plant and equipment to and from Menzies (Mob/Demob B)	Item	1	13,450.00	5,000.00	6,800.00	15,000.00
	Allow for camp accommodation and messing	Item	0	Included in productive plant rates	Included in productive plant rates	Included in productive plant rates	Included in productive plant rates
	Allow for all insurances required under the contract	Item	1	Included in productive plant rates	Included in productive plant rates	Included in productive plant rates	Included in productive plant rates
	Allow for compliance with all legislation, statutes and regulations	Item	1	Included in productive plant rates	Included in productive plant rates	Included in productive plant rates	Included in productive plant rates
	Prepare Traffic Management Plan	Item	1	1,500.00	650.00	2,300.00	2,000.00
	<b>Sub-Total General Items</b>			<b>19,950.00</b>	<b>10,650.00</b>	<b>32,600.00</b>	<b>22,000.00</b>
2	PLANT HIRE ITEMS	No. of plant items required	Unit	Hourly rate / plant item (\$/hr)	Hourly rate / plant item (\$/hr)	Hourly rate / plant item (\$/hr)	Hourly rate / plant item (\$/hr)
2.1	<b>DOZER D8 or similar</b>	1					
	Productive operating hours		Hour	230.00	241.00	285.00	200.00
	Standby hours (inclement weather only)		Hour	100.00	112.50	135.00	70.00
2.2	<b>GRADER 140H or similar</b>	1 to 2					
	Productive operating hours		Hour	170.00	160.00	172.00	155.00
	Standby hours (inclement weather only)		Hour	70.00	101.00	78.00	60.00
2.3	<b>FRONT END LOADER 2.0-3.0m<sup>3</sup> Bucket (with IT attachment)</b>	1					
	Productive operating hours		Hour	140.00	140.00	153.00	125.00
	Standby hours (inclement weather only)		Hour	50.00	91.00	78.00	60.00
2.4	<b>FRONT END LOADER 4.0-5.0m<sup>3</sup> Bucket</b>	1					
	Productive operating hours		Hour	140.00	155.50	168.00	140.00
	Standby hours (inclement weather only)		Hour	50.00	97.50	78.00	60.00
2.5	<b>VIBRATORY PADFOOT ROLLER Min 16t deadweight</b>	1 to 2					
	Productive operating hours		Hour	115.00	109.00	122.00	95.00
	Standby hours (inclement weather only)		Hour	60.00	97.50	78.00	60.00
2.6	<b>VIBRATORY SMOOTH DRUM ROLLER Min 16t deadweight</b>	1					
	Productive operating hours		Hour	115.00	109.00	102.00	95.00
	Standby hours (inclement weather only)		Hour	60.00	82.50	78.00	60.00
2.7	<b>WATER CART SEMI Min 25 kL</b>	1 to 2					
	Productive operating hours		Hour	130.00	134.50	145.00	135.00
	Standby hours		Hour	60.00	90.00	95.00	60.00
2.8	<b>ROAD TRAIN WATER CART Min 50 kL</b>	1					
	Productive operating hours		Hour	150.00	160.50	220.00	160.00
	Standby hours		Hour	60.00	95.00	95.00	70.00
2.90	<b>SEMI SIDE - TIPPER Single (18m<sup>3</sup>)</b>	1 to 2					
	Productive operating hours		Hour	130.00	161.00	138.00	120.00
	Standby hours		Hour	60.00	95.00	95.00	60.00
2.10	<b>ROADTRAIN SIDE - TIPPER Double (36m<sup>3</sup>)</b>	2 to 3					
	Productive operating hours		Hour	160.00	183.00	198.00	150.00
	Standby hours		Hour	60.00	105.00	95.00	60.00
2.11	<b>WATER SUPPLY EQUIPMENT</b> - including standalone standpipe with 150mm transfer pump, 3-phase submersible bore pump including power generators as required	1 to 2					
	Rate per site for all equipment including maintenance and re-fuelling		Hour	200.00	150.00	436.00	200.00
	Standby rate per site (when not pumping)		Hour	100.00	100.00	250.00	50.00
2.12	<b>TRAFFIC MANAGEMENT</b>						
	Supply of all traffic control personnel, signs, materials & equipment etc.		Hour	30.00	130.00	68.00	150.00
2.13	<b>LABOUR ONLY RATE</b>						
	applicable only when prior approval of Superintendents Site Supervisor is gained		Hour	60.00	68.00	68.00	60.00

TABLE 2 - TENDERED UNIT RATES &amp; PRICES

				Breakaway EM	Red Dust Holdings	Roadtech Construction	Quadrio EM
3.0	ADDITIONAL NON-SPECIFIED ITEMS BEING OFFERED	No. of plant items available	Unit	Hourly rate / plant item (\$/hr)	Hourly rate / plant item (\$/hr)	Hourly rate / plant item (\$/hr)	Hourly rate / plant item (\$/hr)
3.1	<b>30 tonne Excavator</b>						
	Productive operating hours		Hour				
	Standby hours		Hour				
	Mobilisation and demob for single item		Item				
3.2	<b>EX01 - CAT 320C Excavator</b>						
	Productive operating hours		Hour				
	Standby hours		Hour				
	Mobilisation and demob for single item		Item				
3.3	<b>EX03 - CAT 336DL Excavator</b>						
	Productive operating hours		Hour				
	Standby hours		Hour				
	Mobilisation and demob for single item		Item				
3.4	<b>EX02 - CAT 345CL HYD Excavator</b>						
	Productive operating hours		Hour				200.00
	Standby hours		Hour				60.00
	Mobilisation and demob for single item		Item				4,675.00
3.5	<b>DZ01 - D9 Dozer</b>						
	Productive operating hours		Hour				
	Standby hours		Hour				
	Mobilisation and demob for single item		Item				
3.6	<b>RL03 - PR20 Rubber Tyre Roller</b>						
	Productive operating hours		Hour				105.00
	Standby hours		Hour				60.00
	Mobilisation and demob for single item		Item				3,400.00
3.7	<b>15T GRID ROLLER &amp; TRACTOR</b>						
	Productive operating hours		Hour	110.00			
	Standby hours		Hour	60.00			
	Mobilisation and demob for single item		Item				
3.8	<b>RM300 Mixer...Wet Mixing</b>						
	Productive operating hours		Hour		290.00		
	Standby hours		Hour		165.00		
	Mobilisation and demob for single item		Item		2,400.00		
3.9	<b>CAT 623B Scraper</b>						
	Productive operating hours		Hour			245.00	
	Standby hours		Hour			78.00	
	Mobilisation and demob for single item		Item			2,500.00	
3.10	<b>Cat D6 Dozer</b>						
	Productive operating hours		Hour			228.00	
	Standby hours		Hour			78.00	
	Mobilisation and demob for single item		Item			2,500.00	
3.11	<b>CAT 250 RRB mixer</b>						
	Productive operating hours		Hour			228.00	
	Standby hours		Hour			78.00	
	Mobilisation and demob for single item		Item			2,500.00	
3.12	<b>VOLVO 35T EXCAVATOR</b>						
	Productive operating hours		Hour			245.00	
	Standby hours		Hour			108.00	
	Mobilisation and demob for single item		Item			3,900.00	
3.13	<b>DAF 8 WHEEL CEMENT SPREADER</b>						
	Productive operating hours		Hour			190.00	
	Standby hours		Hour			78.00	
	Mobilisation and demob for single item		Item			3,500.00	
3.14	<b>PROJECT SUPERVISION</b>						
	Productive operating hours		Hour			98.00	
	Standby hours		Hour			98.00	
	Mobilisation and demob for single item		Item				
3.15	<b>15 TONNE MULTI TYRED ROLLER</b>						
	Productive operating hours		Hour			95.00	
	Standby hours		Hour			78.00	
	Mobilisation and demob for single item		Item			1,800.00	



LOCAL CONTENT ADJUSTED PRICE (Excl GST)		Schedule Completed							(A) Organisational Experience & Capacity						(B) Road Construction Experience in Rural & Remote areas				(C) Key Personnel Experience & Overall Capacity						(D) Extent and Condition of Road Construction Plant & Mechanical Support				TOTAL Weighted Score	BANK				
		1	2	3	4	5	6	7	Details of Similar Work	Previous Projects (Sched 3)	Referees (Sched 4)	Workload (Sched 5)	Project Schedule	Score 0-5	Weighted Score	Examples of Previous Projects (Sched 3)	Experience of operating mobile camps	OHS	Score 0-5	Weighted Score	Post Experience of Key Staff (Sched 6)	CVs (Sched 6)	Referees (Sched 6)	Back-up resources (Sched 6)	Score 0-5	Weighted Score	Plant no of & type (Sched 7)	Plant age & hours (Sched 7)			Support & refuel (Sched 7)	Score 0-5	Weighted Score	
Tenderer	Price	% to Benchmark																																
1 Breakaway EM	na	na	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	3.5	21.0	Y	Y	Y	3.0	12.0	Y	Y	Y	3	3.0	18.0	Y	Y	Y	4.0	24.0	51.0	4	
2 Quadrio EM	na	na	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	3.5	21.0	Y	Y	Y	3.5	14.0	Y	Y	Y	Y	3.5	21.0	Y	Y	Y	3.5	21.0	56.0	2	
3 Red Dust Holdings	na	na	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	3.5	21.0	Y	Y	Y	3.0	12.0	Y	Y	Y	Y	3.5	21.0	Y	Y	Y	3.5	21.0	54.0	3	
4 Roadtech Construction	na	na	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	4.0	24.0	Y	Y	Y	4.0	16.0	Y	Y	Y	Y	3.5	21.0	Y	Y	Y	3.0	18.0	61.0	1	

- Schedules:**
- Schedule 1 Nominated subcontractors (if applicable)
  - Schedule 2 Insurances
  - Schedule 3 Previously completed projects
  - Schedule 4 Referees
  - Schedule 5 Current project commitments
  - Schedule 6 Key personnel
  - Schedule 7 Local content details

Score	Rating	Guide
5	Excellent	Demonstrated excellence, substantially exceeds minimum requirements, a number of superior features
4	Good	Meets minimum requirements with no material concerns or deficiencies
3	Fair	Meets minimum requirements with some deficiencies
2	Marginal	Does not meet minimum requirements in relation to ability to meet minimum requirements or some deficiencies
1	Poor	Fails to meet minimum requirements in several respects, contained insufficient or unclear information
0	Fail	Fails to meet minimum requirements in all respects or did not respond
3	Y/N answer	Yes
0	Y/N answer	No

### 2.3.3 Davyhurst – Ora Banda Road

<b>LOCATION:</b>	Davyhurst-Ora Banda
<b>APPLICANT:</b>	Department of Mines, Industry, Regulation and Safety
<b>DOCUMENT REF:</b>	EDM 366
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	24 August 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.3.3-1 Map of Roads (as constructed) 12.3.3-2 Map of Roads (as constructed) 12.3.3-3 Information from Beacon Minerals Ltd

#### **RECOMMENDATION:**

That Council

1. Advise the Department of Mines, Industry, Regulation that the thoroughfare from the border with the City of Kalgoorlie-Boulder (known as Davyhurst to Ora Banda) is not under the control of the Shire of Menzies.
2. The Davyhurst-Ora Banda Road be removed from the Financial Asset Register.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

The Department of Mines, Industry, Regulation and Safety has requested that the Shire confirm the status of the road within the Shire boundaries linking the Ora Banda townsite to Davyhurst Mine.

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

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

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

##### *14.2 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.



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

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:**

The Written Down Value of the Davyhurst-Ora Banda Road is zero, therefore there is no financial implication.

**RISK ASSESSMENTS:** Nil

**BACKGROUND:**

In July 2017 the Department of Mines, Industry Regulation and Safety contacted the Shire to determine the status of the road between the Ora Banda and Davyhurst.

An initial check of Council records showed that the road was listed on Council's Financial Asset register. Further inquiry and an inspection of the site revealed that the road was not listed on the Main Roads Catalogue, nor Council's ROMAN database. The inclusion of it on the Financial Asset register was an error.

**COMMENT:**

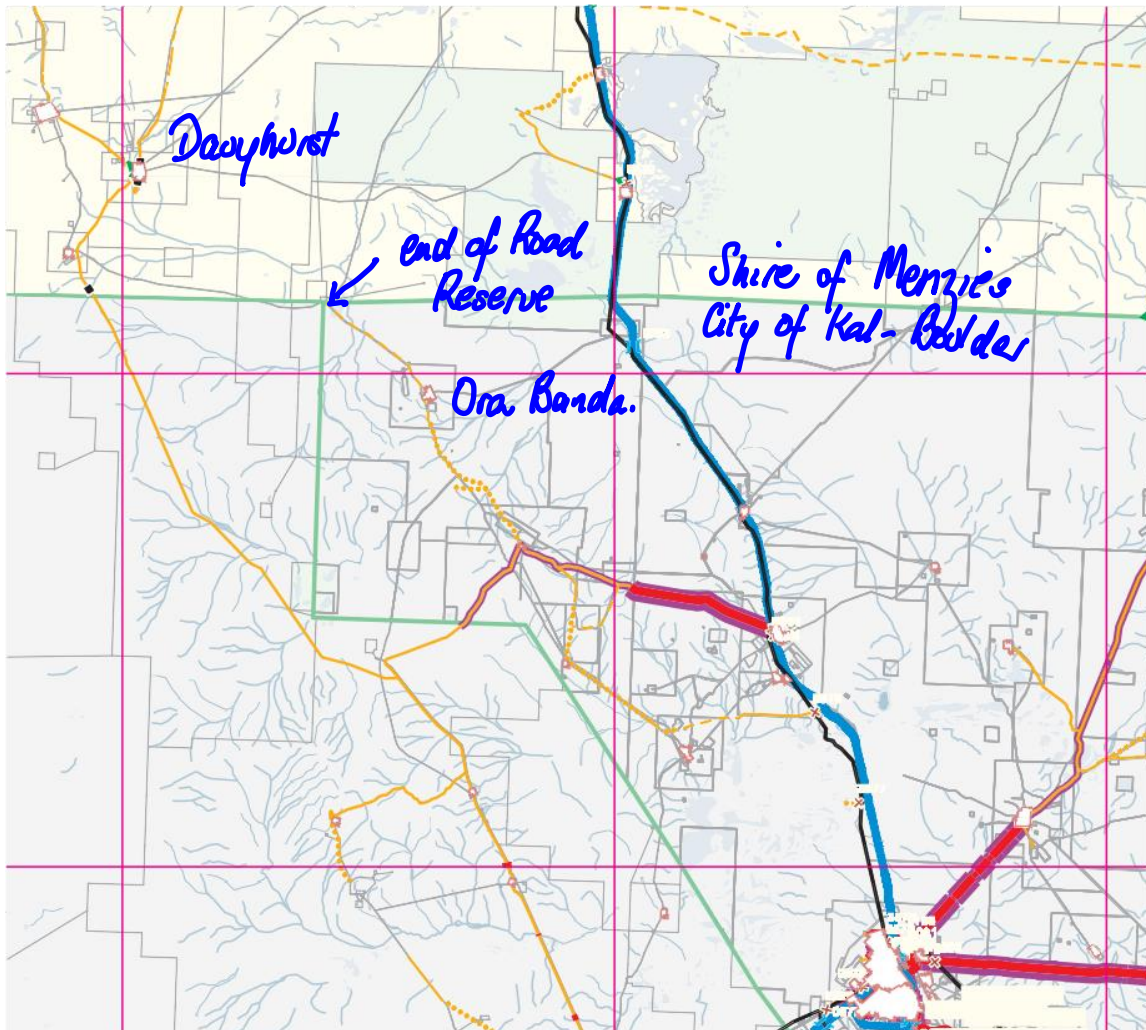
The road appears to have been constructed by a mining company during the 80's period of mining in the area, and has been maintained by various parties (including, it appears the Shire).

The road appears to have little purpose other than servicing the mining sector, and, in the Author's opinion would be best managed through a miscellaneous licence. The Shire, would not be able to upgrade this road to a heavy vehicle standard required to approve RAV permits, and to take control of the road, would limit the category of vehicle able to use it.

A section of the road passes a significant Heritage site.

The Shire of Menzies, as have all Local Governments recently experienced a reduction in funding from the State Government. This, together with the low use requirement for the road to the general public recommends that Council resolve not to pursue the matter.

Section of Main Roads Map (as constructed)









## Extract of Email Received 24 July 2017

Good Morning,

Companies I am associated have and again in the future will have reason to apply miscellaneous licenses for use as a road.

I have specifically looked at the position in the Ora Banda Davyhurst area as MLG have asked and sought my views on the matter.

My research indicates

- a) there is no gazetted road from a position in the south east corner of Reserve 17514 going in a north westerly direction, both Tengraph and Landgate maps show that position clearly
- b) from the south east corner of Reserve 17514 there is an application for a miscellaneous license 30/65 which goes to tenements located to the north west of the reserve passing over Crown Land

from this I can only deduce that travelling from Wangine to Davyhurst would indicate that agreement to operate vehicles or trucks on this road (which many of us have travelled on many times in the past) would require an arrangement with the owner of Misc License 30/65 when this tenement is approved.

We have a similar situation developing in the Jaurdi area where for access we are (with OK from MLG) using their miscellaneous License.

The Minister for Mines in my view has erred in this case by claiming the Davyhurst Ora Banda road is in the Shire of Menzies where Tengraph and Landgate clearly indicate there is no "official road" and that it passes partly over crown land.

My understanding is that to cart ore from a mining lease to a point for processing (another mining lease) constitutes a part of mining and requires where the land passes over land owned by another party be they

- a) crown land
  - b) mining tenement owned by others
- an approved miscellaneous license

At this stage I intend seeking a view from the DMP in Kalgoorlie on this matter as the picture is very clouded"

Jeff/Ida,

Please advise a convenient time to discuss this issue as it affects our intended operations at Jaurdi?

Kind Regards

**Graham McGarry**  
Managing Director



144 Vivian Street, Boulder WA 6432  
PO Box 423, Kalgoorlie WA 6433

#### 12.3.4 National Local Roads and Transport Congress 2017

<b>LOCATION:</b>	Albany WA
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 107
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	25 August 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.3.4-1      Flyer for Albany Congress

#### **RECOMMENDATION:**

That Council

1. Approve the attendance of Councillors, the Chief Executive Officer and Works Supervisor at the National Local Roads and Transport Congress 2017 to be held 6 November to 8 November 2017 in Albany WA.
2. Approve the attendance of the partners of Councillors, the Chief Executive Officer and the Works Supervisor at the National Local Roads and Transport Congress 2017 to be held 6 November to 8 November 2017 in Albany WA.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

The National Local Roads and Transport Congress 2017 will be held in Albany WA between the 6 November and 8 November 2017. This Congress is an Annual Event held in a different State each year.

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

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

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

- The Shire to review disability access throughout the Shire of Menzies.
- The Shire to acquire appropriate resources to assist with developing the services and facilities required by the community.

### *14.3 Active civic leadership achieved*

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

**STATUTORY AUTHORITY:** Nil

### **POLICY IMPLICATIONS:**

Policy 3.2 – Conferences, Meetings and Training

### **FINANCIAL IMPLICATIONS:**

Annual Budget allocation for this purpose are

- M04006 – Members Conference and Training,
- S14108 – Conferences and Training Public Works Overheads
- S14106 – Training, Conferences and Travel – Administration

The cost per participant is \$990 for delegates, and \$70 for partners.

**RISK ASSESSMENTS:** Nil

### **BACKGROUND:**

The National Road Congress is an annual event convened by the Australian Local Government Association. It is an opportunity for members to make contact with key stakeholders in the Road and Transport industries.

### **COMMENT:**

Last year this Congress was attended by the Shire President and the Chief Executive Officer. The venue was in Toowoomba in Queensland. The Congress for 2017 is in Albany which offers

an excellent opportunity for all members to attend and take advantage of the opportunities for professional development and networking.

The importance of transport and roads to the Shire of Menzies is set to rise to a new level with the proposed upgrade to the Outback Way Highway. The Shire is in perfect location to take advantage of the increase in traffic that will result from this.



# Shaping Transport's Future

## National Local Roads & Transport Congress 2017

ALBANY • WA



**6-8** NOVEMBER  
2017

### PROVISIONAL PROGRAM

MONDAY 6 NOVEMBER		TUESDAY 7 NOVEMBER		WEDNESDAY 8 NOVEMBER	
11.00 am	Albany showcase and tour	9.00 am	OPENING ADDRESS <b>Mayor David O'Loughlin</b> , ALGA President	9.00 am	OPPOSITION ADDRESS <b>The Hon Anthony Albanese MP</b> (invited), Shadow Minister for Infrastructure, Transport, Cities and Regional Development
5.00 pm	Welcome Reception, National Anzac Centre	9.20 am	GOVERNMENT ADDRESS <b>The Hon Darren Chester MP</b> (invited), Minister for Infrastructure and Transport	9.30 am	<b>National Road Safety Initiatives</b>
		10.00 am	<b>National Freight and Supply Chain Strategy Inquiry</b>	10.00 am	<b>Road Safety for your Community</b>
		10.30 am	MORNING TEA	10.30 am	MORNING TEA
		11.00 am	PANEL DISCUSSION <b>Heavy Vehicle road reform and road user charging</b>	11.00 am	<b>Key National Policy Updates</b>
		12.30 pm	LUNCH	12.30 pm	LUNCH
		1.30 pm	CONCURRENT SESSIONS • Regional Airports • Regional Productivity	1.30 pm	<b>Australian Road Research Board</b>
		3.00 pm	AFTERNOON TEA	2.00 pm	WORKSHOP <b>Regional Road Solutions</b>
		3.30 pm	<b>Innovative Transport Financing in Metropolitan Areas</b>	3.00 pm	Close
		4.00 pm	PANEL/WORKSHOP <b>National Freight and Supply Chain Strategy</b>		
		5.00 pm	Close		
		7.00 pm	Congress Dinner		

**REGISTER NOW**  
**[www.alga.asn.au](http://www.alga.asn.au)**

## National Local Roads & Transport Congress 2017



## Shaping Transport's Future

### NOT AN OPTION – IT'S IMPERATIVE!

*One of the essential roles of government is the provision of social and physical infrastructure that supports the way of life and living standards of its citizens. Australia is one of the largest countries in the world. As such, our citizens and economy depend heavily on transport systems to move people and freight domestically and internationally.*

As the primary provider of local and regional transport infrastructure, local government plays a critical role in Australia's transport system. In the bush, a number of councils also provide airports.

Australia's transport, and transport globally, is changing: electric and automated cars; higher productivity vehicles; mega ships and giant aircraft. Infrastructure providers, including local governments, must adapt. Greater efficiencies and reduced reliance on fossil fuels over time will also impact on government revenues such as fuel excise and registration fees. Automation of car fleets, particularly in urban areas may significantly reduce the need for inner city parking and potentially decrease council parking fee revenues.

Falling government revenues and changing priorities will make it harder and harder for transport to get its fair share of funding. And harder and harder for local government to get its fair share of whatever funding is available.

Transport funding reform is not an option, it is an imperative. New revenue streams must be secured, not only to maintain our roads and transport systems, but to invest in essential new infrastructure to drive economic growth and support living standards. This is why the Council of Australian Government

(COAG) and the Transport and Infrastructure Council are working on market reforms, including a system of road user charging.

These reforms are complex. They involve a detailed understanding of transport assets (through asset registers), their condition, life-cycle cost management, and new investment priorities. These are just some of the pre-requisites for reform. They will help determine revenues and potentially subsidies for low traffic volume roads in the form of Community Service Obligations.

Local government must:

- Understand this and other transport reforms;
- Actively participate in and improve all aspects of asset management;
- Document asset life-cycle cost bases; and
- Be proactive, positive and anticipate change.

Most of all, local government must stand up and be heard to ensure that it gets a fair share of funding for local communities.

If you only attend one conference this year, make sure it is the Congress. It will ensure you and your council understand and are equipped to grapple with these challenges and achieve your objectives, thereby helping ALGA make the strongest case for local government roads and transport funding.

### SUPPORT YOUR LOCAL GOVERNMENT FREIGHT STRATEGY PROPOSAL FOR \$200 MILLION PER ANNUM FOR FIVE YEARS

Increased freight productivity will not occur without additional effort. Realising the critical importance of first and last mile issues, and local government owned and managed roads across the nation's supply chains, ALGA launched the Local Government Freight Strategy at last year's National Local Roads and Transport Congress.

#### **Our Plan needs essential new Government investment to address:**

- **System gaps:** Nationally our total road network is not appropriately linked and access consent is difficult to coordinate. Our solution is to support councils to work with the NHVR to understand state and national freight routes and how they interface with regional council road networks.
- **Planning gaps:** Nationally the current system of regional planning, which includes freight route identification and robust investment priorities that meet industry needs, is ad hoc. Our solution is to incentivise councils to undertake regional transport plans including demand forecasting on key freight routes.
- **Knowledge gaps:** Nationally the system for consenting to access on local roads requires councils to make decisions on the capacity of roads and other key assets to undertake the task, such as bridges. While councils know their assets, many councils do not have the resources to undertake the necessary technical assessments of some of the critical assets on all routes. Our solution is to fund councils to undertake appropriate engineering assessments on key council assets on key freight routes.

## 12.4 COMMUNITY DEVELOPMENT

### 12.4.1 Report Lady Shenton Building for the Month of July 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>	24 August 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	

#### OFFICERS RECOMMENDATION:

That Council Receive the report of activities at the Lady Shenton Building for the month of July 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 Streets.

Visitor Centre Sales	Year to Date	\$3,407.18	Prior Year to Date \$1,987
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Caravan Park Income	Year to Date	\$12,896	Prior Year to Date \$10,481
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#### 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

- Regularly review plans with community consultation on significant decisions affecting

the shire.

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

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

- Our natural environment will be protected and preserved for future generations.
- A strengthening of our cultural and heritage awareness and values.

**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 by the operator for recording purposes.

**COMMENT:**

The month of July 2017 saw a continued stream of visitors to our community, and an associated increase in the use of the Caravan Park.

The Park is being used by a mix of workers, and holiday makers.

Afterschool activities in the Library, using the resources provided by the CRC grant funding have proved extremely popular.

In addition, after school Art Classes are offered with various sporting activities at the Town Hall and the Hardcourts on Tuesday evenings.

**Community Resource Centre (CRC)**

This month has seen **104** patrons at the CRC and a total of **65** copies of the Menzies Matters were printed in July 2017.

**Visitor Centre**

July 2017 saw **974** 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.

**Community Postal Agency**

We had a total of **249** Postal Customers for July 2017.

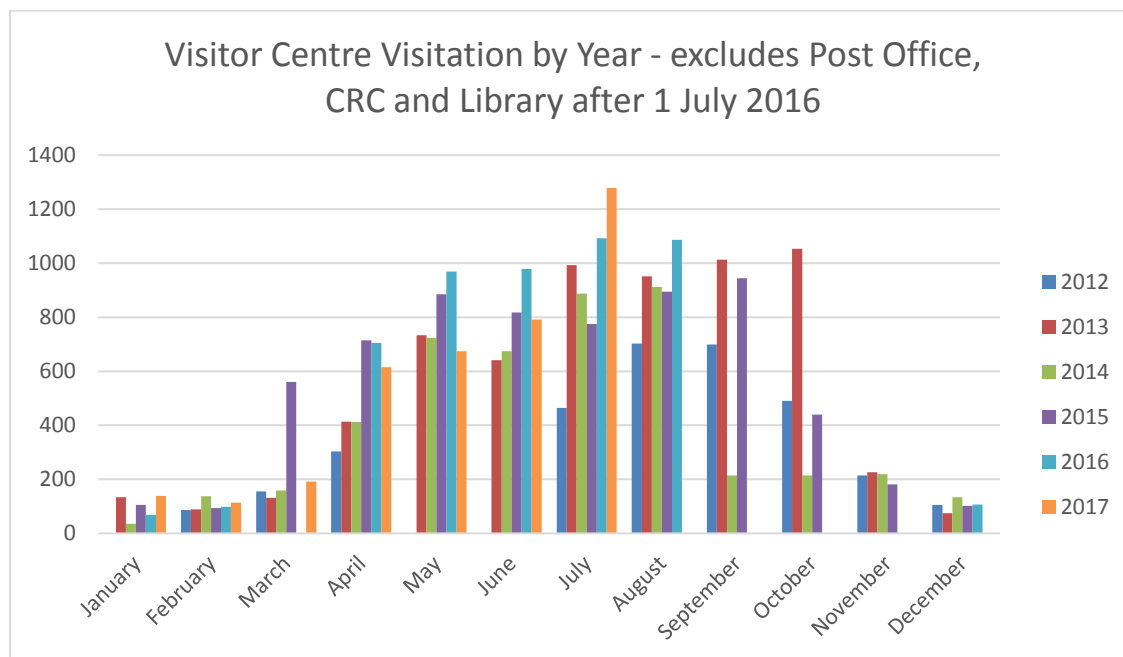
## Caravan Park

A total of **\$12,896** was taken for the month of July 2017.

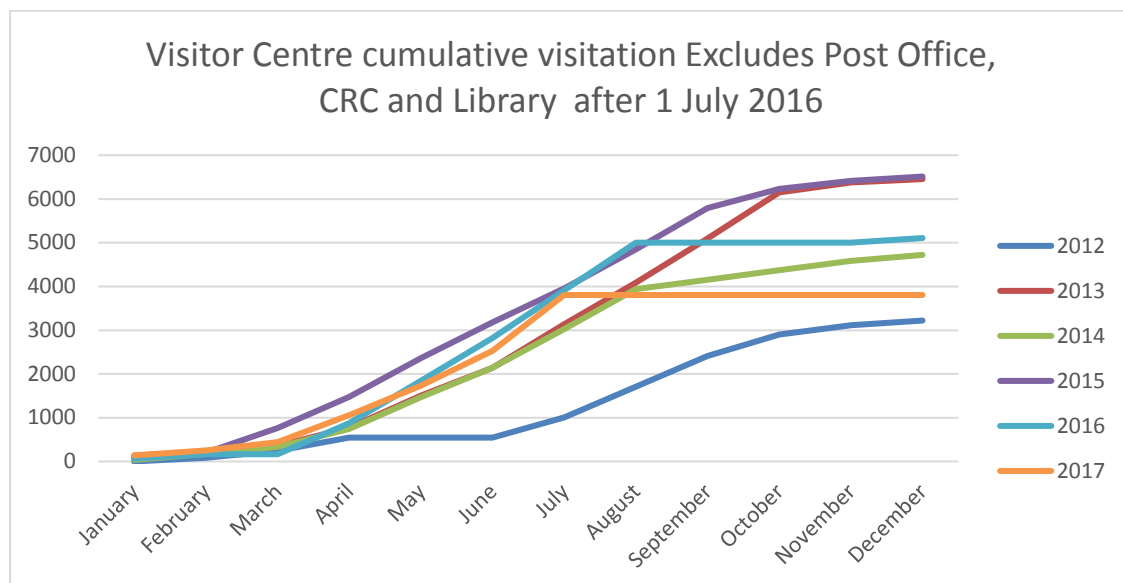
### Statistics

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.

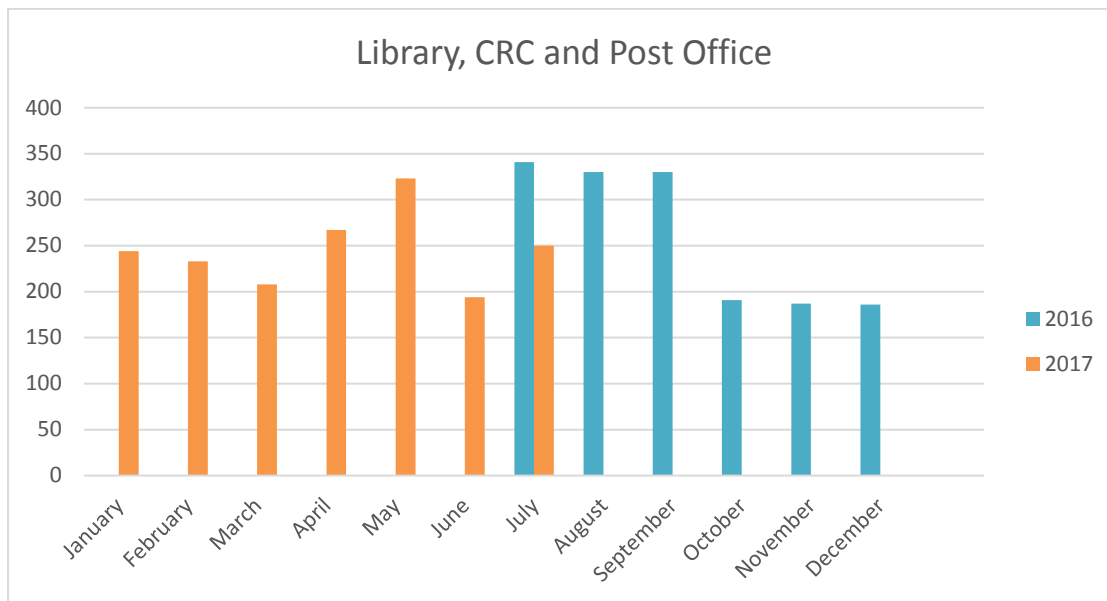
### Client Statistics – Visitor Centre by Visitation by Year



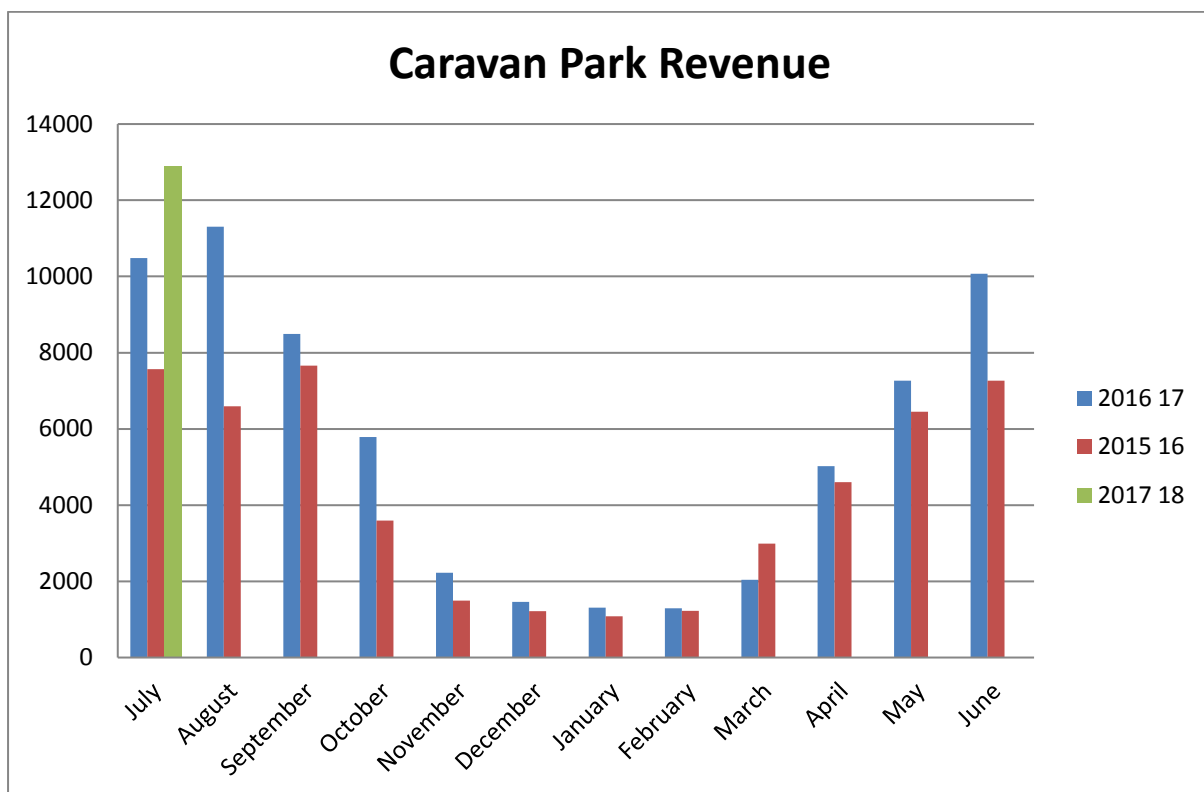
### Client Statistics – Visitor Centre Cumulative Visitation



## 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 July 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>	24 August 2017
<b>AUTHOR:</b>	Deborah Whitehead, Executive Assistant
<b>ATTACHMENT:</b>	Nil

#### **OFFICERS RECOMMENDATION:**

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

**VOTING REQUIREMENTS:** Simple Majority

#### **IN BRIEF:**

Actions performed under delegated authority from the period 1 July 2017 to 31 July 2017.

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

##### *14.2 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 from the period 1 July 2017 to 31 July 2017.

***Bushfire***

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

***Common Seal***

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

***Planning Approvals***

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

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

No delegated decisions were undertaken by the Shire of Menzies pursuant to Building Permits (including Septic Tank approvals) from the period 1 July 2017 to 31 July 2017.

***Health Approvals***

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

***Ranger Related Dog Issues***

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



### 12.5.2 Appointment of Acting Chief Executive Officer

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	Rhonda Evans, Chief Executive Officer
<b>DOCUMENT REF:</b>	EDM 047
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	25 August 2017
<b>AUTHOR:5</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.2-1          Policy 5.1
	12.5.2-2          Policy 5.2

### **RECOMMENDATION:**

The Council

1. Appoint Jeanette Taylor the Manager Finance and Administration Services as Acting Chief Executive Officer for the period of annual leave by the Chief Executive Officer from 13 September 2017 to 19 September 2017.
2. Authorise higher duties payment to the equivalent of the salary of the Chief Executive Officer for the five working days 13 September 2017 to 19 September 2017.
3. Amend Policy 5.1 (as attached) by replacing all references to Deputy Chief Executive Officer (DCEO) to Manager Finance and Administration.
4. Amend Policy 5.2 (as attached) by
  - a. All references to Deputy Chief Executive Officer (DCEO) to be replaced with Manager Finance and Administration
  - b. deleting all referenced to Manager Works and Services.

### **VOTING REQUIREMENTS:**

Absolute Majority

### **IN BRIEF:**

The Chief Executive Officer will be on annual leave for the period 13 September to 18 September 2017 (inclusive). The event would usually be covered by Policy 5.1 (attached). The Policy has not been updated to reflect the change of designation from Deputy CEO to Manager Finance and Administration.

**RELEVANT TO STRATEGIC PLAN:**

**Nil**

**STATUTORY AUTHORITY:**

*Local Government Act 1995 Section 5.36 (5A)*

**POLICY IMPLICATIONS:**

Policy 5.1 – Acting Chief Executive Officer

Policy 5.2 – Designated Staff

**FINANCIAL IMPLICATIONS:**

Higher duties to be paid are within the budget for the area of Other Governance (Employee Costs).

**RISK ASSESSMENTS:**

The risk is managed by Policy 5.1.

**BACKGROUND:**

The appointment of a designated officer, for short periods of absence by the Chief Executive Officer is covered by policy 5.1.

**COMMENT:**

The Chief Executive Officer will be on annual leave for the period 13 September to 18 September 2017 (inclusive). During this period of four working days the Manager Finance and Administration will assume the role of Acting Chief Executive Officer.

## 5. PERSONNEL

### 5.1 Acting Chief Executive Officer

Introduction	
Objective	To ensure continuity of authority in the unexpected absence of CEO.
History	Former – Policy 5.15 Replaced – 29 November 2012 Adopted 25 June 2015
<b>Policy Statement</b>	

Unless Council has made other prior decision, the Deputy CEO is automatically authorised and appointed as Acting CEO when –

- a) the CEO is on annual, personal or other leave, planned or unplanned (i.e. does not include out of office at meetings, conferences etc),
- b) the CEO position becomes vacant without prior notice (e.g. employment is abandoned etc), subject to –
  - the President being advised immediately, and
  - LG Act processes being initiated at the earliest opportunity.

– *End of Policy*

#### COMMENT

**Amendment of this Policy requires Absolute Majority** – refer LG Act s.5.36 (2)

The operation of this Policy is contingent on the Deputy CEO position remaining a designated position.

The Local Government Act requires that the CEO be appointed by Council, clearly requiring that Council also have some input into appointment of Acting CEO, when the CEO is on leave, or their employment concluded.

There are a number of legislative requirements that impact on the function of Acting CEO. While called Acting CEO due to the absence of the permanent CEO or the intended temporary nature of the appointment, the person has all the rights, functions, duties and obligations of the Local Government Act, Regulations and other legislation, as well as the delegated responsibility of the permanent CEO, for the duration of the appointment.

Legislative implications include –

- Local Government Act –
  - s.5.36 –
    - (1) the Council is to employ a CEO, who must be suitably qualified (which may be experience based) for the position
    - (2) the CEO must be under contract
    - (3) if the CEO position becomes vacant, it must be advertised
    - (5A) if vacant, the position can be filled by a person of the prescribed class, i.e. designated officer
  - s.5.37 –
    - (1) Council may designate a particular employee or class of employees to be senior employees.
    - (2) Council is to approve the employment or dismissal of designated employees
  - s.5.39 –

- (1) Designated employees must be under contract
- (1a) Separate contract not required for an employee acting as CEO, ie: the CEO cannot authorise a person to take on the duty to use the delegations made to CEO in the Delegations Register.
  - s.5.44 – prohibition on CEO being able to delegate the power of delegation
- Administration Regulations –
  - r.18A – when vacant, CEO position is to be advertised (but is subject to LG Act s.5.36 (5A))

In summary, Council must have a say in the appointment of CEO, whether permanent or acting, not just which position steps up, but the specific person. The CEO does not have the authority to make the decision.

Problems in continuity of authority can arise with unexpected absences, or employment ending unexpectedly, and the DCEO may have to function in a vacuum of authority to actually do so. While their contract may very clearly imply the expectation of the DCEO to take on the Acting CEO role through reference to higher duties etc, it lacks the authority for the person to automatically do so.

The Department of Local Government & Communities advised –

*The Act requires that Council cannot employ a person in the position of CEO unless they believe the person is suitably qualified. Therefore the DLG is of the view that Council has a say in who acts in place of the CEO for periods of leave both short and long. This can be done via a policy document that details who steps into the role or via resolution for each time the CEO goes on leave.*

*The policy you are planning would adequately address the issue. You may wish to consider, if you have a reasonably new deputy, to restrict the acting to planned or unplanned short periods of leave (of sick) and perhaps long periods of leave, let Council make the appointment by resolution.*

To cover unexpected situations and comply with the Act and Regulations, two policies are needed –

- stipulating Designated Officers
- authority to function as CEO in an acting capacity under certain conditions

The Policy for Acting CEO needs to be made by absolute majority, since it is authorisation for the Deputy CEO to be Acting CEO. To avoid the need to advertise the vacancy and terms of appointment of an Acting CEO, as well as a separate contract of employment, the policy should nominate a designated employee.

## 5.2 Designated Staff

Introduction	The Local Government Act provides that Council may designate a position, thereby reserving the right to have some input into any appointment to that position.	
Objective	To ensure continuity of authority in the unexpected absence of CEO.	
History	Adopted	29 November 2012
	Adopted	25 June 2015
<b>Policy Statement</b>		

In accordance with the Local Government Act s.5.37, the following positions are Designated Staff as defined by the Local Government Act –

- i) Chief Executive Officer, as required,
- ii) Deputy Chief Executive Officer
- iii) Manager Works and Services
- iv) Environmental Health Officer

– End of Policy

### COMMENT

This Policy is required to ensure validity of the Policy for Acting CEO by the Deputy CEO.

The Local Government Act requires that the CEO be appointed by Council, clearly requiring that Council also have some input into appointment of Acting CEO, when the CEO is on leave, or their employment concluded.

Legislative implications of the Local Government Act include –

s.5.37 –

(3) *Council may designate a particular employee or class of employees to be senior employees.*

(4) *Council is to approve the employment or dismissal of designated employees*

s.5.39 –

(2) *Designated employees must be under contract*

(1a) *Separate contract not required for an employee acting as CEO, ie: the CEO cannot authorise a person to take on the duty to use the delegations made to CEO in the Delegations Register.*

In summary, Council must have a say in the appointment of CEO, whether permanent or acting, not just which position steps up, but the specific person. The CEO does not have the authority to make the decision.

The Department of Local Government & Communities advised –

*The Act requires that Council cannot employ a person in the position of CEO unless they believe the person is suitably qualified. Therefore the DLG is of the view that Council has a say in who acts in place of the CEO for periods of leave both short and long. This can be done via a policy document that details who steps into the role or via resolution for each time the CEO goes on leave.*

*The policy you are planning would adequately address the issue. You may wish to consider, if you have a reasonably new deputy, to restrict the acting to planned or*

### 12.5.3 Review of Local Government Act 1995

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	WALGA
<b>DOCUMENT REF:</b>	EDM 058
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	24 August 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.3-1 Information Page WALGA 12.5.3-2 Discussion Paper WALGA

#### **RECOMMENDATION:**

That Council formulate a response to the discussion paper from the West Australian Local Government Association (WALGA) at a workshop to be held at 10am on Thursday 28 September 2017.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

The Minister for Local Government has initiated a review of the Local Government Act 1995. WALGA has called for submissions from individual Local Governments to be endorsed by Council and forwarded to WALGA by 20 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.
- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.
- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.
- Continue to participate in regional activities to the benefit of our community.

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:****Nil****BACKGROUND:**

The Minister for Local Government has advised that a review of the Local Government Act 1995 will be undertaken during 2017 and 2018 with a target date for a Bill of 2019.

**COMMENT:**

This is an opportunity for Local Government to help to shape the Legislation that guides our industry.

The first part of the review will cover matters that specifically relate to Council and elections. Council may make submissions on any area of the current Act, and need not necessarily limit it's focus to those areas highlighted by WALGA.

GVROC has undertaken a review, and the outcomes of this will be available to Council by the time of the workshop.

In addition to the outline from WALGA, the discussion paper from WALGA is also attached.



**To: All Local Governments**

**From: Tony Brown  
Executive Manager Governance &  
Organisational Services**

**Date: 7 July 2017**

**Priority: High**

**Subject: Review of the Local Government Act 1995**



## IN BRIEF:

Operational Area:	<b>Governance</b>
Key Issues:	<ul style="list-style-type: none"> <li>The Minister for Local Government has announced a review of the Local Government Act and Regulations. The process will be in two (2) stages.</li> <li>The Minister has advised that the first stage will focus on modernising Local Government, with the policy work and consultation to be completed in 2017 with a Bill in 2018.</li> <li>WALGA will carry out a comprehensive consultation process with Member Local Governments to inform sector views and priorities.</li> </ul>
Action:	Feedback requested

The Minister for Local Government recently confirmed the commencement of a review of the Local Government Act and associated Regulations. This will be the most comprehensive review since the commencement of the legislation in July 1996. The Minister has confirmed that the Act review process will take place in 2 stages and provided information on the key themes of issues to be considered, stating:

*“The first will focus on modernising Local Government, with the policy work and consultation to be completed in 2017 with a Bill in 2018. Key topics in this phase will be increasing elector participation, electronic disclosure (making information more readily available), simplifying the disclosure of gifts and some reducing red tape provisions.”*

*“The theme for the second phase is delivering for the community, with the policy work and consultation to be completed in 2018 with a Bill in 2019. Key themes for this phase will be improving behaviour and relationships, increasing community participation, enabling local government enterprises, improving financial management and reducing red tape.”*

The following are the issues that the Minister’s office has put forward:

### Phase 1: ‘Modernising local government’ - 2017

- Increasing participation in local government elections
- Strengthening public confidence in local government elections
- Making information available online
- Restoring public confidence (includes the gift provisions)
- Reducing red tape
- Regional Subsidiaries

## Phase 2: 'Services for the community' - 2018

- Increasing community participation
- Improving financial management
- Improving behaviour and relationships
- Reducing red tape

One of the policy priorities listed in WALGA's Election Campaign document was for a commitment to comprehensively review the key areas of the Local Government Act. The new State Government has agreed to this request. Key foundations of the Act, which the sector would like considered, relate to the retention of the 'general competence' principle and consideration of a size and scale compliance regime. The Act review will incorporate regulatory amendments.

WALGA is looking to carry out a thorough consultation process with the sector on the key issues for the Act review. The Minister's office has advised that there may be some flexibility as to what issues are to be considered in stage 1 or stage 2. Based on this the Association will consult the sector on all potential Act amendment issues this year.

The process the Association will undertake will be as follows:

- Infopage will be distributed to Local Governments, followed by a Discussion Paper on issues that have been identified over the last 8 years including WALGA's advocacy positions resolved by the sector. This will include a request for Local Governments to submit additional items for consideration in the Act review process. Councils can submit individually or collectively through their Zone.
- WALGA to hold Zone/regional group forums on the Act/Regulatory amendment suggestions. Can be held in-conjunction with a Zone meeting or separately.
- Finalise feedback and provide recommendations on legislative and regulatory change through a State Council agenda item that would go through the Zones.

It is expected that this process will be carried out between July and November 2017 with the State Council item being considered at the 6 December meeting. The following key issues have previously been identified and will form part of the consultation process with the sector on Act amendments:

a) Gifts

b) Regional Subsidiaries

c) Rating Exemptions:

- Charitable Purposes provisions
- Rate Equivalency Payments of Government Trading entities

d) Financial Management Issues:

- Borrowings,
- Investments\*
- Fees and Charges
- Financial ratios

(\* Noting that Regulation 19C(2)(b) of the Financial Management Regulations, permitting fixed term deposits to be invested for up to 3 years, was amended on 12 May 2017)

e) Administration:

- Electors' General Meetings to be optional,
- Designated Senior Officer section to be reviewed,
- Public Notices (modernisation of the Act to acknowledge electronic means).

f) Functions of Local Governments:

- Tender Thresholds,
- Establish Council Controlled Organisations (Local Government Enterprises),
- Regional Council provisions (review of compliance requirements).

g) Poll Provisions relating to amalgamations and boundary adjustments.

- The poll provisions contained in Schedule 2.1 of the Local Government Act should be extended to provide any community whose Local Government is undergoing a boundary change or amalgamation with the opportunity to demand a binding poll of electors.

A brief summary of some of WALGA's key Advocacy Positions adopted by State Council in the previous 8 years is **attached**. A complete listing of Advocacy Positions together with detailed background information will be included in the future Discussion Paper.

The opportunity for comment will commence shortly with the release of the Discussion Paper. Any questions or queries in the meantime can be referred to James McGovern, Manager Governance on 9213 2093, [jmcgovern@walga.asn.au](mailto:jmcgovern@walga.asn.au)

**For further information please contact:**

Executive Manager Governance & Organisational Services, Tony Brown  
on 9213 2051 or email [tbrown@walga.asn.au](mailto:tbrown@walga.asn.au).

# **REVIEW OF LOCAL GOVERNMENT ACT 1995**

## **DISCUSSION PAPER**

Contacts:

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Executive Manager, Governance & Organisational Services

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Contact:

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## Executive Summary

The Minister for Local Government, Hon David Templeman wrote to the Association on 14 June 2017 to announce the commencement of the review of the *Local Government Act 1995*. The correspondence is outlined below:

*Due to the scope of the likely amendments and my desire to see early progress, I have decided that the work will be undertaken in two phases:*

*The first will focus on modernising Local Government, with the policy work and consultation to be completed in 2017 with a Bill in 2018. Key topics in this phase will be increasing elector participation, electronic disclosure (making information more readily available), simplifying the disclosure of gifts and some reducing red tape provisions.*

*The theme for the second phase is delivering for the community, with the policy work and consultation to be completed in 2018 with a Bill in 2019. Key themes for this phase will be improving behaviour and relationships, increasing community participation, enabling local government enterprises, improving financial management and reducing red tape.*

The following are the issues that the Minister's office has put forward:

### Phase 1: 'Modernising local government' - 2017

- Increasing participation in local government elections
- Strengthening public confidence in local government elections
- Making information available online
- Restoring public confidence (includes the gift provisions)
- Reducing red tape
- Regional Subsidiaries

### Phase 2: 'Services for the community' - 2018

- Increasing community participation
- Improving financial management
- Improving behaviour and relationships
- Reducing red tape

The Minister also expressed the Review's Principles and Vision thus:

### **Vision**

*The vision for local government in Western Australia is: Agile, Smart, Inclusive.*

### **Principles**

*The review will deliver on this through application of the following principles:*

- *Transparent – providing easy access to meaningful, timely and accurate information about local governments (S, I);*
- *Participatory – strengthening local democracy through increased community engagement (I);*
- *Accountable – holding local governments accountable by strengthening integrity and good governance (S, I);*



- *Efficient – providing a framework for local governments to be more efficient by removing impediments to good practice (A, S); and*
- *Modern – embracing contemporary models for governance and public sector management (A, S, I).*

The Minister has invited WALGA and Local Government Professionals WA to participate in a reference group on the review. The Minister's office has advised that there may be some flexibility as to what issues are to be considered in Phase 1 or Phase 2.

In July 2017, State Council considered and adopted the following Consultation Process:

- An Infopage will be distributed to Local Governments including a Discussion Paper on issues that have been identified over the last 8 years including advocacy positions resolved by the sector. This will include a request for Local Governments to submit additional items for consideration in the Act review process. Councils can submit individually or collectively through their Zone.
- WALGA to hold Zone/regional group forums on the Act/Regulatory amendment suggestions. Can be held in-conjunction with a Zone meeting or separately.
- Finalise feedback and provide recommendations on legislative and regulatory change through a State Council agenda item that would go through the Zones.

It is expected that this process will be carried out between July and November 2017 with the State Council item being considered at the 6 December meeting.

## Local Government Priorities

The following key issues have previously been brought to the attention of WALGA and identified as priorities, and will form part of the consultation process with the sector on Act amendments:

- a) Gifts
  - Exempt gifts received in a genuinely personal capacity
  - Gift declarations threshold to commence at \$500.00 with no upper limit
  - Gift provisions to apply to Elected Members and CEO only
- b) Regional Subsidiaries
  - Amend Regulations to permit borrowings
  - Amend Regulations to permit dealing in land transactions
  - Amend Regulations to permit trading undertakings
- c) Rating Exemptions:
  - Charitable Purposes provisions
  - Rate Equivalency Payments of Government Trading entities
- d) Financial Management Issues:
  - Borrowings
  - Investments\*
  - Fees and Charges
  - Financial ratios

(\* Regulation 19C(2)(b) of the Financial Management Regulations was amended on 12 May 2017 to permit fixed term deposits to be invested for up to 3 years,)

e) Administration:

- Electors' General Meetings to be optional
- Designated Senior Officer section to be reviewed
- Public Notices (modernisation of the Act to acknowledge electronic means)

f) Functions of Local Governments:

- Tender Thresholds
- Establish Council Controlled Organisations (Local Government Enterprises)
- Regional Council provisions (review of compliance requirements)

g) Poll Provisions relating to amalgamations and boundary adjustments.

- The poll provisions contained in Schedule 2.1 of the Local Government Act should be extended to provide any community whose Local Government is undergoing a boundary change or amalgamation with the opportunity to demand a binding poll of electors.

## Sector Principles

Key foundations of the Act, which the sector would like considered, relate to the retention of the 'general competence' principle and consideration of a size and scale compliance regime. The Act review will incorporate regulatory amendments.

## Previous Amendments to the Local Government Act

The current *Local Government Act 1995* commenced on 1 July 1996, and has provided communities with an effective system of Local Government where locally governing Councils have general competence powers to determine the general functions and scope of services provided for the good government of people in their districts. Since 1996, the following major amendments have been promulgated:

- Local Government Amendment Act 1998	Assented to 26 March 1998
- Local Government Amendment Act (No 2) 1998	Assented to 12 January 1999
- Local Government Amendment Act 2004	Assented to 12 November 2004
- Local Government Amendment Act 2006	Assented to 8 December 2006
- Local Government Amendment Act 2007	Assented to 25 June 2007
- Local Government (Official Conduct) Amendment Act 2007	Assented to 28 March 2008
- Local Government Amendment (Elections) Act 2009	Assented to 17 August 2009
- Local Government Amendment Act 2009	Assented to 16 September 2009
- Local Government Amendment Act 2012	Assented to 4 April 2012
- City of Perth Act 2016	Assented to 3 March 2016
- Local Government Legislation Amendment Act 2016	Assented to 21 September 2016



## About this Discussion Paper

This Discussion Paper draws on a number of resources upon which WALGA's proposals for Act amendment are based. These resources represent long-standing positions on Act amendments that were developed by the Sector and Sector representatives.

It is acknowledged that only formally adopted State Council advocacy positions can be truly regarded, for the purpose of this Discussion Paper, as representing the collective views of Local Government. Ultimately, this Discussion Paper aspires to honour all views on Local Government Act reform identified through research of the following resources:

- **WALGA Advocacy Positions:** A document representing a collation of WALGA's advocacy positions determined by formal State Council resolutions, inclusive of motions passed at the Association's Annual General Meeting.
- **WALGA Zone Proposals:** This Discussion Paper attempts to capture WALGA Zone resolutions requesting WALGA seek amendment to the Local Government Act.
- **Local Government Reform Steering Committee Report May 2010:** Proposals developed by the Legislative Reform Working Group. Some proposals have already been implemented through Local Government Act amendments since 2010, with the remaining recommendations presented in this Paper for consideration.

This Paper gathers the information from these sources and presents in order of the relevant Part of the Act and associated Regulation. The relationship between Parts of the Act and Regulations is shown in this Table:

LG Act	Regulation
Part 2 →	Constitution Regulations 1998
Part 3 →	Functions and General Regulations 1996 / Regional Subsidiaries Regulations 2017
Part 4 →	Elections Regulations 1996
Part 5 →	Administration Regulations 1996 / Rules of Conduct Regulations 2007
Part 6 →	Financial Management Regulations 1996
Part 7 →	Audit Regulations 1996
Part 8 →	No Regulations
Part 9 →	Uniform Local Provisions Regulations 1996
Schedules	Uniform Local Provisions Regulations 1996

## LOCAL GOVERNMENT ACT AMENDMENT PROPOSALS

### Part 1 – Introductory Matters

#### Local and Statewide Public Notice: Sections 1.7 and 1.8

The Association welcomes the opportunity to modernise the requirements of giving public notice of particular matters, as prescribed in the Local Government Act. The Minister for Local Government has indicated an intention to deal with this in Phase 1 of the Review process, by making information available online. It is already common practice within the Local Government sector to place statutory public notices on official websites, despite there being no legislated requirement to do so.

### Part 2 – Constitution of Local Government

#### Method of Election of Mayor/President: Section 2.11

Position Statement	Local Governments should determine whether their Mayor or President will be elected by the Council or elected by the community.
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State Council Resolution	March 2012 – 24.2/2012
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#### Elected Member Training: New Proposal

Position Statement	<p>WALGA opposes legislative change that would:</p> <ol style="list-style-type: none"> <li>1. Require candidates to undertake training prior to nominating for election;</li> <li>2. Incentivise Elected Member training through the fees and allowances framework; or</li> <li>3. Mandate Elected Member training.</li> </ol>
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Further, if mandatory training becomes inevitable, WALGA will seek to ensure that it:

- a) Only applies to first time Elected Members;
- b) Utilises the Elected Member Skill Set as the appropriate content for mandatory training;
- c) Applies appropriate Recognition of Prior Learning (RPL);
- d) Requires training to be completed within the first 12 months of office; and
- e) Applies a penalty for non-completion of a reduction in fees and allowances payable.

State Council Resolution	December 2015 – 119.7/2015 October 2008 – 399.4/2008
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## Stand Down when Contesting State or Federal Election: New Proposal

Amend the Act to require an Elected Member to stand down when contesting a State or Federal election, applying from the issue of Writs. The options to consider include:

- (a) that an Elected Member stand down from any decision making role and not attend Council and Committee meetings; or
- (b) that an Elected Member stand down from all aspects of their role as a Councillor and not be able to perform the role as specified in Section 2.10 of the Local Government Act.

### Background

The East Metropolitan Zone has identified that, under the *Local Government Act 1995*, there is no requirement for an Elected Member to either stand down or take leave of absence if they are a candidate for a State or Federal election. If elected to Parliament the Elected Member is immediately ineligible to continue as an Elected Member. Currently it is up to an individual Elected Member to determine if they wish to take a leave of absence. In some cases Elected Members have voluntarily resigned.

## Part 3 – Functions of Local Government

### Notification of Affected Owners: Section 3.51

#### Position Statement

Section 3.51 of the *Local Government Act 1995* concerning “Affected owners to be notified of certain proposals” should be amended to achieve the following effects:

1. to limit definition of “person having an interest” to those persons immediately adjoining the proposed road works (i.e. similar principle to town planning consultation); and
2. to specify that only significant, defined categories of proposed road works require local public notice under Section 3.51 (3) (a).

State Council Resolution      February 2009 – 480.1/2009

### Control of Certain Unvested Facilities: Section 3.53

The Local Government Act 1995 includes a provisions, under Section 3.53, that is carried forward from Section 300 of the former Local Government Act 1960. Former Section 300 stated:

*300. A council has the care, control, and management of public places, streets, ways, bridges, culverts, fords, ferries, jetties, and drains, which are within the district, or, which although not within the district, are by this Act placed under the care, control, and management, of the council, or are to be regarded as being within the district, except where and to the extent that under an Act, another authority has that care, control, and management.*

Section 3.53 refers to infrastructure as an 'otherwise unvested facility', and is defined to mean: *"a thoroughfare, bridge, jetty, drain, or watercourse belonging to the Crown, the responsibility for controlling or managing which is not vested in any person other than under this section."*

Section 3.53 places responsibility for an otherwise unvested facility on the Local Government in whose district the facility is located. Lack of ongoing maintenance and accreting age has resulted in much infrastructure falling into a dilapidated state. This, together with the uncertain provenance of many of these facilities, particularly bridges, is reported as placing an unwarranted and unfunded burden on a number of Local Governments.

It is recommended Section 3.53 of the Act be deleted and that responsibility for facilities located on Crown Land return to the State as the appropriate land manager.

## Regional Local Governments: Part 3, Division 4

Position Statement	The compliance obligations of Regional Local Governments should be reviewed.
Background	<p>Currently, Regional Local Governments are treated by the <i>Local Government Act 1995</i> for the purposes of compliance, as if they were a Local Government.</p> <p>The Association believes that this places an overly large compliance burden on Regional Local Governments. The large compliance burden reduces potential cost savings that aggregated service delivery may achieve through increased efficiency and acts as a disincentive for Local Governments to establish Regional Local Governments.</p>
State Council Resolution	January 2012 – 9.1/2012

## Council Controlled Organisations: Part 3, Division 4

Position Statement	The <i>Local Government Act 1995</i> should be amended to enable Local Governments to establish Council Controlled Organisations (CCO) - also referred to as 'Local Government Enterprises' i.e WALGA's Systemic Sustainability Study 2008.
Background	The CCO model is available to Local Governments in New Zealand where they are used for a variety of purposes. The model allows one or more Local Governments to establish a wholly Local Government owned commercial organisation. The Association has developed the amendments required for the CCO model to be implemented in Western Australia.
State Council Resolution	<p>October 2010 – 107.5/2010</p> <p>October 2010 – 114.5/2010</p>

## Local Government (Functions and General) Regulations 1996

### Tender Threshold: Regulation 11(1)

Position Statement	WALGA supports an increase in the tender threshold to align with the State Government tender threshold (\$250 000).
Background	The tender threshold should be increased to allow Local Governments responsiveness when procuring relatively low value good and services.
State Council Resolution	July 2015 – 74.4/2015 September 2014 – 88.4/2014

### Dispositions of Property: Regulation 30(3)

That Regulation 30(3) be amended to delete any financial threshold limitation (currently \$75,000) on a disposition where it is used exclusively to purchase other property in the course of acquiring goods and services, commonly applied to a trade-in activity.

## Local Government (Regional Subsidiaries) Regulations 2017

### Regional Subsidiaries

Position Statement	That WALGA advocate for legislative and regulatory amendments to enable Regional Subsidiaries to: <ol style="list-style-type: none"> <li>1. Borrow in their own right;</li> <li>2. Enter into land transactions; and,</li> <li>3. Undertake commercial activities.</li> </ol>
Background	<p>The <i>Local Government Act 1995</i> was amended in late 2016 to enable Local Governments to establish regional subsidiaries, and this represents a significant advocacy achievement for the Local Government sector;</p> <p>The <i>Local Government (Regional Subsidiaries) Regulations 2017</i>, which were enacted in early 2017, contain significant restrictions that limit the flexibility and will reduce the benefits of the regional subsidiary model;</p> <p>In particular, the regulations prevent regional subsidiaries from borrowing from any organisation other than a constituent Local Government, entering into a land transaction, and commencing a trading undertaking; and,</p> <p>This item recommends legislative and/or regulatory amendments to remove these restrictions that unnecessarily</p>



prevent regional subsidiaries from becoming an effective and efficient collaborative service delivery mechanism.

State Council Resolution      March 2017 – 5.1/2017

## Part 4 – Elections and Other Polls

### Conduct of Postal Elections: Sections 4.20 and 4.61

Position Statement      The *Local Government Act 1995* should be amended to allow the Australian Electoral Commission (AEC) and Local Governments to conduct postal elections.

Background      Currently, the WAEC has a legislatively enshrined monopoly on the conduct of postal elections that has not been tested by the market.

State Council Resolution      March 2012 – 24.2/2012

### Voluntary Voting: Section 4.65

Position Statement      Voting in Local Government elections should remain voluntary.

State Council Resolution      427.5/2008 – October 2008

### On-Line Voting

WALGA has received requests from three (3) Zones to explore the possibility of introducing on-line voting in Local Government elections.

A State Council Item for Noting was prepared in May 2017 advising that WALGA staff will liaise with the WAEC regarding the use of the iVote system and also seek feedback from the Local Government sector on online voting and other opportunities to increase voter turnout. The Minister for Local Government has indicated that online voting is likely to be considered in the context of increasing elector participation.

## Part 5 - Administration

### Electors' General Meeting: Section 5.27

Position Statement	Section 5.27 of the <i>Local Government Act 1995</i> should be amended so that Electors' General Meetings are not compulsory.
Background	<p>There is adequate provision in the Local Government Act for the public to participate in Local Government matters and access information by attending meetings, participating in public question time, lodging petitions, and requesting special electors' meetings.</p> <p><i>NOTE: The current Local Government Amendment (Auditing) Bill 2017 proposes that a Local Government's Annual Report is to be placed on its official website within 10 days of being received.</i></p>
State Council Resolution	February 2011 – 09.1/2011

### Special Electors' Meeting: Section 5.28

That Section 5.28(1)(a) be amended:

- (a) so that the prescribed number of electors required to request a meeting increase from 100 (or 5% of electors) to 500 (or 5% of electors), whichever is fewer; and
- (b) to preclude the calling of Electors' Special Meeting on the same issue within a 12 month period, unless Council determines otherwise.

### Senior Employees: Section 5.37(2)

That Section 5.37(2) be deleted to remove any inference or ambiguity as to the role of Council in the performance of the Chief Executive Officer's function under Section 5.41(g) regarding the appointment of other employees (with consequential amendment to Section 5.41(g) accordingly).

### Annual Review of Certain Employees Performance: Section 5.38

Section 5.41(g) of the Act prescribes the function of responsibility for all employees, including management supervision, to the Chief Executive Officer. Section 5.38 therefore creates unnecessary ambiguity; unnecessary in terms of the certainty that Section 5.41(g) already provides. It is recommended that Section 5.38 either be deleted, or amended so that there is only a specific statutory requirement for Council to conduct the Chief Executive Officer's annual performance review.

## Gifts and Contributions to Travel: Sections 5.82 and 5.83

The current Gift Provisions in the Local Government Act are very confusing and overly prescriptive. The Department of Local Government and Communities have established a Gift Working Group to look at completely reviewing the gift provisions for changes following the March 2017 State Election. WALGA is a participant in this working group. WALGA representatives have been advocating for the following:

- There be one section for declaring gifts. Delete declarations for Travel.
- No requirement to declare gifts received in a genuinely personal capacity.
- Gift provisions only for Elected Members and CEO's. Other staff fall under Codes of Conduct from the CEO to the staff.
- Gifts only to be declared if above \$500.00.
- There will not be any category of notifiable gifts or prohibited gifts.
- Gifts only to be declared in respect to an Elected Member or CEO carrying out their role.
- Exemptions for ALGA, WALGA and LG Professionals (already achieved).
- Exemption for electoral gifts received that relate to the State and Commonwealth Electoral Acts. So Elected Members who are standing for State or Federal Parliament will only need to comply with the State or Federal electoral act and not declare it as a Local Government gift.

## Vexatious and Frivolous Complainants: New Provision

It is recommended that a statutory provision be considered, permitting a Local Government to declare a person a vexatious or frivolous complainant. Section 5.110(3a) of the Act was recently introduced in relation to the Local Government Standards Panel ruling on vexatious and frivolous Rules of Conduct Regulations breach allegations:

*“...a standards panel can at any stage of its proceedings refuse to deal with a complaint if the standards panel is satisfied that the complaint is frivolous, trivial, vexatious, misconceived or without substance.”*

Given the extensive cost and diversion of administrative resources currently associated with vexatious and frivolous complainants across the Local Government sector, it is recommended that a more general mechanism, based on the principles associated with the introduction of Section 5.110(3A), be investigated.

Amendments to the legislation would need to cover the following points to implement the proposed arrangements:

- Create a head of power to determine whether a community member is vexatious (potentially establish a new body through legislation and give it this power of determination);
- Define vexatious behaviour broadly to include the extent and nature of communication between the alleged vexatious person and the Local Government (using words such as ‘unreasonable’, ‘persistent’, ‘extensive’, ‘malicious’ and ‘abusive’);
- Outline the restrictions to statutory rights which can be imposed on a person if he or she is declared by the independent body to be vexatious;
- Establish a process, if necessary, to enable a Local Government to present its case for the alleged vexatious person to defend himself/herself;
- Determine what appeal rights are necessary.

## Local Government (Administration) Regulations 1996

### Revoking or Changing Decisions: Regulation 10

Regulation 10 provides a mechanism for the revocation or change to a previous decision of Council. It does not however, contain any provision clarifying that the provisions do not apply to Council decisions that have already been implemented. This regulatory deficiency is currently managed administratively, but warrants an appropriate amendment to assist clarify the rights of a Councillor to seek a revocation or change.

### Minutes, contents of: Regulation 11

Regulation 11 contains a potential anomaly in that the content requirements relating to Minutes of a Council or Committee meeting do not make reference to the reports and information that formed the basis of the Agenda to that meeting. Despite it being a common practice that Agenda reports and information are included in most Minutes, this is not universally the case, and it is recommended that an amendment be considered as an aid to community understanding of the decision-making process of the Council.

### Repayment of Advance Annual Payments: New Regulation

The Local Government Legislation Amendment Act 2016 introduced Section 5.102AB, which provides that Regulations may be made relating to the recovery of advance payments of annual allowances or annual fees made to a person who subsequently ceases to hold office during the period to which the payment relates:

#### **5.102AB. Repayment of advance annual payments if recipient ceases to hold office**

(2) *Regulations may be made —*

*(a) requiring the repayment to a local government, to the extent determined in accordance with the regulations, of an advance payment of an annual allowance or annual fee in the circumstances to which this section applies; and*

*(b) providing for a local government to recover any amount repayable if it is not repaid.*

Regulations enabling the recovery of advance annual payments have yet to be made and it is recommended this matter be prioritised.

## Local Government (Rules of Conduct) Regulations 2007

### Position Statement

WALGA supports:

1. Official Conduct legislation to govern the behaviour of Elected Members;
2. An efficient and effective independent Standards Panel process;
3. An ability for the Standards Panel to dismiss vexatious and frivolous complaints; and,
4. Confidentiality for all parties being a key component of the entire process.

*NOTE: Point 3 achieved under the Local Government Legislation Amendment Act 2016*

### State Council Resolution

March 2016 – 10.1/2016

July 2012 – 55.3/2012

December 2008 – 454.6/2008

## Part 6 – Financial Management

### Imposition of Fees and Charges: Section 6.16

#### Position Statement

That a review be undertaken to remove fees and charges from legislation and Councils be empowered to set fees and charges for Local Government services

#### Background

Local Governments are able to impose fees and charges on users of specific, often incidental, services. Examples include dog registration fees, fees for building approvals and swimming pool entrance fees.

In some cases, Local Governments will recoup the entire cost of providing a service. In other cases, user charges may be set below cost recovery to encourage a particular activity with identified community benefit, such as sporting ground user fees or swimming pool entry fees.

Currently, fees and charges are determined according to three methods:

- By legislation
- With an upper limit set by legislation
- By the Local Government.

Fees determined by State Government legislation are of particular concern to Local Governments and represent significant revenue leakage because of:

- Lack of indexation
- Lack of regular review (fees may remain at the same nominal levels for decades)
- Lack of transparent methodology in setting the fees (fees do not appear to be set with regard to appropriate costs recovery levels).

Examples of fees and charges of this nature include dog registrations fees, town planning fees and building permits. Since Local Governments do not have direct control over the determination of fees set by legislation, this revenue leakage is recovered from rate revenue. This means all ratepayers end up subsidising the activities of some ratepayers.

When fees and charges are restricted by legislation, rather than being set at cost recovery levels, this sends inappropriate signals to users of Local Government services, particularly when the consumption of those services is discretionary. When legislative limits allow consumers to pay below 'true cost' levels for a discretionary service, this will lead to overprovision and a misallocation of resources.

Under the principle of 'general competence' there is no reason why Local Governments should not be empowered to make decisions regarding the setting of fees and charges for specific services.

Additionally, it is recommended that Section 6.16 be amended so that it only relates to statutory application fees and charges and not consumer items, facility entrance fees, ad hoc minor fees and charges etc. The exhaustive listing of relatively minor fee and charge items, together with the technical requirement to give public notice of any change after the adoption of the annual budget, is both inefficient and costly.

## **Power to Borrow: Section 6.20**

Section 6.20(2) requires, where a power to borrow is proposed to be exercised and details of the proposal are not included in the annual budget, that the Local Government must give one month's public notice of the proposal (unless an exemption applies). There is no associated requirement to request or consider written submission prior to exercising the power to borrow, as is usually associated with giving public notice. Section 6.20(2) simply stops the exercise of power to borrow for one month, and it is recommended it be deleted.

## Restrictions on Borrowings: Section 6.21

Position Statement	Section 6.21 of the <i>Local Government Act 1995</i> should be amended to allow Local Governments to use freehold land, in addition to its general fund, as security when borrowing.
Background	<p>Borrowing restrictions in the <i>Local Government Act 1995</i> act as a disincentive for investment in community infrastructure. Section 6.21(2) states that a Local Government can only use its 'general funds' as security for borrowings to upgrade community infrastructure, and is restricted from using its assets to secure its borrowings. This provision severely restricts the borrowing capacity of Local Governments and reduces the scale of borrowing that can be undertaken to the detriment of the community.</p> <p>This is particularly relevant since the Global Financial Crisis. Treasury now requires member Local Governments to show as contingent liabilities in their balance sheet their proportion of contingent liabilities of the Regional Local Government of which they are a member. Given that the cost of provision of an Alternative Waste Disposal System is anything up to \$100 million, the share of contingent liabilities for any Local Government is significant. Even under a 'Build-Own-Operate' financing method, the unpaid (future) payments to a contractor must be recognised in the balance sheet of the Regional Local Government as a contingent liability.</p> <p>This alone is likely to prevent some Local Governments from borrowing funds to finance its own work as the value of contingent liabilities are taken into account by Treasury for borrowing purposes.</p>
State Council Resolution	January 2012 – 8.1/2012

## Rating Exemptions – Charitable Purposes: Section 6.26(2)(g)

Position Statement	<p>WALGA's policy position regarding charitable purposes is as follows:</p> <ol style="list-style-type: none"><li>1. Amend the Local Government Act to clarify that Independent Living Units should only be exempt from rates where they qualify under the Commonwealth Aged Care Act 1997;</li><li>2. Either<ol style="list-style-type: none"><li>a) amend the charitable organisations section of the Local Government Act 1995 to eliminate exemptions for commercial (non-charitable) business activities of charitable organisations; or</li></ol></li></ol>
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- b) establish a compensatory fund for Local Governments, similar to the pensioner discount provisions, if the State Government believes charitable organisations remain exempt from payment of Local Government rates.

#### Background

Exemptions under this section of the Act have extended beyond the original intention and now provide rating exemptions for non-charitable purposes, which increase the rate burden to other ratepayers. There may be an argument for exemptions to be granted by State or Federal legislation. Examples include exemptions granted by the Commonwealth *Aged Care Act 1997* and group housing for the physically and intellectually disabled which is supported under a government scheme such as a Commonwealth-State Housing Agreement or Commonwealth-State Disability Agreement.

State Council Resolution     December 2015 – 118.7/2015  
    January 2012 – 5.1/2012

## Basis of Rates: Section 6.28

1. That Section 6.28 be reviewed to examine the limitations of the current methods of valuation of land, Gross Rental Value or Unimproved Value, and explore other alternatives.

The method of valuation of land to be used as the basis of rating in Western Australia is either: Gross Rental Value for predominantly non-rural purpose; or unimproved value of land for rural purposes. These are the only two methods available under the Section 6.28 of the Local Government Act in Western Australia.

Eastern State Local Governments can elect to rate on one of the following options:

- Site Value - levy on the unimproved value of land only and disregards the value of buildings, personal property and other improvements;
- Capital Value - value of the land including improvements;
- Annual Value - rental value of a property (same as GRV).

Alternative land valuation methods came under the scope of the WALGA Systemic Sustainability Study, particularly Capital Improved Valuations which is in operation in Victoria and South Australia.

2. Advocate for amendment to Section 6.28 to enable Differential Rating based on the time land remains undeveloped.

Concern at the amount of vacant land remaining in an undeveloped state for an extensive period of time and holding up development opportunities.



North Metropolitan Zone advocates an amendment to the current legislative provisions in relation to differential rating to enable a differential rate to be applied on the basis of the length of time a property has remained in an undeveloped state.

## Differential General Rates: Section 6.33

This section outlines the characteristics that Local Governments may take into account when imposing differential general rates. It is recommended the issue of time-based differential rating should be examined, to address some Local Governments view that vacant land should be developed in a timely manner.

## Service of Rates Notice: Section 6.41

That Section 6.41 be amended to:

- (a) permit the rates notice to be issued to electronically; and
- (b) introduce flexibility to offer regular rate payments (i.e. fortnightly, monthly etc) without requirement to issue individual instalment notice.

## Rates or Service Charges Recoverable in Court: Section 6.56

That Section 6.56 be amended to clarify that all debt recovery action costs incurred by a Local Government in pursuing recovery of unpaid rates and services charges be recoverable and not be limited by reference to the 'cost of proceedings'.

## Rating Exemptions – Rate Equivalency Payments

Position Statement	Legislation should be amended so rate equivalency payments made by LandCorp and other Government Trading Entities are made to the relevant Local Governments instead of the State Government.
Background	<p>A particular example is the exemption granted to LandCorp by the <i>Land Authority Act 1992</i>. In 1998, the Act was amended to include provisions for LandCorp to pay the Treasurer an amount equal to that which would have otherwise been payable in Local Government rates, based on the principle of 'competitive neutrality'.</p> <p>This matter is of concern to Local Governments with significant LandCorp holdings in their district. The shortfall in rates is effectively paid by other ratepayers, which means ratepayers have to pay increased rates because LandCorp has a presence in the district.</p>
State Council Resolution	January 2012 – 6.1/2012

## Rating Restrictions – State Agreement Acts

Position Statement	Resource projects covered by State Agreement Acts should be liable for Local Government rates.
Background	<p>In 2011, the State Government introduced a new policy on 'the application of Gross Rental Valuation to mining, petroleum and resource interests' (the GRV mining policy). The Policy was extended in 2015 and remains in place. The primary objectives of the policy were to clarify the circumstances where Local Governments could apply GRV rating to mining land and enable the use of GRV rating on new (i.e., initiated after June 2012) mining, petroleum and resource interests. This included the application of GRV rating to new State Agreement Acts.</p> <p>However, existing State Agreement Acts continue to restrict Local Government rating. Rating exemptions on State Agreement Acts mean that Local Governments are denied an efficient source of revenue. There are also equity issues associated with the existing exemptions since they only apply to a select group of mining companies whose projects are subject to older State Agreement Acts. Removing the rates exemption clauses from the pre-July 2012 State Agreement Acts would provide a fairer outcome for all other ratepayers, including the proponents of new resources projects.</p>
State Council Resolution	<p>September 2014 – 89.4/2014          March 2014 – 10.1/2014          October 2011 – 116.5/2011</p>

### Local Government (Financial Management) Regulations 1996

#### Exemption from AASB 124: Regulation 4

Regulation 4 of the Financial Management Regulations provides a mechanism for an exemption from the Australian Accounting Standards (AAS). Regulation 16 is an example of the use of this mechanism, relieving Local Governments from the requirement to value land under roads.

A Zone has requested that an exemption be allowed from the implementation of AASB 124 'Related Party Transactions' due to the current provisions in the Act on declarations of interest at meetings and in Primary and Annual returns. This is regarded as providing appropriate material declaration and disclosure of interests associated with function of Local Government.

## Part 7 – Audit

The Local Government Amendment (Auditing) Bill 2017, before Parliament at the time of writing, will substantially replace much of Part 7 to provide for the auditing of Local Governments by the Auditor General. New legislation will allow the Auditor General to contract out some or all of the financial audits but all audits will be done under the supervision of the Auditor General and Office of the Auditor General. State Government will pay the cost for the conduct of performance audits.

## Part 8 – Scrutiny of the Affairs of Local Government

### Stand Down Provision: New Proposal

#### Position Statement

WALGA supports, in principle, a proposal for an individual elected member to be 'stood down' from their role when they are under investigation; have been charged; or when their continued presence prevents Council from properly discharging its functions or affects the Council's reputation, subject to further policy development work being undertaken.

Further policy development of the Stand Down Provisions must involve specific consideration of the following issues of concern to the Sector:

1. That ... the established principles of natural justice and procedural fairness are embodied in all aspects of the proposed Stand Down Provisions; and
2. That activities associated with the term 'disruptive behaviour', presented as reason to stand down a defined Elected Member on the basis their continued presence may make a Council unworkable, are thoroughly examined and clearly identified to ensure there is awareness, consistency and opportunity for avoidance.

#### Background

In 2008 a Discussion Paper was circulated seeking feedback regarding legislative amendments to suspend an individual Elected Member, as follows:

- An elected member to have the ability to stand down where they are being investigated or have been charged;
- An elected member to be forcibly stood down where they are being investigated or have been charged and whose continued presence prevents Council from properly discharging its functions and affects its reputation and integrity or where it is in the public interest;
- The Standards Panel to make the stand down decision;

- Such matters to be referred to the Standards Panel only by a Council (absolute majority), a statutory agency or the Department;
- Three to six months stand down periods with six month extensions;
- The elected member to remain entitled to meeting fees and allowances; and
- Inclusion of an offence for providing false information leading to a stand down.

State Council Resolution August 2008 – 400.4/2008

## Part 9 – Miscellaneous Provisions

### Onus of Proof in Vehicle Offences may be Shifted: Section 9.13(6)

Amend Section 9.13 by introducing the definition of ‘responsible person’ and enable Local Governments to administer and apply effective provisions associated with vehicle related offences

#### Background:

This proposal from the North Metropolitan Zone emerged due to an increase in cases when progressing the prosecution of vehicle related offences in court (at the request of the vehicle owner) resulted in dismissal of charges by the Magistrate when the owner of the vehicle states that he does not recall who was driving his vehicle at the time of the offence.

The *Litter Act 1979* was amended in 2012 to introduce the definition of ‘responsible person’ (as defined in *Road Traffic Act 1974*) so that a ‘responsible person’ is taken to have committed an offence where it cannot be established who the driver of the vehicle was at the time of the alleged offence. This also removes the ability for the responsible person to be absolved of any responsibility for the offence if they fail to identify the driver. It is suggested that a similar amendment be made to Section 9.13 of the Act in order to ensure that there is consistent enforcement in regards to vehicle related offences.

## Schedule 2.1 – Creating, Changing Boundaries and Abolishing Districts

### Poll Provisions: New Proposal

Position Statement

Schedule 2.1 of the *Local Government Act 1995* should be amended so that the electors of a Local Government affected by any boundary change or amalgamation proposal are entitled to petition the Minister for a binding poll.

State Council Resolution December 2014 – 108.5/2014

## Number of Electors: Clause 2.1(1)(d)

That Schedule 2.1 Clause 2(1)(d) be amended so that the prescribed number of electors required to put forward a proposal for change increase from 250 (or 5% of electors) to 500 (or 5% of electors) whichever is fewer.

## Schedule 2.2 – Provisions about Names, Wards and Representation

### Who may make Submission: Clause 3(1)

That Schedule 2.2 Clause 3(1) be amended so that the prescribed number of electors required to put forward a submission increase from 250 (or 5% of electors) to 500 (or 5% of electors) whichever is fewer.

## Schedule 4.1 – How to Count Votes and Ascertain Result of Election

### Method of Voting

Position Statement	Elections should be conducted utilising the first-past-the-post (FPTP) method of voting.
Background	The FPTP method is simple, allows an expression of the electorate's wishes and does not encourage tickets and alliances to be formed to allocate preferences.
State Council Resolution	427.5/2008 – October 2008

This State Council resolution influenced amendment to Schedule 4.1 in 2009 that returned Local Government elections to a first past the post system from the preferential proportional Representation. The resolution is reiterated here as an indication of the sector's ongoing preference for this vote counting system.

## Submission of Feedback

### How to get involved

WALGA will conduct a comprehensive consultation process to provide Member Local Governments with as much opportunity as possible to contribute. This process will also assist WALGA determine its advocacy position on whether proposed changes should be dealt with in Phase 1 or Phase 2 (see Executive Summary).

During August and September 2017, WALGA will hold Zone and Regional Group forums on the Local Government Act Review. Local Governments can choose to contribute in conjunction with a Zone/Regional Group meeting, separately by lodging a Council endorsed submission, or both.

The final collated feedback will be prepared as a State Council Agenda Item for Zone consideration during the November/December 2017 round of Zone meetings. State Council will ultimately determine its position at its meeting of 6 December 2017.

Council endorsed submission on the issues raised in this Discussion Paper, as well as any other relevant matters, can be forwarded by Friday 20<sup>th</sup> October 2017 to:

James McGovern, Manager Governance - [jmcgovern@walga.asn.au](mailto:jmcgovern@walga.asn.au)  
or 9213 2093

Should you have any questions or queries about any aspect of the Discussion Paper or review process, please contact James McGovern at the above contacts, or Tony Brown on 9213 2051 or [tbrown@walga.asn.au](mailto:tbrown@walga.asn.au)

#### 12.5.4 City of Kalgoorlie-Boulder Public Holiday 2018

<b>LOCATION:</b>	City of Kalgoorlie-Boulder
<b>APPLICANT:</b>	City of Kalgoorlie-Boulder
<b>DOCUMENT REF:</b>	EDM 299
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	25 August 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.4-1 Request for input to Survey

#### **RECOMMENDATION:**

That Council

1. Support / do not support the City of Kalgoorlie-Boulder's application for their application to substitute the Queen's Birthday Public Holiday (24 September 2018) with a public holiday to recognise the discovery of gold in Kalgoorlie-Boulder (15 June 2018)
2. Authorise the Chief Executive Officer and the Shire President complete the submission on behalf of the Shire of Menzies
3. Advertise the Public Holiday Survey being undertaken by the City of Kalgoorlie-Boulder and encourage residents of Menzies to participate in the consultation process.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

The 14 June 2018 commemorates 125 years since the discovery of gold in Kalgoorlie-Boulder. The City is proposing to substitute the Queen's Birthday Public Holiday with a local public holiday.

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

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

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

##### *14.2 Active civic leadership achieved*

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

**STATUTORY AUTHORITY:**

Public and Bank Holidays Act 1972

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:** Nil

**BACKGROUND:**

The request for the substitution of a one public holiday with another is not an unusual event. Council is asked to consider their support (or not) as a part of public consultation by the City of Kalgoorlie-Boulder.

**COMMENT:**

The effect of a public holiday on Friday 15 June 2018 would be minimal for the Shire of Menzies. Council may consider whether or not they would wish to participate in the celebrations, and if so may consider whether it will also apply for the substitution of the public holiday.



City of Kalgoorlie-Boulder Public Holiday Consultation - Message (HTML)

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Mon 8/7/2017 12:10 PM

**HP** Holly Phillips <Holly.Phillips@ckb.wa.gov.au>  
City of Kalgoorlie-Boulder Public Holiday Consultation

To

**Laserfiche**

This message was sent with High importance.

Good afternoon,

The City of Kalgoorlie-Boulder (the City) is undertaking a Public Impact Assessment (PIA) to determine community interest for a local public holiday on Friday 15 June 2018.

The proposed holiday would coincide with events linked to the 125th anniversary of the discovery of gold in Kalgoorlie-Boulder (14 June 2018) and will support a long weekend of community celebrations surrounding the milestone.

In accordance with the *Public and Bank Holidays Act 1972* (the Act), Local Government Authorities (LGA's) may apply for a substitution of the Queen's Birthday public holiday in Western Australia for another date of local significance.

LGA's cannot apply for a public holiday in addition to that of the Queen's Birthday public holiday, therefore it is intended the City would apply to bring the existing holiday forward from 24 September 2018 to 15 June 2018. The alternative date would be observed instead of the Queen's Birthday public holiday observed in the rest of WA, and would be subject to all conditions of a public holiday including penalty rates and employee entitlements.

The City is consulting broadly around the proposal and invites parties who are interested in expressing their views to complete the below survey (click on the link):

**PUBLIC HOLIDAY SURVEY**

The City also welcomes written submissions to the proposal. Submissions should address the following questions:

Questions:

- Do you support the proposal to shift the Queen's Birthday public holiday from 24 September 2018 to 15 June 2018? Please outline your reason(s) for this.
- What level of impact will the date shift have on your sector? Please outline the major advantages and disadvantages of the proposed shift.
- What other factors should the City consider as part of the consultation process?

Submissions should be emailed directly to Holly Phillips, Executive Manager City Living at [Holly.Phillips@ckb.wa.gov.au](mailto:Holly.Phillips@ckb.wa.gov.au) by no later than **2 October 2017**.

Apologies for any cross-posting.

Kind regards,

**Holly Phillips**  
Executive Manager City Living  
City of Kalgoorlie-Boulder  
Phone: (08) 9021 0926  
Fax: (08) 9021 6113  
Mobile: 0407 772 518  
PO Box 2042, Boulder, WA 6432  
[Holly.Phillips@ckb.wa.gov.au](mailto:Holly.Phillips@ckb.wa.gov.au)  
[www.ckb.wa.gov.au](http://www.ckb.wa.gov.au)

HP

#### 12.5.5 Chief Executive Officer – Annual Performance Review

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 097
<b>DISCLOSURE OF INTEREST:</b>	The Author declares Interest in this Item
<b>DATE:</b>	24 August 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	Confidential – under separate cover

#### **RECOMMENDATION:**

That Council:

1. Endorse the Summary CEO Performance Review Report (confidential attachment) for the year ended 31 August 2017
2. Endorse the Key Performance Indicators for the Chief Executive Officer for the year ending 31 August 2018.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### **IN BRIEF:**

The Local Government Act 1995 requires that Council undertake a review of the Chief Executive Officer at least once in relation to every year of employment.

This process has been undertaken with the assistance of Natalie Lincolne of Price Consulting Group Pty Ltd.

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

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

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

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

- Regularly review plans with community consultation on significant decisions affecting the shire.
- Where possible, support opportunities to build the capacity of the community within the Shire of Menzies.
- Regularly monitor and report on the Shire's activities, budgets, plans and

performance.

- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.

**STATUTORY AUTHORITY:**

Local Government Act 1995 Section 5.38 – Annual Review of Certain Employees' Performance.

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:**

The Council will consider the remuneration of the Chief Executive Officer as a part of the Review.

**RISK ASSESSMENTS:** Nil

**BACKGROUND:**

The Chief Executive Officer, Rhonda Evans was appointed to the position on 1 June 2016. A review of her performance at the end of six months and confirmation of her appointment was noted in Council Resolution 1122 (December 2016).

**COMMENT:**

At the July 2017 meeting of Council, it was resolved to appoint Price Consulting Group Pty Ltd to assist Council to conduct the Performance Review for the Chief Executive Officer.

A methodology and process was agreed and the outcomes have been presented to both Council and the Chief Executive Officer.

## **12 REPORTS OF OFFICERS**

### **12.1 HEALTH BUILDING AND TOWN PLANNING**

#### **12.1.1 Health and Building Report**

### **12.2 FINANCE AND ADMINISTRATION**

#### **12.2.1 Statement of Financial Activity**

#### **12.2.2 List of Payments for Council**

### **12.3 WORKS AND SERVICES**

#### **12.3.1 Works Report**

#### **12.3.2 Tender 1-2018 Re-Sheeting Pinjin Road**

#### **12.3.3 Davyhurst-Ora Banda Road**

#### **12.3.4 National Local Roads and Transport Congress**

### **12.4 COMMUNITY DEVELOPMENT**

#### **12.4.1 Lady Shenton Report**

### **12.5 MANAGEMENT AND POLICY**

#### **12.5.1 Actions Performed under Delegation**

#### **12.5.2 Appointment of Acting Chief Executive Officer**

#### **12.5.3 Review of the Local Government Act**

#### **12.5.4 City of Kalgoorlie-Boulder Public Holiday**

#### **12.5.5 CEO Performance Review**



**SHIRE OF MENZIES**

## **MINUTES**

**OF THE ORDINARY MEETING OF COUNCIL  
HELD**

**Thursday 27 July 2017**

**Shire of Menzies**

**Commencing at 1.05 pm**

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**1 DECLARATION OF OPENING**

The Shire President declared the meeting open at 1.05pm.

**2 ANNOUNCEMENT OF VISITORS**

Deb Miles from Eastern Goldfields Cycle Club was present at this meeting.

**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	

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**

There were no declaration of interest.

**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 29 June 2017.**

*That the minutes of the Ordinary Meeting of Council held on Thursday 29 June 2017 be confirmed as a true and correct record.*

<b>COUNCIL RESOLUTION:</b>
----------------------------

<b>No.1226</b>
----------------

**Moved: Cr Mazza**

**Seconded: Cr Baird**

*That the minutes of the Ordinary Meeting of Council held on Thursday 29 June 2017 be confirmed as a true and correct record.*

**Carried 6/0**

### **9.2 Receival of Minutes of the Goldfields Voluntary Regional Organisation of Councils (GVROC) Meeting held on 30 June 2017**

*That the minutes of the Goldfields Voluntary Regional Organisation of Councils Meeting held on Friday 30 June 2017 be received for information.*

<b>COUNCIL RESOLUTION:</b>
----------------------------

<b>No.1227</b>
----------------

**Moved: Cr Lee**

**Seconded: Cr Mazza**

*That the minutes of the Goldfields Voluntary Regional Organisation of Councils Meeting held on Friday 30 June 2017 be received for information.*

**Carried 6/0**



*Ph: (08) 9328 1991*  
*Fax: (08) 9228 0071*  
**PO BOX 6456 EAST PERTH WA 6892**  
**Email: [hwestcott@wsquared.com.au](mailto:hwestcott@wsquared.com.au)**

# Council Meeting

Friday 30 June 2017  
In-Person Meeting  
City of Kalgoorlie-Boulder Councillors Conference Room

## MINUTES

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## **GOLDFIELDS VOLUNTARY REGIONAL ORGANISATION OF COUNCILS (GVROC)**

**An in-person meeting of the GVROC Council held Friday 30 June 2017  
commencing at 10.00am**

# **MINUTES**

### **1. OPENING AND ANNOUNCEMENTS**

The purpose of the meeting is to discuss business related to the activities of the Goldfields Voluntary Regional Organisation of Councils and to consider and provide advice to the WALGA State Council Representative, Cr Mal Cullen.

Cr Cullen opened the meeting at 10.00am welcoming all in attendance.

### **2. DECLARATION OF INTEREST**

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

Nil

### **3. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

Cr Mal Cullen (Chair)  
Cr Sherryl Botting  
Cr Tracey Rathbone (entered the meeting at 10.04am)  
Mr James Trail  
Cr Jacquie Best  
Mr Doug Stead  
Cr Beverley Stewart (joined the meeting via teleconference)  
Mr Matthew Scott (joined the meeting via teleconference)  
Mayor John Bowler  
Mr John Walker  
Cr Patrick Hill  
Cr Shaneane Weldon  
Cr Jill Dwyer  
Mr Steven Deckert  
Cr Peter Craig, (joined the meeting via teleconference)  
Cr Jamie Mazza  
Ms Rhonda Evans  
Cr Ian Goldfinch  
Mr Ian Fitzgerald  
Cr Jim Quadrio  
Cr Graham Harris

President, Shire of Coolgardie  
Councillor, Shire of Coolgardie  
Deputy President, Shire of Coolgardie  
A/CEO, Shire of Coolgardie  
President, Shire of Dundas  
CEO Shire of Dundas  
Councillor, Shire of Esperance  
CEO, Shire of Esperance  
Mayor, City of Kalgoorlie-Boulder  
CEO, City of Kalgoorlie-Boulder  
President, Shire of Laverton  
Deputy President, Shire of Laverton  
President, Shire of Menzies  
CEO, Shire of Laverton  
President Shire of Leonora  
Councillor, Shire of Menzies  
CEO, Shire of Menzies  
Councillor, Shire of Ravensthorpe  
CEO, Shire of Ravensthorpe  
President, Shire of Wiluna  
Deputy President, Shire of Wiluna

Ms Helen Westcott, Joint Executive Officer

### **3.1 Apologies**

Cr Sherryl Botting, Councillor Shire of Coolgardie  
Cr Victoria Brown, President, Shire of Esperance  
Cr Basil Parker, Councillor Shire of Esperance  
Cr Suzie Williams, Councillor City of Kalgoorlie-Boulder  
Mr Jim Epis, CEO, Shire of Leonora  
Shire of Ngaanyatjaraku  
Cr Keith Dunlop, President, Shire of Ravensthorpe  
Mr Colin Bastow, A/CEO, Shire of Wiluna

Mr Bruce Wittber, Joint Executive Officer

### **3.2 Guests**

Mr Jarrod Lucas, ABC reporter

### **3.3 WALGA Representatives**

Mr Tony Brown, Executive Manager Governance and Organisational Services

### **3.4 Department of Local Government and Communities Representative**

Nil

#### **4. RESIGNATION OF DEPUTY STATE COUNCILLOR – ELECTION OF A NEW DEPUTY STATE COUNCIL REPRESENTATIVE**

**Reporting Officer:** Helen Westcott, Executive Officer/Returning Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 7 June 2017

**Attachments:** Nil

**Background:**

On Wednesday 7 June 2017 Cr Suzie Williams formally advised the GVROC Chair, Cr Cullen, of her resignation from her position as the GVROC's Deputy State Council representative.

**Executive Officer Comment:**

The GVROC Chair has discussed with the Executive Officer the need to elect a replacement for Cr Williams.

Given that between now and the local government elections in October there is only one State Council Meeting, the Chair believes that the position should remain vacant until the elections for all positions are conducted at GVROC Meeting scheduled to be held on Friday 1 December 2017.

**RECOMMENDATION:**

That:

- 1 GVROC note the resignation of Cr Williams, GVROC's Deputy State Councillor; and
- 2 The position of Deputy State Councillor remains vacant until after the local government elections on Saturday 21 October 2017.

**RESOLUTION:**

**Moved: Mayor Bowler**

**Seconded: Cr Hill**

**That:**

- 1 **GVROC note the resignation of Cr Williams, GVROC's Deputy State Councillor; and**
- 2 **The position of Deputy State Councillor remains vacant until after the local government elections on Saturday 21 October 2017.**

**CARRIED**

#### **5. GUEST SPEAKERS/PRESENTATIONS**

Nil



## **6. MINUTES OF MEETINGS**

### **6.1 Minutes of a Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) held Friday 21 April 2017 (Attachment)**

Minutes of the GVROC Council Meeting held Friday 21 April 2017 have been circulated to Member Councils.

#### **RECOMMENDATION:**

That the Minutes of the GVROC Council Meeting held Friday 21 April 2017 be confirmed as a true and correct record of proceedings.

**EN BLOC RESOLUTION: Moved: Cr Rathbone Seconded: Cr Mazza**

**That the Minutes of the GVROC Council Meeting held Friday 21 April 2017 be confirmed as a true and correct record of proceedings.**

**CARRIED**

### **6.2 Minutes of a Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) GVROC CEOs Group held Friday 26 May 2017 (Attachment)**

Minutes of the GVROC CEOs Group Meeting held Friday 26 May 2017 have been circulated to Member Councils.

#### **RECOMMENDATION:**

That the Minutes of the GVROC CEOs Group Meeting held Friday 26 May 2017 be received.

**EN BLOC RESOLUTION: Moved: Cr Rathbone Seconded: Cr Mazza**

**That the Minutes of the GVROC CEOs Group Meeting held Friday 26 May 2017 be received.**

**CARRIED**

### **6.3 Business Arising from Meetings of the Goldfields Voluntary Regional Organisation of Councils (GVROC) - GVROC Status Report for June 2017**

The Executive Officer will provide an update to Member Councils.

#### **RECOMMENDATION:**

That the GVROC Status Report, as presented, be received.

**EN BLOC RESOLUTION: Moved: Cr Rathbone Seconded: Cr Mazza**

**That the GVROC Status Report, as presented, be received.**

**CARRIED**

### **6.4 Matters for Noting**

Nil

## 7. GVROC FINANCE

### 7.1 Financial Statements for 30 April 2017 and Accounts for Payment (Attachment)

From Executive Officer

#### Background:

Presenting the unaudited financial statement for the period 1 July 2016 to 30 April 2017 and the accounts approved for payment for the period 8 April 2017 to 15 June 2017

#### Financial Statement:

The Executive Officer provides the following comment:

1. Account 501 - Members Subscriptions – all members' annual subscriptions have been paid.
2. Account 502 – Members Subscriptions Goldfields District Display – all members' annual subscriptions have been paid.
3. Account 512 - Project General Contributions - all members' annual subscriptions have been paid.
4. Account 521 – Reimbursements – this is the reimbursement of costs of attendance at the GVROC Dinner held during Local Government Week and WALGA attendance at Warburton Meeting on 4 November 2016 (\$1,100);
5. Accounts 1512, 1513, 1514 and 1515 – Executive Officer Services – payment for Executive Officer Services and expenses incurred such as travel and accommodation.
6. Account 1555 – Council Expenses – Meeting Food and Beverage - included in this account is expenditure for the GVROC Meeting held during Local Government Week and catering for the Strategic Planning Workshop.
7. Account 1557 – Council Expenses Travel and Accommodation – this account includes the costs associated with charter flights and accommodation for the Warburton meeting on 4 November 2016.
8. Account 1559 – Council Expenses Audit – cost of undertaking the financial audit.
9. Account Reimbursements Account 1565 – amount reimbursed for attendance at GVROC Dinner.
10. Account 1846 – Project General – the cost of Strategic Planning consultancy has been paid from this account.
11. Account 1836 – Sponsorship Goldfields District Display – expenditure to assist the preparation of the Royal Show District Display.
12. Account 1848 – DLG Asset Management Business Case – reimbursement payments paid to the City of Kalgoorlie-Boulder on a quarterly basis.

#### Accounts Paid:

Cheque/ EFT	Date	Payee	Details	Amount incl GST
EFT	110517	Up to Date Accounting	Financial Management for April 2017	250.80
EFT	110517	City of Kalgoorlie-Boulder	Reimbursement for Maintenance/Repairs to GVROC Regional Equipment Pool	4,002.27
EFT	120517	BHW Consulting	Professional Services February 2017 and March 2017 and Reimbursements for travel and accommodation and teleconference meetings	10,351.42
EFT	170517	BHW Consulting	Professional Services April 2017 Reimbursements for	8,578.86

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			travel and accommodation, Sundowner Meeting 200417 and teleconference meetings	
EFT	300517	City of Kalgoorlie- Boulder	Reimbursement of Expenditure on GERCG Asset Management Project March 2017 Quarter	13,918.13
EFT	150617	Shire of Esperance	GVROC Dinner Esperance Meeting January 2017	5,115.30
EFT	150617	Up to Date Accounting	Financial Management May 2017	79.20
				<b>TOTAL \$42,295.98</b>

**RECOMMENDATION:**

1. That the Statement of Financial Position for the period 1 July 2016 to 30 April 2017, as attached, be received.
2. That the Accounts Paid for the period 8 April 2017 to 15 June 2017 totalling \$42,295.98 be approved.

**RESOLUTION:**

**Moved: Cr Hill**

**Seconded: Cr Hill**

1. That the Statement of Financial Position for the period 1 July 2016 to 30 April 2017, as attached, be received.
2. That the Accounts Paid for the period 8 April 2017 to 15 June 2017 totalling \$42,295.98 be approved.

**CARRIED**

## **8. GOLDFIELDS RECORDS STORAGE FACILITY - FINANCE AND OTHER MATTERS**

Reports on the Goldfields Records Storage Facility (GRS) were not available at the time of completing the GVROC Council meeting agenda.

John Walker, CEO City of Kalgoorlie-Boulder, advise the meeting that as at 30 June 2017 the GRS had a slight surplus (between \$10-15,000).

A budget for 2017/2018 would be made available shortly.

He also advised that the GRS' manager, Yvette Hargreaves, would be returning to work shortly.

**Noted**

## **9. GVROC REGIONAL ON THE GVROC REGIONAL EQUIPMENT POOL**

### **9.1 Finance Report on the GVROC Portable Community Events Infrastructure and Equipment Pool**

**Reporting Officer:** Tanya Gartner, Team Leader Community Wellbeing and Inclusion City of Kalgoorlie-Boulder  
Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 23 June 2017

**Attachments:** GVROC Regional Equipment Pool Hire: 01.01.2017 – 30.06.2017 (Combined)

#### **Background:**

The City of Kalgoorlie-Boulder provides regular reports on the finances and usage of the GVROC Regional Equipment Pool.

A report for the six month period 01 January to 30 June 2017 forms an attachment to the meeting agenda.

There have been no expenses in this 6 months period.

#### **Executive Officer Comment:**

No further comment.

#### **Additional Meeting Comment:**

Matthew Scott, CEO Shire of Esperance sought further clarification on the finances of the equipment pool. It was agreed that as an operational issue this matter should be discussed at the next meeting of the GVROC CEOs Group.

#### **RECOMMENDATION:**

That GVROC notes the finance and usage report of the GVROC Portable Community Events Infrastructure and Equipment Pool prepared by the City of Kalgoorlie-Boulder.

**RESOLUTION:**                      **Moved: Cr Dwyer**                      **Seconded: Cr Harris**  
**That GVROC notes the finance and usage report of the GVROC Portable Community**  
**Events Infrastructure and Equipment Pool prepared by the City of Kalgoorlie-Boulder.**  
**CARRIED**

## **9.2 Management Proposal from the City of Kalgoorlie-Boulder to Manage the GVROC Portable Community Events Infrastructure and Equipment Pool**

**Reporting Officer:** Tanya Gartner, Team Leader Community Wellbeing and Inclusion City of Kalgoorlie-Boulder  
Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 23 June 2017

**Attachments:** Draft Management Plan and Proposal from the City of Kalgoorlie-Boulder for the GVROC Portable Community Events Infrastructure and Equipment Pool (Regional Equipment Pool)

### **Background:**

Since its establishment, the City of Kalgoorlie-Boulder has managed on GVROC's behalf the GVROC Regional Equipment Pool (Regional Equipment Pool).

The City has prepared a draft management plan for the equipment within the Regional Equipment Pool in respect of equipment to be purchased, coordinating equipment use, maintenance plan and budget.

A copy of the draft management plan forms an attachment to the meeting agenda.

### **Executive Officer Comment:**

The plan is comprehensive but requires discussion amongst Member Councils as to whether it meets GVROC's requirements or needs amendment before adoption by GVROC.

The Executive Officer believes the draft management plan could be reviewed by the GVROC CEOs Group at the same time as it meets to consider and adopt the 2017/2018 Budget for the Goldfields Records Storage Facility.

### **RECOMMENDATION:**

That the GVROC CEOs Group review the draft management plan for the GVROC Portable Community Events Infrastructure and Equipment Pool, with a final draft management plan being available for adoption at the GVROC Council Meeting to be held Wednesday 2 August 2017.

**RESOLUTION:** **Moved: Cr Rathbone** **Seconded: Mayor Bowler**

**That the GVROC CEOs Group review the draft management plan for the GVROC Portable Community Events Infrastructure and Equipment Pool, with a final draft management plan being available for adoption at the GVROC Council Meeting to be held Wednesday 2 August 2017.**

**CARRIED**

### **9.3 Disposal of a GVROC's Portable Stage**

**Reporting Officer:** Tanya Gartner, Team Leader Community Wellbeing and Inclusion City of Kalgoorlie-Boulder  
Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 23 June 2017

**Attachments:** Nil

**Background:**

GVROC has a portable stage within its Portable Community Events Infrastructure and Equipment Pool (Regional Equipment Pool).

There has been some discussion regarding GVROC selling the portable stage because of the difficulty associated with its transport to and from an event location and the difficulty experienced in setting up and collapsing the stage.

It was agreed that an Expression of Interest (EOI) be prepared to determine whether there was interest from a GVROC Member Council or a local community group to purchase the portable stage. Any funds generated from the sale of the portable stage would be reinvested in the GVROC Regional Equipment Pool.

The City has prepared draft management plan for the equipment within the GVROC Regional Equipment Pools in respect of equipment to be purchased, coordinating of equipment use, maintenance plan and budget. A copy of the draft management plan forms an attachment to the meeting agenda (Refer also to Agenda item 9.2).

To assist in developing an EOI the Executive Officer requested information on the portable stage from the City of Kalgoorlie-Boulder. This has now been provided. The Executive Officer has also received a copy of the full invoice order information which details all parts that go to make up the stage in its entirety. From this information it has been found that:

- Some parts will need to be replaced;
- Some parts will need to be purchased as they are missing; and
- The wheels on the current trolleys are useless so they need to be replaced – or another system put in place to make it easier for the stage to get from A to B

The City has also provided the following information which is relevant to any considerations to sell the portable stage:

- Training should be provided to people who will be building the stage regularly;
- You can't use the stage on a hill – but you can use the stage on uneven ground;
- You can't use the stage if the ground is very soggy (but having some metal plates made will make it easier to set up the stage on grassed areas);
- To put the stage up you would need 3-4 people and it will take about 4-5 hours (one would expect this to become faster once you knew what you were doing; and
- To pull the stage down would take approx. 2-3 hours for two people (one would expect this to become faster once you knew what you were doing).

**Executive Officer Comment:**

From the information provided by the City of Kalgoorlie-Boulder it would appear that disposing of the portable stage and investing in equipment of greater use to Member Councils is a sensible way forward.

Given the City of Kalgoorlie-Boulder has prepared a draft management plan for the Regional Equipment Pool GVROC may wish to consider the benefit of having the City prepare the EOI for the disposal of the portable stage. This decision would of course depend upon the outcome of GVROC's deliberations on the draft management plan put forward by the City.

Once all EOIs had been received the GVROC CEOs Group would meet to finalise the sale of the portable stage.

The matter is presented for decision.

**RESOLUTION:**                      **Moved: Cr Dwyer**                      **Seconded: Mayor Bowler**

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**That GVROC request the City of Kalgoorlie-Boulder prepare an Expression of Interest for the disposal and sale of a portable stage that forms part of the GVROC Portable Community Events Infrastructure and Equipment Pool.**

**CARRIED**



## 10. GVROC BUSINESS

### 10.1 Proposed Digital Strategy for Goldfields Esperance Region

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 23 June 2017

**Attachments:** Nil

**Background:**

In April 2013 RDA Goldfields Esperance (RDAGE) in partnership with the City of Kalgoorlie-Boulder held a meeting to discuss issues associated with the roll-out of the National Broadband Network (NBN). This resulted in a proposal to develop a digital strategy for the Goldfields-Esperance Region.

One of the outcomes from these discussions was the suggestion that RDAGE would make available an amount of \$15,000 to assist in the preparation of a regional digital strategy. GVROC and the Goldfields Esperance Development Commission (GEDC) would each be asked to contribute \$15,000 to the project.

The GEDC was not in a position to make a contribution and it was determined that in order to develop a suitable strategy that both RDAGE and GVROC contribute \$20,000 each.

**Executive Officer Comment:**

RDAGE paid its contribution of \$20,000 to GVROC in July 2013 however nothing further has transpired with the project.

GVROC has funds available for the project if it were to proceed.

In reviewing the GVROC financial statement at the end of December 2015 it was noted that the funds are still available in the account.

This matter was reported to the GVROC Council Meeting on 29 January 2016 when the GVROC resolved as follows:

*RESOLUTION: Moved: Cr Williams Seconded: Cr Brown*

*That the matter lie on the table and be referred to the Technical Officers Working Group for further consideration.*

*CARRIED*

The resolution shown above was made following the City of Kalgoorlie-Boulder advising its incoming CEO had considerable expertise in the area of digital technology and its application.

Subsequent to this the then Technical Officers Working Group resolved as follows at a meeting held Friday 18 March 2016:

*RESOLUTION: Moved: John Walker Seconded: Paul Webb*

*That the City of Kalgoorlie-Boulder's CEO assist the GVROC Technical Officers Working Group in preparing a regional digital strategy.*

*CARRIED*

Given that the funds have been held for nearly 4 years and little progress has been possible in preparing a digital strategy for GVROC's Member Councils, the Executive Officer believes Member Councils should consider whether it may be appropriate for the funds to be returned to RDAGE.

**RECOMMENDATION:**

That the GVROC:

1. Note that work associated with the development of a digital strategy for the Goldfields Esperance Region has not commenced; and
2. Return the \$20,000 in funding allocated to GVROC as a contribution from RDA Goldfields Esperance as its contribution to the development of development of a digital strategy for the Goldfields Esperance Region.

**RESOLUTION:**

**Moved: Cr Best**

**Seconded: Cr Dwyer**

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That the GVROC:

1. **Note that work associated with the development of a digital strategy for the Goldfields Esperance Region has not commenced; and**
2. **Contact RDA Goldfields Esperance to discuss alternative uses for the funding allocated to GVROC for the development of development of a digital strategy for the Goldfields Esperance Region.**

**CARRIED**

## **10.2 Planning for GVROC Functions during LG Week 2017**

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 25 June 2017

**Attachments:** Nil

### **Background:**

Arrangements for the GVROC Council Meeting on Wednesday 2 August 2016 at the Perth Convention and Exhibition Centre (PCEC) are underway.

Two functions are planned:

- GVROC Dinner – a date for the dinner has yet to be finalised; and
- GVROC Council Meeting – Wednesday 2 August 2016.

### **Executive Officer Comment:**

The Executive Officer believes that, as for last year's dinner, the GVROC dinner should be held on Tuesday 1 August 2017. From feedback received this date worked well as it allowed delegates to arrive ahead of the GVROC Meeting the following morning but did not impact upon any convention functions. This year it is slightly different in that following the Mayors and Presidents Forum on the Tuesday afternoon there is a reception from 5.30 to 7.00pm.

The Executive Officer believes holding the function on the Tuesday evening is still the best option as it is difficult to know when the AGM the following afternoon will end and the timing of that determines when the convention opening reception can commence. On the Thursday evening there is another "sundowner" function.

Whilst the Executive Officer has not looked into possible restaurants for the GVROC dinner it is suggested that the three restaurants identified last year be investigated for this year's dinner. The three restaurants previously identified included:

- Lalla Rookh located in Howard Street Perth – the restaurant takes group bookings, so this suits GVROC as a group and has a menu with sufficient choice to provide for everyone.;
- The Adelphi Grill located in the Parmelia Hotel – this is where last year's dinner was held; and
- Public House located just across the road from the Perth Concert Hall – whilst a little further away from many of the hotels where Member Council will be staying it is still in walking distance for most. Again group bookings can be accommodated and the choice of food should suit most.

The program for the GVROC Council Meeting to be held Wednesday 2 August 2017 is as follows:

Meeting Date:	Wednesday 2 August 2017
Meeting Venue:	Perth Conference and Exhibition Centre (meeting room still to be advised)
Meeting Commences:	9.00am
Morning Tea:	10.30am
Meeting Concludes:	12.30-12.45pm (Delegates will have time to obtain lunch and get ready for the WALGA AGM which starts at 1.30pm)

Invitations have been accepted by the following people to meet with GVROC Council at this meeting:

- Ms Lauren Barnett, Senior Associate Squire Patton Boggs; and
- Ms Tanya Dupagne, Camp Kulin Manager.

The GVROC CEOs Group also suggested that the Regional Services Reform Group currently within the Department of Regional Development could be invited to the meeting. However with the recent changes to State Government administrative arrangements the future status of this Group is unknown and an invitation has not been extended at this time.

A further suggestion from the GVROC CEOs Group was the Minister for Agriculture or her representative to discuss the State Government's position around biosecurity. An invitation has not been extended at this point.

Invitations to both WALGA and the Department of Local Government and Communities will be extended as per normal GVROC Council Meetings.

**Additional Meeting Comment:**

It was agreed amongst meeting attendees that an invitation to the Minister for Regional Development should be extended to attend the GVROC Council Meeting to be held in Perth on Wednesday 2 August 2017.

John Walker advised that the Regional Services Reform Group would be travelling to Kalgoorlie.

**Consultation:** Nil

**Voting Requirement:** Simple majority

**RECOMMENDATION:**

That:

1. The GVROC Dinner be held on the evening of Tuesday 1 August 2017;
2. The GVROC Executive Officer finalise arrangements for the GVROC Dinner; and
3. Member Councils have RSVPs for both the GVROC Dinner and Meeting to the Executive Officer no later than COB on Monday 17 July 2017 so catering for both the GVROC Dinner and Meeting can be finalised.

**RESOLUTION:**                      **Moved: Mr Fitzgerald**                      **Seconded: Cr Rathbone**

**That:**

1. **The GVROC Dinner be held on the evening of Tuesday 1 August 2017 at the Adelphi Bar and Grill in the Parmelia Hilton Perth;**
2. **The GVROC Executive Officer finalise arrangements for the GVROC Dinner; and**
3. **Member Councils have RSVPs for both the GVROC Dinner and Meeting to the Executive Officer no later than COB on Monday 17 July 2017 so catering for both the GVROC Dinner and Meeting can be finalised.**

**CARRIED**

### **10.3 Establishment of a Working Party by GVROC to Address Law and Order Issues across the Goldfields Esperance Region**

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** No interest to disclose

**Date:** 25 June 2017

**Attachments:** Correspondence from the Department of Aboriginal Affairs re the Wati Association

**Background:**

At the GVROC Council Meeting held in Esperance on Friday 3 February 2017 the Shire of Laverton requested that the issue of law and order be considered by GVROC's Member Councils.

This request was agreed to. Following discussion GVROC Council resolved as shown below:

**RESOLUTION:** *Moved: Mayor Bowler* *Seconded: Cr Weldon*

1. *That the GVROC Council congratulate the Shire of Laverton for raising the concerns around law and order. The GVROC as a body support the matters that have been raised and the City of Kalgoorlie-Boulder be asked to keep all Member Councils informed of the ongoing discussions between the City of Kalgoorlie-Boulder, relevant agencies and suppliers of alcohol.*
2. *That the City of Kalgoorlie-Boulder be requested to organise a working party of interested Member Councils to progress this matter.*
3. *That the GVROC Chair prepare a media statement on the outcomes of the discussion with a copy to be sent to all political parties.*
4. *That GVROC write to the Commissioner of Police seeking an increased police presence in communities across the Goldfields Esperance Region.*

**CARRIED**

The matter was further considered by GVROC Council both informally at a meeting on the evening of Thursday 20 April 2017 and formally at the GVROC Council Meeting held the following day. At this time it was further resolved as shown below:

**RESOLUTION:** *Moved: Cr Hill* *Seconded: Cr Stewart*

*That:*

1. *GVROC establish a Working Party to develop a strategy to address ways to improve law and order issues across the region;*
2. *That the GVROC CEOs Group be requested to develop Terms of Reference for consideration by the GVROC at the GVROC Council Meeting scheduled for Friday 30 June 2017; and*
3. *Support to the Working Party by provided by the GVROC Executive Officer.*

**CARRIED**

The matter was discussed at the GVROC CEOs Group Meeting on Friday 26 May 2017 when it recommended the GVROC Council as follows:

**RESOLUTION:** *Moved: John Walker* *Seconded: Jim Epis*

*That given all GVROC Members wish to be represented on any working party established in relation to law and order issues, the CEO Group recommend to the GVROC Council that:*

1. *the regular GVROC Council and CEOs Group Meetings are the appropriate forum where the issue of law and order should be discussed and that each meeting agenda have a standing agenda item on the matter of law and order; and*
2. *an action within the GVROC Strategic Plan includes a strategy relating to law and order issues.*

**CARRIED**

Following the GVROC Council Meeting on 20 April 2017 the following comment was made by Jim Epis CEO, Shire of Leonora to the GVROC CEOs Group Meeting on Friday 26 May 2017:

Attachment 9.2

*I refer to Minutes of GVROC meeting held in Kalgoorlie 21<sup>st</sup> April, 2017, in particular Item 8.2 Establishment of a Working Party by GVROC to Address Law and Order Issues across the Goldfields Esperance Region.*

*Dot point 1 of the recommendation was "GVROC establish a Working Party to develop a strategy to address ways to improve law and order issues across the region".*

*If the law and order issues we are referring to involve aboriginal people, it is my opinion that aboriginal people should be involved in developing their own strategies to overcome the issues.*

*Without naming individuals at this stage, the aboriginal people within our region have the leaders that could easily develop strategies. The Goldfields Wati Law and Culture Association Inc is an organisation with its membership open to all aboriginal men who have been initiated according to Western Desert Law. I believe that each of our local governments in the region would have a Wati member somewhere.*

*Please see attached a letter from the Department of Aboriginal Affairs which provides additional information in regards the objects of the Wati Association.*

*Problem is, how do we involve the aboriginal women in developing strategies and providing direction?*

*If a group of aboriginal leaders within our region could be formed of course it would need resources but surely this issue could be taken up with the State Government.*

A copy of the letter referred to by the CEO Shire of Wiluna forms an attachment to the meeting agenda.

In considering the matter the GVROC CEOs Group at its meeting on Friday 26 May 2017 made the following further comments for consideration by the GVROC Council:

*The question was raised as to whether the working party was to cover the broad law and order issue or specific segments. It was generally agreed that whilst indigenous issues were a part of the consideration it was felt that the intent of the working party was to cover the more broad law and order issues.*

*The question was also raised as to who, if a working party was formed, would be invited to join the group?*

*The City of Kalgoorlie-Boulder indicated that it was interested in being involved however there were a significant number of law and order issues that the City was currently involved in and as such was not in a position to be directly involved in organising and managing a working party.*

*The CEOs Group were of the opinion that the work involved with establishing and operating a separate working party was unnecessary and duplication of effort and that both the GVROC Council and CEOs Group could include on each agenda, as a standing agenda item, law and order issues.*

*John Walker reported to the meeting that on the 17 May the Hon Alan Tudge, Federal Minister for Human Services visited the City together with the Shire of Laverton to discuss issues generally around the "cashless debit card". The Shire of Leonora also attended the meeting at Laverton.*

*James Trail A/CEO Shire of Coolgardie advised he had spoken to the police in Kambalda on law and order issues generally.*

*John Walker also commented on the apparent lack of coordination of Government services in the region. Initially the heads of agencies didn't see that local government had a need to be involved in the coordination group. The City however took the view that it is "our City" and pushed hard to achieve permanent*

Attachment 2

*representation for local government. There is also the opportunity for GVROC members to attend meetings as the agency group meets around the various areas within GVROC. John urged the Councils to take up the opportunity if the circumstances allowed.*

*Jim Epis indicated that the Shire of Leonora has interagency meetings every two months*

*Matthew Scott advised that the Shire of Esperance had also initiated a meeting with local agencies.*

*John Walker also reported that the City had held its first meeting on the liquor accord. There was unanimous agreement to form a liquor accord which will be driven by the City.*

*During discussion it was suggested that Superintendent Darryl Gaunt be invited to attend the next GVROC Meeting.*

*It was also suggested that GVROC consider inviting the State Government Reform Group to the GVROC August Meeting.*

**Executive Officer Comment:**

An invitation has been extended to Superintendent Darryl Grant to attend the meeting but at the time of writing this agenda item no response had been received.

In regard to the suggestion that the State Government Reform Group be invited to the GVROC Meeting held during Local Government Week this suggestion has been listed in Agenda item 10.2.

**Additional Meeting Comment:**

The Mayor advised that the City was still trying to arrange the trip to Ceduna for local indigenous leaders to see how the cashless card operates in Ceduna.

The meeting discussed the widening of the trip to include indigenous leaders from across GVROC. This was considered to be a good idea as it would allow each community the opportunity to gain a better understanding of how the cashless card operates. Member Councils would fund the cost of the trip for each person from their community travelling to Ceduna.

**Consultation:** Nil

**Voting Requirement:** Simple majority

**RECOMMENDATION:**

That:

1. The regular GVROC Council and CEOs Group Meetings are the appropriate forum where the issue of law and order should be discussed and that each meeting agenda have a standing agenda item on the matter of law and order; and
2. An action within the GVROC Strategic Plan includes a strategy relating to law and order issues.

**RESOLUTION:**                      **Moved: Cr Harris**                      **Seconded: Cr Dwyer**

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**That:**

- 1. The regular GVROC Council and CEOs Group Meetings are the appropriate forum where the issue of law and order should be discussed and that each meeting agenda have a standing agenda item on the matter of law and order;**
- 2. An action within the GVROC Strategic Plan includes a strategy relating to law and order issues; and**
- 3. Interested Member Councils work with the City of Kalgoorlie-Boulder in arranging a delegation of indigenous leaders from within their respective communities to travel to Ceduna to see how the cashless card operates. In arranging the trip, participating Councils will:**
  - a) Through their CEOs coordinate the invitations to indigenous leaders to travel to Ceduna and ensure that their delegates are available to travel to Ceduna once an itinerary has been finalised; and**
  - b) Fund the cost of travel and accommodation of the trip.**

**CARRIED**



## 10.4 Goldfields Biosecurity Workshop

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 25 June 2017

**Attachments:** Nil

### **Background:**

At the GVROC Council Meeting in Kalgoorlie on Friday 22 April 2016, the Shire of Wiluna requested that the issue of resourcing for the Southern Rangelands Natural Resource Management (SNRM) unit of the statewide agency Rangelands Natural Resource Management WA be considered by GVROC. It was resolved that a meeting with representatives from Rangelands NRM WA be arranged. A meeting with Dr Gaye McKenzie, CEO Rangelands NRM WA, and Mr Kieran Massie, Program Manager Rangelands NRM WA, was arranged during the meeting held in Perth on Wednesday 3 August 2016.

Following this meeting GVROC Council resolved as shown below:

**RESOLUTION:** *Moved: Cr Hill* *Seconded: Cr Dwyer*

*That GVROC:*

- 1. Write to the Department of Mines and Petroleum requesting involvement in the review of the 1998 Memorandum of Understanding (MoU) established between the Departments of Mines and Petroleum and Planning;*
- 2. Arrange annual updates from Squires Patton Boggs on Native Title issues affecting GVROC's Member Councils; and*
- 3. Seek to hold discussions with other groups from across the Goldfields Esperance region involved in landcare management.*

**CARRIED**

The Executive Officer sought the assistance of WALGA in arranging a workshop. A number of agencies/groups were invited to participate in the workshop, with the following representatives were able to attend the workshop held in Kalgoorlie on Friday 21 April 2017:

- Goldfields Rangelands Biosecurity Association – Ross Wood, the Goldfields Rangelands Biosecurity Association's Executive Officer;
- Rangelands NRM – Gaye McKenzie, CEO Rangelands NRM and Kieran Massie, Program Manager Rangelands NRM;
- South Coast NRM – representatives from the South Coast NRM were unable to attend the workshop but Gaye McKenzie from Rangelands NRM represented their key projects;
- Kalgoorlie-Boulder Urban Landcare Centre – the Kalgoorlie-Boulder Urban Landcare Centre's CEO, Kim Eckert;
- Department of Food and Agriculture WA – Glenice Batchelor, Biosecurity Officer, DAFWA; and
- Goldfields Land and Sea Council – Barry Hooper, Ranger Coordinator, and Trevor Donaldson Jnr, Ranger Superintendent.

The workshop was facilitated by Mark Batty, WALGA's Executive Manager Environment and Waste.

### **Executive Officer Comment:**

Whilst not being able to attend the workshop, the Executive Officer understands that the workshop was well received by participants.

The Executive Officer sought feedback from Mark Batty as to how he felt the workshop was received. In summary he provided the following comments:

- One key issue that the workshop sought to address was improving the level on knowledge about what is actually happening and by whom in the NRM/biosecurity realm across the GVROC region as whole. Having a standing agenda item on

Attachment 9.2

NRM/biosecurity matters would assist in ensuring regular information updates are available for Member Councils.

- In addition to the above, Mark Batty suggested that it would be beneficial for GVROC to consider requesting perhaps a twice yearly update on current and future projects from the following:

- ✓ Rangelands NRM;
- ✓ South Coast NRM;
- ✓ Goldfields Land and Sea Council; and
- ✓ Goldfields Nullarbor Rangelands Biosecurity Association.

These meetings could be held around the meetings scheduled for Esperance and Perth.

- Another option to the one just detailed above to provide for greater profiling of and engagement of GVROC in the on-ground activity being undertaken in the region is to hold an annual presentation day similar to the workshop, either as stand-alone event or as part of a GVROC Council Meeting (Mark Batty noted that it would be interesting to get a feel for how and if the GVROC want more input into the programs/projects of the four main organisations – this was an issue that did get discussed in any depth at the workshop).
- Mark Batty believed that it would be worthwhile for more formal arrangements to be in place between the GVROC and each of the four groups listed above, not just related to leveraging funding and seeing where current individual Member Councils funding is going to but also to provide for greater input in partnering/undertaking of more projects of value to the GVROC as region. He thought this might be an issue for discussion within the GVROC CEOs Group before it was considered at Council level.

The above dot points cover matters around NRM/biosecurity that can be addressed in the short-term.

Mark Batty also commented that into the future the GVROC might look to establish its own NRM region. Whilst acknowledging this would take considerable time and commitment by GVROC, precedence for this has been set with the recent Peel Harvey Catchment Council splitting from South West Catchment Council to become its own NRM region. This model (eg a “Goldfields NRM” region) could then contract works through these, and other, project deliverers, much like the other NRMs. In Mark’s view there are some good arguments for the case to be put to the State and (predominately) the Commonwealth (as the main funding entity) for this to take place.

Mark Batty has also indicated that he is happy to meet with the GVROC CEOs Group to further any or all of the above issues.

Member Councils need to determine whether GVROC is serious in pursuing greater involvement in NRM/biosecurity issues.

The matter was discussed at the GVROC CEOs Group Meeting on Friday 26 May 2017 when it recommended the GVROC Council as follows:

**RESOLUTION:** *Moved: Jim Epis* *Seconded: Matthew Scott*

1. *That the GVROC CEOs Group recommends to the GVROC Council that an invitation be extended to the Minister for Agriculture or her representative to attend a GVROC Council Meeting to discuss the State Government’s position around biosecurity in the Goldfields region so that GVROC is aware of the details before it determines a position.*
2. *That the issue of biodiversity and natural resource management be included in the GVROC Strategic Plan.*

**CARRIED**

In regard to the suggestion that the Minister for Agriculture or her representative be invited to the GVROC Meeting held during Local Government Week this suggestion has been listed in Agenda item 10.2.

**Consultation:** Nil

**Voting Requirement:** Simple majority

**RECOMMENDATION:**

1. That GVROC extend an invitation to the Minister for Agriculture or her representative to attend the GVROC Council Meeting on Wednesday 2 August 2017, in Perth, or such other meeting if she is unable to attend the Perth meeting, to discuss the State Government's position around biosecurity in the Goldfields region so that GVROC is aware of the details before it determines a position.
2. That the issue of biodiversity and natural resource management be included in the GVROC Strategic Plan.

**RESOLUTION:**

**Moved: Cr Rathbone**

**Seconded: Cr Harris**

1. That GVROC extend an invitation to the Minister for Agriculture or her representative to attend the GVROC Council Meeting on Wednesday 2 August 2017, in Perth, or such other meeting if she is unable to attend the Perth meeting, to discuss the State Government's position around biosecurity in the Goldfields region so that GVROC is aware of the details before it determines a position.
2. That the issue of biodiversity and natural resource management be included in the GVROC Strategic Plan.

**CARRIED**

## **10.5 Review of the Goldfields Records Storage Facility**

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 25 June 2017

### **Attachments:**

### **Background:**

As Member Councils are aware, GVROC has established a committee to review the operations of the Goldfields Records Storage Facility (GRS). Currently the review committee's membership is as shown below:

- Matthew Scott, CEO Shire of Esperance (Chair)
- John Walker, CEO City of Kalgoorlie-Boulder
- Tanya Browning, D/CEO Shire of Leonora
- Ian Fitzgerald, CEO Shire of Ravensthorpe

The review committee has met on two occasions. At its first meeting held Friday 6 January 2017 Terms of Reference (ToR) were developed. These were considered and adopted by GVROC Council when it met in Esperance on Friday 3 February 2017. At this time GVROC Council resolved as follows:

**RESOLUTION:** *Moved: Cr Rathbone* *Seconded: Cr Harris*

*That GVROC adopt the following Terms of Reference for the review of the Goldfields Records Storage Facility:*

- 1. Determine the expectations of the GVROC Member Councils on the role and purpose of the Goldfields Records Storage Facility;*
- 2. Review the current storage usage by GVROC Member Councils to establish "barriers" to usage and determine appropriate strategies and processes to encourage greater use by GVROC Members Councils;*
- 3. Review the requirements and/or need by GVROC Member Councils for professional records management assistance provided through the Goldfields Records Storage Manager;*
- 4. Review current marketing strategies to encourage use by government and commercial clients and potential "barriers" to greater use by such clients;*
- 5. Examine current budget and accounting practices/processes (including fees charged) to determine what changes could be implemented to improve the financial efficiency;*
- 6. Review the current management agreement between the GVROC Member Councils and the City of Kalgoorlie-Boulder and provide recommendations on potential changes to the management agreement and structure including the possibility of establishing a regional subsidiary.*

**CARRIED**

The review committee met again on Friday 17 March 2017 to work through each of the ToR. Following discussion around the ToR the review committee resolved as follows:

**RESOLUTION:** *Moved: Ian Fitzgerald* *Seconded: John Walker*

*That:*

- 1. The Goldfields Records Storage Manager, Yvette Hargreaves, upon her return to work and subject to her ability to travel, be requested to visit each GVROC Member Council to review their current record management practices and prepare a report on the current standard of the Council's records management systems and processes; and*
- 2. The information gathered from these reviews be used to develop a minimum records management benchmark for use by GVROC's Member Councils.*

**CARRIED**

**Executive Officer Comment:**

As Member Councils are aware, the GRS' manager is currently on leave due to sustaining a work related injury and is not anticipated to return to work until mid-July of this year. This puts in jeopardy the successful completion of the current review of the GRS.

Whilst the City of Kalgoorlie-Boulder provided a brief report to the GVROC Council Meeting held Friday 28 April 2017 there has been no further information volunteered by the City as to the GRS' performance.

Additionally, the Shire of Wiluna advised as follows on Friday 1 May 2017 of its intention to withdraw from the GRS:

*Hi All*

*Please be advised that the Shire of Wiluna's Council had resolved the following at its Ordinary Council Meeting held on the 26 April 2017:*

***That Council:***

***Authorise the CEO to withdraw the Shire from being a member of the GVROC Regional Record Storage Facility.***

***CARRIED 5/0***

*For the Shire to remain a member of the GVROC Regional Record Storage Facility there will need to be extra record management services on offered, as the Shire can establish and operate its own records storage facility at a considerable lessor cost than the GVROC Storage Facility. I currently plan to make a decision on this matter sometime within the next fortnight.*

*Regards*

*Colin Bastow  
Acting CEO*

Prior to receiving the above information from the Shire of Wiluna, Matthew Scott as Chair of the Records Review Committee requested that a meeting be held following the GVROC CEOs Group meeting on Friday 26 May 2016, the Executive Officer believes that the matter should be considered by the GVROC CEOs Group as a whole.

During the GVROC CEOs Group Meeting on Friday 26 May 2017 the following additional comment was made:

*The meeting noted that the Shire of Wiluna has indicated that it will be withdrawing from membership of the Goldfields Records Storage Facility.*

*John Walker CEO, City of Kalgoorlie-Boulder advised that when Yvette Hargreaves, Manager Goldfields Records Storage facility returns to work she will be is on light duties and this could be long term. Consequently she will not be in a position to undertake the duties of visiting GVROC Member Council to review their current record management practices and prepare a report on the current standard of the Council's records management systems and processes.*

*The question was raised that if the Manager is on workers compensation was it possible to engage someone to undertake the work being requested and determine a benchmark.*

*It was also enquired whether there was anyone in the GVROC Membership that could be seconded to the role.*

*Concern was expressed that GVROC Member Councils may not be meeting the requirements of the State Records Act.*

The GVROC CEOs Group following consideration of this issue resolved as follows:

**RESOLUTION:** *Moved: Ian Fitzgerald* *Seconded: Doug Stead*

1. *That GVROC President write to Shire of Wiluna expressing disappointment at the decision to withdraw from the Goldfields Records Storage Facility and advising that the Shire of Wiluna must comply with the requirements of clause 15 of the Archives and Record Management Agreement signed on the 1 February 2013.*
2. *That the Executive Officer seek two quotes from records professionals to undertake a records review including visiting GVROC Member Council to review their current record management practices and prepare a report on the current standard of the Council's records management systems and processes.*
3. *That the Goldfields Records Storage Facility Committee be disbanded and its functions be undertaken by the GVROC CEOs Group.*
4. *That the Executive Officer arrange a meeting of the GVROC CEOs Group by mid-June 2017 to enable the Goldfields Records Storage Facility budget to be adopted.*

**CARRIED**

Since the GVROC CEOs Group Meeting the Executive Officer has been undertaking work to develop a brief to seek quotations from appropriate record professionals to undertake the scope of the work outlined in part 2 of the above resolution. As the GVROC Council has already agreed to fund the work associated with this consultancy it is proposed that the brief will provide that all GVROC Member Councils will be offered the opportunity to participate in the review.

In respect to part 4 of the above resolution the City of Kalgoorlie-Boulder has been approached to prepare a draft Goldfields Records Storage Facility budget. At the time of preparing this agenda item a draft budget had not been provided to the Executive Officer.

**Consultation:** Nil

**Voting Requirement:** Simple majority

**RECOMMENDATION:**

1. That GVROC President write to Shire of Wiluna expressing disappointment at the decision to withdraw from the Goldfields Records Storage Facility and advising that the Shire of Wiluna must comply with the requirements of clause 15 of the Archives and Record Management Agreement signed on the 1 February 2013.
2. That GVROC disband the Goldfields Records Storage Facility Committee with its functions be undertaken by the GVROC CEOs Group.

**RESOLUTION:** *Moved: Mr Fitzgerald* *Seconded: Cr Quadrio*

1. **That GVROC write to the Shire of Wiluna seeking information regarding its reasons for withdrawing from the Goldfields Records Storage Facility.**
2. **That GVROC disband the Goldfields Records Storage Facility Committee with its functions be undertaken by the GVROC CEOs Group.**

**CARRIED**

## 10.6 Implementation of the GVROC Strategic Plan

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 25 June 2017

**Attachments:** GVROC Strategic Plan

### **Background:**

GVROC formally adopted its Strategic Plan at the GVROC Council Meeting held in Esperance on Friday 3 February 2017. At this time GVROC Council resolved as follows:

**RESOLUTION:** *Moved: Mr Stead* *Seconded: Cr Harris*

*That GVROC:*

1. *Adopt the Strategic Plan prepared by Puzzle Consulting; and*
2. *Provide copies of the Strategic Plan to the Premier, the Leader of the Opposition, Leader of the National Party, all current members of parliament at both State and Federal level, the Goldfields Esperance Development Commission and RDA Goldfields Esperance; and*
3. *Request the GVROC CEOs Group develop an implementation plan to ensure the objectives and goals that underpin the Group's strategic vision are realised, with the implementation plan to be completed before the end of the 2016/2017 financial year.*

**CARRIED**

In developing an implementation plan, GVROC has also requested that the CEOs Group consider the establishment of a regional information network. This request resulted from the discussion lead by the Shire of Dundas regarding the establishment of an online newspaper. The discussion at the GVROC Council meeting held Friday 3 February 2017 resulted in GVROC Council meeting resolving as follows:

**RESOLUTION:** *Moved: Cr Best* *Seconded: Cr Rathbone*

*That the matter of the establishment of a Goldfields Regional Information Network be referred to GVROC CEOs Group for consideration as part of the development of an implementation plan for the GVROC the Strategic Plan.*

**CARRIED**

At the February meeting of the GVROC Council the Shire of Dundas also raised the matter of whether a facility similar to Camp Kulin could be established in the Goldfields Esperance Region. Following discussion of the proposal the meeting resolved as shown below:

**RESOLUTION:** *Moved: Cr Best* *Seconded: Cr Williams*

1. *That the GVROC Council extend an invitation to a representative of Camp Kulin to attend a GVROC Council Meeting to present on Camp Kulin.*
2. *That the Executive Officer investigate options for the development of a facility similar to Camp Kulin in the Goldfields Esperance Region.*

**CARRIED**

These and other issues were considered by the GVROC CEOs Group when it considered this matter, resolving as follows when it met on Friday 26 May 2016:

### **CONSENSUS RESOLUTION:**

*The GVROC CEOs Group recommends to the GVROC Council Meeting the following strategic actions be adopted for the 2017/2018 year:*

- **Objective 1**
  - *Provide a strong clear voice for GVROC Member Councils through the development of a list of lobby/advocacy issues – it is suggested that the GVROC Council develop a list of issues that it wishes to focus its lobbying/advocacy efforts on over the next 12 months. It is proposed to include in the lobbying a full*

- review of the legislative environment in which local government operates particularly including the Local Government Act;*
  - *Invite representatives of Camp Kulin to a GVROC Meeting (possibly August 2017 Meeting in Perth);*
  - *Include in each GVROC Agenda and CEOs Group Agenda a standalone item on law and order issues;*
  - *Maintain a watching brief on biodiversity and natural resource management issues within the GVROC area;*
- **Objective 2**
  - *Advocate for investment in regional infrastructure by seeking details of regional funding opportunities (both Commonwealth and State) and in particular the State Government regional investment plan;*
- **Objective 3**
  - *Enhance the role of local government and the GVROC in the region by continuing the development of the CEOs Group including the way it operates and assists in providing governance advice to the GVROC Council;*
- **Objective 4**
  - *Identify and develop innovative technologies through the development of a regional digital strategy;*
  - *Maintain a watching brief on emerging technologies (as an example the City of Kalgoorlie-Boulder outlined the collaborative approach being undertaken in relation to shifting IT Vision Synergy platform to cloud);*
- **Objective 5**
  - *Assist in the development of shared service opportunities with the main emphasis on the completion of the review of the Goldfields Records Storage facility;*
  - *Review the impact of current proposed legislation relating to performance and financial audits of GVROC Member Councils to determine whether there is capacity to share services to ensure compliance.*

**CARRIED**

**Executive Officer Comment:**

No further comment.

**Consultation:** Nil

**Voting Requirement:** Simple majority

**RECOMMENDATION:**

The GVROC adopt the following strategic actions for the 2017/2018 year:

- **Objective 1**
  - *Provide a strong clear voice for GVROC Member Councils through the development of a list of lobby/advocacy issues – it is suggested that the GVROC Council develop a list of issues that it wishes to focus its lobbying/advocacy efforts on over the next 12 months. It is proposed to include in the lobbying a full review of the legislative environment in which local government operates particularly including the Local Government Act;*
  - *Invite representatives of Camp Kulin to a GVROC Meeting (possibly August 2017 Meeting in Perth);*
  - *Include in each GVROC Agenda and CEOs Group Agenda a standalone item on law and order issues;*
  - *Maintain a watching brief on biodiversity and natural resource management issues within the GVROC area;*
- **Objective 2**
  - *Advocate for investment in regional infrastructure by seeking details of regional funding opportunities (both Commonwealth and State) and in particular the State Government regional investment plan;*



- Objective 3
  - Enhance the role of local government and the GVROC in the region by continuing the development of the CEOs Group including the way it operates and assists in providing governance advice to the GVROC Council;
- Objective 4
  - Identify and develop innovative technologies through the development of a regional digital strategy;
  - Maintain a watching brief on emerging technologies (as an example the City of Kalgoorlie-Boulder outlined the collaborative approach being undertaken in relation to shifting IT Vision Synergy platform to cloud);
- Objective 5
  - Assist in the development of shared service opportunities with the main emphasis on the completion of the review of the Goldfields Records Storage facility;
  - Review the impact of current proposed legislation relating to performance and financial audits of GVROC Member Councils to determine whether there is capacity to share services to ensure compliance.

**RESOLUTION:**                      **Moved: Cr Rathbone**                      **Seconded: Cr Harris**

**The GVROC adopt the following strategic actions for the 2017/2018 year:**

- Objective 1
  - Provide a strong clear voice for GVROC Member Councils through the development of a list of lobby/advocacy issues – it is suggested that the GVROC Council develop a list of issues that it wishes to focus its lobbying/advocacy efforts on over the next 12 months. It is proposed to include in the lobbying a full review of the legislative environment in which local government operates particularly including the Local Government Act;
  - Include in each GVROC Agenda and CEOs Group Agenda a standalone item on law and order issues;
  - Maintain a watching brief on biodiversity and natural resource management issues within the GVROC area;
- Objective 2
  - Advocate for investment in regional infrastructure by seeking details of regional funding opportunities (both Commonwealth and State) and in particular the State Government regional investment plan;
- Objective 3
  - Enhance the role of local government and the GVROC in the region by continuing the development of the CEOs Group including the way it operates and assists in providing governance advice to the GVROC Council;
- Objective 4
  - Identify and develop innovative technologies through the development of a regional digital strategy;
  - Maintain a watching brief on emerging technologies (as an example the City of Kalgoorlie-Boulder outlined the collaborative approach being undertaken in relation to shifting IT Vision Synergy platform to cloud);
- Objective 5
  - Assist in the development of shared service opportunities with the main emphasis on the completion of the review of the Goldfields Records Storage facility;
  - Review the impact of current proposed legislation relating to performance and financial audits of GVROC Member Councils to determine whether there is capacity to share services to ensure compliance.

**CARRIED**

## **10.7 Restrictions on Land Subdivisions**

**Reporting Officer:** Helen Westcott, Executive Officer

**Disclosure of Interest:** Nil

**Date:** 25 June 2017

**Attachments:** Nil

### **Background:**

The matter of the restrictions on land subdivisions was recently raised by the Shire of Leonora in an email to all Member Councils relating to the recent restrictions placed upon the Shire by the Department of Mines and Petroleum (DMP) on a proposed residential development.

GVROC CEO, James Trail requested that this matter be listed for discussion at the GVROC CEOs Group Meeting on Friday 26 May 2017 believing the issue to a regional one.

During this meeting James Trail suggested that a possible outcome from the meeting's discussion on this matter be that the GVROC write to the relevant minister(s) and agency head(s) requesting a meeting to discuss the impact these restrictions are having on communities across the region.

As Member Councils will be aware, the Shire of Coolgardie and Menzies have experienced similar problems to those currently affecting the Shire of Leonora over a long period of time.

The Shire of Ravensthorpe has also provided evidence of where it is being similarly affected. Within the Shire there is a parcel of land that someone wants to gift the Shire for future residential/small acreage development. The DMP is, however, against the proposal because of perceived mineralisation over the land in question. The Shire has, however, been told that this information is not correct but the DMP is unwilling to reverse its current position.

The meeting was also advised by Jim Epis that a contingent of senior managers from the Department of Mines and Petroleum (DMP) were visiting Leonora on Tuesday 30 May.

Following discussion the GVROC CEOs Group resolved as follows:

**RESOLUTION:** *Moved: Jim Epis* *Seconded: Rhonda Evans*

- 1. That the issue of restrictions on land subdivisions be added as a lobby issue under Strategic Plan Objective 1.*
- 2. That Jim Epis, CEO Shire of Leonora provide an update to the GVROC Meeting on 30 June 2017 in relation to the visit to Leonora by representatives of the Department of Mines and Petroleum.*

**CARRIED**

### **Executive Officer Comment:**

Since the GVROC CEOs Group Meeting Mr Epis has advised the Executive Officer of the outcome of the visit on the 30 May 2017 by DMP.

Mr Epis advised as follows:

*Department of Mines and Petroleum's (DMP) Corporate Executive did visit Leonora on the 30<sup>th</sup> May, 2017.*

*The Acting Director General, Mr David Smith was also in attendance. The Shire's of Laverton, Menzies, Sandstone and Leonora participated in discussion. The networking meeting was very successful and provided the executive team with a better understanding of local issues.*

*The Acting Director General explained that he hoped Shire representatives were able to understand the importance of early discussions with his department and other government jurisdictions in development and developing matters.*

*In regards sub-divisions within townsites I have sought additional information from the DMP as to a practical way forward.*

*I know that the DMP, the Department of Lands and the mining company concerned in the Leonora matter have met to discuss the concerns of the local government . I'm sure a resolution will be reached in the not too distant future which will allow development to proceed subject to certain conditions. I'm sure this resolution could then be applied to other local governments in the region.*

*If local government can be patient for a little longer I'm sure everyone will be satisfied with the final result.*

*I expect additional information from the DMP on this matter in the next week or so. This will be provided to you very soon thereafter.*

Mr Epis or other Member Councils who attended the meeting on 30 May 2017 may care to add further to the comments.

**Additional Meeting Comment:**

Mayor Bowler suggested that GVROC should seek funding from the State Government through the Exportation Incentives Scheme (EIS) to determine the levels of mineralisation in land close to town boundaries.

**Consultation:** Shire of Leonora

**Voting Requirement:** Simple majority

The matter is presented for discussion and decision.

**RESOLUTION:** Moved: Mayor Bowler Seconded: Cr Hill

**That the GVROC CEOs Group investigate the opportunity for GVROC, either through GVROC or individual Member Councils, to seek funding the State Government's Exploration Incentives Scheme to determine the levels of mineralisation in land close to town boundaries.**

**CARRIED**

## **11. WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS**

*Zone delegates to consider the Matters for Decision contained in the WA Local Government Association State Council Agenda and put forward resolutions to Zone Representatives on State Council*

### **11.1 State Councillor / Goldfields Esperance Zone President's Report (Attachment)**

Cr Mal Cullen (President, Shire of Coolgardie)

Cr Cullen as GVROC's WALGA State Councillor has requested that Member Councils receive a copy of the State Councillor Report Guide for July 2017. This report will form the basis of his report to Member Councils.

He has also requested that Member Councils' attention be drawn to Agenda Item 8 (Additional Zone Resolutions as well as the Murchison Zone recommendations in Section 8 of the May 2017 State Council Minutes. These resolutions were as follows:

#### ***Early Childhood Learning Centres (Planning & Community Development)***

*That the Murchison Zone request WALGA State Council to investigate and report on the implementation of Early Childhood Learning Centres throughout the Midwest Region and the program outcomes.*

#### ***Student Progression /Learning (Planning & Community Development)***

*That the Murchison Country Zone request the WALGA State Council to lobby the Education Department of Western Australia to review and amend policies so that school student progression to the next grade/level not be implemented until the student meets the required standard.*

#### ***Rural Nursing Posts (Planning & Community Development)***

*That the Murchison Country Zone raise with WALGA State Council and other relevant bodies the critical issue with regard to the Staffing of Health Centres in the Murchison region.*

*This region recommends that Government policy should dictate that at least two nurses, as a minimum, should be stationed at Health Centres where there is no hospital.*

### **11.2 WALGA Status Report (Attachment)**

From Executive Officer

#### **BACKGROUND:**

Presenting the Status Report for June 2017 which contains WALGA's responses to the resolutions of previous Meetings

#### **ZONE COMMENT:**

This is an opportunity for Member Councils to consider the response from WALGA in respect to the matters that were submitted at the previous Meeting.

#### **RECOMMENDATION:**

That the Goldfields Voluntary Regional Organisation of Councils notes the State Councillor's and WALGA Status Report.

**RESOLUTION:**                      **Moved: Cr Hill**                      **Seconded: Mr Fitzgerald**  
**That the Goldfields Voluntary Regional Organisation of Councils notes the State Councillor's and WALGA Status Report.**

**CARRIED**

### **11.3 Review of WALGA State Council Agenda - Matters for Decision**

From                      Executive Officer

#### **Background:**

WALGA State Council meets five times each year and as part of the consultation process with Member Councils circulates the State Council Agenda for input through the Zone structure.

The Zone is able to provide comment or submit an alternate recommendation that is then presented to the State Council for consideration.

#### **5.1 Local Government Act and Regulations Review (05-034-01-0007 TB)**

##### **WALGA Recommendation**

That WALGA:

1. Note the Local Government Act Review process announced by the Minister for Local Government.
2. Endorse the consultation process outlined in this report.

##### **ZONE COMMENT:**

The State Council agenda item lists a number of issues that have previously been identified including the following:

- a) Gifts
- b) Regional Subsidiaries
- c) Rating Exemptions:
  - Charitable Purposes provisions
  - Rate Equivalency Payments of Government Trading entities
- d) Financial Management Issues:
  - Borrowings
  - Investments\*
  - Fees and Charges
  - Financial ratios

(\* Noting that Regulation 19C(2)(b) of the Financial Management Regulations, permitting fixed term deposits to be invested for up to 3 years, was amended on 12 May 2017)
- e) Administration:
  - Electors' General Meetings to be optional
  - Designated Senior Officer section to be reviewed
  - Public Notices (modernisation of the Act to acknowledge electronic means)
- f) Functions of Local Governments:
  - Tender Thresholds
  - Establish Council Controlled Organisations (Local Government Enterprises)
  - Regional Council provisions (review of compliance requirements)
- g) Poll Provisions relating to amalgamations and boundary adjustments.
  - The poll provisions contained in Schedule 2.1 of the Local Government Act should be extended to provide any community whose Local Government is undergoing a boundary change or amalgamation with the opportunity to demand a binding poll of with the opportunity to demand a binding poll of electors.

Attachment 9.2

Member Councils may have other issues they believe should be raised for discussion as part of the review process.

WALGA has flagged its intention to hold Zone/regional group forums on the Act/Regulatory amendment suggestions. These can be held in-conjunction with a Zone meeting or separately. It is expected that this process will be carried out between July and November 2017 with the State Council item being considered at the 6 December meeting.

Given the impact that any review of the Local Government Act and its associate regulations may have on Councils across the State it is imperative that the GECZ participate as comprehensively as possible in the consultation process.

At this point GVROC will only have two opportunities to have input into the consultation process. The first is at the GVROC Council Meeting to be held in Perth on Wednesday 2 August 2017. The second is at the GVROC Council Meeting to be held Friday 13 October 2017. GVROC also has the opportunity to participate in a WALGA sponsored forum, though details for such events have yet to be advertised. The last GVROC meeting for 2017 will be too late in which to have input into the review process as WALGA will have formulated a position to be considered by the Zones for the November/December round of Zone meetings with a recommendation developed for decision by State Council at the meeting to take place on Wednesday 6 December.

Given the recent comments by the CCC Commissioner, Hon John McKechnie QC, and the ever increasing levels of compliance placed on local governments, the Executive Officer believes that Member Councils should participate in any workshop or meeting arranged for the purpose of Act/Regulatory amendment suggestions.

Perhaps in the first instance GVROC could request a briefing from WALGA on the review process when it meets in Perth on Wednesday 2 August and then discuss the matter further when it meets on Friday 13 October, with a view to providing formal comment to WALGA at that time.

#### **RECOMMENDATION:**

1. That the WALGA Recommendation be supported; and
2. That GVROC request a briefing session from WALGA on the review of the Local Government Act/regulatory amendments at the GVROC Council Meeting to be held in Perth on Wednesday 2 August 2017.

<b>RESOLUTION:</b>	<b>Moved: Cr Rathbone</b>	<b>Seconded: Cr Dwyer</b>
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- 
1. That the WALGA Recommendation be supported; and
  2. That GVROC request a briefing session from WALGA on the review of the Local Government Act/regulatory amendments at the GVROC Council Meeting to be held in Perth on Wednesday 2 August 2017.

**Note:** It was also agreed that the next GVROC CEOs Group Meeting (scheduled for Friday 14 July 2017) would be devoted to working through the review of the Local Government Act/regulatory amendments. Tony Brown advised that he would arrange for a WALGA representative to attend this meeting.

#### **5.2 Heavy Vehicle Cost Recovery Policy Guideline for Sealed Roads (05-006-03-0008 MB)**

##### **WALGA Recommendation**

That the Heavy Vehicle Cost Recovery Policy Guideline for Sealed Roads be endorsed as a model policy for Local Government adoption.

##### **ZONE COMMENT:**

GVROC support the WALGA Recommendation.  
Attachment 9.2

### **5.3 Single Use Plastic Bag Ban (05-070-01-0001 RNB)**

#### **WALGA Recommendation**

That WALGA:

1. Advocate for a state wide ban for single use plastic bags.
2. Support members seeking to implement a Local Law to ban single use plastic bags.

#### **ZONE COMMENT:**

The issue of banning single plastic bags has been the subject of a number of attempts by some local governments to introduce a local law. It would seem the current State Government, unlike the previous Government, is not going to oppose the introduction of a local law.

WALGA could be seen to be more proactive in assisting local government introduce local laws if it was to develop a model local law that passes the scrutiny of the Joint Standing Committee on Delegated Legislation.

GVROC support the WALGA Recommendation.

### **5.4 Interim Submission on the Australian Government's Review of Climate Change Policies (05-028-03-0018 LS)**

#### **WALGA Recommendation**

That the interim submission in response to the Australian Government's Review of Climate Change Policies Discussion Paper be endorsed.

#### **ZONE COMMENT:**

GVROC support the WALGA Recommendation.

### **5.5 Coordinated Corella Project (05-046-02-0003 MH)**

#### **WALGA Recommendation**

That State Council:

1. Note the outcomes of the Coordinated Corella Control pilot program.
2. Endorse WALGA's proposed approach to the continuation and expansion of the Program in 2017/18.

#### **ZONE COMMENT:**

GVROC support the WALGA Recommendation.

### **5.6 Productivity Commission Inquiry into Horizontal Fiscal Equalisation 05-001-03-0006 DM)**

#### **WALGA Recommendation**

That State Council endorse WALGA's submission to the Productivity Commission Inquiry into Horizontal Fiscal Equalisation in Australia.

#### **ZONE COMMENT:**

Zone supports the WALGA recommendation

### **5.7 WALGA Draft Housing Strategy Guide and Housing and Community Profile Database (05-036-03-0020 CG)**

## **WALGA Recommendation**

That WALGA;

1. Note the Draft Housing Strategy Guide and Housing and Community Profile Database currently out for members comment;
2. Liaise with all relevant State Government agencies to seek feedback on the draft Housing Strategy Guide; and
3. Seek a commitment from these agencies that the Draft Housing Strategy Guide is a suitable best practice guide for Local Governments in preparing their Housing Strategies.

## **ZONE COMMENT:**

GVROC support the WALGA Recommendation.

## **RECOMMENDATION:**

That the Goldfields Voluntary Regional Organisation of Councils endorses all recommendations being matters contained in the WALGA State Council Agenda other than those recommendations separately considered.

## **RESOLUTION:**

**Moved: Cr Best**

**Seconded: Cr Harris**

**That the Goldfields Voluntary Regional Organisation of Councils endorses all recommendations being matters contained in the WALGA State Council Agenda other than those recommendations separately considered.**

**CARRIED**

## **11.4 Review of WALGA State Council Agenda - Matters for Noting/Information**

- 6.1 Discussion Paper - Third Party Appeal Rights in Planning (06-03-01-0001 GC)
- 6.2 Bushfire Risk Mitigation Program (05-24-02-0001 MP)
- 6.3 Control of Off-Road Vehicles (05-053-03-008 NH)
- 6.4 Short-Term Rental Accommodation and the Sharing Economy Discussion Paper (05-036-03-0016 CG)
- 6.5 Report on Local Government Road Assets and Expenditure 2015/16 (06007030016 MB)
- 6.6 Report Municipal Waste Advisory Council (MWAC) (01-006-03-0008 RNB)

## **11.5 Review of WALGA State Council Agenda - Organisational Reports**

### **7.1 Key Activity Reports**

- 7.1.1 Report on Key Activities, Environment and Waste Unit (01-006-03-0017 MJB)
- 7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB)
- 7.1.3 Report on Key Activities, Infrastructure (05-001-02-0003 ID)
- 7.1.4 Report on Key Activities, Planning and Community Development (01-006-03-0014 WC)

## **11.6 Review of WALGA State Council Agenda - Policy Forum Reports**

Attachment 9.2



## **7.2 Policy Forum Reports**

### **7.2.1 Mayors/Presidents Policy Forum**

### **7.2.2 Mining Community Policy Forum**

### **7.2.3 Container Deposit Legislation Policy Forum**

### **7.2.4 Freight Policy Forum**

## **11.7 WALGA President's Report (Attachment)**

Presenting the WALGA President's Report

### **RECOMMENDATION:**

That the Goldfields Voluntary Organisation of Councils notes the following reports contained in the WALGA State Council Agenda:

- Matters for Noting/Information;
- Organisational reports;
- Policy Forum reports; and
- WALGA President's Report.

**RESOLUTION:**                      **Moved: Cr Hill**                      **Seconded: Cr Harris**

**That the Goldfields Voluntary Organisation of Councils notes the following reports contained in the WALGA State Council Agenda:**

- **Matters for Noting/Information;**
- **Organisational reports;**
- **Policy Forum reports; and**
- **WALGA President's Report.**

**CARRIED**

## **12. Agency Reports**

### **12.1 Department of Local Government and Communities**

Nil

## **13. Members of Parliament**

Nil

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

### **14.1 Closure of the Goldfields Arts Centre**

**RESOLUTION:**                      **Moved: Mayor Bowler**                      **Seconded: Cr Dwyer**

**That the matter of the pending closure of Goldfields Arts Centre be discussed.**

**CARRIED**

The Mayor of Kalgoorlie-Boulder provided Member Councils with an update on the future of the Goldfields Art Centre (GAC). He advised the meeting the City was working to find a way to prevent the GAC from closing.

**RESOLUTION:**                      **Moved: Cr Rathbone**                      **Seconded: Cr Quadrio**

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1. That GVROC support the City of Kalgoorlie-Boulder in its efforts to secure the future of the Goldfields Art Centre.
2. That GVROC calls on the State Government to establish a regional equivalent of the Perth Theatre Trust thereby ensure equitable access for residents in rural and regional Western Australia to arts and culture events.

**CARRIED**

## **15. FUTURE MEETINGS**

- Friday 14 July 2017 – an in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined);
- Wednesday 2 August 2017 – an in-person meeting of the GVROC Council in Perth during Local Government Week (venue to be determined);
- Friday 25 August 2017 – a teleconference to consider the WALGA State Council agenda for the State Council meeting to be held on Thursday and Friday 7 and 8 September 2017;
- Friday 15 September 2017 – an in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined);
- Friday 13 October 2017 2016 – an in-person meeting of the GVROC Council (in Kalgoorlie unless otherwise determined);
- Friday 1 December 2017 – an in-person meeting of the GVROC Council to consider the WALGA State Council agenda for the State Council meeting to be held Wednesday 6 December 2017 (in Kalgoorlie unless otherwise determined);
- Friday 8 December 2017 an in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined); and
- Friday 2 February 2018 – an in-person meeting of the GVROC Council in Esperance.

## **16. CLOSURE OF MEETING**

There being no further business the Chair declared the meeting closed at 12.23pm

### DECLARATION

These minutes were confirmed by the Goldfields Voluntary Regional Organisation of Councils at the meeting held on Wednesday 2 August 2017

Signed \_\_\_\_\_  
Person presiding at the meeting at which these minutes were confirmed

**9.3 Receival of Minutes of the Western Australian Local Government Association State Council Meeting held on 5 July 2017**

*That the minutes of the Western Australian Local Government Association State Council Meeting held on Wednesday 5 July 2017 be received for information.*

<b>COUNCIL RESOLUTION:</b>
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<b>No.1228</b>
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**Moved: Cr Lee**

**Seconded: Cr Mazza**

*That the minutes of the Western Australian Local Government Association State Council Meeting held on Wednesday 5 July 2017 be received for information.*

**Carried 6/0**

**9.3 Receival of Minutes of the Western Australian Local Government Association State Council Meeting held on 5 July 2017**

*That the minutes of the Western Australian Local Government Association State Council Meeting held on Wednesday 5 July 2017 be received for information.*

<b>COUNCIL RESOLUTION:</b>
----------------------------

<b>No.1228</b>
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**Moved: Cr Lee**

**Seconded: Cr Mazza**

*That the minutes of the Western Australian Local Government Association State Council Meeting held on Wednesday 5 July 2017 be received for information.*

**Carried 6/0**



# **SUMMARY MINUTES**

## **STATE COUNCIL MEETING**

# July 2017

## NOTICE OF MEETING

Meeting No. 3 of 2017 of the Western Australian Local Government Association State Council held at WALGA, 170 Railway Parade, West Leederville on Wednesday 5 July 2017 beginning at 4.06pm.

### 1. ATTENDANCE, APOLOGIES & ANNOUNCEMENTS

#### 1.1 Attendance

Chair	President of WALGA Deputy President of WALGA North Metropolitan Zone	Cr Lynne Craigie Mayor Tracey Roberts JP
Members	Central Country Zone Central Metropolitan Zone  East Metropolitan Zone  Goldfields Esperance Country Zone Gascoyne Country Zone Great Eastern Country Zone  Great Southern Country Zone Kimberley Country Zone Murchison Country Zone North Metropolitan Zone  Northern Country Zone Peel Country Zone Pilbara Country Zone South East Metropolitan Zone  South Metropolitan Zone	President Cr Philip Blight Cr Janet Davidson OAM JP Mayor Heather Henderson Cr Sue Bilich Cr Catherine Ehrhardt (Deputy) President Cr Malcolm Cullen President Cr Cheryl Cowell President Cr Eileen O'Connell (Deputy) President Cr Ken Clements President Cr Elsie Archer OAM Cr Les Price Cr Russ Fishwick JP Mayor Giovanni Italiano President Cr Karen Chappel Cr Wally Barrett Mayor Peter Long Mayor Henry Zelones OAM JP Cr Fiona Reid Mayor Carol Adams Cr Doug Thompson Mayor Logan Howlett President Cr Wayne Sanford Commissioner, Public Sector Commission Public Sector Commission Mr Jonathan Throssell
Guests	South West Country Zone Mr Mal Wauchope AO	
Ex-Officio	Mr Steve Tweedie Local Government Professionals (WA)	
Secretariat	Chief Executive Officer Deputy Chief Executive Officer EM Environment & Waste EM Governance & Organisational Services EM Finance & Marketing EM Planning & Community Development EM Infrastructure Manager Governance Manager Strategy & Association Governance	Ms Ricky Burges Mr Wayne Scheggia Mr Mark Batty Mr Tony Brown Mr Zac Donovan Ms Jo Burges Mr Ian Duncan Mr James McGovern Mr Tim Lane
Observer	Deputy Chief Executive Officer, Pilbara Regional Council	Mr Alexis Guillot
1.2 Apologies		
Members	Great Eastern Country Zone Avon Midland Zone	President Cr Stephen Strange Cr Darren Slyn Cr Stephen Pollard (Deputy) Cr Darryl Trease JP
Secretariat	East Metropolitan Zone EM Business Solutions Finance Controller	Mr John Filippone Mr Rick Murray
Ex-Officio	The Rt Hon Lord Mayor of the City of Perth	Ms Lisa Scaffidi

Attachment 9.3

### 1.3 Announcement

The President, Cr Lynne Craigie congratulated the City of Kalamunda for becoming a City.

#### **Public Sector Commissioner, Mal Wauchope AO**

The Public Sector Commissioner provided a presentation to State Council.

*Mr Mal Wauchope and Mr Steve Tweedie left the meeting at 4.45pm.*

### MEETING ASSESSMENT

President Cr Karen Chappel was invited to undertake meeting assessment at the conclusion of the meeting.

## 2. MINUTES OF THE PREVIOUS MEETINGS

### 2.1 Minutes of May 2017 State Council Meeting

[Moved: Cr Doug Thompson  
Seconded: Cr Wally Barrett

That the Minutes of the Western Australian Local Government Association (WALGA) State Council Meeting held on Friday 5 May, 2017 be confirmed as a true and correct record of proceedings.

**RESOLUTION 55.7/2017**

**CARRIED**

#### 2.1.1 Business Arising from the Minutes of the May State Council Meeting

Nil

### 2.2 Minutes of June 2017 State Council Meeting

Moved: Cr Janet Davidson  
Seconded: President Cr Phillip Blight

That the Minutes of the Western Australian Local Government Association (WALGA) Special State Council Meeting held on Wednesday 7 June, 2017 be confirmed as a true and correct record of proceedings.

**RESOLUTION 56.7/2017**

**CARRIED**

#### 2.2.2 Business Arising from the Minutes of the June Special State Council Meeting

Nil



### **3. DECLARATION OF INTEREST**

Pursuant to our Code of Conduct, the following State Councillors declared an interest:

- Cr Janet Davidson – Item 4.2 State Councillor Eligibility
- Cr Sue Bilich – Item 5.11 Honours Panel
- Mayor Henry Zelones – Item 5.11 Honours Panel
- Mayor Logan Howlett – Item 5.11 Honours Panel
- Mayor Giovani Italiano – Item 5.11 Honours Panel
- Cr Catherine Ehrhardt – Item 6.4 Short Term Rental Accommodation

### **PAPERS**

State Councillors were distributed the following papers under separate cover:

- President's Report (previously emailed to your Zone meeting)
- Item 5.8 – Executive Committee Minutes (01-006-03-0006 TB);
- Item 5.9 - Selection Committee Minutes (01-006-03-0011 MD);
- Item 5.10 – Use of Common Seal (01-004-07-0001 RB);
- Item 5.11 – Association Honours 2017 Minutes of WALGA Honours Panel and Flying Minute
- CEO' s report to State Council

## **4. EMERGING ISSUES**

### **4.1 State and Local Government Partnership Agreement (04-001-03-0001 RB)**

*By Ricky Burges, Chief Executive Officer*

As per WALGA's Corporate Governance Charter a State Council resolution is required to consider an Emerging Issue.

**Moved: President Cr Karen Chappel**

**Seconded: Cr Doug Thompson**

**That the Emerging Issue on the State/Local Government Partnership Agreement be considered by the meeting.**

**CARRIED**

#### **In Brief**

- Establishment of a formal agreement between the Western Australian State Government and the Western Australian Local Government sector has been an ongoing goal of WALGA and the Local Government sector and was a key priority of the sector in the lead up to the 2017 State Election;
- Following the State Election, the secretariat has been in negotiations with the State to commit to a partnership agreement;
- The attached agreement, largely based on a draft developed by the WALGA secretariat, has been agreed to by the State Government;
- The partnership agreement:
  1. Establishes a State and Local Government Partnership Group comprising the Premier, Treasurer, other Senior Government Ministers, the WALGA President and Local Government Professionals President; and,
  2. Outlines specific guidelines for the State Government to consult with Local Government.

#### **Attachment**

Proposed State and Local Government Partnership Agreement.

#### **Relevance to Strategic Plan**

#### **Key Strategies**

##### Engagement with Members

- Deliver a broad range of benefits and services that enhance the capacity of member Local Governments;
- Improve communication and build relationships at all levels of member Local Governments;
- Provide ongoing professional development and interactive opportunities for Elected Members to contribute to debate on sector issues;
- Build a strong sense of WALGA ownership and alignment.

Attachment 9.3

### Sustainable Local Government

- Continue to build capacity to deliver sustainable Local Government;
- Provide support to all members, according to need;
- Represent the diversity of members' aspirations in the further development of Local Government in Western Australia;
- Foster economic and regional development in Local Government.

### Enhanced Reputation and Relationships

- Communicate and market the profile and reputation of Local Government and WALGA;
- Promote WALGA's advocacy successes with the sector and the wider community;
- Strengthen effective relationships with external peak bodies and key decision makers in State and Federal Government;
- Develop simple and consistent messages that are effectively articulated;
- Promote WALGA's supplier agreements to assist Local Governments.

### **Policy Implications**

Establishment of a Partnership Agreement has been an ongoing goal of the Local Government sector and was a key priority of WALGA in advance of the 2017 State Election.

### **Budgetary Implications**

Nil.

### **Background**

Establishment of a formal agreement between the Western Australian State Government and the Western Australian Local Government sector has been an ongoing goal of WALGA and the Local Government sector and was a key priority of the sector in the lead up to the 2017 State Election.

The Local Government sector has had formal agreements with the State Government in the past, which have varied significantly in terms of content and commitment.

There was no formal agreement with the State Government between 2013 and 2017.

During the first term of the Barnett Government, a 'minimalist' agreement was signed in 2010, which stated that a communication and consultation protocol would be developed in the future, however this did not occur.

A comprehensive agreement was signed during the first term of the Gallop Government in 2002. This agreement established a State/Local Government Council comprising the Premier, Treasurer, other key Ministers as well as the Presidents of WALGA and the LGMA (WA). A communication and consultation protocol, which was signed in 2004, was developed as a result of this agreement.

### **Comment**

Establishment of a formal Partnership Agreement with the State Government represents completion of a significant aim of the Local Government sector. The proposed agreement incorporates principles and practices relating to consultation and communication to mitigate against a delay in the development of a consultation protocol.

The attached agreement, which has been agreed to by the State, incorporates a number of tangible outcomes that will aid the sector's advocacy in a number of ways.

Firstly, the agreement establishes the State and Local Government Partnership Group that will aim to meet at least once per year. The Group comprises key State and Local Government leaders, as follows:

- Premier;
- Treasurer;
- Minister for Local Government;
- Minister for Planning and Transport;
- WALGA President;
- LGPA WA President; and,
- Such other Ministers and Local Government representatives as appropriate to the subject matter on the agenda.

Secondly, the agreement states that the State Government should consult with Local Government, where practicable for:

- 12 weeks – for proposals that will have a significant impact on Local Government responsibilities and operations;
- 8 weeks – for proposals to amend regulations or other compliance requirements that will have an impact on Local Government's responsibilities or operations; and,
- 4 weeks – for proposals relating to changes in operating procedure or practice which will have a limited impact.

The full text of the proposed Partnership Agreement is attached for State Council consideration.

**Moved: President Cr Karen Chappel**  
**Seconded: President Cr Malcolm Cullen**

**That the State and Local Government Partnership Agreement (as attached) be endorsed for signing by the WALGA President.**

**AMENDMENT**

**Moved: Cr Fiona Reid**  
**Seconded: President Cr Malcolm Cullen**

**That**

- 1. The State and Local Government Partnership Agreement (as attached) be endorsed for signing by the WALGA President.**
- 2. That WALGA review the Partnership Agreement annually and report to State Council.**

**CARRIED**

**THE MOTION AS AMENDED WAS PUT AND**

**RESOLUTION 57.7/2017**

**CARRIED**

## **State and Local Government Partnership Agreement**

### **Preamble**

The State Government and the Local Government sector are fully committed to working together in partnership to improve the quality of life for citizens and communities throughout Western Australia. Improved quality of life relies on workforce participation, social inclusion, a healthy environment, a growing economy, improving productivity and vibrant communities.

Working together, the two spheres of government are more equipped to confront the major challenges facing Western Australia as well as everyday issues affecting local communities. The State Government, with its leadership and ability to set policy and implement programs for all of Western Australia, and the Local Government sector, with a presence in all Western Australian communities, have complementary strengths that can be combined to benefit Western Australia.

In a large and diverse State, working together is necessary to address challenges and to use government resources efficiently. In this way, a partnership approach improves public sector efficiency and can ensure our communities remain inclusive and vibrant. A robust partnership, built on trust and mutual respect, ensures good governance and better decision-making across both spheres of government. By combining resources, shared objectives to develop local and regional economies, improve communities and ensure a healthy environment can be achieved.

State and Local Government political and administrative leaders are encouraged to work with their public sector colleagues across both spheres of government in a collegiate spirit, based on trust and mutual respect, to achieve outcomes for the benefit of all Western Australians.

### **Partners**

Partners to this agreement include:

- The Government of Western Australia;
- The Western Australian Local Government Association (WALGA); and
- Local Government Professionals Australia (WA) (LGPA WA).

Signed:

Hon Mark McGowan  
MLA  
Premier of Western  
Australia

Hon David  
Templeman MLA  
Minister for Local  
Government

Cr Lynne Craigie  
WALGA President

Mr Jonathan  
Throssell  
LG Professionals  
WA President

### **Objectives**

The State Government and the Local Government sector will work together to:

- enhance communication between both spheres of Government to promote—
  - transparent and accountable government
  - community engagement
  - seamless legislation and compliance requirements
  - better service delivery outcomes for communities across Western Australia;
- ensure appropriate consultation is undertaken between the two spheres of government; and

- provide good governance for, and on behalf of, the people of Western Australia.

## **Principles**

This Partnership Agreement is based on the following principles:

### **1. Partnerships**

- a. Both spheres of government recognise the importance and benefits of working together in partnership; and
- b. The complementary strengths of both spheres of government are acknowledged.

### **2. Communication**

- a. Both spheres of government undertake open and timely communication in relation to matters affecting the other sector.

### **3. Consultation**

- a. Both spheres of government undertake timely consultation regarding matters affecting the other sector; and
- b. Consultation timelines and processes will be guided by this Agreement.

### **4. Accountability**

- a. Both spheres of government accept accountability for their decisions and decision-making processes.

### **5. Service delivery**

- a. Both spheres of government aim to deliver appropriate services efficiently and effectively; and
- b. Both spheres of government aim to avoid duplication of services.

### **6. Community engagement**

- a. Both spheres of government acknowledge the importance of appropriate community engagement practices; and
- b. The opportunity for Local Government Community Strategic Plans to inform State initiatives is considered.

### **7. Reciprocity**

- a. A two way partnership conveying respect and consideration for engaging the other sector when matters arise.

### **8. Roles and responsibilities**

- a. Both spheres of government acknowledge the roles and responsibilities of each sphere.

## **State and Local Government Partnership Group**

A State and Local Government Partnership Group shall be formed and will aim to meet at least once per year to discuss matters of importance to both sectors.

The State and Local Government Partnership Group shall comprise:

- Premier;
- Treasurer;

- Minister for Local Government;
- Minister for Planning / Transport;
- WALGA President;
- LGPA WA President; and
- Such other Ministers and Local Government representatives as appropriate to the subject matter on the agenda.

The Partnership Group will address:

- Strategic issues relating to the relationship between State and Local Government;
- Strategic policy and program matters where State and Local Government are key stakeholders; and
- Policy formation of a State or community interest to Local Government or where Local Government will be impacted.

### **Meetings at Other Times**

To facilitate robust relationships, it is important that senior figures from both spheres of government are available to meet as issues arise.

### **Communication and Consultation Principles and Protocol**

Sufficient time for consultation and to identify stakeholders should be included in the planning stages for developing or amending legislation, policy and programs to ensure considered input and informed decision making.

### **Consulting with Local Government**

Local Government is a major stakeholder in many State Government decisions relating to legislation, policy and programs. As a party to the Agreement, the State Government, in good faith, will endeavour to consult with Local Government where it is appropriate to do so. Both spheres of government acknowledge circumstances where consultation may be limited or not possible.

The State Government should consult with Local Government when developing, amending or reviewing State legislation and regulations, policies or programs that will significantly impact Local Government operations or resources.

Where appropriate and practicable, consultation should be for:

- 12 weeks – for proposals that will have a significant impact on Local Government responsibilities or operations. Examples include:
  - New legislation and amendments to existing legislation that will impact Local Government; and
  - Proposals and policy decisions that will have an impact on Local Government expenditure.
- 8 weeks – for proposals to amend regulations or other compliance requirements that will have an impact on Local Government's responsibilities or operations. Examples include:
  - Regulatory change that will affect Local Governments – for example, regulations relating to the *Local Government Act 1995*, *Planning and Development Act 2005*, *Health Act 1911*, etc.

- 4 weeks – for proposals relating to changes in operating procedure or practice which will have a limited impact. Examples include:
  - Changes to operating guidelines; and
  - Circulars or policies clarifying or codifying existing responsibilities or arrangements.

When consulting at a State level, WALGA and LGPA WA should be the first point of contact. These two peak bodies are able, through formal and informal policy development processes, to develop representative responses and submissions on behalf of their respective memberships.

For more localised issues, it may be appropriate for Local Governments to be consulted individually or in groups. WALGA Zone groupings and WALGA Zone meetings may present opportunities for groups of Local Governments to be consulted.

Local Government should be consulted as early as possible in the process to elicit meaningful contributions.

### **Consulting with the State Government**

The State Government is an important stakeholder in many Local Government decisions.

Individual Local Governments should consult with the State Government when developing or reviewing Local Government or Council policies, as well as local laws or planning schemes, which will impact State Government operations or resources.

For significant or State-wide issues, WALGA will liaise with the Department of Local Government, Sport and Cultural Industries or the appropriate government agency. Individual Local Governments or regional groups of Local Governments will consult with the relevant government agency in relation to local or regional matters.

The State Government should be consulted as early as possible, with twelve weeks being the minimum suggested consultation period.

### **Governance and Transparency**

State and Local Government must lead by example and demonstrate an unequivocal commitment to high standards of governance and transparency to maintain community confidence in government decision making.

Both spheres of government commit to working together to improve decision making processes that deliver greater transparency and community accountability: recognising and respecting that each sphere of government and the community are a partner in this process.



## 4.2 Confidential Item - WALGA State Councillor Eligibility

As per WALGA's Corporate Governance Charter a State Council resolution is required to consider an Emerging Issue.

**Moved:** Cr Doug Thompson  
**Seconded:** Cr Fiona Reid

**That the Emerging Issue on the WALGA State Councillor Eligibility be considered by the meeting and that the meeting go behind closed doors.**

*Mr Jonathan Throssell, Mr Mark Batty, Mr Zac Donovan, Ms Jo Burges, Mr Ian Duncan, Mr James McGovern and Mr Alexis Guillot left the meeting at 4.54pm.*

*Cr Janet Davidson declared an interest in item 4.2 and departed the meeting at 4:55pm.*

**Moved:** Cr Doug Thompson  
**Seconded:** President Cr Wayne Sanford

**That:**

1. The issue of amending the Constitution relating to State Councillor, ordinary or ex officio, eligibility be considered by the Governance Policy Team;
2. The Policy Team to consider the implications of amending the Constitution so that if any State Councillor, ordinary or ex officio, is found guilty of a serious breach of the *Local Government Act 1995*, as amended, that person will become ineligible to become or continue as a State Councillor, ordinary or ex officio.

**RESOLUTION 58.7/2017**

**CARRIED**

*Cr Janet Davidson, Mr Jonathan Throssell, Mr Mark Batty, Mr Zac Donovan, Ms Jo Burges, Mr Ian Duncan, Mr James McGovern and Mr Alexis Guillot returned to the meeting at 5:20pm.*

#### **4.3 Emergency Management and Bushfire Management (05-001-03-0059 MP)**

*By Melissa Pexton, Manager Emergency Management*

**Moved:** Cr Wally Barrett

**Seconded:** Cr Les Price

**That the meeting return from behind closed doors**

**CARRIED**

**Moved:** President Cr Phillip Blight

**Seconded:** Cr Wally Barrett

**That the Emerging Issue relating to Emergency Management and Bushfire Management be considered by the meeting.**

**CARRIED**

#### **In Brief**

- Recommendations and opportunities for change are being implemented following the Special Inquiry into the Waroona Fire (January 2016).
- Members have raised concern over the time in which the recommendations are being implemented.
- The current activities and advocacy undertaken by WALGA in the areas of Emergency Management and Rural Fire management are presented for noting by State Council.

#### **Attachment**

Status of Recommendations from the Special Inquiry into the Waroona Fire (January 2016)

<https://oem.wa.gov.au/Documents/FergusonReportProgress.pdf>

#### **Relevance to Strategic Plan**

#### **Key Strategies**

##### Engagement with Members

- Improve communication and build relationships at all levels of member Local Governments;
- Build a strong sense of WALGA ownership and alignment.

##### Enhanced Reputation and Relationships

- Communicate and market the profile and reputation of Local Government and WALGA;
- Strengthen effective relationships with external peak bodies and key decision makers in State and Federal Government;
- Develop simple and consistent messages that are effectively articulated;

#### **Background**

WALGA President, Cr Lynne Craigie issued an email (Thursday 15 June 2017) acknowledging members' concerns regarding the issues of rural fire management in the state. A range of issues have been raised with the President and WALGA Chief Executive Officer on various interactions with members and reinforced in part due to the Minister for Emergency Services, Hon Fran Logan MLA, hosting an 'invite only' Bushfire Summit, with little representation from Local Governments and local bushfire expertise including Chief Bushfire Control Officers and volunteers.

There is no doubt the emergency management and rural bushfire management landscape is overdue for change. Numerous reviews and inquiries, including the most recent Special Inquiry

into the Waroona Fire led by Euan Ferguson, have recommended a number of transformational changes to the sector, along with opportunities for improvement.

The Special Inquiry into the Waroona Fire, was tabled in Parliament on 23 June 2016 and the government of the day accepted all recommendations. Following a change of government in March 2017, the government are awaiting outcomes of a number of recommendations, to inform their decision making. A range of activities and effort are underway to deliver on the recommendations, however of upmost significance to the sector are the following three bodies of work:

1. Funding for Bushfire Risk Management
2. Review of the Emergency Services Levy
3. Establishment of a Rural Fire Service

These three items have both an immediate and long term impact on the bushfire service delivery to communities within Western Australia and impact the way in which Local Governments interact with state departments before, during and after an emergency.

### **Comment**

WALGA has requested and obtained a status report of all the recommendations from the State Government to ensure State Council is provided with the most recent update on progress towards implementing recommendations from the Special Inquiry into the Waroona Fire. The status report can be accessed at the following link:

<https://oem.wa.gov.au/Documents/FergusonReportProgress.pdf>

It is important to note that the Office of Emergency Management have officially been handed oversight of the recommendations and will chair the Ferguson report implementation working group which was previously undertaken by the Department of Premier and Cabinet. The Office of Emergency Management provide secretariat support to the State Emergency Management Committee of which WALGA Chief Executive Officer, Ricky Burges, is a member representing the sector.

As noted earlier the following bodies of work are critical for the sector and WALGA are involved in discussions on these matters.

#### **1. Funding for Bushfire Risk Management**

Three members wrote to WALGA to request support in gaining ongoing funding for the continuation of Bushfire Risk Management Planning. WALGA continues to advocate through formal and informal representation and have undertaken the following activities in support of this request:

- WALGA provide member representation on the State Bushfire Coordinating Committee and at their meeting 24 May 2017 gained agreement from the committee to support a recommendation to the Minister to approve ongoing funding to continue the momentum and strategic approach to Bushfire Risk planning in WA.
- Met with the Minister Emergency Services to discuss this issue and the Minister has asked WALGA to provide recommendations in writing for his consideration.
- WALGA gained four additional invites to allow Local Government representation at the Bushfire Mitigation Summit. There was broad support for the continuation of the Bushfire Risk Management Program.

#### **2. Review of the Emergency Services Levy**

WALGA has had extensive engagement with the sector on the review of the Emergency Services Levy (ESL) being undertaken by the Economic Regulation Authority (ERA). The Association provided a written submission to the ERA with input from 119 Local Governments and are currently awaiting the release of the draft report, which is scheduled for this Friday 7 July 2017.

Attachment 9.3

WALGA have built a strong relationship with the ERA and have secured Nikki Cusworth, Chair ERA, to present the Draft Report at the WALGA Convention (Friday 5 August) to provide members with direct access to the ERA enabling a two way conversation on the recommendations within the report. WALGA will also have a 'pop-up' policy display to answer questions and discuss the report with members throughout the convention. Further to the Convention, WALGA are working with the ERA to develop face to face opportunities within the regions to provide further opportunities for members to discuss this important issue.

WALGA will again facilitate the development of a submission to the ERA, who have requested that where possible the sector put forward a sector position on the key recommendations. Local Governments are able to provide their own submission as some did in the first phase of the review. It is important to note that the ERA is an independent statutory authority established by the Parliament of Western Australia. They work independently of industry, government and other interests to ensure decisions and recommendations are free from bias. The *Economic Regulation Authority Act 2003* articulates legislative obligations for the ERA and its Minister. Of interest to members is that the final report produced by the ERA is to be laid before each House of Parliament within 28 days after the Minister receives the report. (*ERA Act 2006, s.26 (6)*). WALGA encourages all members to feed into the ERA process so that it can be dealt with by the Government in a formal manner.

Further information will be communicated once the draft report has been released and official timelines have been set by the ERA for consultation and submission deadlines.

### 3. Establishment of a Rural Fire Service

The Minister has advised at both the Bushfire Mitigation Summit and the Association's meeting that it is unlikely that an independent rural fire service will be created given the financial constraints of Government. Invitees at the Bushfire Mitigation Summit were asked to provide thoughts on a model through the public submissions following the summit. No model was put forward or discussed in detail at the summit.

In some instances, individual Councils have come to their own resolution on a preferred model and have made the Minister aware of these. The Minister has indicated that he is awaiting the outcomes of the Review of the ESL to guide his decision. Furthermore, the machinery of government changes and public services reform currently underway are also feeding into this decision.

The Association has requested that the Minister factor in timely consultation with Local Governments given their current legislative responsibilities for bushfire brigades and the impact changes would have on volunteers and the safety of our communities in readiness for this bushfire season.

**Moved: Cr Doug Thompson**

**Second: Cr Fiona Reid**

**That State Council:**

- 1. Note the status of the recommendations of the Ferguson inquiry as provided by the Office of Emergency Management.**
- 2. Note the advocacy and representation provided by WALGA on behalf of members.**

**RESOLUTION 59.7/2017**

**CARRIED**

*Mr Wayne Scheggia left the meeting at 5:22pm and returned at 5:25pm.*

Attachment 9.3

## 5. MATTERS FOR DECISION

### 5.1 Local Government Act and Regulations Review (05-034-01-0007 TB)

#### WALGA RECOMMENDATION

That WALGA

1. Note the Local Government Act Review process announced by the Minister for Local Government.
2. Endorse the consultation process outlined in this report.

Avon Midland Country Zone	WALGA Recommendation Supported
Central Country Zone	WALGA Recommendation Supported
Central Metropolitan Zone	WALGA Recommendation Supported
East Metropolitan Zone	WALGA Recommendation Supported
Gascoyne Zone	WALGA Recommendation Supported
Goldfields Esperance Country Zone	WALGA Recommendation Supported
Great Eastern Country Zone	WALGA Recommendation Supported
Great Southern Country Zone	WALGA Recommendation Supported
Kimberley Zone	WALGA Recommendation Supported
Murchison Country Zone	WALGA Recommendation Supported
North Metropolitan Zone	WALGA Recommendation Supported
Northern Country Zone	WALGA Recommendation Supported
Peel Zone	WALGA Recommendation Supported
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Supported
South Metropolitan Zone	WALGA Recommendation Supported
South West Country Zone	WALGA Recommendation Supported

Moved: President Cr Karen Chappel

Seconded: Mayor Logan Howlett

That WALGA:

1. Note the Local Government Act Review process announced by the Minister for Local Government.
2. Endorse the consultation process outlined in this report.

**RESOLUTION 60.7/2017**

**CARRIED**

**5.2 Heavy Vehicle Cost Recovery Policy Guideline for Sealed Roads (05-006-03-0008 MB)****WALGA RECOMMENDATION**

**That the Heavy Vehicle Cost Recovery Policy Guideline for Sealed Roads be endorsed as a model policy for Local Government adoption.**

<b>Avon Midland Country Zone</b>	WALGA Recommendation Supported
<b>Central Country Zone</b>	WALGA Recommendation Supported
<b>Central Metropolitan Zone</b>	WALGA Recommendation Supported
<b>East Metropolitan Zone</b>	WALGA Recommendation Supported
<b>Gascoyne Zone</b>	WALGA Recommendation Supported
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation Supported
<b>Great Eastern Country Zone</b>	WALGA Recommendation Supported
<b>Great Southern Country Zone</b>	WALGA Recommendation Supported
<b>Kimberley Zone</b>	WALGA Recommendation Supported
<b>Murchison Country Zone</b>	WALGA Recommendation Supported
<b>North Metropolitan Zone</b>	WALGA Recommendation Supported
<b>Northern Country Zone</b>	WALGA Recommendation Supported
<b>Peel Zone</b>	WALGA Recommendation Supported
<b>Pilbara Zone</b>	No Minutes Received
<b>South East Metropolitan Zone</b>	WALGA Recommendation Supported
<b>South Metropolitan Zone</b>	WALGA Recommendation Supported
<b>South West Country Zone</b>	WALGA Recommendation Supported

**Moved: President Cr Phillip Blight**

**Seconded: Cr Les Price**

**That the Heavy Vehicle Cost Recovery Policy Guideline for Sealed Roads be endorsed as a model policy for Local Government adoption.**

**RESOLUTION 61.7/2017**

**CARRIED**

**5.3 Single Use Plastic Bag Ban (05-070-01-0001 RNB)****WALGA RECOMMENDATION**

That WALGA:

1. Advocate for a state wide ban for single use plastic bags.
2. Support members seeking to implement a Local Law to ban single use plastic bags.

<b>Central Country Zone</b>	WALGA Recommendation Supported
<b>Central Metropolitan Zone</b>	WALGA Recommendation Supported
<b>East Metropolitan Zone</b>	WALGA Recommendation Supported
<b>Gascoyne Zone</b>	WALGA Recommendation Supported
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation Supported
<b>Great Eastern Country Zone</b>	WALGA Recommendation Supported
<b>Kimberley Zone</b>	WALGA Recommendation Supported
<b>Murchison Country Zone</b>	WALGA Recommendation Supported
<b>Northern Country Zone</b>	WALGA Recommendation Supported
<b>Pilbara Zone</b>	No Minutes Received
<b>South East Metropolitan Zone</b>	WALGA Recommendation Supported
<b>South Metropolitan Zone</b>	WALGA Recommendation Supported

**GREAT SOUTHERN COUNTRY ZONE**

That, in relation to item 5.3 – Single Use Plastic Bag Ban, the Great Southern Zone of WALGA accepts Point 1 of the recommendation but proposes that Point 2 be deleted and replaced with the words:

2. The ban needs to be implemented by WA State Government legislation rather than by Local Law.

**PEEL ZONE**

That the Peel Zone amends item 5.3 to include point 3, to read as follows:

1. Advocate for a state wide ban for single use plastic bags
2. Support members seeking to implement a Local Law to ban single use plastic bags.
3. Strongly advocate that all products be biodegradable and request WALGA to refer this issue back to the State Government for the preparation of appropriate legislation.

**NORTH METROPOLITAN ZONE**

1. Advocate for a state wide ban for single use plastic bags.
2. That WALGA supports urgent advice being obtained from the Joint Standing Committee on Delegated Legislation as well as independent legal advice in terms of its views of Local Governments' lawful ability to enter private land to enforce the local law.

**SECRETARIAT COMMENT**

Seeking legal advice on a model Local Law will form part of WALGA's support to members on implementing a Local Law.



## **SOUTH WEST COUNTRY ZONE**

That:

The SW Zone reiterates position that That the South West Zone of WALGA advise the WA Local Government Association that it supports the principle of a ban on one use plastic bags, thin (supermarket) shopping bags, on the basis that a considered State-wide or National implementation and consultation plan is developed which covers issues such as community education, environmental alternatives and an equitable transition period.

## **AVON MIDLAND COUNTRY ZONE**

(a) Amend part 1 of the recommendation to read "That the WA Local Government Association advocate for the State Government to introduce a state wide ban on single use plastic bags,";  
and

(b) Delete part 2 of the recommendation.

**Moved: Cr Catherine Ehrhardt**

**Seconded: Mayor Henry Zelones**

1. Advocate for a state wide ban for single use plastic bags.
2. Support members seeking to implement a Local Law to ban single use plastic bags.
3. Strongly advocate that all products be biodegradable and request WALGA to refer this issue back to the State Government for the preparation of appropriate legislation.
4. Any state wide ban to be supported by community education, environmental alternatives and an equitable transition period.

## **AMENDMENT**

**Moved: Mayor Peter Long**

**Seconded: Cr Fiona Reid**

**That WALGA:**

1. Advocate for the State Government to introduce a state wide ban of single use plastic bags.
2. Ensure any state wide ban is supported by community education, environmental alternatives and an equitable transition period.
3. Refer the matter of biodegradable products to the Municipal Waste Advisory Council for investigation and determination.
4. Note that while a state-wide approach is preferred some Local Governments are progressing Local Laws and WALGA has a role supporting these Local Governments to ensure consistency of approach.

**CARRIED**

**RESOLUTION 62.7/2017**

**THE MOTION AS AMENDED WAS PUT AND CARRIED**



## 5.4 Interim Submission on the Australian Government's Review of Climate Change Policies (05-028-03-0018 LS)

### WALGA RECOMMENDATION

That the interim submission in response to the Australian Government's Review of Climate Change Policies Discussion Paper be endorsed.

Avon Midland Country Zone	WALGA Recommendation Supported
Central Country Zone	WALGA Recommendation Supported
Central Metropolitan Zone	WALGA Recommendation Supported
East Metropolitan Zone	WALGA Recommendation Supported
Gascoyne Zone	WALGA Recommendation Supported
Goldfields Esperance Country Zone	WALGA Recommendation Supported
Great Eastern Country Zone	WALGA Recommendation Supported
Great Southern Country Zone	WALGA Recommendation Supported
Kimberley Zone	WALGA Recommendation Supported
Murchison Country Zone	WALGA Recommendation Supported
North Metropolitan Zone	WALGA Recommendation Supported
Northern Country Zone	WALGA Recommendation Supported
Peel Zone	WALGA Recommendation Supported
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Supported
South West Country Zone	WALGA Recommendation Supported

### SOUTH METRO ZONE

That the interim submission in response to the Australian Government 's review of Climate Change Policies Discussion Paper be endorsed subject to WALGA State Councils believes that situation brought about a motion stating Climate Action Should Be Immediate in June 2009, is today reaching a climate emergency.

### CENTRAL COUNTRY ZONE

That the WALGA Recommendation be supported however the Central Country Zone express its continuing concern at the number of WALGA State Council items that relate to seeking endorsement of a submission that has been submitted some time earlier.

**Moved: Cr Doug Thompson**  
**Seconded: President Cr Cheryl Cowell**

**That the interim submission in response to the Australian Government's Review of Climate Change Policies Discussion Paper be endorsed.**

**RESOLUTION 63.7/2017**

**CARRIED**

**5.5 Coordinated Corella Project (05-046-02-0003 MH)****WALGA RECOMMENDATION**

That State Council:

1. Note the outcomes of the Coordinated Corella Control pilot program.
2. Endorse WALGA's proposed approach to the continuation and expansion of the Program in 2017/18.

Avon Midland Country Zone	WALGA Recommendation Supported
Central Country Zone	WALGA Recommendation Supported
Central Metropolitan Zone	WALGA Recommendation Supported
East Metropolitan Zone	WALGA Recommendation Supported
Gascoyne Zone	WALGA Recommendation Supported
Goldfields Esperance Country Zone	WALGA Recommendation Supported
Great Eastern Country Zone	WALGA Recommendation Supported
Kimberley Zone	WALGA Recommendation Supported
Murchison Country Zone	WALGA Recommendation Supported
North Metropolitan Zone	WALGA Recommendation Supported
Peel Zone	WALGA Recommendation Supported
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Supported
South Metropolitan Zone	WALGA Recommendation Supported

**SOUTH WEST COUNTRY ZONE**

That:

The item be amended by the addition of a further point

- That DPAWS provide adequate funding to support the project, as that is a wildlife control issue

**NORTHERN COUNTRY ZONE**

1. Note the outcomes of the Coordinated Corella Control pilot program.
2. Endorse WALGA's proposed approach to the continuation and expansion of the Program in 2017/18.
3. *Expand the program to include the whole of State. (addition to the recommendation)*

**Moved:** President Cr Karen Chappel  
**Seconded:** Mayor Logan Howlett

**That State Council**

1. Note the outcomes of the Coordinated Corella Control pilot program.
2. Endorse WALGA's proposed approach to the continuation and expansion of the Program in 2017/18.
3. Seek to have the program expanded to the whole of the State, including the provision of adequate resources.

**RESOLUTION 64.7/2017**

**CARRIED**

## 5.6 Productivity Commission Inquiry into Horizontal Fiscal Equalisation 05-001-03-0006 DM)

### WALGA RECOMMENDATION

That State Council endorse WALGA's submission to the Productivity Commission Inquiry into Horizontal Fiscal Equalisation in Australia.

Central Country Zone	WALGA Recommendation Supported
Central Metropolitan Zone	WALGA Recommendation Supported
East Metropolitan Zone	WALGA Recommendation Supported
Gascoyne Zone	WALGA Recommendation Supported
Goldfields Esperance Country Zone	WALGA Recommendation Supported
Great Eastern Country Zone	WALGA Recommendation Supported
Great Southern Country Zone	WALGA Recommendation Supported
Kimberley Zone	WALGA Recommendation Supported
Murchison Country Zone	WALGA Recommendation Supported
North Metropolitan Zone	WALGA Recommendation Supported
Northern Country Zone	WALGA Recommendation Supported
Peel Zone	WALGA Recommendation Supported
Pilbara Zone	No Minutes Received
South Metropolitan Zone	WALGA Recommendation Supported

### SOUTH EAST METROPOLITAN ZONE

That WALGA be requested to review its draft submission with a view of focussing on improving the existing methods of calculation of the GST as a matter of urgency rather than just focusing on increasing the level of tax collected.

### SOUTH WEST COUNTRY ZONE

That WALGA be requested to review its draft submission with a view to focusing on the existing methods of calculation of the GST as a matter of urgency rather than focusing on increasing the level of tax collected.

### AVON MIDLAND COUNTRY ZONE

That the Zone requests the removal in the Comment section of the Agenda item of the reference to poor financial management on the part of the previous State Government.

### SECRETARIAT COMMENT

The submission canvasses both the scope and amount of the GST.

*Cr Doug Thompson left the meeting at 5:42pm and returned at 5:44pm.*

**Moved:** President Cr Phillip Blight  
**Seconded:** Mayor Logan Howlett

That State Council endorse WALGA's submission to the Productivity Commission Inquiry into Horizontal Fiscal Equalisation in Australia with an amendment to remove the reference to the loss of the vehicle licensing concessions.

**RESOLUTION 65.7/2017**

**CARRIED**

Attachment 9.3

## 5.7 WALGA Draft Housing Strategy Guide and Housing and Community Profile Database (05-036-03-0020 CG)

### WALGA RECOMMENDATION

That WALGA;

1. Note the Draft Housing Strategy Guide and Housing and Community Profile Database currently out for members comment;
2. Liaise with all relevant State Government agencies to seek feedback on the draft Housing Strategy Guide; and
3. Seek a commitment from these agencies that the Draft Housing Strategy Guide is a suitable best practice guide for Local Governments in preparing their Housing Strategies.

Avon Midland Country Zone	WALGA Recommendation Supported
Central Country Zone	WALGA Recommendation Supported
Central Metropolitan Zone	WALGA Recommendation Supported
East Metropolitan Zone	WALGA Recommendation Supported
Gascoyne Zone	WALGA Recommendation Supported
Goldfields Esperance Country Zone	WALGA Recommendation Supported
Great Eastern Country Zone	WALGA Recommendation Supported
Great Southern Country Zone	WALGA Recommendation Supported
Murchison Country Zone	WALGA Recommendation Supported
North Metropolitan Zone	WALGA Recommendation Supported
Northern Country Zone	Not Mentioned
Peel Zone	WALGA Recommendation Supported
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Supported
South Metropolitan Zone	WALGA Recommendation Supported
South West Country Zone	WALGA Recommendation Supported

### KIMBERLEY ZONE

That the Kimberley Zone of WALGA;

1. Notes the State Council Meeting Agenda and Presidents Report, and
2. To refer item 5.7 of the State Council Agenda to WALGA to seek further advice.

**Moved: Cr Doug Thompson**  
**Seconded: Mayor Heather Henderson**

That WALGA;

1. Note the Draft Housing Strategy Guide and Housing and Community Profile Database currently out for members comment;
2. Liaise with all relevant State Government agencies to seek feedback on the draft Housing Strategy Guide; and
3. Seek a commitment from these agencies that the Draft Housing Strategy Guide is a suitable best practice guide for Local Governments in preparing their Housing Strategies.

**RESOLUTION 66.7/2017**

**CARRIED**

Attachment 9.3  
 Mayor Carol Adams left the meeting at 5:48pm and did not return.

## **MATTERS FOR CONSIDERATION BY STATE COUNCILLORS (UNDER SEPARATE COVER)**

### **5.8 Executive Committee Minutes (01-006-03-0006 TB)**

Moved: Cr Doug Thompson  
Seconded: Cr Wally Barrett

That the Minutes of the Executive Committee meeting held 28 June 2017 be endorsed.

**RESOLUTION 67.7/2017**

**CARRIED**

### **5.9 Selection Committee Minutes (01-006-03-0011 MD)**

Moved: Mayor Henry Zelones  
Seconded: President Cr Ken Clements

1. The recommendations from the Selection Committee Minutes of 27 June 2017 be endorsed by State Council,
2. The resolutions from the Selection Committee Minutes of 27 June 2017 be noted by State Council.

**RESOLUTION 68.7/2017**

**CARRIED**

### **5.10 Use of the Association's Common Seal (01-004-07-0001 RB)**

Moved: Mayor Logan Howlett  
Seconded: President Cr Karen Chappel

That the use of the Association's common seal for the following purpose be noted:

Document	Document Description	Signatories	State Council prior approval
Letter of Offer	Letter of Offer (Restatement) - Western Australian Local Government Association as trustee for the LGIS Local Government Insurance Scheme	Cr Lynne Craigie Ricky Burges	No

**RESOLUTION 69.7/2017**

**CARRIED**

### **5.11 Honours Panel Committee Minutes (01-006-03-0006 TL)**

*Mayor Henry Zelones, Mayor Giovanni Italiano, Cr Sue Bilich, Mayor Logan Howlett declared an interest and left the meeting at 5:50pm.*

*President Cr Wayne Sanford left the meeting at 5:50pm and did not return.*

**Moved: Mayor Heather Henderson**

**Seconded: President Cr Cheryl Cowell**

**That the Minutes of the Honours Panel meeting held 19 May 2017 and the Flying Minute of the Honours Panel held on 4 July 2017 be received.**

**RESOLUTION 70.7/2017**

**CARRIED**

*Mayor Henry Zelones, Mayor Giovanni Italiano, Cr Sue Bilich, Mayor Logan Howlett returned to the meeting at 5:51pm.*

## 6. MATTERS FOR NOTING / INFORMATION

### 6.1 Discussion Paper - Third Party Appeal Rights in Planning (06-03-01-0001 GC)

That State Council note that feedback on the *Third Party Appeal Rights in Planning* discussion paper has been extended until 14 July 2017.

Avon Midland Country Zone	WALGA Recommendation Noted
Central Country Zone	WALGA Recommendation Noted
Central Metropolitan Zone	WALGA Recommendation Noted
East Metropolitan Zone	WALGA Recommendation Noted
Gascoyne Zone	WALGA Recommendation Noted
Goldfields Esperance Country Zone	WALGA Recommendation Noted
Great Eastern Country Zone	WALGA Recommendation Noted
Great Southern Country Zone	WALGA Recommendation Noted
Kimberley Zone	WALGA Recommendation Noted
Murchison Country Zone	WALGA Recommendation Noted
North Metropolitan Zone	WALGA Recommendation Noted
Northern Country Zone	WALGA Recommendation Noted
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Noted
South Metropolitan Zone	WALGA Recommendation Noted
South West Country Zone	WALGA Recommendation Noted

### PEEL ZONE

That the Peel Zone requests that an extension on *Third Party Appeal Rights in Planning* be extended to 31 July 2017.

### SECRETARIAT COMMENT

The Zones request can be administered by the secretariat.

Moved: Cr Les Price  
Seconded: Cr Fiona Reid

That State Council note that feedback on the *Third Party Appeal Rights in Planning* discussion paper has been extended until 14 July 2017.

RESOLUTION 71.7/2017

CARRIED

**6.2 Bushfire Risk Mitigation Program (05-24-02-0001 MP)****WALGA RECOMMENDATION**

That State Council note WALGAs advocacy for the Bushfire Risk Mitigation Program to receive ongoing funding to enhance bushfire mitigation in Western Australia.

<b>Avon Midland Country Zone</b>	WALGA Recommendation Noted
<b>Central Country Zone</b>	WALGA Recommendation Noted
<b>Central Metropolitan Zone</b>	WALGA Recommendation Noted
<b>East Metropolitan Zone</b>	WALGA Recommendation Noted
<b>Gascoyne Zone</b>	WALGA Recommendation Noted
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation Noted
<b>Great Eastern Country Zone</b>	WALGA Recommendation Noted
<b>Great Southern Country Zone</b>	WALGA Recommendation Noted
<b>Kimberley Zone</b>	WALGA Recommendation Noted
<b>Murchison Country Zone</b>	WALGA Recommendation Noted
<b>North Metropolitan Zone</b>	WALGA Recommendation Noted
<b>Northern Country Zone</b>	WALGA Recommendation Noted
<b>Pilbara Zone</b>	No Minutes Received
<b>South East Metropolitan Zone</b>	WALGA Recommendation Noted
<b>South Metropolitan Zone</b>	WALGA Recommendation Noted
<b>South West Country Zone</b>	WALGA Recommendation Noted

**PEEL ZONE**

That the Peel Zone amends Item 6.2 to read as follows:

That State Council note WALGA's advocacy for the Bushfire Risk Mitigation Program to receive ongoing funding to enhance bushfire Mitigation in Western Australia and that this program funding be provided directly to Local Government authorities, or alternatively, bushfire mitigation be included as an eligible fund under the ESL Grants Manual.

**Moved:** Mayor Logan Howlett  
**Seconded:** President Cr Ken Clements

That State Council note WALGA's advocacy for the Bushfire Risk Mitigation Program to receive ongoing funding to enhance bushfire Mitigation in Western Australia and that this program funding be provided directly to Local Government authorities, or alternatively, bushfire mitigation be included as an eligible fund under the ESL Grants Manual.

**RESOLUTION 72.7/2017**

**CARRIED**



**6.3 Control of off-road vehicles (05-053-03-008 NH)****WALGA RECOMMENDATION**

That State Council note WALGA's further initiatives to address Local Government feedback concerning the control of off-road vehicles.

<b>Avon Midland Country Zone</b>	WALGA Recommendation Noted
<b>Central Country Zone</b>	WALGA Recommendation Noted
<b>Central Metropolitan Zone</b>	WALGA Recommendation Noted
<b>East Metropolitan Zone</b>	WALGA Recommendation Noted
<b>Gascoyne Zone</b>	WALGA Recommendation Noted
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation Noted
<b>Great Eastern Country Zone</b>	WALGA Recommendation Noted
<b>Great Southern Country Zone</b>	WALGA Recommendation Noted
<b>Kimberley Zone</b>	WALGA Recommendation Noted
<b>Murchison Country Zone</b>	WALGA Recommendation Noted
<b>North Metropolitan Zone</b>	WALGA Recommendation Noted
<b>Northern Country Zone</b>	WALGA Recommendation Noted
<b>Peel Zone</b>	WALGA Recommendation Noted
<b>Pilbara Zone</b>	No Minutes Received
<b>South East Metropolitan Zone</b>	WALGA Recommendation Noted
<b>South Metropolitan Zone</b>	WALGA Recommendation Noted
<b>South West Country Zone</b>	WALGA Recommendation Noted

**Moved:** Mayor Henry Zelones  
**Seconded:** Mayor Tracey Roberts

**That:**

1. State Council note WALGA's further initiatives to address Local Government feedback concerning the control of off-road vehicles;
2. WALGA undertake further consultation with members to consider the options to extend the 'control areas' as provided for in the *Control of Vehicles (Off Road) Act 1978*; and,
3. WALGA present this feedback to the Department of Local Government, Sport and Cultural Industries for action.

**RESOLUTION 73.7/2017**

**CARRIED**

## 6.4 Short-Term Rental Accommodation and the Sharing Economy Discussion Paper (05-036-03-0016 CG)

### WALGA RECOMMENDATION

That State Council note the '*Short-Term Rental Accommodation and the Sharing Economy Discussion Paper*' and request for feedback on the paper.

Avon Midland Country Zone	WALGA Recommendation Noted
Central Country Zone	WALGA Recommendation Noted
Central Metropolitan Zone	WALGA Recommendation Noted
East Metropolitan Zone	WALGA Recommendation Noted
Gascoyne Zone	WALGA Recommendation Noted
Goldfields Esperance Country Zone	WALGA Recommendation Noted
Great Eastern Country Zone	WALGA Recommendation Noted
Great Southern Country Zone	WALGA Recommendation Noted
Kimberley Zone	WALGA Recommendation Noted
Murchison Country Zone	WALGA Recommendation Noted
North Metropolitan Zone	WALGA Recommendation Noted
Northern Country Zone	WALGA Recommendation Noted
Peel Zone	WALGA Recommendation Noted
Pilbara Zone	No Minutes Received
South East Metropolitan Zone	WALGA Recommendation Noted
South Metropolitan Zone	WALGA Recommendation Noted
South West Country Zone	WALGA Recommendation Noted

Cr Catherine Ehrhardt declared an interest and left the meeting at 5:58pm

**Moved:** Mayor Heather Henderson  
**Seconded:** Cr Fiona Reid

That State Council note the '*Short-Term Rental Accommodation and the Sharing Economy Discussion Paper*' and request for feedback on the paper.

**RESOLUTION 74.7/2017**

**CARRIED**

Cr Catherine Ehrhardt returned to the meeting at 5.59pm.

<b>6.5 Report on Local Government Road Assets and Expenditure 2015/16 (06007030016 MB)</b>
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**WALGA RECOMMENDATION**

That State Council note the Report on Local Government Road Assets and Expenditure 2015 /16.

<b>Avon Midland Country Zone</b>	WALGA Recommendation Noted
<b>Central Country Zone</b>	WALGA Recommendation Noted
<b>Central Metropolitan Zone</b>	WALGA Recommendation Noted
<b>East Metropolitan Zone</b>	WALGA Recommendation Noted
<b>Gascoyne Zone</b>	WALGA Recommendation Noted
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation Noted
<b>Great Eastern Country Zone</b>	WALGA Recommendation Noted
<b>Great Southern Country Zone</b>	WALGA Recommendation Noted
<b>Kimberley Zone</b>	WALGA Recommendation Noted
<b>Murchison Country Zone</b>	WALGA Recommendation Noted
<b>North Metropolitan Zone</b>	WALGA Recommendation Noted
<b>Northern Country Zone</b>	WALGA Recommendation Noted
<b>Peel Zone</b>	WALGA Recommendation Noted
<b>Pilbara Zone</b>	No Minutes Received
<b>South East Metropolitan Zone</b>	WALGA Recommendation Noted
<b>South Metropolitan Zone</b>	WALGA Recommendation Noted
<b>South West Country Zone</b>	WALGA Recommendation Noted

**Moved:** President Cr Karen Chappel  
**Seconded:** President Cr Phillip Blight

That State Council note the Report on Local Government Road Assets and Expenditure 2015 /16.

**RESOLUTION 75.7/2017**

**CARRIED**

**6.6 Report Municipal Waste Advisory Council (MWAC) (01-006-03-0008 RNB)****WALGA RECOMMENDATION**

That State Council note the resolution of the Municipal Waste Advisory Council at its 26 April 2017 meeting.

<b>Avon Midland Country Zone</b>	WALGA Recommendation Noted
<b>Central Country Zone</b>	WALGA Recommendation Noted
<b>Central Metropolitan Zone</b>	WALGA Recommendation Noted
<b>East Metropolitan Zone</b>	WALGA Recommendation Noted
<b>Gascoyne Zone</b>	WALGA Recommendation Noted
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation Noted
<b>Great Eastern Country Zone</b>	WALGA Recommendation Noted
<b>Great Southern Country Zone</b>	WALGA Recommendation Noted
<b>Kimberley Zone</b>	WALGA Recommendation Noted
<b>Murchison Country Zone</b>	WALGA Recommendation Noted
<b>North Metropolitan Zone</b>	WALGA Recommendation Noted
<b>Northern Country Zone</b>	WALGA Recommendation Noted
<b>Peel Zone</b>	WALGA Recommendation Noted
<b>Pilbara Zone</b>	No Minutes Received
<b>South East Metropolitan Zone</b>	WALGA Recommendation Noted
<b>South Metropolitan Zone</b>	WALGA Recommendation Noted
<b>South West Country Zone</b>	WALGA Recommendation Noted

**Moved:** President Cr Karen Chappel  
**Seconded:** Cr Doug Thompson

That State Council note the resolution of the Municipal Waste Advisory Council at its 26 April 2017 meeting.

**RESOLUTION 76.7/2017**

**CARRIED**

## **7. ORGANISATIONAL REPORTS**

### **7.1 Key Activity Reports**

#### **7.1.1 Report on Key Activities, Environment and Waste (01-006-03-0017 MJB)**

Moved: Cr Doug Thompson  
Seconded: Mayor Logan Howlett

That the Key Activities Report from the Environment and Waste Unit to the July 2017 State Council meeting be noted.

**RESOLUTION 77.7/2017**

**CARRIED**

#### **7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB)**

Moved: Cr Doug Thompson  
Seconded: Mayor Logan Howlett

That the Key Activities Report from the Governance and Organisational Services Unit to the July 2017 State Council meeting be noted.

**RESOLUTION 78.7/2017**

**CARRIED**

#### **7.1.3. Report on Key Activities, Infrastructure (05-001-02-0003 ID)**

Moved: Cr Doug Thompson  
Seconded: Mayor Logan Howlett

That the Key Activities Report from the Infrastructure Unit to the July 2017 State Council meeting be noted.

**RESOLUTION 79.7/2017**

**CARRIED**

#### **7.1.4 Report on Key Activities, Planning and Community Development (01-006-03-0014 JB)**

Moved: Cr Doug Thompson  
Seconded: Mayor Logan Howlett

That the Key Activities Report from the Planning and Community Development Unit to July 2017 State Council meeting be noted.

**RESOLUTION 80.7/2017**

**CARRIED**

#### **7.2 Policy Forum Report (01-006-03-0007 TB)**

Moved: Cr Doug Thompson  
Seconded: Mayor Logan Howlett

That the report on the key activities of the Association's Policy Forums to the July 2017 State Council meeting be noted.

Attachment 9.3  
**RESOLUTION 81.7/2017**

**CARRIED**

### **7.3 President's Report**

**Moved:** President Cr Karen Chappel  
**Seconded:** Cr Janet Davidson

**That the President's Report for July 2017 be received.**

**RESOLUTION 82.7/2017**

**CARRIED**

### **7.4 CEO's Report**

**Moved:** Cr Janet Davidson  
**Seconded:** Mayor Tracey Roberts

**That the CEO's Report for July 2017 be received.**

**RESOLUTION 83.7/2017**

**CARRIED**

### **7.5 Local Government Professionals (WA) Report**

**Local Government Professionals (WA) President Mr Jonathan Throssell presented on the activities of the Local Government Professionals (WA).**

## **8. ADDITIONAL ZONE RESOLUTIONS**

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*Mayor Logan Howlett left the meeting at 6:06pm and returned at 6:08pm.*

**Moved:** Mayor Henry Zelones  
**Seconded:** Cr Fiona Reid

That the South East Metro Zone item on media coverage on rate increases be discussed.

### **RESOLUTION 84.7/2017**

**CARRIED**

**Moved:** Mayor Henry Zelones  
**Seconded:** Mayor Peter Long

That WALGA implement a media response to the negative press that arises annually regarding Local Government rate increases.

### **RESOLUTION 85.7/2017**

**CARRIED**

**Moved:** Cr Janet Davidson  
**Seconded:** Cr Doug Thompson

That the additional Zone Resolutions from the July 2017 round of Zones meetings as follows be referred to the appropriate policy area for consideration.

### **RESOLUTION 86.7/2017**

**CARRIED**

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#### **PEEL ZONE (Governance and Organisational Services)**

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##### **Capping of Rates Rebate to Seniors Card Holders**

That the Peel Zone requests WALGA to urgently express its concerns to the State Treasurer in relation to the announced capping of the rates rebate available to Seniors Card Holders, both in terms of the impact on the Community and the impact on Local Governments to deliver this change through their corporate computer systems.

---

#### **SOUTH EAST METRO ZONE (Environment)**

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##### **WALGA Policy Statement on Climate Change**

That the South East Metropolitan Zone:

1. Requests WALGA review its Policy Statement on Climate Change, to include considerations of awareness and behaviour change strategies for climate change mitigation and energy efficiency.
2. Forwards the motion, as detailed in Part 1 above, to the State Council, requesting a review of the Policy Statement on Climate Change to address climate change mitigation and to consider actions and targets for behaviour change and awareness in this regard.

---

#### **SOUTH EAST METRO ZONE (Finance and Marketing)**

---

##### **WALGA Response – Negative Media Local Government Rate Increases**

South East Metropolitan Zone requests WALGA implement a media response to the negative press that arises annually regarding Local Government rate increases.

---

## **EAST METRO ZONE (Infrastructure)**

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### **LED Street Lighting**

That WALGA bring pressure to bear on the new State Government to consider installation and funding of LED Street Lighting particularly on major highways.

---

## **SOUTH WEST COUNTRY ZONE (Economics)**

---

That:

The key priorities as identified by WALGA as the proposed priorities for WALGA's 2018-19 State Budget Submission be endorsed

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## **NORTHERN COUNTRY ZONE (People and Place)**

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### **Shire of Chapman Valley – Discussion Paper - Registration of Farmer Firefighting Units**

1. NCZ express its serious concerns with WALGA on Office of Emergency Management's "*Registration of Farmer Firefighting Units*" Discussion Paper and lobby for this matter to be discussed at the forthcoming WALGA AGM.
2. Seek a further extension of the debate to the 31st December 2017.

---

## **SOUTH METRO ZONE (Governance and Organisational Services)**

---

### **Council Resolution Advocating for Changes to the Local Government Act – Silent Electors**

That the Zone requests that WALGA consider changes in which the *Local Government Act 1995* and Regulations treat silent electors on the Federal and State electoral rolls who may wish to stand for election, or be elected, to Councils *or employed by a Local Government*.

---

## **SOUTH METRO ZONE (Environment)**

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### **Urban Forest Strategy – Request for Collaborative Approach**

That the South Metropolitan Zone request the Western Australian Local Government Association to coordinate a collective approach by Local Governments to commissioning or participate in research to support Local Government Urban Forest Management specifically:

- the vulnerability of existing urban tree species in Perth to predicted climate change impacts;
- the identification of potential new street tree species with climatic tolerance suitable for predicted Perth conditions to 2100;
- the relationship between the urban forest and local hydrology, and urban forest sustainability models under predicted climate scenarios.



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## **GASCOYNE ZONE (Economics)**

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### ***2018-19 State Budget Submission***

That the proposed approach be endorsed with the inclusion of the following programs:

- i. Funding for the capacity building component of the Country Local Government Fund;
- ii. Funding for Ageing in Place;
- iii. Increase in emergency services funding;
- iv. Funding for country ambulance upgrades;
- v. Funding for implementation of the *Public Health Act 2016*; and
- vi. Continuation of the funding identified in the report, as follows:
  - a. State Road Funds to Local Government Agreement
  - b. Road Trauma Trust Account
  - c. Community Sport and Recreation Facilities Fund
  - d. DFES Local Government Grants Scheme

---

## **GREAT EASTERN COUNTRY ZONE (Governance and Organisational Services)**

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### **Changes to Accounting Standards – Implementation of Related Party Disclosures**

That Great Eastern Country Zone through WALGA seek, as a matter of urgency, an exemption from the implementation of AASB 124 for local government in Western Australia.

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## **CENTRAL COUNTRY ZONE (Economics)**

---

That the Central Country Zone note the proposed submission for the 2018/2019 Budget and seek input from individual members Councils, subject to the Zone expressing concern to WALGA at the limited opportunity for improved funding for primary health and mental health in the region.

## **9. MEETING ASSESSMENT**

President Cr Karen Chappel provided feedback as to the effectiveness of the meeting.

## **10. DATE OF NEXT MEETING**

That the next meeting of the Western Australia Local Government Association State Council be held in the North Metropolitan Zone at a location and time to be advised on Wednesday 8 September 2017.

## **11. CLOSURE**

There being no further business the President declared the meeting closed at 6:15pm.

## **10 PETITIONS / DEPUTATIONS / PRESENTATIONS**

Deb Miles addressed Council on behalf of the Eastern Goldfields Cycle Club to provide feedback on the 2017 Cyclclassic.

1.30pm Deb Miles left the meeting.

## **11. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

### **11.1 PRESIDENTS REPORT**

<b>COUNCIL RESOLUTION:</b>
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<b>No.1229</b>
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**Moved: Cr Baird**

**Seconded: Cr Tucker**

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

**Carried 6/0**

#### **30 June 2017**

I attended the Goldfields Voluntary Regional Organisation of Councils meeting in Kalgoorlie. In the evening Rhonda, myself and our husbands attended the National Party function for Wendy Duncan and Dave Grills at the Overland Motel.

#### **10 July 2017**

I attended morning tea meeting in Kalgoorlie with Rick Wilson Federal Member for O'Connor and Karen Andrews, Assistant Minister for Vocational Education and Skills. Discussions on School based apprentices, TAFE courses for apprentices and incentives schemes were the main items on the Agenda.

#### **12 July 2017**

I travelled to Coolgardie to attend an information session on the Cashless Debit Card. Dougal Ethell, Manager of Parity, Minderoo Foundation conducted the session clarifying queries, concerns and myths regarding the introduction of the card.

This session was very beneficial as so many of the unknown aspects of the card were clarified. Most of the attendees left the meeting far more informed and happy to be part of the trial.

#### **21 July 2017**

I attended a Budget meeting in Menzies with available Councillors

#### **26 July 2017**

I attended a lunch in Kalgoorlie with Chief Executive Officer Paul Larsen ARC Infrastructure (*formerly Brookfield Rail*) to discuss the name change and plans for the future. Also in attendance was John Walker Chief Executive Officer, City of Kalgoorlie-Boulder and Mayor John Bowler.

## 12. REPORTS OF OFFICERS

### 12.1 HEALTH BUILDING AND TOWN PLANNING

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

<b>LOCATION:</b>	Shire of Menzies
<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>	19 July 2017
<b>AUTHOR:</b>	David Hadden, Environmental Health Officer
<b>ATTACHMENTS</b>	Nil

<b>COUNCIL RESOLUTION:</b>
----------------------------

<b>No.1230</b>
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**Moved:** Cr Lee

**Seconded:** Cr Mader

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

**Carried 6/0**

#### **OFFICER RECOMMENDATION:**

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

#### **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 June 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 :**

No Risk Assessments have been adopted in relation to these matters.

## **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.

## **COMMENT:**

### **Health**

Dealt with an enquiry from Davyhurst Mine regarding process to gain approval for increasing waste water disposal pond dimensions to cater for increasing staff numbers.

Carried out an inspection of Menzies Hotel kitchen and requested that management repair the ceiling alongside exhaust canopy where damaged and carry out increased cleaning of the tiled floor to remove grime from tile grout.

### **Building/Planning**

Prosecution paperwork for Mr Gopel should be ready for serving in early July. It is hoped to have the matter dealt with at the Leonora Court in August.

Campers opposite Menzies School using two tents have left town.

## 12.2 FINANCE AND ADMINISTRATION

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

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	EDM 052
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	24 July 2017
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance & Administration
<b>ATTACHMENT:</b>	12.2.1.1 June Monthly Financial Reports 2017
<b>COUNCIL RESOLUTION:</b>	<b>No.1231</b>

**Moved: Cr Mazza**

**Seconded: Cr Mader**

*That Council receive the Statement of Financial Activity for the month ending 30 June 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 30 June 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 30 June 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 Expenditure by ledger account by program is provided for Council consideration.

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

## **MONTHLY FINANCIAL REPORT**

**For the Period ended  
30 June 2017**



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- Rates
- Fees and Charges
- Reserves
- Trust

Supplementary Reports - Note General Ledger is currently being reorganised

- Operating by Nature or TypeL Account
- Capital by GL Account

Shire of Menzies

**STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE OR TYPE**  
**For the Period ended**  
**30 June 2017**

	<b>Note</b>	<b>2016/2017 Budget \$</b>	<b>2016/2017 Actual \$</b>
<b>REVENUE</b>			
Rates	5	2,635,869	2,863,670
Operating Grants, Subsidies and Contributions		2,866,607	4,178,929
Fees and Charges	6	125,174	175,836
Interest Earnings	3	202,539	237,196
Other Revenue		185,072	78,207
		<u>6,015,261</u>	<u>7,533,837</u>
<b>EXPENSES</b>			
Employee Costs		(1,816,821)	(1,477,174)
Materials and Contracts		(3,412,369)	(2,041,926)
Utility Charges		(102,450)	(48,155)
Depreciation	2	(2,532,920)	(2,076,922)
Insurance Expenses		(157,844)	(138,200)
Allocation to Capital		0	905,408
Other Expenditure		(187,844)	(223,166)
		<u>(8,210,248)</u>	<u>(5,100,135)</u>
		(2,194,987)	2,433,702
 Non-Operating Grants, Subsidies and Contributions			
		1,554,637	369,022
Profit on Asset Disposals		0	7,138
<b>NET RESULT</b>		<b>(640,350)</b>	<b>2,809,863</b>
<b>Other Comprehensive Income</b>			
Changes on Revaluation of non-current assets			
<b>TOTAL COMPREHENSIVE INCOME</b>		<u><b>(640,349)</b></u>	<u><b>2,809,863</b></u>



## Shire of Menzies

**STATEMENT OF COMPREHENSIVE INCOME**  
**BY PROGRAM**  
**For the Period ended**  
**30 June 2017**

	Note	2016/2017 Budget \$	2016/2017 Actual \$
<b>REVENUE</b>			
Governance		16,959	91
General Purpose Funding		5,440,969	7,296,436
Law, Order, Public Safety		18,090	5,935
Housing		57,000	63,205
Community Amenities		7,220	8,691
Recreation and Culture		10,550	292
Transport		196,921	67
Economic Services		161,501	189,899
Other Property and Services		141,272	72,483
		<u>6,050,482</u>	<u>7,637,097</u>
<b>EXPENSES EXCLUDING FINANCE COSTS</b>			
Governance		(1,010,064)	(528,763)
General Purpose Funding		(285,352)	(129,332)
Law, Order, Public Safety		(182,881)	(51,831)
Health		(96,249)	(36,548)
Education and Welfare		(11,500)	0
Housing		(237,903)	(189,245)
Community Amenities		(240,456)	(135,200)
Recreation & Culture		(530,889)	(386,474)
Transport		(3,637,250)	(2,390,046)
Economic Services		(1,478,499)	(783,245)
Other Property and Services		(499,205)	(572,710)
		<u>(8,210,248)</u>	<u>(5,203,394)</u>
		(2,159,766)	2,433,702
<b>NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>			
Law, Order, Public Safety		0	400
Recreation & Culture		0	10,000
Transport		1,414,875	335,895
Economic Services		0	22,727
Other Property and Services		139,762	0
		<u>1,554,637</u>	<u>369,022</u>
<b>PROFIT/(LOSS) ON DISPOSAL OF ASSETS (Refer Note 4)</b>			
Community Amenities		0	791
Transport		(35,221)	0
Other Property and Services		0	6,347
		<u>(35,221)</u>	<u>7,138</u>
<b>NET RESULT</b>		<b>(640,349)</b>	<b>2,809,863</b>
<b>Other Comprehensive Income</b>			
Changes on Revaluation of non-current assets			
<b>Total Other Comprehensive Income</b>		<u>0</u>	<u>0</u>
<b>TOTAL COMPREHENSIVE INCOME</b>		<u><u>(640,349)</u></u>	<u><u>2,809,863</u></u>

## Shire of Menzies

## STATEMENT OF FINANCIAL ACTIVITY

For the Period ended

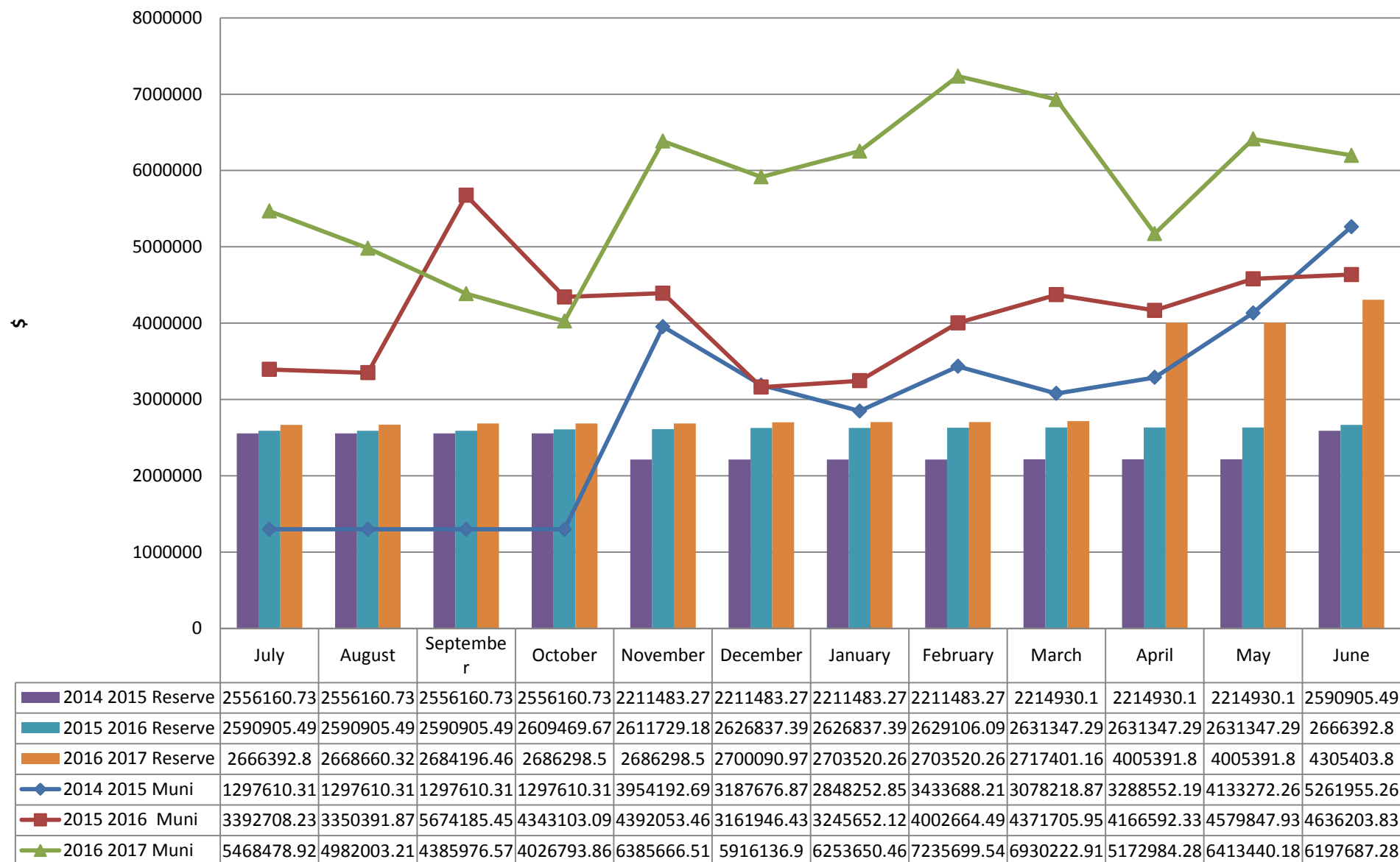
30 June 2017

	Note	Budget	Budget YTD	Actual	Variance	
		\$	\$	\$	%	\$
<b>REVENUES</b>	1,2					
Governance		16,959	16,959	91	99%	16,868
General Purpose Funding		2,805,100	2,805,100	4,432,766	-58%	(1,627,666)
Law, Order, Public Safety		18,090	18,090	6,335	65%	11,755
Housing		57,000	57,000	63,205	-11%	(6,205)
Community Amenities		7,220	7,220	8,691	-20%	(1,471)
Recreation and Culture		10,550	10,550	10,292	2%	259
Transport		196,921	196,921	335,961	-71%	(139,040)
Economic Services		161,501	161,501	212,626	-32%	(51,125)
Other Property and Services		141,272	141,272	72,483	49%	68,789
		<u>3,414,613</u>	<u>3,414,613</u>	<u>5,142,449</u>		
<b>EXPENSES</b>	1,2					
Governance		(1,010,064)	(1,010,064)	(528,763)	48%	(481,301)
General Purpose Funding		(285,352)	(285,352)	(129,332)	55%	(156,020)
Law, Order, Public Safety		(182,881)	(182,881)	(51,831)	72%	(131,050)
Health		(96,249)	(96,249)	(36,548)	62%	(59,701)
Education and Welfare		(11,500)	(11,500)	0	100%	(11,500)
Housing		(237,903)	(237,903)	(189,245)	20%	(48,658)
Community Amenities		(240,456)	(240,456)	(134,409)	44%	(106,047)
Recreation & Culture		(530,889)	(530,889)	(386,474)	27%	(144,415)
Transport		(3,637,250)	(3,637,250)	(2,390,046)	34%	(1,247,204)
Economic Services		(1,478,499)	(1,478,499)	(783,245)	47%	(695,254)
Other Property and Services		(499,205)	(499,205)	(566,363)	-13%	67,158
		<u>(8,210,248)</u>	<u>(8,210,248)</u>	<u>(5,196,256)</u>		
<b>Net Operating Result Excluding Rates</b>		<u>(4,795,635)</u>	<u>(4,795,635)</u>	<u>(53,807)</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		35,221	35,221	(7,138)		
Depreciation on Assets	2	2,532,920	2,532,920	2,076,922		
<b>Capital Expenditure and Revenue</b>						
Purchase Land Held for Resale	4	0	0	0	No budget	0
Purchase Land and Buildings	4	(1,040,000)	(1,040,000)	(46,767)	-96%	(993,233)
Purchase Infrastructure Assets - Roads	4	(2,300,249)	(2,300,249)	(411,608)	-82%	(1,888,641)
Purchase Infrastructure Assets - Parks	4	(273,499)	(273,499)	(39,882)	-85%	(233,617)
Purchase Infrastructure Assets - Footpaths	4	(25,000)	(25,000)	(880)	-96%	(24,120)
Purchase Plant and Equipment	4	(278,957)	(278,957)	(179,411)	-36%	(99,546)
Purchase Furniture and Equipment	4	(50,000)	(50,000)	(13,357)	-73%	(36,643)
Proceeds from Disposal of Assets		87,500	87,500	50,455	-42%	37,045
Transfers to Reserves (Restricted Assets)	6	(2,081,238)	(2,081,238)	(2,139,011)	3%	57,773
Transfers from Reserves (Restricted Assets)	6	(222,235)	(222,235)	0	-100%	(222,235)
<b>ADD</b> Estimated Surplus/(Deficit) July 1 B/Fwd	7	2,350,190	2,350,190	3,811,414		
Amount Raised from General Rates		2,635,869	2,635,869	2,863,670		
<b>Net Current Assets - Surplus (Deficit)</b>	8	<u>(3,425,113)</u>	<u>(3,425,112)</u>	<u>5,910,599</u>		

**STATEMENT OF COMPREHENSIVE INCOME****NET CURRENT ASSETS****For the Period ended****30 June 2017**

	<b>Brought Forward</b>	<b>Movement</b>	<b>YTD</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Surplus Deficit Brought Forward</b>	<b>3,811,414</b>	<b>2,099,185</b>	<b>5,910,599</b>
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents			
-Unrestricted Cash	2,630,085	3,146,922	5,277,007
-Restricted Cash - Reserves	2,666,393	1,639,011	4,805,404
Receivables		0	0
-Rates Outstanding	630,998	368,633	999,631
-Sundry Debtors	1,059,992	(910,720)	149,272
-Provision For Doubtful Debts	(99,540)	0	(99,540)
-Gst Receivable	212,314	(133,094)	79,220
-Accrued Income/Payments In Advance	0	22,995	22,995
Inventories			0
-Fuel, Oil & Materials on Hand	7,203	7,656	14,859
	<u>7,107,445</u>	<u>4,141,403</u>	<u>11,248,848</u>
<b>LESS CURRENT LIABILITIES</b>			
Trade and Other Payables			
-Sundry Creditors	(512,182)	74,365	(437,817)
-Accrued Salaries & Wages	(30,293)	30,293	(0)
-Income Received In Advance	(26,321)	0	(26,321)
-Gst Payable	(10,293)	(21,760)	(32,053)
-Payroll Creditors	(44,302)	7,649	(36,653)
-Accrued Expenses	(6,247)	6,247	(0)
Provisions			0
-Provision For Annual Leave	(59,740)	0	(59,740)
-Provision For Long Service Leave (Current)	(18,535)	(4,071)	(22,606)
	<u>(707,913)</u>	<u>92,722</u>	<u>(615,191)</u>
<b>Unadjusted Net Current Assets</b>	<b>6,399,532</b>	<b>4,234,125</b>	<b>10,633,657</b>
Less Reserves - restricted Cash	(2,666,393)	(1,639,011)	(4,805,404)
Add back Cash Backed Provision for Leave	78,275	4,071	82,346
Adjustment for Trust	0	0	0
<b>Adjusted net current assets</b>	<b>3,811,414</b>	<b>2,599,185</b>	<b>5,910,599</b>

## Cash at Bank



**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**30 June 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**  
**30 June 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**  
**30 June 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**  
**30 June 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	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads (unsealed)	
formation	not depreciated
pavement	50 years
Footpaths - slab	40 years
Sewerage piping	100 years
Water supply piping & drainage systems	75 years

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

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

Gains and losses on disposals are determined by comparing proceeds with 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**  
**30 June 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**  
**30 June 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**  
**30 June 2017**

	2016/17 Budget	2016/17 Actual
	\$	\$

**REVENUES AND EXPENSES**

**Net Result from Ordinary**

**Activities was arrived at after:**

(i) Charging as Expenses:

**2 Depreciation**

**By Class**

Land and Buildings	249,260	367,431
Furniture and Equipment	5,802	11,228
Plant and Equipment	421,287	283,592
Roads	1,773,871	1,366,067
Footpaths	3,940	3,379
Parks and Ovals	4,440	35,178
Infrastructure Other	74,320	10,046
	<u>2,532,920</u>	<u>2,076,922</u>

(ii) Crediting as Revenues:

**3 Interest Earnings**

Investments		
- Reserve Funds	80,000	57,773
- Other Funds	10,000	72,698
Other Interest Revenue ( <i>refer note 13</i> )	112,539	106,725
	<u>202,539</u>	<u>237,196</u>

**Shire of Menzies**  
**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**30 June 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. Analysical services.

**EDUCATION AND WELFARE**

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

**HOUSING**

Provision and maintenance of staff housing.

**COMMUNITY AMENITIES**

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

**RECREATION AND CULTURE**

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

**TRANSPORT**

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

**ECONOMIC SERVICES**

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

**OTHER PROPERTY & SERVICES**

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

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

<b>4 ACQUISITION OF ASSETS</b>	<b>2016/17 Budget \$</b>	<b>30-Jun-17 Actual \$</b>
The following assets are budgeted to be acquired during the year:		
<b><u>By Program</u></b>		
<b>Governance</b>	45,000	170
<b>General Purpose Funding</b>	0	0
<b>Law, Order, Public Safety</b>	10,000	1,954
<b>Health</b>	0	0
<b>Education and Welfare</b>	406,000	0
<b>Housing</b>	161,000	0
<b>Community Amenities</b>	65,000	0
<b>Recreation and Culture</b>	273,000	23,463
<b>Transport</b>	2,697,705	925,031
<b>Economic Services</b>	265,000	49,369
<b>Other Property and Services</b>	52,000	13,187
	<b><u>3,974,705</u></b>	<b><u>1,013,174</u></b>

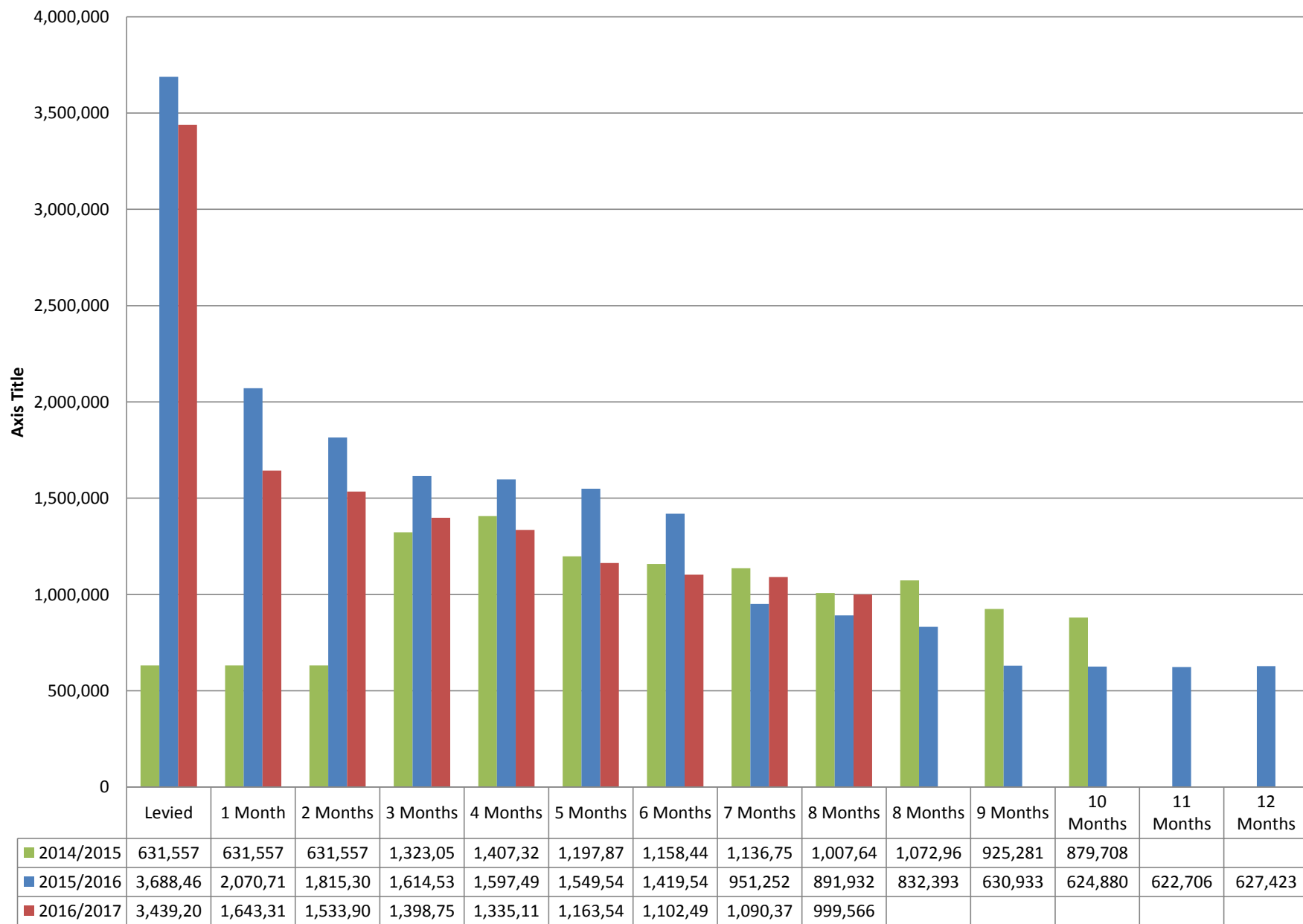
**By Class**

Purchase Land Held for Resale	0	0
Purchase Land and Buildings	1,057,000	46,767
Purchase Infrastructure Assets - Roads	2,300,249	697,877
Purchase Infrastructure Assets - Parks	273,499	74,882
Purchase Infrastructure Assets - Footpaths	25,000	880
Purchase Plant and Equipment	268,959	179,411
Purchase Furniture and Equipment	50,000	13,357
	<b><u>3,974,707</u></b>	<b><u>1,013,174</u></b>

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

- Asset Acquisition Program

## Outstanding Rates and Charges



**NOTES TO AND FORMING PART OF THE REPORT**  
**For the Period ended**  
**30 June 2017**

**5. RATING INFORMATION - 2016/17 FINANCIAL YEAR**

<b>RATE TYPE</b>	<b>Rate in \$</b>	<b>Number of Properties</b>	<b>Rateable Value \$</b>	<b>2016/17 Actual Rate Revenue \$</b>	<b>2016/17 Actual Interim Rates \$</b>	<b>2016/17 Actual Back Rates \$</b>	<b>2016/17 Actual Total Revenue \$</b>	<b>2016/17 Budget \$</b>
Differential Rates								
01 GRV Vacant	8.2000	3	878	1,070			1,070	1,070
02 GRV General	8.1800	29	90,187	110,253			110,253	110,253
09 UV Mining Lease	15.7000	230	2,968,889	1,891,012	177,799		2,068,811	1,891,012
13 UV Exploration Lease	14.4750	206	471,131	325,479			325,479	325,479
14 UV Prospecting	14.2600	230	101,670	71,297			71,297	71,297
12 UV Pastoral	8.0000	18	46,986	58,732			58,732	58,732
13 UV Other	8.0000	118	36,624	45,780			45,780	45,780
<b>Sub-Totals</b>		834	3,716,365	2,503,624	0	0	2,681,424	2,503,623
<b>Minimum Rates</b>	<b>Minimum \$</b>							
01 GRV Vacant	306	213	58,293	65,178			65,178	65,178
02 GRV General	306	10	1,266,904	3,060			3,060	3,060
09 UV Mining Lease	306	68	9,124,186	20,808			20,808	20,808
13 UV Exploration Lease	270	161	1,926,911	43,470			43,470	43,470
14 UV Prospecting	240	191	574,295	45,840			45,840	45,840
12 UV Pastoral	306	8	704,009	2,448			2,448	2,448
13 UV Other	206	7	543,776	1,442			1,442	1,442
<b>Sub-Totals</b>		658	14,198,374	182,246	0	0	182,246	182,246
Discounts							0	(50,000)
<b>Total Amount of General Rates</b>							2,863,670	2,635,869
Specified Area Rates							0	
<b>Total Rates</b>							2,863,670	2,635,869

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

<b>6. FEES &amp; CHARGES REVENUE</b>	<b>2016/17 Budget \$</b>	<b>2016/17 Actual \$</b>
Governance	0	0
General Purpose Funding	5,544	7,514
Law, Order, Public Safety	200	168
Health	0	0
Education and Welfare	0	0
Housing	57,000	63,205
Community Amenities	6,480	8,367
Recreation & Culture	550	292
Transport	0	0
Economic Services	54,900	94,398
Other Property & Services	500	1,893
	<u>125,174</u>	<u>175,836</u>



**SHIRE OF MENZIES**  
**For the Period ended**  
**30 June 2017**

**7. RESERVES - CASH BACKED**

	Actual 2017 Opening Balance \$	Actual 2017 Transfer to \$	Actual 2017 Transfer (from) \$	Actual 2017 Closing Balance \$	Budget 2017 Opening Balance \$	Budget 2017 Transfer to \$	Budget 2017 Transfer (from) \$	Budget 2017 Closing Balance \$	Actual 2016 Opening Balance \$	Actual 2016 Transfer to \$	Actual 2016 Transfer (from) \$	Actual 2016 Closing Balance \$
Leave reserve	187,871	4,071	0	191,942	187,872	0	0	187,872	182,552	5,319	0	187,871
Plant reserve	558,156	512,094	0	1,070,249	558,156	500,000	(147,235)	910,921	476,743	16,772	0	493,515
Building reserve	684,086	466,048	0	1,150,134	684,086	451,226	0	1,135,312	730,328	18,396	0	748,724
TV reserve	16,388	355	0	16,743	16,388	0	0	16,388	14,912	1,477	0	16,389
Main street reserve	193,331	4,189	0	197,520	193,331	0	(65,000)	128,331	187,859	0	0	193,332
Staff amenities reserve	69,225	1,500	0	70,724	69,225	0	0	69,225	67,265	1,960	0	69,225
Roads reserve	164,020	303,554	0	467,573	164,020	300,000	0	464,020	160,395	3,625	0	164,020
Caravan park reserve	309,195	6,699	0	315,894	309,195	0	0	309,195	300,436	8,759	0	309,195
Rates future claims reserve	46,442	1,006	0	47,448	203,607	0	0	203,607	43,916	2,526	0	46,442
Bitumen resealing reserve	203,607	174,424	0	378,030	46,442	170,012	0	216,454	199,055	4,553	0	203,608
Niagara Dam reserve	123,062	662,666	0	785,728	123,062	660,000	(10,000)	773,062	119,577	3,484	0	123,061
Waterpark reserve	111,011	2,405	0	113,416	111,011	0	0	111,011	107,867	3,143	0	111,010
	<u>2,666,393</u>	<u>2,139,011</u>	<u>0</u>	<u>4,805,404</u>	<u>2,666,395</u>	<u>2,081,238</u>	<u>(222,235)</u>	<u>4,525,398</u>	<u>2,590,905</u>	<u>70,014</u>	<u>0</u>	<u>2,666,392</u>

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

**SHIRE OF MENZIES**

**For the Period ended**

**30 June 2017**

**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:

<b>Name of Reseve</b>	<b>Anticipate d date of use</b>	<b>Purpose of the reserve</b>
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**  
**30 June 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-16 \$</b>	<b>Amounts Received \$</b>	<b>Amounts Paid (\$)</b>	<b>Balance 30-Jun-17 \$</b>
Unidentified Deposits	0	0		0
Housing Bonds	1,500	180		1,680
Pet Bonds		200		200
				0
				0
				0
	<u>1,500</u>			<u>1,880</u>



## **Shire of Menzies Operating Report by SubProgram for the period ending 30 June 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 30 June 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	2,597,017	4,092,027
Fees & Charges	-	1,474
Interest Earnings	125,000	130,471
Other Revenue	-	-
<b>Subtotal Operating Revenue</b>	<b>2,722,017</b>	<b>4,223,972</b>
<b>Operating Expense</b>		
Materials & Contracts	(4,000)	-
<b>Subtotal Operating Expense</b>	<b>(4,000)</b>	<b>-</b>
<b>TOTAL Other General Purpose Funding</b>	<b>2,718,017</b>	<b>4,223,972</b>
<b>Rate Revenue</b>		
<b>Operating Revenue</b>		
Rates	2,635,869	2,863,670
Fees & Charges	5,544	6,040
Interest Earnings	77,539	106,725
Other Revenue	-	180
<b>Subtotal Operating Revenue</b>	<b>2,718,952</b>	<b>2,976,615</b>
<b>Operating Expense</b>		
Employee Costs	(90,985)	-
Materials & Contracts	(27,048)	49,921
Other Expenditure	-	(959)
Reallocation Codes Expenditure	(2,879,732)	(178,294)
Reallocation Codes Income	2,716,413	95,849
<b>Subtotal Operating Expense</b>	<b>(281,352)</b>	<b>(33,483)</b>
<b>TOTAL Rate Revenue</b>	<b>2,437,600</b>	<b>2,943,132</b>
<b>Total - Cost of General Purpose Funding</b>	<b>5,155,617</b>	<b>7,167,104</b>

# Shire of Menzies

## Operating Report for the period ending 30 June 2017

<b>Governance</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Governance - General</b>		
<b>Operating Expense</b>		
Employee Costs	(264,374)	(15,113)
Materials & Contracts	(109,600)	(276,806)
Insurance Expenses	(18,789)	-
Other Expenditure	-	(4,793)
<b>Subtotal Operating Expense</b>	<b>(392,763)</b>	<b>(296,712)</b>
<b>TOTAL Governance - General</b>	<b>(392,763)</b>	<b>(296,712)</b>
<b>Members Of Council</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	-	91
Other Revenue	16,959	-
<b>Subtotal Operating Revenue</b>	<b>16,959</b>	<b>91</b>
<b>Operating Expense</b>		
Employee Costs	-	(624)
Materials & Contracts	(43,000)	(102,284)
Other Expenditure	(166,000)	(84,974)
Reallocation Codes Expenditure	(408,301)	(44,168)
<b>Subtotal Operating Expense</b>	<b>(617,301)</b>	<b>(232,051)</b>
<b>TOTAL Members Of Council</b>	<b>(600,342)</b>	<b>(231,960)</b>
<b>Total - Cost of Governance</b>	<b>(993,105)</b>	<b>(528,672)</b>

# Shire of Menzies

## Operating Report for the period ending 30 June 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 Revenue</b>		
Non-Operating Grants, Subsidies And Contributions	-	400
<b>Subtotal Operating Revenue</b>	-	<b>400</b>
<b>Operating Expense</b>		
Employee Costs	(3,287)	(2,209)
Materials & Contracts	(4,000)	(1,065)
Utilities	(200)	(69)
Reallocation Codes Expenditure	(19,308)	(4,520)
<b>Subtotal Operating Expense</b>	<b>(26,794)</b>	<b>(7,863)</b>
<b>TOTAL Other Law, Order &amp; Public Safety</b>	<b>(26,794)</b>	<b>(7,463)</b>
<b>Animal Control</b>		
<b>Operating Revenue</b>		
Fees & Charges	200	168
<b>Subtotal Operating Revenue</b>	<b>200</b>	<b>168</b>
<b>Operating Expense</b>		
Employee Costs	(807)	-
Materials & Contracts	(56,000)	(17,097)
Depreciation On Non-Current Assets	(252)	(578)
Reallocation Codes Expenditure	(2,736)	-
<b>Subtotal Operating Expense</b>	<b>(59,796)</b>	<b>(17,676)</b>
<b>TOTAL Animal Control</b>	<b>(59,596)</b>	<b>(17,508)</b>
<b>Fire Prevention</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	17,890	5,768
<b>Subtotal Operating Revenue</b>	<b>17,890</b>	<b>5,768</b>
<b>Operating Expense</b>		
Employee Costs	(332)	(496)
Materials & Contracts	(34,750)	(1,970)
Utilities	(200)	(174)
Depreciation On Non-Current Assets	(48,590)	(3,350)
Insurance Expenses	(3,129)	(3,203)
Reallocation Codes Expenditure	(9,291)	(17,099)
<b>Subtotal Operating Expense</b>	<b>(96,292)</b>	<b>(26,292)</b>
<b>TOTAL Fire Prevention</b>	<b>(78,402)</b>	<b>(20,525)</b>

# **Shire of Menzies**

## **Operating Report for the period ending 30 June 2017**

<b>Total - Cost of Law, Order &amp; Public Safety</b>	<b>(164,791)</b>	<b>(45,496)</b>
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## Shire of Menzies

### Operating Report for the period ending 30 June 2017

Health	Current Budget	YTD Actual
<b>Other Health</b>		
<b>Operating Expense</b>		
Employee Costs	-	(106)
Materials & Contracts	(84,000)	(32,942)
Other Expenditure	-	(541)
Reallocation Codes Expenditure	(12,249)	(1,659)
<b>Subtotal Operating Expense</b>	<b>(96,249)</b>	<b>(35,248)</b>
<b>TOTAL Other Health</b>	<b>(96,249)</b>	<b>(35,248)</b>
<b>Preventative Services - Pest Control</b>		
<b>Operating Expense</b>		
Other Expenditure	-	(1,300)
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>(1,300)</b>
<b>TOTAL Preventative Services - Pest Control</b>	<b>-</b>	<b>(1,300)</b>
<b>Total - Cost of Health</b>	<b>(96,249)</b>	<b>(36,548)</b>

# Shire of Menzies

## Operating Report for the period ending 30 June 2017

<b>Housing</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Other Housing</b>		
<b>Operating Revenue</b>		
Fees & Charges	44,000	48,605
<b>Subtotal Operating Revenue</b>	<b>44,000</b>	<b>48,605</b>
<b>Operating Expense</b>		
Employee Costs	(10,797)	(6,353)
Materials & Contracts	(75,000)	(19,570)
Utilities	(3,500)	(1,971)
Depreciation On Non-Current Assets	-	(93,144)
Insurance Expenses	-	(3,311)
Reallocation Codes Expenditure	(36,602)	(10,907)
<b>Subtotal Operating Expense</b>	<b>(125,899)</b>	<b>(135,257)</b>
<b>TOTAL Other Housing</b>	<b>(81,899)</b>	<b>(86,652)</b>
<b>Staff Housing</b>		
<b>Operating Revenue</b>		
Fees & Charges	13,000	14,600
<b>Subtotal Operating Revenue</b>	<b>13,000</b>	<b>14,600</b>
<b>Operating Expense</b>		
Employee Costs	(15,974)	(11,172)
Materials & Contracts	(105,000)	(28,157)
Utilities	(13,000)	(7,402)
Depreciation On Non-Current Assets	(99,004)	(40,422)
Insurance Expenses	-	(6,667)
Reallocation Codes Expenditure	120,974	39,831
<b>Subtotal Operating Expense</b>	<b>(112,004)</b>	<b>(53,988)</b>
<b>TOTAL Staff Housing</b>	<b>(99,004)</b>	<b>(39,388)</b>
<b>Total - Cost of Housing</b>	<b>(180,903)</b>	<b>(126,040)</b>

## Shire of Menzies

### Operating Report for the period ending 30 June 2017

<b>Community Amenities</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Other Community Amenities</b>		
<b>Operating Expense</b>		
Employee Costs	(7,862)	(10,981)
Materials & Contracts	(34,508)	(1,905)
Depreciation On Non-Current Assets	-	(2,850)
Insurance Expenses	-	(254)
Reallocation Codes Expenditure	(26,652)	(23,767)
<b>Subtotal Operating Expense</b>	<b>(69,022)</b>	<b>(39,757)</b>
<b>TOTAL Other Community Amenities</b>	<b>(69,022)</b>	<b>(39,757)</b>
<b>Town Planning &amp; Regional Development</b>		
<b>Operating Expense</b>		
Employee Costs	-	(45)
Materials & Contracts	(1,500)	(2,443)
Reallocation Codes Expenditure	-	(78)
<b>Subtotal Operating Expense</b>	<b>(1,500)</b>	<b>(2,566)</b>
<b>TOTAL Town Planning &amp; Regional Development</b>	<b>(1,500)</b>	<b>(2,566)</b>
<b>Protection Of Environment</b>		
<b>Operating Revenue</b>		
Other Revenue	740	(740)
<b>Subtotal Operating Revenue</b>	<b>740</b>	<b>(740)</b>
<b>Operating Expense</b>		
Materials & Contracts	(1,000)	-
<b>Subtotal Operating Expense</b>	<b>(1,000)</b>	<b>-</b>
<b>TOTAL Protection Of Environment</b>	<b>(260)</b>	<b>(740)</b>
<b>Sewerage</b>		
<b>Operating Expense</b>		
Employee Costs	-	(293)
Materials & Contracts	-	(1,656)
Reallocation Codes Expenditure	-	(621)
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>(2,570)</b>
<b>TOTAL Sewerage</b>	<b>-</b>	<b>(2,570)</b>
<b>Sanitation - Other</b>		
<b>Operating Expense</b>		
Employee Costs	(7,994)	(4,073)

**Shire of Menzies****Operating Report for the period ending  
30 June 2017****Community Amenities****Current Budget****YTD Actual****Sanitation - Other  
Operating Expense**

Materials & Contracts	(31,000)	(288)
Other Expenditure	(1,788)	-
Reallocation Codes Expenditure	(27,099)	4,073
<b>Subtotal Operating Expense</b>	<b>(67,881)</b>	<b>(288)</b>

<b>TOTAL Sanitation - Other</b>	<b>(67,881)</b>	<b>(288)</b>
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**Sanitation - Household Refuse  
Operating Revenue**

Profit On Asset Disposal	-	791
Fees & Charges	6,480	8,367
<b>Subtotal Operating Revenue</b>	<b>6,480</b>	<b>9,158</b>

**Operating Expense**

Employee Costs	(20,500)	(19,830)
Materials & Contracts	(5,000)	(11,127)
Depreciation On Non-Current Assets	(6,059)	(6,096)
Insurance Expenses	-	(173)
Reallocation Codes Expenditure	(75,975)	(52,003)
Reallocation Codes Income	6,480	273
<b>Subtotal Operating Expense</b>	<b>(101,054)</b>	<b>(88,957)</b>

<b>TOTAL Sanitation - Household Refuse</b>	<b>(94,574)</b>	<b>(79,798)</b>
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<b>Total - Cost of Community Amenities</b>	<b>(233,236)</b>	<b>(125,718)</b>
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# Shire of Menzies

## Operating Report for the period ending 30 June 2017

### Recreation & Culture

Current Budget

YTD Actual

#### Communities

##### Operating Expense

Materials & Contracts	(129,500)	(72,170)
Other Expenditure	(40,000)	(48,034)
Capital Purchases (Capitalised Items Only)	-	-
Reallocation Codes Expenditure	(85,163)	(8,615)
<b>Subtotal Operating Expense</b>	<b>(254,663)</b>	<b>(128,818)</b>

<b>TOTAL Communities</b>	<b>(254,663)</b>	<b>(128,818)</b>
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#### War Memorial

##### Operating Expense

Employee Costs	(441)	-
Materials & Contracts	(5,500)	-
Utilities	(200)	-
Reallocation Codes Expenditure	(1,495)	-
<b>Subtotal Operating Expense</b>	<b>(7,636)</b>	<b>-</b>

<b>TOTAL War Memorial</b>	<b>(7,636)</b>	<b>-</b>
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#### Other Culture

##### Operating Expense

Employee Costs	-	(565)
Materials & Contracts	(57,500)	(4,201)
Utilities	(550)	(60)
Reallocation Codes Expenditure	-	(440)
<b>Subtotal Operating Expense</b>	<b>(58,050)</b>	<b>(5,266)</b>

<b>TOTAL Other Culture</b>	<b>(58,050)</b>	<b>(5,266)</b>
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#### Libraries

##### Operating Expense

Materials & Contracts	(6,000)	(1,673)
Reallocation Codes Expenditure	(8,166)	(862)
<b>Subtotal Operating Expense</b>	<b>(14,166)</b>	<b>(2,535)</b>

<b>TOTAL Libraries</b>	<b>(14,166)</b>	<b>(2,535)</b>
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#### Television And Rebroadcasting

##### Operating Expense

Materials & Contracts	(12,829)	(4,716)
Depreciation On Non-Current Assets	(7,776)	-
<b>Subtotal Operating Expense</b>	<b>(20,606)</b>	<b>(4,716)</b>

# Shire of Menzies

## Operating Report for the period ending 30 June 2017

<b>Recreation &amp; Culture</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>TOTAL Television And Rebroadcasting</b>	<b>(20,606)</b>	<b>(4,716)</b>
<b>Other Recreation &amp; Sport</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	10,000	-
Non-Operating Grants, Subsidies And Contributions	-	10,000
<b>Subtotal Operating Revenue</b>	<b>10,000</b>	<b>10,000</b>
<b>Operating Expense</b>		
Employee Costs	(44,091)	(46,175)
Materials & Contracts	(216,754)	(18,385)
Utilities	(6,100)	(4,421)
Depreciation On Non-Current Assets	(11,884)	(20,073)
Insurance Expenses	-	(1,805)
Other Expenditure	-	(16,559)
Reallocation Codes Expenditure	(149,476)	(113,944)
<b>Subtotal Operating Expense</b>	<b>(428,305)</b>	<b>(221,362)</b>
<b>TOTAL Other Recreation &amp; Sport</b>	<b>(418,305)</b>	<b>(211,362)</b>
<b>Public Halls &amp; Civic Centres</b>		
<b>Operating Revenue</b>		
Fees & Charges	550	292
<b>Subtotal Operating Revenue</b>	<b>550</b>	<b>292</b>
<b>Operating Expense</b>		
Employee Costs	(212)	-
Materials & Contracts	(12,695)	(18,256)
Depreciation On Non-Current Assets	-	(5,522)
Reallocation Codes Expenditure	(719)	-
<b>Subtotal Operating Expense</b>	<b>(13,626)</b>	<b>(23,778)</b>
<b>TOTAL Public Halls &amp; Civic Centres</b>	<b>(13,076)</b>	<b>(23,486)</b>
<b>Total - Cost of Recreation &amp; Culture</b>	<b>(786,501)</b>	<b>(376,182)</b>

# Shire of Menzies

## Operating Report for the period ending 30 June 2017

<b>Transport</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Aerodromes</b>		
<b>Operating Expense</b>		
Employee Costs	(2,924)	(2,001)
Materials & Contracts	(40,000)	(5,971)
Reallocation Codes Expenditure	(9,913)	(1,407)
<b>Subtotal Operating Expense</b>	<b>(52,837)</b>	<b>(9,379)</b>
<b>TOTAL Aerodromes</b>	<b>(52,837)</b>	<b>(9,379)</b>
<b>Streets, Roads, &amp; Bridges Maintenance</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	161,700	-
Other Revenue	-	67
Non-Operating Grants, Subsidies And Contributions	-	335,895
<b>Subtotal Operating Revenue</b>	<b>161,700</b>	<b>335,961</b>
<b>Operating Expense</b>		
Employee Costs	(200,228)	(185,245)
Materials & Contracts	(675,931)	(93,999)
Utilities	(7,000)	(8,496)
Depreciation On Non-Current Assets	(1,806,081)	(1,393,991)
Reallocation Codes Expenditure	(895,172)	(698,937)
<b>Subtotal Operating Expense</b>	<b>(3,584,413)</b>	<b>(2,380,667)</b>
<b>TOTAL Streets, Roads, &amp; Bridges Maintenance</b>	<b>(3,422,713)</b>	<b>(2,044,706)</b>
<b>Streets, Roads, Bridges &amp; Depot Construction</b>		
<b>Operating Revenue</b>		
Non-Operating Grants, Subsidies And Contributions	-	-
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>-</b>
<b>TOTAL Streets, Roads, Bridges &amp; Depot Construction</b>	<b>-</b>	<b>-</b>
<b>Total - Cost of Transport</b>	<b>(3,475,550)</b>	<b>(2,054,085)</b>

# Shire of Menzies

## Operating Report for the period ending 30 June 2017

<b>Economic Services</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Caravan Park</b>		
<b>Operating Revenue</b>		
Fees & Charges	52,500	64,611
Other Revenue	-	2,126
<b>Subtotal Operating Revenue</b>	<b>52,500</b>	<b>66,737</b>
<b>Operating Expense</b>		
Employee Costs	(38,910)	(34,288)
Materials & Contracts	(12,900)	(93,744)
Utilities	(35,000)	(10,126)
Insurance Expenses	-	(3,370)
Reallocation Codes Expenditure	(131,904)	(29,401)
<b>Subtotal Operating Expense</b>	<b>(218,714)</b>	<b>(170,929)</b>
<b>TOTAL Caravan Park</b>	<b>(166,214)</b>	<b>(104,191)</b>
<b>Crc</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	80,000	80,000
Other Revenue	-	129
<b>Subtotal Operating Revenue</b>	<b>80,000</b>	<b>80,129</b>
<b>Operating Expense</b>		
Employee Costs	(75,650)	(60,238)
Materials & Contracts	(3,700)	(25,700)
Utilities	(650)	(2,332)
Insurance Expenses	-	(1,704)
Other Expenditure	-	(2,000)
Reallocation Codes Expenditure	-	17,622
<b>Subtotal Operating Expense</b>	<b>(80,000)</b>	<b>(74,351)</b>
<b>TOTAL Crc</b>	<b>-</b>	<b>5,778</b>
<b>Other Economic Services</b>		
<b>Operating Revenue</b>		
Fees & Charges	900	1,333
Non-Operating Grants, Subsidies And Contributions	-	22,727
<b>Subtotal Operating Revenue</b>	<b>900</b>	<b>24,060</b>
<b>Operating Expense</b>		
Employee Costs	-	(691)
Materials & Contracts	-	(24,973)
Utilities	-	(89)
Depreciation On Non-Current Assets	-	(7,339)
Insurance Expenses	-	(1,494)
Reallocation Codes Expenditure	-	(1,244)



# Shire of Menzies

## Operating Report for the period ending 30 June 2017

<b>Economic Services</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Other Economic Services</b>		
Subtotal Operating Expense	-	(35,829)
<b>TOTAL Other Economic Services</b>	<b>900</b>	<b>(11,769)</b>
<b>Plant Nursery</b>		
Operating Expense		
Materials & Contracts	(5,000)	(479)
Subtotal Operating Expense	(5,000)	(479)
<b>TOTAL Plant Nursery</b>	<b>(5,000)</b>	<b>(479)</b>
<b>Building Control</b>		
Operating Revenue		
Fees & Charges	1,500	492
Subtotal Operating Revenue	1,500	492
Operating Expense		
Materials & Contracts	(11,613)	(11,088)
Reallocation Codes Expenditure	(40,830)	(4,307)
Subtotal Operating Expense	(52,443)	(15,395)
<b>TOTAL Building Control</b>	<b>(50,943)</b>	<b>(14,903)</b>
<b>Tourism &amp; Area Promotion</b>		
Operating Revenue		
Operating Grants, Subsidies And Contributions	-	917
Fees & Charges	-	27,962
Other Revenue	26,601	12,328
Subtotal Operating Revenue	26,601	41,207
Operating Expense		
Employee Costs	(58,914)	(50,826)
Materials & Contracts	(371,923)	(147,769)
Utilities	(5,550)	(410)
Depreciation On Non-Current Assets	(78,398)	(137,809)
Insurance Expenses	-	(9,363)
Other Expenditure	-	(63,225)
Reallocation Codes Expenditure	(377,894)	(74,099)
Subtotal Operating Expense	(892,679)	(483,502)
<b>TOTAL Tourism &amp; Area Promotion</b>	<b>(866,077)</b>	<b>(442,294)</b>

### Rural Services

## Shire of Menzies

### Operating Report for the period ending 30 June 2017

<b>Economic Services</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Rural Services</b>		
<b>Operating Expense</b>		
Materials & Contracts	(5,000)	(2,760)
<b>Subtotal Operating Expense</b>	<b>(5,000)</b>	<b>(2,760)</b>
<b>TOTAL Rural Services</b>	<b>(5,000)</b>	<b>(2,760)</b>
<b>Total - Cost of Economic Services</b>	<b>(1,092,334)</b>	<b>(570,619)</b>

# Shire of Menzies

## Operating Report for the period ending 30 June 2017

### Other Property & Services

Current Budget

YTD Actual

#### Town Planning Schemes

##### Operating Expense

Materials & Contracts	(10,000)	-
<b>Subtotal Operating Expense</b>	<b>(10,000)</b>	<b>-</b>
<b>TOTAL Town Planning Schemes</b>	<b>(10,000)</b>	<b>-</b>

#### Unclassified

##### Operating Revenue

Other Revenue	-	3,996
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>3,996</b>

##### Operating Expense

Materials & Contracts	(13,620)	-
Other Expenditure	-	17,635
<b>Subtotal Operating Expense</b>	<b>(13,620)</b>	<b>17,635</b>
<b>TOTAL Unclassified</b>	<b>(13,620)</b>	<b>21,631</b>

#### Salaries & Wages

##### Operating Expense

Employee Costs	-	14,432
Reallocation Codes Expenditure	-	(791)
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>13,641</b>
<b>TOTAL Salaries &amp; Wages</b>	<b>-</b>	<b>13,641</b>

#### Administration

##### Operating Revenue

Operating Grants, Subsidies And Contributions	-	126
Profit On Asset Disposal	-	6,347
Fees & Charges	-	(606)
Other Revenue	140,772	10,649
Non-Operating Grants, Subsidies And Contributions	139,762	-
<b>Subtotal Operating Revenue</b>	<b>280,534</b>	<b>16,516</b>

##### Operating Expense

Employee Costs	(554,243)	(684,343)
Materials & Contracts	(661,545)	(564,076)
Utilities	(30,000)	(12,241)
Depreciation On Non-Current Assets	(105,462)	(108,979)
Insurance Expenses	(135,926)	(74,158)
Other Expenditure	-	(18,416)
Reallocation Codes Expenditure	1,346,403	642,549

# Shire of Menzies

## Operating Report for the period ending 30 June 2017

### Other Property & Services

Current Budget

YTD Actual

#### Administration

<b>Subtotal Operating Expense</b>	<b>(140,772)</b>	<b>(819,665)</b>
<b>TOTAL Administration</b>	<b>139,762</b>	<b>(803,149)</b>

#### Plant Operation Costs

##### Operating Revenue

Other Revenue	-	44,030
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>44,030</b>

##### Operating Expense

Employee Costs	(97,915)	(66,614)
Materials & Contracts	(434,000)	(176,510)
Depreciation On Non-Current Assets	(364,527)	(256,769)
Insurance Expenses	-	(16,351)
Reallocation Codes Expenditure	458,675	471,430
<b>Subtotal Operating Expense</b>	<b>(437,768)</b>	<b>(44,814)</b>

<b>TOTAL Plant Operation Costs</b>	<b>(437,768)</b>	<b>(784)</b>
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#### Public Works Overheads

##### Operating Revenue

Other Revenue	-	5,442
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>5,442</b>

##### Operating Expense

Employee Costs	(313,270)	(287,161)
Materials & Contracts	(123,500)	(326,680)
Utilities	(500)	(363)
Depreciation On Non-Current Assets	(4,887)	-
Insurance Expenses	-	(16,347)
Other Expenditure	(56)	-
Reallocation Codes Expenditure	565,203	906,385
<b>Subtotal Operating Expense</b>	<b>122,990</b>	<b>275,833</b>

<b>TOTAL Public Works Overheads</b>	<b>122,990</b>	<b>281,275</b>
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#### Private Works

##### Operating Revenue

Fees & Charges	500	2,499
<b>Subtotal Operating Revenue</b>	<b>500</b>	<b>2,499</b>

##### Operating Expense

Employee Costs	(4,564)	(2,164)
Materials & Contracts	-	(1,388)

## Shire of Menzies

### Operating Report for the period ending 30 June 2017

#### Other Property & Services

Current Budget

YTD Actual

##### Private Works

##### Operating Expense

Reallocation Codes Expenditure	(15,471)	(5,441)
<b>Subtotal Operating Expense</b>	<b>(20,035)</b>	<b>(8,993)</b>
<b>TOTAL Private Works</b>	<b>(19,535)</b>	<b>(6,495)</b>

<b>Total - Cost of Other Property &amp; Services</b>	<b>(218,170)</b>	<b>(493,880)</b>
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TOTAL - Balance to Programme Schedule

2,809,863



## **Shire of Menzies Capital Report for the period ending 30 June 2017**

This report varies from Note 4 - Acquisition of Assets  
in the Monthly Financial Statements as it includes

- Transfers to and From Reserves
- Disposal of Assets

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 June 2017**

**General Purpose Funding**

# Shire of Menzies

## Capital Report for the period ending

### 30 June 2017

#### General Purpose Funding

#### Other General Purpose Funding

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
03250      Transfer of Interest to Reserves	-	(57,773)
	<u>-</u>	<u>(57,773)</u>
	<u>-</u>	<u>(57,773)</u>
<b>Subtotal - Cost of Other General Purpose Fund</b>	<u>-</u>	<u>(57,773)</u>
<b>Subtotal - Cost of General Purpose Funding</b>	<u>-</u>	<u>(57,773)</u>



Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 June 2017**

**Governance**

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

# Shire of Menzies

## Capital Report for the period ending 30 June 2017

### Governance

#### Governance - General

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
04265 Furniture and Equipment (Capital)	(45,000)	(170)
	<u>(45,000)</u>	<u>(170)</u>
<b>Subtotal - Cost of Governance - General</b>	<u>(45,000)</u>	<u>(170)</u>
<b>Subtotal - Cost of Governance</b>	<u>(45,000)</u>	<u>(170)</u>

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 June 2017**

**Law, Order & Public Safety**

# Shire of Menzies

## Capital Report for the period ending 30 June 2017

### Law, Order & Public Safety

#### Animal Control

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
05501 New Pound	-	(1,256)
05566 Other Infrastructure	(10,000)	-
	<u>(10,000)</u>	<u>(1,256)</u>
<b>Allocation</b>		
05501 New Pound	-	(697)
	<u>-</u>	<u>(697)</u>
<b>Subtotal - Cost of Animal Control</b>	<u>(10,000)</u>	<u>(1,954)</u>
<b>Subtotal - Cost of Law, Order &amp; Public Safety</b>	<u>(10,000)</u>	<u>(1,954)</u>

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 June 2017**

**Education & Welfare**

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

# Shire of Menzies

## Capital Report for the period ending 30 June 2017

### Education & Welfare

#### Other Welfare

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
08650 Construction/Purchase of New Youth Centre	-	-
	-	-
	-	-
<b>Subtotal - Cost of Other Welfare</b>	-	-
<b>Subtotal - Cost of Education &amp; Welfare</b>	-	-

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 June 2017**

**Housing**

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

# Shire of Menzies

## Capital Report for the period ending 30 June 2017

### Housing

#### Staff Housing

		<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>			
09155	Transfer to Building Reserve	(70,000)	(451,226)
09162	Buildings (Capital)	(132,000)	-
09193	Installation Landscaping New Houses	(12,000)	-
09199	Water Tanks for 4 staff houses	(5,000)	-
		<u>(219,000)</u>	<u>(451,226)</u>
<u><b>Subtotal - Cost of Staff Housing</b></u>		<u><b>(219,000)</b></u>	<u><b>(451,226)</b></u>



Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

# Shire of Menzies

## Capital Report for the period ending 30 June 2017

### Housing

#### Other Housing

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
09262 Buildings (Capital) - Other Housing	(12,000)	-
	<u>(12,000)</u>	<u>-</u>
<b>Subtotal - Cost of Other Housing</b>	<u>(12,000)</u>	<u>-</u>
<b>Subtotal - Cost of Housing</b>	<u>(231,000)</u>	<u>(451,226)</u>

## **Community Amenities**

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 June 2017**

**Community Amenities**

**Sanitation - Household Refuse**

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
10150 Proceeds on Disposal of Assets - Sanitation	-	-
	-	-
	-	-
<b><u>Subtotal - Cost of Sanitation - Household Refuse</u></b>	-	-

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

# Shire of Menzies

## Capital Report for the period ending

### 30 June 2017

## Community Amenities

### Sanitation - Other

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
10205 Waste Refuse Site Renewal Project	(65,000)	-
	<u>(65,000)</u>	<u>-</u>
<b>Subtotal - Cost of Sanitation - Other</b>	<u>(65,000)</u>	<u>-</u>
<b>Subtotal - Cost of Community Amenities</b>	<u>(65,000)</u>	<u>-</u>

**Recreation & Culture**

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

# Shire of Menzies

## Capital Report for the period ending 30 June 2017

### Recreation & Culture

#### Public Halls & Civic Centres

		<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>			
08662	Youth Services Building	(406,000)	-
11150	Construction Project Public Toilets	(80,000)	-
11151	Capital Works - Shire Town Hall	(63,000)	-
		<u>(549,000)</u>	<u>-</u>
<u><b>Subtotal - Cost of Public Halls &amp; Civic Centres</b></u>		<u>(549,000)</u>	<u>-</u>

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

# Shire of Menzies

## Capital Report for the period ending 30 June 2017

### Recreation & Culture

#### Swimming Areas And Beaches

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
11270      Transfer from Water Park Reserve	20,000	-
	<u>20,000</u>	<u>-</u>
<b><u>Subtotal - Cost of Swimming Areas And Beaches</u></b>	<u>20,000</u>	<u>-</u>

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

# Shire of Menzies

## Capital Report for the period ending 30 June 2017

### Recreation & Culture

#### Other Recreation & Sport

		<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>			
11350	Aunty Nelly Water Reclaim Project	-	-
11351	Recreation and Sport Jobs - Other Infrastructur	(120,000)	(23,463)
		<u>(120,000)</u>	<u>(23,463)</u>
<u><b>Subtotal - Cost of Other Recreation &amp; Sport</b></u>		<u>(120,000)</u>	<u>(23,463)</u>



Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

# Shire of Menzies

## Capital Report for the period ending 30 June 2017

### Recreation & Culture

#### Other Culture

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
11650 Building CAPEX Jobs - Other Culture	-	-
11651 Stone Restoration & Repairs Historic Buildings	-	-
11652 Minor building renewals	(10,000)	-
	<u>(10,000)</u>	<u>-</u>
<b>Subtotal - Cost of Other Culture</b>	<u>(10,000)</u>	<u>-</u>
<b>Subtotal - Cost of Recreation &amp; Culture</b>	<u>(659,000)</u>	<u>(23,463)</u>

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 June 2017**

**Transport**

# Shire of Menzies

## Capital Report for the period ending 30 June 2017

### Transport

#### Streets, Roads, Bridges & Depot Construction

		<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Revenue</b>			
12104	Roads to Recovery Construction (Jobs)	850,685	286,269
12105	Blackspot funding Construction (Jobs)	9,500	-
12106	Road Construction Muni (Jobs)	104,700	-
12109	Road Construction RRG (Jobs)	449,990	-
12232	Grant - RRG	-	-
		<u>1,414,875</u>	<u>286,269</u>
<b>Operating Expense</b>			
12101	Road Construction CRSF (Jobs)	-	(1,239)
12104	Roads to Recovery Construction (Jobs)	(900,685)	(507,436)
12105	Blackspot funding Construction (Jobs)	(46,614)	(40,871)
12106	Road Construction Muni (Jobs)	(541,302)	(52,990)
12108	Footpath Construction (Jobs)	(25,000)	(320)
12109	Road Construction RRG (Jobs)	(766,648)	(5,255)
12110	Shire House - Crossover Construction	-	-
12112	Bicycle Path Construction	-	-
12120	Depot Extension -Asset Upgrade	(50,000)	(44,393)
12140	Bores to Support Road Works (Jobs)	(50,000)	(96)
12145	WANDRRA Funded Road Works (Jobs)	-	(66,223)
12150	Transfer to Road Reserve	-	(300,000)
12152	Transfer to Bitumen Reserve	(170,012)	(170,012)
		<u>(2,550,261)</u>	<u>(1,188,837)</u>
<b>Allocation</b>			
12104	Roads to Recovery Construction (Jobs)	-	(9,831)
12106	Road Construction Muni (Jobs)	-	(8,323)
12108	Footpath Construction (Jobs)	-	(560)
12109	Road Construction RRG (Jobs)	-	(1,117)
12120	Depot Extension -Asset Upgrade	-	(2,374)
12145	WANDRRA Funded Road Works (Jobs)	-	(4,591)
		<u>-</u>	<u>(26,795)</u>
<b>Subtotal - Cost of Streets, Roads, Bridges &amp; Depot Construction</b>		<u>(1,135,386)</u>	<u>(929,363)</u>

# Shire of Menzies

## Capital Report for the period ending 30 June 2017

### Transport

#### Plant & Equipment Purchases

		<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Revenue</b>			
12351	Proceeds on Disposal of Assets - Road Plant	6,008	-
		<u>6,008</u>	<u>-</u>
<b>Operating Expense</b>			
12310	Minor Plant Purchases	(10,000)	-
12313	Purchase Rubbish Truck	(147,235)	-
12325	Minor Plant & Equipment (not capitalised) (Job:	-	(1,780)
12345	Purchase Light Vehicles	(125,000)	(37,811)
12346	Purchase of Heavy Vehicles	-	(134,398)
12347	Equipment	-	(5,422)
12350	Transfer to Plant Reserve	-	(500,000)
12351	Proceeds on Disposal of Assets - Road Plant	(35,221)	16,364
		<u>(317,456)</u>	<u>(663,047)</u>
<b>Subtotal - Cost of Plant &amp; Equipment Purchas</b>		<u>(311,448)</u>	<u>(663,047)</u>
<b>Subtotal - Cost of Transport</b>		<u>(1,446,834)</u>	<u>(1,592,411)</u>

## **Economic Services**

# Shire of Menzies

## Capital Report for the period ending 30 June 2017

### Economic Services

#### Tourism & Area Promotion

		<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>			
13265	Transfer to Niagara Dam Reserve	(60,000)	(160,000)
13266	Tourism Capital Jobs - other infrastructure	(195,000)	5,277
13270	Tourism Signage & events Board	(15,000)	-
13280	Town Street Trees Planting & Care Program	(65,000)	(315)
		<u>(335,000)</u>	<u>(155,038)</u>
<b>Allocation</b>			
13266	Tourism Capital Jobs - other infrastructure	-	(19,331)
		<u>-</u>	<u>(19,331)</u>
<b>Subtotal - Cost of Tourism &amp; Area Promotion</b>		<u>(335,000)</u>	<u>(174,369)</u>
<b>Subtotal - Cost of Economic Services</b>		<u>(335,000)</u>	<u>(174,369)</u>

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

**Shire of Menzies**  
**Capital Report for the period ending**  
**30 June 2017**

**Other Property & Services**

# Shire of Menzies

## Capital Report for the period ending 30 June 2017

### Other Property & Services

#### Administration

		<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Revenue</b>			
14580	Proceeds on Disposal of Assets - Administratio	1,008	-
		<u>1,008</u>	<u>-</u>
<b>Operating Expense</b>			
14576	Electrical Upgrades to Admin	(52,000)	-
14580	Proceeds on Disposal of Assets - Administratio	-	(16,364)
14595	Purchase of Furniture and Equipment (not capi	-	(13,186)
		<u>(52,000)</u>	<u>(29,550)</u>
<b>Subtotal - Cost of Administration</b>		<u>(50,992)</u>	<u>(29,550)</u>



Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

# Shire of Menzies

## Capital Report for the period ending 30 June 2017

### Other Property & Services

#### Unclassified

	<u>Current Budget</u>	<u>YTD Actual</u>
<b>Operating Expense</b>		
14710 Purchase of land lots for town development	-	-
	-	-
	-	-
<b>Subtotal - Cost of Unclassified</b>	-	-
<b>Subtotal - Cost of Other Property &amp; Services</b>	<b>(50,992)</b>	<b>(29,550)</b>
Balance to Capital Schedule	(2,842,826)	(2,330,916)

## 12.2.2 Monthly Listing of Payments for the Month of June 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>	17 July 2017
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance and Administration
<b>ATTACHMENT:</b>	12.2.2.1 Payment Listings for June 2017
<b>COUNCIL RESOLUTION:</b>	<b>No.1232</b>

**Moved:** Cr Lee

**Seconded:** Cr Mader

*That Council receive the list of payments for the month of June 2017 totalling \$432,348.68 being:*

- 1) No cheques were drawn during the month*
- 2) Electronic Fund Transfer EFT2174 - EFT2303 payments in the Municipal Fund totalling \$389,546.59. Cancelled EFT numbers are noted in the EFT listing.*
- 3) Direct Debit payments from the Municipal Fund totalling \$42,802.09.*
- 4) Credit card payments for the statement period 29 May 2017 to 29 June 2017 (included in direct debits) totalling \$5,845.96.*

**Carried 6/0**

### **OFFICER RECOMMENDATION:**

That Council receive the list of payments for the month of June 2017 totalling \$432,348.68 being:

- 1) No cheques were drawn during the month
- 2) Electronic Fund Transfer EFT2174 - EFT2303 payments in the Municipal Fund totalling \$389,546.59. Cancelled EFT numbers are noted in the EFT listing.
- 3) Direct Debit payments from the Municipal Fund totalling \$42,802.09.
- 4) Credit card payments for the statement period 29 May 2017 to 29 June 2017 (included in direct debits) totalling \$5,845.96.

### **VOTING REQUIREMENTS:**

Simple Majority

### **IN BRIEF:**

The list of payments made for the month of June 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 Regulation 13.*

**POLICY IMPLICATIONS:**

Policy 4.7 – Creditors – Preparation for Payment

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:**

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

**BACKGROUND:**

Payments have been made by electronic funds transfer (EFT) and direct transfer from Council's Municipal bank account and duly authorised as required by Council Policy. There have 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 June 2017 are attached.

After payment, the balance of creditors will be \$67,683.71.

## Shire of Menzies

### Payments for the Month of June 2017

Cheques		\$(0.00)
EFT		\$389,546.59
Direct Debit		\$42,802.09
<b>Total Payments</b>		<b>\$432,348.68</b>
Credit Card Payments (included in Direct Debit)	\$	5,845.96

**Shire of Menzies**  
**Payments for the Month of June 2017**

Chq/EFT	Date	Name	Description	Amount
		<i>EFT 2174 cancelled due to incorrect bank details</i>		
EFT2175	01/06/2017	JR & A Hersey	400 ltr spray tank	\$1,857.97
EFT2176	01/06/2017	Netlogic Information Technology	CONR 16/05/2017 Clean PC Lady Shenton Visitor Centre	\$375.00
EFT2177	01/06/2017	Leonora Art Prize INC	Sponsorship Leonora Art Prize	\$1,500.00
EFT2178	01/06/2017	Canine Control	Agreement Ranger Services 2016 2017 - 11 May 2017	\$1,600.50
EFT2179	01/06/2017	Hannans Hotel	Accommodation and meals for 2 weeks	\$1,287.00
EFT2180	01/06/2017	Jeff Jones	Supply flowering plants as available	\$85.00
EFT2181	01/06/2017	Elite Gym Hire	Service to Spin bikes - Sponsorship to Shire of Menzies	\$60.00
EFT2182	01/06/2017	C Direct	Recharge Cards - 2pk x \$30 (10 per pack x \$30) (discount price - \$288)	\$691.20
EFT2183	01/06/2017	Toll Ipec Pty Ltd	Freight	\$105.32
EFT2184	01/06/2017	Ecowater Services	Service and consumables - Biomax Service	\$680.50
EFT2185	01/06/2017	Fire And Emergency Services Authority	2016/17 ESL Quarter 4	\$4,465.90
EFT2186	01/06/2017	Goldline Distributors	Kids Disco	\$129.20
EFT2187	01/06/2017	Tucker, Ian Cr	Loan of CD's for Karaoke night Cyclclassic	\$100.00
EFT2188	01/06/2017	Local Government Professionals Australia WA	2016/2017 Council Corporate Membership	\$462.00
EFT2189	01/06/2017	Shire of Menzies Social Club	Payroll deductions	\$150.00
EFT2190	01/06/2017	Menzies Aboriginal Corporation	Supervision - 4 persons - Esperance Trip	\$10,914.11
EFT2191	01/06/2017	Netlogic Information Technology	CONR Update Java Client on Accounts PC - 2 May 2017	\$35.00
EFT2192	01/06/2017	Tourism Council Western Australia	Getting Started online Workshop - Kalgoorlie 14 February 2016	\$310.00
			Customer Service WAY - Kalgoorlie 14 February 2016	
EFT2193	06/06/2017	Jennifer Anne Noble	Supply of Music for the Cyclclassic 2017	\$350.00
EFT2194	06/06/2017	Goldfields Cyclclassic	2017 Goldfields Cyclclassic & Community Challenge	\$66,000.00
		<i>EFT 2195 to EFT 2227 Cancelled due to incorrect payment run created</i>		
EFT2228	09/06/2017	AD Engineering International Pty Ltd	AD322 Radar Speed Display	\$5,964.26
EFT2229		<i>Cancelled due to incorrect inclusion in payment run</i>		
EFT2230	09/06/2017	Ian Baird	Reimbursement of Accommodation	\$352.00
EFT2231		<i>Cancelled due to incorrect inclusion in payment run</i>		
EFT2232	16/06/2017	RMM Carpet Cleaning	Cleaning of 8 areas of Town Hall ( refer plan)	\$2,211.00
EFT2233	16/06/2017	Tenderlink	Tenders 01-2017 and 02-2017	\$330.00
EFT2234	16/06/2017	Goldfields Nissan	Quote 10 April 2017 - Nissan XTrail ST-L 4wd CVT auto with accessories	\$23,755.60
EFT2235	16/06/2017	Eliza Plum Locally Handcrafted Soaps	Mixed soap bars	\$144.00
EFT2236	16/06/2017	Redwave Media Pty Ltd	Advertising as referred by Frances Thornton for Cyclclassic 2017	\$4,455.00
EFT2237	16/06/2017	Australian Communications & Media Auth	Licence renewal Broadcasting/retransmission 6SBSFM	\$44.00
EFT2238	16/06/2017	Australian Taxation Office	PAYG Income Tax withholding	\$24,847.00
EFT2239	16/06/2017	Ian Baird	Travel to May meeting 2017	\$1,544.56
EFT2240	16/06/2017	Cabcharge Australia Limited	Cab Charges May 2017	\$6.00
EFT2241	16/06/2017	Cardile International Fireworks Pty Ltd	Fireworks Display 3 June 2017	\$19,800.00
EFT2242	16/06/2017	C Direct	Recharge - 1pk x \$50 (2 per pack x \$50) (discount price \$96.00)	\$356.59
EFT2243	16/06/2017	Cooper Fluid Systems	Air dryer	\$166.10
EFT2244	16/06/2017	Toll Ipec Pty Ltd	Freight	\$106.77
EFT2245	16/06/2017	Digitalrez Australia	RezExpert Monthly Access Fee May 2017	\$76.94
EFT2246	16/06/2017	DJ Rev CB	2017 Cyclclassic Entertainment and Karaoke	\$6,145.00
EFT2247	16/06/2017	Eagle Petroleum (W.A) Pty Ltd	Deliver 5000 ltrs diesel fuel to depot	\$6,404.31
EFT2248	16/06/2017	Hare & Forbes Machinery House	B/SAW BS-916a	\$4,764.50
EFT2249	16/06/2017	Menzies Hotel	1 45 kg gas bottle for nurse	\$174.50
EFT2250	16/06/2017	Jump 4 Us	Hire of Pirate Ship and Zorb balls for Children's entertainment - Cyclclassic 2017 includes supply of generator and fuel, plus travel costs	\$1,510.00
EFT2251	16/06/2017	Marketforce	Notice of Special Meeting of Council - Monday 27 March 2017 in Local Government Notices	\$304.00
EFT2252	16/06/2017	Shire of Menzies Social Club	Payroll deductions	\$150.00
EFT2253	16/06/2017	Netlogic Information Technology	22/05/2017 connectivity issues CEOXA	\$112.50
EFT2254	23/06/2017	Covs	3 cans crome brite	\$61.29
EFT2255	23/06/2017	Child Support	Payroll deductions	\$129.79
EFT2256	23/06/2017	Retech Rubber	260m2of 50mm double density(epdm rubber)	\$36,809.52
EFT2257	23/06/2017	C Direct	\$30 Credit, Call Value + Network Access	\$747.00

**Shire of Menzies**  
**Payments for the Month of June 2017**

		<b>EFT</b>	
EFT2258	23/06/2017 Cornerstone Legal	Professional Fees - Rate Recovery	\$110.00
EFT2259	23/06/2017 Toll Ipec Pty Ltd	Freight	\$12.79
EFT2260	23/06/2017 Dean's Auto Glass	Replace l/h window	\$1,398.05
EFT2261	23/06/2017 Menzies Hotel	Newspapers for May 2017	\$115.20
EFT2262	23/06/2017 Kulbardi Hill Consulting	Brochures as quoted - Kookynie and Niagara	\$3,311.00
EFT2263	23/06/2017 Landgate	UV General vals N/R country shared	\$1,249.35
EFT2264	23/06/2017 Shire of Menzies Social Club	Payroll deductions	\$160.00
EFT2265	23/06/2017 Paupiyala Tjarutja Aboriginal Corporation	Reimbursement School Holiday Program TjunTjunTjara Community 7 pril to 22 April 2017	\$8,641.15
EFT2266	23/06/2017 Satellite Television & Radio Australia	Annual maintenance of Menzies DTV re-transmission facilities	\$7,657.10
EFT2267	23/06/2017 Moore Stephens	Financial Management Reporting Workshops	\$2,805.00
EFT2268	30/06/2017 Leonora Pharmacy	Leonora Pharmacy amount due to 22 June 2017	\$495.49
EFT2269	30/06/2017 Longreach Camps Pty Ltd	Marquee hire for 7 days	\$1,430.00
EFT2270	30/06/2017 Design Sense Graphics and Sense	90x55mm fridge magnets - Gold Lake Ballard with TALA Logo	\$473.00
EFT2271	30/06/2017 Pumps Australia	Hot and cold pressure washer	\$4,085.00
EFT2272	30/06/2017 Hollywood Touch	Post and rail pvc fencing	\$3,325.00
EFT2273	30/06/2017 Central Australian Rare Earths Pty Ltd	Rates refund for assessment A4564 E39/01630 MINING	\$79.75
		<b>TENEMENT</b>	
EFT2274	30/06/2017 Agnes Resaba	Dinner for Children's sports evening - Cyclastic	\$200.00
EFT2275	30/06/2017 Derek Morrison	Annual Maintenance Town Hall Clock	\$1,150.00
EFT2276	30/06/2017 Air Liquide WA Pty Ltd	Rental 01/05-31/05/2017	\$98.81
EFT2277	30/06/2017 Bunnings	Water filter cartridges	\$15.98
EFT2278	30/06/2017 Cabcharge Australia Limited	Cabcharge account fee	\$6.00
EFT2279	30/06/2017 Toll Ipec Pty Ltd	Freight for brochures for Kookynie and Niagara	\$42.89
EFT2280	30/06/2017 Dean's Auto Glass	Replace windscreen 1 MN Toyota 200 Series	\$355.00
EFT2281	30/06/2017 E & M J Rosher	Blade pasture 275mm	\$1,018.50
EFT2282	30/06/2017 Flex Industries	Hydraulic Pump POW575	\$1,196.60
EFT2283	30/06/2017 Goldline Distributors	Caravan Park and cleaning items	\$1,452.03
EFT2284	30/06/2017 Goldfields Records Storage	Member contribution 01 July 2017 to 31 December 2017	\$8,800.00
EFT2285	30/06/2017 Hitachi	Lever kit and freight	\$189.57
EFT2286	30/06/2017 Menzies Hotel	1 45kg gas bottle	\$221.00
EFT2287	30/06/2017 Itvision	IT vision to corect superannuation files for upload to click super for April & May 2017	\$242.00
EFT2288	30/06/2017 JR & A Hersey	4 boxes heavy duty disposable gloves	\$136.40
EFT2289	30/06/2017 Kleenheat Gas	Gas bottles	\$37.95
EFT2290	30/06/2017 KT Cable Accessories	Hella predators lights	\$2,793.96
EFT2291	30/06/2017 Mobile Pest Weed Control	Depot - Temite Inspections	\$7,018.00
EFT2292	30/06/2017 Netlogic Information Technology	22/05/2017 change file association photoshop CEOXA	\$37.50
EFT2293	30/06/2017 Titan Australia Pty Ltd	12.5/80-18bkt tyre	\$843.26
EFT2294	30/06/2017 Office National	Half whiteboard/Half pinboard - Administration office	\$255.28
EFT2295	30/06/2017 Penns Cartage	Transport freight from hare and forbes, exteria ,domeshelter	\$941.60
EFT2296	30/06/2017 Pila Nguru Aboriginal Corporation	Recoup expenses for site to site activities during July & August 2017	\$8,334.41
EFT2297	30/06/2017 Refresh Water	12 x 15lt Water	\$108.00
EFT2298	30/06/2017 Kalgoorlie Retravisoin	WESTIN/WHI324BA 32cm induction cooktop	\$1,497.00
EFT2299	30/06/2017 Tourism Council Western Australia	VCWA Golden Membership Fee 2017/18 - Tourism Council WA	\$578.00
EFT2300	30/06/2017 Vissign Australia Pty Ltd	1000x500 toilet shower sign	\$68.75
EFT2301	30/06/2017 The West Australian	Shire of Menzies Advert in Kalgoorlie Miner - Saturday 27 May 2017 - Cyclastic Feature	\$425.00
EFT2302	30/06/2017 WML Consultants	Menzies NW Road 16.6 - Tony Chisholm	\$9,920.64
EFT2303	30/06/2017 WesTrac Pty Ltd	Repair and replace blade tilt hose and o-rings	\$91.87
	08/06/2017 Payroll	Payroll	\$37,606.95
	22/06/2017 Payroll	Payroll	\$35,884.83
			<hr/> <b>\$389,546.59</b>

**Shire of Menzies**  
**Payments for the Month of June 2017**

<b>Direct Debit</b>				
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
DD1264.1	01/06/2017	WESTNET	CRC Computer charges May 2017	\$90.45
DD1270.1	06/06/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$4,390.14
DD1270.2	06/06/2017	Kinetic Superannuation	Superannuation contributions	\$1,057.69
DD1270.3	06/06/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$1,608.06
DD1270.4	06/06/2017	B T Finanacial Group Superannuation	Superannuation contributions	\$479.73
DD1270.5	06/06/2017	Catholic Super	Superannuation contributions	\$738.85
DD1270.6	06/06/2017	Australian Super	Superannuation contributions	\$219.03
DD1270.7	06/06/2017	Commonwealth Essential Super	Superannuation contributions	\$176.74
DD1281.1	08/06/2017	Telstra	Account 1182919000 for mobiles and office internet May 2017	\$549.43
DD1281.1	08/06/2017	Telstra	Account 3307495295 Satellite phones May 2017	\$204.53
DD1283.1	12/06/2017	Telstra	Account 3671243388 Mobiles and office internet May 2017	\$1,217.19
DD1288.1	15/06/2017	BOQ Finance	Copier charges June 2017	\$1,880.09
DD1288.2	15/06/2017	Toyota Finance	Golden Quest Vehicle Lease May 2017	\$1,103.39
DD 10467	19/06/2017	Horizon Power	Power usage 22/12/15-20/2/16	\$624.27
DD1291.1	20/06/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$4,050.81
DD1291.2	20/06/2017	Kinetic Superannuation	Superannuation contributions	\$1,159.21
DD1291.3	20/06/2017	Wa Local Govt Superannuation Plan	Superannuation contributions	\$1,740.53
DD1291.4	20/06/2017	B T Finanacial Group Superannuation	Superannuation contributions	\$470.75
DD1291.5	20/06/2017	Catholic Super	Superannuation contributions	\$739.06
DD1291.6	20/06/2017	Australian Super	Superannuation contributions	\$233.68
DD1291.7	20/06/2017	Commonwealth Essential Super	Superannuation contributions	\$175.51
DD1305.1	20/06/2017	Kinetic Superannuation	Superannuation contributions	\$858.47
DD1301.1	26/06/2017	Jillian Dwyer	Meeting Fees June 2017	\$3,364.49
DD1301.2	26/06/2017	Ian Baird	Meeting Fees June 2017	\$1,289.67
DD1301.3	26/06/2017	Tucker, Ian Cr	Meeting Fees June 2017	\$875.83
DD1301.4	26/06/2017	Debbie Hansen	Meeting Fees June 2017	\$875.83
DD1301.5	26/06/2017	Jamie Mazza	Meeting Fees June 2017	\$875.83
DD1301.6	26/06/2017	Justin Lee	Meeting Fees June 2017	\$875.83
DD1301.7	26/06/2017	Keith Mader	Meeting Fees June 2017	\$875.83
DD1306.1	26/06/2017	Water Corporation	Water charges April to June 2017 for various locations	\$1,004.40
DD1306.2	26/06/2017	BOQ Finance	Copier Charges June 2017	\$389.40
DD1313.1	29/06/2017	Wright Express Australia Pty Ltd	Fuel Charges	\$881.72
DD1317.1	30/06/2017	Water Corporation	Water usage - April 2017 to June 2017 for various locations	\$1,325.40
1617-12.13	05/06/2017	NAB	Credit Card Payment	\$5,845.96
	01/06/2017	NAB	Merchant Fee	\$21.50
	01/06/2017	NAB	Merchant Fee	\$38.90
	01/06/2017	NAB	Merchant Fee	\$51.80
	01/06/2017	NAB	Merchant Fee	\$76.92
	28/06/2017	NAB	NAB Connect Access Fee	\$49.24
	30/06/2017	NAB	Merchant Fee	\$20.00
	30/06/2017	NAB	Merchant Fee	\$38.90
	30/06/2017	NAB	Account Fee	\$50.00
	30/06/2017	NAB	Merchant Fee	\$51.80
	30/06/2017	NAB	Merchant Fee	\$155.23
				<b><u>\$42,802.09</u></b>

**Shire of Menzies**  
**Payments for the Month of June 2017**

<b>Credit Card</b>			
<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
1/05/2017	Atlas Linen	Dry cleaning Transactions on credit card - CEO April 2017	\$66.20
2/05/2017	Goldfields Locksmith	Keys cut 57 Walsh Street	\$31.80
3/05/2017	Coles	Netball catering	\$45.20
3/05/2017	Kalaire	6 burner BBQ	\$1,099.00
5/05/2017	QBE	Staff travel Insurance	\$12.00
5/05/2017	Qantas	Staff air fares	\$853.08
10/05/2017	Coles	Netball	\$28.30
15/05/2017	Office Works	Laptop bag and paper for Caravan Park	\$85.06
18/05/2017	Coles	Netball catering	\$22.70
		Kitchen equipment - Stainless steel table, trolley, Milan Chafer set of 4	\$1,670.57
22/05/2017	Nisbets Australia		
24/05/2017	Kitchen Emporium	Cake stands for Biggest Morning Tea	\$40.00
24/05/2017	Woolworths	Catering - Biggest Morning Tea	\$76.33
25/05/2017	All Seasons	Councillor accomodation	\$222.40
29/05/2017	Bunnings	Microwave bracket for kitchen	\$34.70
29/05/2017	NAB	Card Fee	\$9.00
<b>Total for CEO Credit Card</b>			<b><u>\$4,296.34</u></b>
1/05/2017	Department of Environmental	Annual license for sewer ponds	\$1,066.27
1/05/2017	Railway Motel	RAMM training accommodation	\$197.46
5/05/2017	Coles	Juice boxes	\$36.00
12/05/2017	Outback Café	Meal planning meeting	\$12.30
16/05/2017	Mitre 10	Power boards	\$21.39
22/05/2017	Railway Motel	Conference training accommodation	\$159.00
25/05/2017	La Patisserie South Perth - Col	Coffee	\$5.00
26/05/2017	Dome South Perth	Meal	\$17.45
29/05/2017	Dome South Perth	Coffee	\$5.80
29/05/2017	Dome South Perth	Meal	\$19.95
29/05/2017	NAB	Card Fee	\$9.00
<b>Total for MFA Credit Card</b>			<b><u>\$1,549.62</u></b>
<b>Total Credit Card</b>			<b><u>\$5,845.96</u></b>



### 12.2.3 Adoption of Budget for the year ending 30 June 2018

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 052
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	21 June 2017
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance and Administration
<b>ATTACHMENT:</b>	12.2.3.1 Statutory Budget

<b>COUNCIL RESOLUTION:</b>	<b>No.1233</b>
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**Moved: Cr Mazza**

**Seconded: Cr Lee**

*That Council:*

*Accept En Bloc recommendations 1 – 10 and adopt the Budget for the year ending 30 June 2018.*

#### *Recommendation 1 – Valuations and Rates*

*That the valuations supplied by the Valuer General and totalling as stated, be adopted and recorded in the rate book for use in the 2017/2018 financial year*

- *Gross Rental Value (GRV)      \$2,565,782*
- *Unimproved Value (UV)      \$17,357,191*

#### *Recommendation 2 - Rate in the Dollar*

*That in accordance with the Local Government Act 1995 Section 6.32, Council impose general rates in GRV and UV in the 2017/2018 financial year as:*

- |                                       |                                  |                           |
|---------------------------------------|----------------------------------|---------------------------|
| <b>1.    Gross Rental Value (GRV)</b> |                                  |                           |
| a.    GRV Improved                    | 8.32 cents in the dollar         | <b>Minimum Rate \$311</b> |
| b.    GRV Vacant                      | 8.34 cents in the dollar         | <b>Minimum Rate \$200</b> |
| <b>2.    Unimproved Value</b>         |                                  |                           |
| a.    UV Mining Operating             | 15.97 cents in the dollar        | <b>Minimum Rate \$311</b> |
| <b>3.    UV Mining Exploration</b>    | <b>14.73 cents in the dollar</b> | <b>Minimum Rate \$275</b> |
| <b>4.    UV Mining Prospecting</b>    | <b>14.51 cents in the dollar</b> | <b>Minimum Rate \$244</b> |
| <b>5.    UV Pastoral and Other</b>    | <b>8 cents in the dollar</b>     | <b>Minimum Rate \$311</b> |

#### *Recommendation 3 – Rubbish Removal Charge*

*That in accordance with section 67 of the Waste Avoidance and Resource Recovery Act 2007, Council impose Receptacle Collection Charges as:*

- |   |              |
|---|--------------|
| <b>1.    240 litre bin (first service for residential property)</b>           | <b>\$137</b> |
| <b>2.    240 litre bin (additional service for residential property)</b>      | <b>\$152</b> |
| <b>3.    240 litre bin service (per service) for non-residential property</b> | <b>\$165</b> |

#### ***Recommendation 4 – Payment Options***

***That in accordance with Regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominate the following due dates for the payment of rates and charges in the 2017/2018 financial year***

<b><i>Issue Date</i></b>	<b><i>7 August 2017</i></b>
<b><i>1. Payment in Full</i></b>	<b><i>12 September 2017</i></b>
<b><i>2. Payment in Four Instalments</i></b>	
<b><i>a. First Instalment</i></b>	<b><i>12 September 2017</i></b>
<b><i>b. Second Instalment</i></b>	<b><i>14 November 2017</i></b>
<b><i>c. Third Instalment</i></b>	<b><i>16 January 2018</i></b>
<b><i>d. Fourth Instalment</i></b>	<b><i>13 March 2018</i></b>

#### ***Recommendation 5 – Instalment Charges***

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

- 1. Payment of rates and charges by instalments (not including the first instalment) \$12 per instalment and 5.5% interest to apply to instalments that remain outstanding after the due date;***
- 2. Payment of rates and charges by alternative arrangement to be \$100 per arrangement, and to incur penalty interest of 11% for rates remaining outstanding after the due date.***

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

***That in accordance with section 6.51 of the Local Government Act 1995, Council impose penalty interest of 11% per annum, calculated daily, on rates and service charges remaining unpaid (excluding eligible pensioners opting to defer the payment of their rates), after the due date and that the following fees be adopted for the non-payment of rates and charges***

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

#### ***Recommendation 7 – Fees and Charges***

***That Council adopt the proposed fees and charges for the year ending 30 June 2018 as included in the Adopted Budget (attached).***

#### ***Recommendation 8 – Adoption of Variance***

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

### ***Recommendation 9 – Adoption of Threshold for Capitalisation***

#### ***That Council***

- 1. Adopt a minimum value of \$10,000 for the capitalisation of purchases as Assets***
- 2. Update policy 2.2 Capitalisation of Assets to reflect the change of value from \$5,000 to \$10,000.***

### ***Recommendation 10 - Adoption of 2017/2018 Budget***

#### ***That the 2017/18 Annual Budget including the following be adopted:***

- a. Statements of comprehensive Income by program***
- b. Statement of Comprehensive Income by Nature and Type***
- c. Rate Setting Statement***
- d. Statement of Cash Flows***
- e. Capital and Infrastructure Works Program***
- f. Notes to and forming the Annual Budget***
- g. Statement of Cash Backed Reserves***
- h. Schedule of Fees and Charges***

**Carried by an Absolute Majority 6/0**

### **OFFICER RECOMMENDATION:**

#### **Recommendation 1 – Valuations and Rates**

That the valuations supplied by the Valuer General and totalling as stated, be adopted and recorded in the rate book for use in the 2017/2018 financial year

- Gross Rental Value (GRV)      \$2,565,782
- Unimproved Value (UV)      \$17,357,191

#### **Recommendation 2 - Rate in the Dollar**

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- |    |                          |                           |                    |
|----|--------------------------|---------------------------|--------------------|
| 1. | Gross Rental Value (GRV) |                           |                    |
|    | a. GRV Improved          | 8.32 cents in the dollar  | Minimum Rate \$311 |
|    | b. GRV Vacant            | 8.34 cents in the dollar  | Minimum Rate \$200 |
| 2. | Unimproved Value         |                           |                    |
|    | a. UV Mining Operating   | 15.97 cents in the dollar | Minimum Rate \$311 |
| 3. | UV Mining Exploration    | 14.73 cents in the dollar | Minimum Rate \$275 |
| 4. | UV Mining Prospecting    | 14.51 cents in the dollar | Minimum Rate \$244 |
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|----|--|-------|
| 1. | 240 litre bin (first service for residential property)           | \$137 |
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- |                                |                   |
|--------------------------------|-------------------|
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### **Recommendation 8 – Adoption of Variance**

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

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That Council

1. Adopt a minimum value of \$10,000 for the capitalisation of purchases as Assets
2. Update policy 2.2 Capitalisation of Assets to reflect the change of value from \$5,000 to \$10,000.

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That the 2017/18 Annual Budget including the following be adopted:

- a. Statements of comprehensive Income by program
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- e. Capital and Infrastructure Works Program
- f. Notes to and forming the Annual Budget
- g. Statement of Cash Backed Reserves
- h. Schedule of Fees and Charges

**VOTING REQUIREMENTS:** Absolute Majority

### **IN BRIEF:**

For Council to consider the Adoption of the Budget for the year ending 30 June 2018.

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

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

- A strong local economy, diversified through encouraging commercial growth, which provides jobs and services.
- The acquisition of appropriate resources to assist with economic and tourism planning and development.

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

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

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

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

- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.

**STATUTORY AUTHORITY:**

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

*Waste Avoidance and Resource Recovery Act 2007 Section 67*

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

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:** Nil

**BACKGROUND:**

At the ordinary meeting of Council held on 25 May 2017, Council resolved to adopt differential rating. The proposed rates were advertised with the final date for objections being 26 June 2017. No objections were received.

The Statutory Budget has been developed following a review of the draft budget at a workshop all items included in both the operating and capital budget.

**COMMENT:**

Rate increases for the 2017/2018 Financial year for all properties has been limited to 1.75%. The total Reserves are, for the most part retained. Some new initiatives have been introduced, and plant replaced.

Further transfers to Reserves will be considered following the completion of the Annual Accounts. It is proposed that any difference in surplus between the Adopted budget estimate and the final surplus will be transferred to Reserves.

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

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

## **BUDGET**

### **FOR THE YEAR ENDED 30 JUNE 2018**

#### **TABLE OF CONTENTS**

Statement of Comprehensive Income by Nature or Type	2
Statement of Comprehensive Income by Program	3
Statement of Cash Flows	4
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Supplementary Information	

**STATEMENT OF COMPREHENSIVE INCOME****BY NATURE OR TYPE****FOR THE YEAR ENDED 30 JUNE 2018**

	NOTE	2017/2018 Budget \$	2016/2017 Actual \$	2016/2017 Budget \$
<b>REVENUE</b>				
Rates	8	2,809,112	2,863,670	2,635,869
Operating Grants, Subsidies and Contributions		1,717,444	4,178,929	2,866,607
Fees and Charges	11	171,620	175,836	125,174
Service Charges	10	0	0	0
Interest Earnings	2(a)	184,600	237,196	202,539
Other Revenue		46,200	78,207	185,072
		<u>4,928,976</u>	<u>7,533,837</u>	<u>6,015,261</u>
<b>EXPENSES</b>				
Employee Costs		(1,615,058)	(1,477,174)	(1,816,821)
Materials and Contracts		(2,800,273)	(2,041,926)	(3,297,369)
Utility Charges		(56,160)	(48,155)	(127,450)
Depreciation	2(a)	(2,076,951)	(2,076,922)	(2,532,920)
Interest Expenses	2(a)	0	0	0
Insurance Expenses		(130,430)	(138,200)	(157,844)
Allocation to Capital			905,408	
Other Expenditure		(332,400)	(223,166)	(167,844)
		<u>(7,011,272)</u>	<u>(5,100,135)</u>	<u>(8,100,248)</u>
		<u>(2,082,296)</u>	<u>2,433,702</u>	<u>(2,084,987)</u>
Non-Operating Grants, Subsidies and Contributions		3,609,875	369,022	1,554,637
Profit on Asset Disposals	4	10,750	7,138	7,016
Loss on Asset Disposals	4	<u>(9,250)</u>	<u>0</u>	<u>(35,221)</u>
<b>NET RESULT</b>		<b>1,529,079</b>	<b>2,809,863</b>	<b>(558,555)</b>
<b>Other Comprehensive Income</b>				
Changes on Revaluation of non-current assets				
<b>Total Other Comprehensive Income</b>		<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL COMPREHENSIVE INCOME</b>		<b><u>1,529,079</u></b>	<b><u>2,809,863</u></b>	<b><u>(558,555)</u></b>

**Notes:**

All fair value adjustments relating to re-measurement of financial assets at fair value through profit or loss and (if any) changes on revaluation of non-current assets in accordance with the mandating of fair value measurement through Other Comprehensive Income, is impacted upon by external forces and is not able to be reliably estimated at the time of budget adtion.

Fair value adjustments relating to the re-measurement of financial assets at fair value through profit or loss will be assessed at the time they occur, with compensating budget amendments made as necessary.

It is anticipated, in all instances, any changes in revaluation of non-current assets will relate to non-cash transactions and as such, have no impact on this budget document.

Fair value adjustments will be assessed at the time they occur with compensating budget amendments made as necessary.

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



**STATEMENT OF COMPREHENSIVE INCOME****BY PROGRAM****FOR THE YEAR ENDED 30 JUNE 2018**

	<b>NOTE</b>	<b>2017/2018</b>	<b>2016/2017</b>	<b>2016/2017</b>
		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>REVENUE (Refer Notes 1,2,8 to 13)</b>				
Governance		0	91	16,959
General Purpose Funding		3,889,706	7,296,436	5,440,969
Law, Order, Public Safety		6,400	5,935	18,090
Health		0	0	0
Education and Welfare		0	0	0
Housing		65,220	63,205	57,000
Community Amenities		6,600	8,690	7,220
Recreation and Culture		10,000	292	10,550
Transport		727,250	67	166,700
Economic Services		185,100	189,899	161,501
Other Property and Services		38,700	72,482	142,280
		<u>4,928,976</u>	<u>7,637,097</u>	<u>6,021,269</u>
<b>EXPENSES EXCLUDING</b>				
<b>FINANCE COSTS (Refer Notes 1,2 &amp; 14)</b>				
Governance		(534,774)	(528,763)	(1,010,064)
General Purpose Funding		(133,975)	(129,332)	(285,352)
Law, Order, Public Safety		(45,180)	(51,831)	(182,881)
Health		(53,000)	(36,548)	(96,249)
Education and Welfare		0	0	(11,500)
Housing		(291,334)	(189,245)	(237,903)
Community Amenities		(202,910)	(135,200)	(240,456)
Recreation & Culture		(493,390)	(386,474)	(530,889)
Transport		(2,597,655)	(2,390,046)	(3,553,258)
Economic Services		(830,321)	(783,245)	(1,458,499)
Other Property and Services		(1,828,733)	(572,710)	(499,205)
		<u>(7,011,272)</u>	<u>(5,203,394)</u>	<u>(8,106,256)</u>
<b>FINANCE COSTS (Refer Notes 2 &amp; 5)</b>				
Housing		<u>0</u>	<u>0</u>	<u>0</u>
		0	0	0
<b>NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>				
Governance		0	0	0
General Purpose Funding		0	0	0
Law, Order, Public Safety		0	400	0
Health		0	0	0
Education and Welfare		0	0	0
Housing		0	0	0
Community Amenities		0	0	0
Recreation & Culture		261,000	10,000	0
Transport		3,333,875	335,895	1,414,875
Economic Services		15,000	22,727	0
Other Property and Services		0	0	139,762
		<u>3,609,875</u>	<u>369,022</u>	<u>1,554,637</u>
<b>PROFIT/(LOSS) ON DISPOSAL OF ASSETS (Refer Note 4)</b>				

Community Amenities		791	
Transport	1,500	0	(29,213)
Other Property and Services	0	6,347	1,008
	1,500	7,138	(28,205)
<b>NET RESULT</b>	<b>1,529,079</b>	<b>2,809,863</b>	<b>(558,555)</b>
<b>Other Comprehensive Income</b>			
Changes on Revaluation of non-current assets			
<b>Total Other Comprehensive Income</b>	0	0	0
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>1,529,079</b>	<b>2,809,863</b>	<b>(558,555)</b>

**STATEMENT OF COMPREHENSIVE INCOME**  
**BY PROGRAM**  
**FOR THE YEAR ENDED 30 JUNE 2018**

**Notes: to Statement of comprehensive Income.**

All fair value adjustments relating to re-measurement of financial assets at fair value through profit or loss and (if any) changes on revaluation of non-current assets in accordance with the mandating of fair value measurement through Other Comprehensive Income, is impacted upon by external forces and is not able to be reliably estimated at the time of budget adtion.

Fair value adjustments relating to the re-measurement of financial assets at fair value through profit or loss will be asessed at the time they occur, with compensating budget amendments made as necessary.

It is anticipated, in all instances, any changes in revaluation of non-current assets will relate to non-cash transactions and as such, have no impact on this budget document.

Fair value adjustments will be assessed at the time they occur with compensating budget amendments made as necessary.

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

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 JUNE 2018**

	NOTE	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
<b>Cash Flows From Operating Activities</b>				
<b>Receipts</b>				
Rates		2,667,690	3,515,856	2,240,490
Operating Grants, Subsidies and Contributions		1,717,444	4,178,929	2,866,607
Fees and Charges		171,620	175,836	125,174
Interest Earnings		184,600	237,196	202,539
Other		46,200	78,207	185,073
		<u>4,787,554</u>	<u>8,186,023</u>	<u>5,619,883</u>
<b>Payments</b>				
Employee Costs		(1,607,199)	(1,507,467)	(1,816,821)
Materials and Contracts		(1,633,118)	(2,116,083)	(2,799,014)
Utility Charges		(56,160)	(48,155)	(127,450)
Insurance Expenses		(130,430)	(138,200)	(157,844)
Allocation to capital			905,408	
Other		(332,400)	(223,166)	(167,844)
		<u>(3,759,307)</u>	<u>(3,127,663)</u>	<u>(5,068,973)</u>
<b>Net Cash Provided By Operating Activities</b>	15(b)	<u>1,028,247</u>	<u>5,058,360</u>	<u>550,910</u>
<b>Cash Flows from Investing Activities</b>				
Payments for Development of Payments for Purchase of Property, Plant & Equipment	3	(1,423,000)	(239,535)	(1,402,235)
Payments for Construction of Infrastructure	3	(5,034,287)	(773,639)	(3,020,261)
Advances to Community Groups Non-Operating Grants, Subsidies and Contributions used for the Development of Assets		3,609,875	369,022	1,554,637
Proceeds from Sale of Plant & Equipment	4	81,000	50,455	87,500
Proceeds from Advances				
<b>Net Cash Used in Investing Activities</b>		<u>(2,766,412)</u>	<u>(593,697)</u>	<u>(2,780,359)</u>
<b>Cash Flows from Financing Activities</b>				
Repayment of Debentures	5			
Repayment of Finance Leases				
Proceeds from Self Supporting Loans				
Proceeds from New Debentures	5			
<b>Net Cash Provided By (Used In)</b>				
<b>Net Increase (Decrease) in Cash Held</b>		(1,738,165)	4,464,663	(2,229,449)
Cash at Beginning of Year		6,980,169		
<b>Cash and Cash Equivalents at the End of the Year</b>	15(a)	<u>5,242,004</u>	<u>4,464,663</u>	<u>(2,229,449)</u>

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

**RATE SETTING STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2018**

	NOTE	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
<b>REVENUES</b>	1,2			
Governance		0	91	16,959
General Purpose Funding		1,020,594	4,432,766	2,805,099
Law, Order, Public Safety		6,400	6,335	18,090
Health		0	0	0
Education and Welfare		0	0	0
Housing		65,220	63,205	57,000
Community Amenities		6,600	8,691	7,220
Recreation and Culture		271,000	10,292	10,550
Transport		4,061,125	335,961	1,582,583
Economic Services		200,100	212,626	161,501
Other Property and Services		38,700	72,483	282,042
		<u>5,669,739</u>	<u>5,142,449</u>	<u>4,941,044</u>
<b>EXPENSES</b>	1,2			
Governance		(534,774)	(528,763)	(1,010,064)
General Purpose Funding		(133,975)	(129,332)	(285,352)
Law, Order, Public Safety		(45,180)	(51,831)	(182,881)
Health		(53,000)	(36,548)	(96,249)
Education and Welfare		0	0	(11,500)
Housing		(291,334)	(189,245)	(237,903)
Community Amenities		(202,910)	(134,409)	(240,456)
Recreation & Culture		(493,390)	(386,474)	(530,889)
Transport		(2,597,655)	(2,390,046)	(3,582,471)
Economic Services		(830,321)	(783,245)	(1,458,499)
Other Property and Services		(1,828,733)	(566,363)	(499,205)
		<u>(7,011,272)</u>	<u>(5,196,256)</u>	<u>(8,135,469)</u>
<b>Net Operating Result Excluding Rates</b>		<u>(1,341,533)</u>	<u>(53,807)</u>	<u>(3,194,425)</u>
<b>Adjustments for Cash Budget Requirements:</b>				
<b>Non-Cash Expenditure and Revenue</b>				
Initial Recognition of Assets due to change in Regulations				
- Land		0	0	
- Easements		0	0	
(Profit)/Loss on Asset Disposals	4	(1,500)	(7,138)	28,205
Depreciation on Assets	2(a)	2,076,951	2,076,922	2,532,920
<b>Capital Expenditure and Revenue</b>				
Purchase Land Held for Resale	3	0	0	0
Purchase Land and Buildings	3	(1,061,000)	(46,767)	(1,060,000)
Purchase Infrastructure Assets - Roads	3	(4,310,287)	(411,608)	(2,450,249)
Purchase Infrastructure Assets - Parks	3	(674,000)	(39,882)	(455,012)
Purchase Infrastructure Assets - Footpaths	3	(50,000)	(880)	(115,000)
Purchase Plant and Equipment	3	(262,000)	(179,411)	(292,235)
Purchase Furniture and Equipment	3	(100,000)	(13,357)	(50,000)
Proceeds from Disposal of Assets	4	81,000	50,455	87,500
Repayment of Debentures	5	0	0	0
Proceeds from New Debentures	5	0	0	0
Self-Supporting Loan Principal Income		0	0	0
Transfers to Reserves (Restricted Assets)	6	(283,600)	(2,139,011)	(500,000)
Transfers from Reserves (Restricted Assets)	6	247,000	0	482,235
<b>ADD</b> Estimated Surplus/(Deficit) July 1 B/Fwd	7	2,754,857	3,811,414	2,350,190
<b>LESS</b> Estimated Surplus/(Deficit) June 30 C/Fwd	7	0	5,910,600	
<b>Total Amount Raised from General Rate</b>	8	<u>(2,924,112)</u>	<u>(2,863,670)</u>	<u>(2,635,871)</u>

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

## **NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2018**

### **1. SIGNIFICANT ACCOUNTING POLICIES**

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

#### **(a) Basis of Accounting**

The budget 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 cash flow and rate setting information, the budget 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 budget document.

#### **(c) 2016/17 Actual Balances**

Balances shown in this budget as 2016/17 Actual are as forecast at the time of budget preparation and are subject to final adjustments.

#### **(d) Rounding Off Figures**

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

#### **(e) 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

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

#### **(f) 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.

#### **(g) 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.

## **NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2018**

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

#### **(h) 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.

#### **(i) Trade and Other Receivables**

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

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

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.

#### **(j) 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.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

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

**(k) 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 2013, 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 2014, 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 2015, the fair value of all of the assets of the local government.

Council has commenced 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.

***Initial Recognition***

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

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable future economic benefits associated with the item will flow to the Council and the cost of the item can be measured reliably. All other repairs and maintenance are recognised as expenses in the statement of comprehensive income in the period in which they are incurred.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

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

**(k) Fixed Assets (Continued)**

***Revaluation***

Revalued assets are carried at their fair value being the price that would be received to sell the asset, in an orderly transaction between market participants at the measurement date.

Revalued assets are carried at their fair value being the price that would be received to sell the asset, in an orderly transaction between market participants at the measurement date.

For land and buildings, fair value will be determined based on the nature of the asset class. For land and non-specialised buildings, fair value is determined on the basis of observable open market values of similar assets, adjusted for conditions and comparability at their highest and best use (Level 2 inputs in the fair value hierarchy).

With regards to specialised buildings, fair value is determined having regard for current replacement cost and both observable and unobservable costs. These include construction costs based on recent contract prices, current condition (observable Level 2 inputs in the fair value hierarchy), residual values and remaining useful life assessments (unobservable Level 3 inputs in the fair value hierarchy).

For infrastructure and other asset classes, fair value is determined to be the current replacement cost of an asset (Level 2 inputs in the fair value hierarchy) less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset (Level 3 inputs in the fair value hierarchy).

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases in the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised as profit or loss.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Those assets carried at a revalued amount, being their fair value at the date of revaluation less any subsequent accumulated depreciation and accumulated impairment losses, are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

In addition, the amendments to the Financial Management Regulations mandating the use of Fair Value, imposes a further minimum of 3 years revaluation requirement. As a minimum, all assets carried at a revalued amount, will be revalued at least every 3 years.

***Transitional Arrangement***

During the time it takes to transition the carrying value of non-current assets from the cost approach to the fair value approach, the Council may still be utilising both methods across differing asset classes.

Those assets carried at cost will be carried in accordance with the policy detailed in the ***Initial Recognition*** section as detailed above.

Those assets carried at fair value will be carried in accordance with the ***Revaluation*** methodology section as detailed above.



**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

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

**(k) Fixed Assets (Continued)**

***Early Adoption of AASB 13 - Fair Value Measurement***

Whilst the new accounting standard in relation to fair value, *AASB 13 - Fair Value Measurement* does not become applicable until the end of the year ended 30 June 2014 (in relation to Council), given the legislative need to commence using Fair Value methodology for this reporting period, the Council chose to early adopt AASB 13 (as allowed for in the standard).

As a consequence, the principles embodied in *AASB 13 - Fair Value Measurement* have been applied to this reporting period (year ended 30 June 2013).

***Land Under Roads***

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

Whilst this treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

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

**(k) 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	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads (unsealed)	
formation	not depreciated
pavement	50 years
Footpaths - slab	40 years
Sewerage piping	100 years
Water supply piping & drainage systems	75 years

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

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

Gains and losses on disposals are determined by comparing proceeds with 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.

## **NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2018**

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

#### **(I) Financial Instruments**

##### **Initial Recognition and Measurement**

Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

##### **Classification and Subsequent Measurement**

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method or at cost.

Fair value represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments;
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method; and
- (b) less any reduction for impairment.

The effective interest rate method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

##### *(i) Financial assets at fair value through profit and loss*

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short term. Derivatives are classified as held for trading unless they are designated as hedges. Assets in this category are classified as current. They are subsequently measured at fair value with changes to carrying amount being included in profit or loss.

##### *(ii) Loans and receivables*

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

## **NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2018**

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

#### **(I) Financial Instruments (Continued)**

##### **Classification and Subsequent Measurement (Continued)**

##### *(iii) Held-to-maturity investments*

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments and fixed maturities that the Council's management has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Held-to-maturity investments are included in current assets where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.

##### *(iv) Available-for-sale financial assets*

Available-for-sale financial assets, are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable.

They are subsequently measured at fair value with changes in such fair value (ie gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to the asset previously recognised in other comprehensive income, is reclassified into profit or loss.

Available-for-sale financial assets are included in current assets where they are expected to be sold within 12 months after the end of the reporting period. All other available-for-sale financial assets are classified as non-current.

##### *(v) Financial liabilities*

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

##### **Impairment**

At the end of each reporting period, the Council assesses whether there is objective evidence that a financial instrument has been impaired.

A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events having occurred, which will have an impact on the estimated future cash flows of the financial asset(s).

In the case of available-for-sale financial instruments, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified into profit or loss at this point.

##### **Derecognition**

Financial assets are derecognised where the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the Council no longer has any significant continued involvement in the risks and benefits associated with the asset.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expire. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

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

**(m) 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.

**(n) 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.

**(o) 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.

**(p) 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.

**(q) 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.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

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

**(r) 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.

**(s) Comparative Figures**

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

**(t) 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.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

	<b>2017/18 Budget \$</b>	<b>2016/17 Actual \$</b>	<b>2016/17 Budget \$</b>
<b>2. REVENUES AND EXPENSES</b>			
<b>(a) Net Result from Ordinary</b>			
<b>Activities was arrived at after:</b>			
(i) Charging as Expenses:			
<b>Auditors Remuneration</b>			
Audit Services	20,000	20,182	31,256
Other Services	0	0	8,744
	<u>20,000</u>	<u>20,182</u>	<u>40,000</u>
<b>Depreciation</b>			
<b><u>By Program</u></b>			
Governance	0	600	0
Law, Order, Public Safety	17,553	17,553	48,842
Health	0	0	0
Education and Welfare	0	0	0
Housing	133,567	133,567	99,004
Community Amenities	16,071	16,071	6,059
Recreation and Culture	135,419	135,419	19,660
Transport	1,446,891	1,446,891	1,806,081
Economic Services	129,741	129,112	78,398
Other Property and Services	197,709	197,709	474,876
	<u>2,076,951</u>	<u>2,076,922</u>	<u>2,532,920</u>
<b><u>By Class</u></b>			
Land and Buildings	367,436	367,431	249,260
Furniture and Equipment	11,230	11,228	5,802
Plant and Equipment	283,600	283,592	421,287
Roads	1,366,070	1,366,067	1,773,871
Footpaths	3,380	3,379	3,940
Parks and Ovals	35,185	35,178	4,440
Infrastructure Other	10,050	10,046	74,320
	<u>2,076,951</u>	<u>2,076,922</u>	<u>2,532,920</u>
<b>Rental Charges</b>			
- Operating Leases (Print Management Service)	26,000	26,180	23,172
- Operating Leases (Golden Quest Vehicle)	12,939	11,903	12,939
	<u>38,939</u>	<u>38,083</u>	<u>36,111</u>
(ii) Crediting as Revenues:			
<b>Interest Earnings</b>			
Investments			
- Reserve Funds	80,000	57,773	80,000
- Other Funds	50,000	72,698	10,000
Other Interest Revenue ( <i>refer note 13</i> )	54,600	106,725	112,539
	<u>184,600</u>	<u>237,196</u>	<u>202,539</u>

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

**2. REVENUES AND EXPENSES (Continued)**

**(b) 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

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

**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

**EDUCATION AND WELFARE**

Support of educational facilities within the Shire and of any external resources necessary to assist

**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

**TRANSPORT**

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



**SHIRE OF MENZIES  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

**2. REVENUES AND EXPENSES (Continued)**

**(b) Statement of Objective (Continued)**

**ECONOMIC SERVICES**

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

**OTHER PROPERTY & SERVICES**

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

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

**3. ACQUISITION OF ASSETS**

**2017/18  
Budget  
\$**

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

**By Program**

<b>Governance</b>	80,000
<b>General Purpose Funding</b>	0
<b>Law, Order, Public Safety</b>	0
<b>Health</b>	0
<b>Education and Welfare</b>	0
<b>Housing</b>	116,000
<b>Community Amenities</b>	90,000
<b>Recreation and Culture</b>	887,000
<b>Transport</b>	4,709,287
<b>Economic Services</b>	545,000
<b>Other Property and Services</b>	30,000
	<b><u>6,457,287</u></b>

**By Class**

Purchase Land Held for Resale	0
Purchase Land and Buildings	1,061,000
Purchase Infrastructure Assets - Roads	4,310,287
Purchase Infrastructure Assets - Parks	674,000
Purchase Infrastructure Assets - Footpaths	50,000
Purchase Plant and Equipment	262,000
Purchase Furniture and Equipment	100,000
	<b><u>6,457,287</u></b>

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

- Asset Acquisition Program

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

**4. DISPOSALS OF ASSETS**

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

<b><u>By Program</u></b>	Net Book Value	Sale Proceeds	Profit(Loss)
	<b>2017/18 BUDGET</b>	<b>2017/18 BUDGET</b>	<b>2017/18 BUDGET</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Other Property and Services</b>			
P0201 Prado 2014	41,250	44,000	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	8,000
	79,500	81,000	1,500

<b><u>By Class</u></b>	Net Book Value	Sale Proceeds	Profit(Loss)
	<b>2017/18 BUDGET</b>	<b>2017/18 BUDGET</b>	<b>2017/18 BUDGET</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Light Vehicles</b>			
P0201 Prado 2014	41,250	44,000	2,750
<b>Heavy Vehicles</b>			
P0108 Car Skid Steer Bobcat	21,250	12,000	(9,250)
P0151 Water Cart	17,000	25,000	8,000
	79,500	81,000	1,500

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

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

**5. INFORMATION ON BORROWINGS**

**(a) Debenture Repayments**

Council had no debentures outstanding at 30 June 2017.

**(b) New Debentures - 2013/14**

Council had no debentures outstanding at 30 June 2017 nor is it expected to have any debentures for the year ending 30 June 2018

**(c) Unspent Debentures**

Council had no unspent debenture funds as at 30 June 2017 nor is it expected to have unspent

**(d) Overdraft**

Council has no overdraft facility.

# NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2018

	2017/18 Budget \$	2016/17 Actual \$	2016/17 Budget \$
<b>6. RESERVES</b>			
<b>(a) Leave Reserve</b>			
Opening Balance	191,942	187,871	187,872
Amount Set Aside / Transfer to Reserve		4,071	0
Amount Used / Transfer from Reserve			
	<u>191,942</u>	<u>191,942</u>	<u>187,872</u>
<b>(b) Plant Reserve</b>			
Opening Balance	1,070,250	558,156	558,156
Amount Set Aside / Transfer to Reserve	283,600	512,094	
Amount Used / Transfer from Reserve	(117,000)		(147,235)
	<u>1,236,850</u>	<u>1,070,250</u>	<u>410,921</u>
<b>(c) Building Reserve</b>			
Opening Balance	1,150,134	684,086	684,086
Amount Set Aside / Transfer to Reserve		466,048	0
Amount Used / Transfer from Reserve	(130,000)		(270,000)
	<u>1,020,134</u>	<u>1,150,134</u>	<u>414,086</u>
<b>(d) TV Reserve</b>			
Opening Balance	16,743	16,388	16,388
Amount Set Aside / Transfer to Reserve		355	0
Amount Used / Transfer from Reserve			
	<u>16,743</u>	<u>16,743</u>	<u>16,388</u>
<b>€ Road Reserve</b>			
Opening Balance	467,574	164,020	164,020
Amount Set Aside / Transfer to Reserve		303,554	
Amount Used / Transfer from Reserve			
	<u>467,574</u>	<u>467,574</u>	<u>164,020</u>
<b>(f) Main Street Reserve</b>			
Opening Balance	197,519	193,330	193,331
Amount Set Aside / Transfer to Reserve		4,189	0
Amount Used / Transfer from Reserve			(65,000)
	<u>197,519</u>	<u>197,519</u>	<u>128,331</u>
<b>(g) Staff Amenities Reserve</b>			
Opening Balance	70,725	69,225	69,225
Amount Set Aside / Transfer to Reserve		1,500	
Amount Used / Transfer from Reserve			
	<u>70,725</u>	<u>70,725</u>	<u>69,225</u>

# **NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2018**

	<b>2017/18 Budget \$</b>	<b>2016/17 Actual \$</b>	<b>2016/17 Budget \$</b>
<b>6. RESERVES (Continued)</b>			
<b>(h) Caravan Park Reserve</b>			
Opening Balance	315,894	309,195	309,195
Amount Set Aside / Transfer to Reserve		6,699	0
Amount Used / Transfer from Reserve			
	<u>315,894</u>	<u>315,894</u>	<u>309,195</u>
<b>(i) Bitumen Reseal Reserve</b>			
Opening Balance	378,031	203,607	203,607
Amount Set Aside / Transfer to Reserve		174,424	
Amount Used / Transfer from Reserve			
	<u>378,031</u>	<u>378,031</u>	<u>203,607</u>
<b>(j) Rates Future Claims Reserve</b>			
Opening Balance	47,448	46,442	46,442
Amount Set Aside / Transfer to Reserve		1,006	0
Amount Used / Transfer from Reserve			
	<u>47,448</u>	<u>47,448</u>	<u>46,442</u>
<b>(k) Niagara Dam Reserve</b>			
Opening Balance	785,728	123,062	123,062
Amount Set Aside / Transfer to Reserve		662,666	500,000
Amount Used / Transfer from Reserve			(10,000)
	<u>785,728</u>	<u>785,728</u>	<u>613,062</u>
<b>(l) Water Park Reserve</b>			
Opening Balance	113,416	111,011	111,011
Amount Set Aside / Transfer to Reserve		2,405	0
Amount Used / Transfer from Reserve			
	<u>113,416</u>	<u>113,416</u>	<u>111,011</u>
<b>Total Reserves</b>	<u><u>4,842,004</u></u>	<u><u>4,805,404</u></u>	<u><u>2,674,160</u></u>

All of the above reserve accounts are to be supported by money held in financial institutions.

**NOTES TO AND FORMING PART OF THE BUDGET****FOR THE YEAR ENDED 30 JUNE 2018**

	<b>2017/18 Budget \$</b>	<b>2016/17 Actual \$</b>	<b>2016/17 Budget \$</b>
<b>6. RESERVES (Continued)</b>			
<b>Summary of Transfers To Cash Backed Reserves</b>			
<b>Transfers to Reserves</b>			
Leave Reserve	0	4,071	0
Plant Reserve	283,600	512,094	0
Building Reserve	0	466,048	0
TV Reserve	0	355	0
Road Reserve	0	303,554	0
Main Street Reserve	0	4,189	0
Staff Amenities Reserve	0	1,500	0
Caravan Park Reserve	0	6,699	0
Bitumen Reseal Reserve	0	174,424	0
Rates Future Claims Reserve	0	1,006	0
Niagara Dam Reserve	0	662,666	500,000
Water Park Reserve	0	2,405	0
	<u>283,600</u>	<u>2,139,011</u>	<u>500,000</u>
<b>Transfers from Reserves</b>			
Leave Reserve	0	0	0
Plant Reserve	(117,000)	0	(147,235)
Building Reserve	(130,000)	0	(270,000)
TV Reserve	0	0	0
Road Reserve	0	0	0
Main Street Reserve	0	0	(65,000)
Staff Amenities Reserve	0	0	0
Caravan Park Reserve	0	0	0
Bitumen Reseal Reserve	0	0	0
Rates Future Claims Reserve	0	0	0
Niagara Dam Reserve	0	0	(10,000)
Water Park Reserve	0	0	0
	<u>(247,000)</u>	<u>0</u>	<u>(492,235)</u>
<b>Total Transfer to/(from) Reserves</b>	<u>36,600</u>	<u>2,139,011</u>	<u>992,235</u>

## **NOTES TO AND FORMING PART OF THE BUDGET**

### **FOR THE YEAR ENDED 30 JUNE 2018**

#### **6. RESERVES (Continued)**

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

##### Leave Reserve

- to be used to fund annual and long service leave requirements

##### Plant Reserve

- to be used for the purchase of plant and equipment

##### Building Reserve

- to be used for the acquisition of future buildings and renovation of existing buildings

##### TV Reserve

- to be used to fund upgrades to rebroadcasting equipment

##### Road Reserve

- to be used to fund major road works

##### Main Street Reserve

- established for beautification of the Main Street (Menzies)

##### Staff Amenities Reserve

- established for the purpose of providing staff housing and amenities

##### Caravan Park Reserve

- established for the purpose of upgrading the Caravan Park

##### Rates Future Claims

- Established for future rates claims

##### Bitumen Reseal Reserve

- established for the purpose of resealing established bitumen roads

##### Niagara Dam Reserve

- established for the ongoing upgrade of Niagara Dam valve workings and other maintenance

##### Waterpark Reserve

- Established to provide a waterpark.

further transfers to the reserve accounts are expected as funds are utilised.



**NOTES TO AND FORMING PART OF THE BUDGET**

**FOR THE YEAR ENDED 30 JUNE 2018**

	<b>Note</b>	<b>2017/18 Budget \$</b>	<b>2016/17 Actual \$</b>
<b>7. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	15(a)	400,000	5,277,007
Cash - Restricted Reserves	15(a)	4,842,004	4,805,404
Receivables		1,293,000	1,151,578
Inventories		<u>7,000</u>	<u>14,859</u>
		6,542,004	11,248,848
<b>LESS: CURRENT LIABILITIES</b>			
Payables and Provisions		<u>(1,700,000)</u>	<u>(532,845)</u>
NET CURRENT ASSET POSITION		4,842,004	10,716,003
Less: Cash - Restricted Reserves	15(a)	(4,842,004)	(4,805,404)
Less: Cash - Restricted Municipal		<u>0</u>	<u></u>
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD		<u><u>0</u></u>	<u><u>5,910,599</u></u>

# **NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2018**

## **8. RATING INFORMATION - 2017/18 FINANCIAL YEAR**

<u>RATE TYPE</u>	Rate in \$	Number of Properties	Rateable Value \$	2017/18 Budgeted Rate Revenue \$	2017/18 Budgeted Interim Rates \$	2017/18 Budgeted Back Rates \$	2017/18 Budgeted Total Revenue \$	2016/17 Actual \$
Differential Rates								
01 GRV Vacant	8.3400	3	15,652	1,305	0	0	1,305	1,070
02 GRV General	8.3200	30	2,497,152	207,763	0	0	207,763	110,254
09 UV Mining Lease	15.9700	221	11,665,114	1,862,919	0	0	1,862,919	2,068,812
13 UV Exploration Lease	14.7300	19	3,749,048	552,235	0	0	552,235	325,479
14 UV Prospecting	14.5100	63	433,233	62,862	0	0	62,862	71,297
12 UV Pastoral	8.1400	225	734,152	59,760	0	0	59,760	58,732
13 UV Other	8.1400	197	310,500	25,275	0	0	25,275	45,780
<b>Sub-Totals</b>		758	19,404,852	2,772,119	0	0	2,772,119	2,681,424
<b>Minimum Rates</b>	<b>Minimum \$</b>							
01 GRV Vacant	200	213	43,649	42,600	0	0	42,600	65,178
02 GRV General	311	8	8,813	2,488	0	0	2,488	3,060
09 UV Mining Lease	311	62	48,050	19,282	0	0	19,282	20,808
13 UV Exploration Lease	275	166	149,360	45,650	0	0	45,650	43,470
14 UV Prospecting	244	158	151,557	38,552	0	0	38,552	45,840
12 UV Pastoral	311	8	16,843	2,488	0	0	2,488	2,448
13 UV Other	311	3	6,700	933	0	0	933	1,442
<b>Sub-Totals</b>		618	424,971	151,993	0	0	151,993	182,246
Discounts (Note 12)							0	0
<b>Total Amount of General Rates</b>							2,924,112	2,863,670
Specified Area Rates (Note 9)							0	
<b>Total Rates</b>							2,924,112	2,863,670

The Statement of Objects and Reasons is attached in the Notes to the Budget

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

**9. SPECIFIED AREA RATE - 2017/18 FINANCIAL YEAR**

No specified area rates will be imposed in 2016/2017

**10. SERVICE CHARGES - 2017/18 FINANCIAL YEAR**

The Shire of Menzies does not raise any Service charges.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

	<b>2017/18 Budget \$</b>	<b>2016/17 Actual \$</b>
<b>11. FEES &amp; CHARGES REVENUE</b>		
Governance	0	0
General Purpose Funding	1,800	7,514
Law, Order, Public Safety	400	168
Health	0	0
Education and Welfare	0	0
Housing	65,220	63,205
Community Amenities	6,600	8,367
Recreation & Culture	0	292
Transport	0	0
Economic Services	97,600	94,398
Other Property & Services	171,620	175,837
	<u>171,620</u>	<u>175,837</u>

**12. DISCOUNTS, INCENTIVES, CONCESSIONS, & WRITE-OFFS  
- 2013/14 FINANCIAL YEAR**

There will be not discounts, incentives or concessions for 2016/17

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

**13. INTEREST CHARGES AND INSTALMENTS - 2017/18 FINANCIAL YEAR**

In accordance with 6.45(1)(b) of the Local Government Act 1995, offer the following options for

Option 1 - Payment in full by a single instalment by the due date of 7 August 2017

Option 2 - Payment in four equal instalments at intervals of not less than two months.

Determine the four instalment dates for instalment payment options as follows:

**1st Instalment due 12 September 2017**

**2nd Instalment due 14 November 2017**

**3rd Instalment due 16 January 2018**

**4th Instalment due 13 March 2018**

In accordance with Section 6.45(3) of the Local Government Act 1995, impose a 5.5% interest rate, to apply to the second, third and fourth instalments.

In accordance with Section 6.45(3) of the Local Government Act 1995, impose and administration fee of \$12 to the second, third and fourth instalments.

In accordance with Section 6.51(2) of the Local Government Act 1995, impose a late payment penalty interest rate of 11% on rates that have not been paid by the due date and where instalment two has not been taken up.

It is estimated that \$4,000 will be raised from Instalment administration, and \$50,600 raised from interest on instalments and penalty interest. The Shire of Menzies is responsible for the full outstanding debt for the Emergency Services Levy.

**14. ELECTED MEMBERS REMUNERATION**

The following fees, expenses and allowances were paid to council members and/or the president.

	<b>2017/18 Budget \$</b>	<b>2016/17 Actual \$</b>
Meeting Fees	75,870	75,870
President's Allowance	19,864	19,864
Deputy President's Allowance	4,966	4,966
Travelling Expenses	56,800	33,888
Telecommunications Allowance	7,700	7,950
	<u>165,200</u>	<u>142,538</u>

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

**15. NOTES TO THE STATEMENT OF CASH FLOWS**

**(a) Reconciliation of Cash**

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

	<b>2017/18 Budget \$</b>	<b>2016/17 Actual \$</b>	<b>2016/17 Budget \$</b>
Cash - Unrestricted	400,000	5,277,007	392,869
Cash - Restricted	<u>4,842,004</u>	<u>4,805,404</u>	<u>2,674,160</u>
	<u><u>5,242,004</u></u>	<u><u>10,082,411</u></u>	<u><u>3,067,029</u></u>

The following restrictions have been imposed by regulation or other externally imposed requirements:

Leave Reserve	191,942	191,942	187,872
Plant Reserve	1,236,850	1,070,250	410,921
Building Reserve	1,020,134	1,150,134	414,086
TV Reserve	16,743	16,743	16,388
Road Reserve	467,574	467,574	164,020
Main Street Reserve	197,519	197,519	128,331
Staff Amenities Reserve	70,725	70,725	69,225
Caravan Park Reserve	315,894	315,894	309,195
Bitumen Reseal Reserve	378,031	378,031	203,607
Rates Future Claims Reserve	47,448	47,448	46,442
Niagara Dam Reserve	785,728	785,728	613,062
Water Park Reserve	113,416	113,416	111,011
	<u><u>4,842,004</u></u>	<u><u>4,805,404</u></u>	<u><u>2,674,160</u></u>

# **NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2018**

## **15. NOTES TO THE STATEMENT OF CASH FLOWS**

### **(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result**

	<b>2017/18 Budget \$</b>	<b>2016/17 Actual \$</b>	<b>2016/17 Budget \$</b>
Net Result	1,529,079	2,809,863	(558,555)
Amortisation			
Depreciation	2,076,951	2,076,922	2,532,920
(Profit)/Loss on Sale of Asset	(1,500)	(7,138)	28,205
(Increase)/Decrease in Receivables	(141,422)	652,186	(395,380)
(Increase)/Decrease in Inventories	7,859	(7,656)	0
Increase/(Decrease) in Payables	1,167,155	(66,501)	498,355
Increase/(Decrease) in Employee Provisions	0	(30,293)	
Grants/Contributions for the Development of Assets	(3,609,875)	(369,022)	(1,554,637)
Non-Current Assets recognised due to change in Legislative Requirements	0	0	0
<b>Net Cash from Operating Activities</b>	<u>1,028,247</u>	<u>5,058,360</u>	<u>550,910</u>

### **(c) Undrawn Borrowing Facilities**

#### **Credit Standby Arrangements**

Bank Overdraft limit	0	0	0
Bank Overdraft at Balance Date	0	0	0
Credit Card limit	25,000	25,000	25,000
Credit Card Balance at Balance Date	0	(13,395)	0
<b>Total Amount of Credit Unused</b>	<u>25,000</u>	<u>11,605</u>	<u>25,000</u>

#### **Loan Facilities**

Loan Facilities in use at Balance Date	<u>0</u>	<u>0</u>	<u></u>
Unused Loan Facilities at Balance Date	<u>0</u>	<u>0</u>	<u>0</u>

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2018**

**16. 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 30-Jun-18 \$</b>
Opening Balance	1,500			1,500
Kaylene Tucker - housing bond	180			180
Kaylene Tucker - pet bond	200			200
	<u>1,500</u>	<u>0</u>	<u>0</u>	<u>1,880</u>



# Shire of Menzies

## 2017 2018

### Capital Jobs

### Budget

## Governance

### Governance - General -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
0	-	-	C04002	Software And Systems	(35,000)	-	-	(35,000)	-	-
-	-	-	<b>Sub Total - 04250</b>		<b>(35,000)</b>	-	-	<b>(35,000)</b>	-	-
0	-	-	C04001	Administration Communications Equipment	(45,000)	(45,000)	(170)	(45,000)	(45,000)	(170)
-	-	-	<b>Sub Total - 04265</b>		<b>(45,000)</b>	<b>(45,000)</b>	<b>(170)</b>	<b>(45,000)</b>	<b>(45,000)</b>	<b>(170)</b>
-	-	-	<b>Governance - General</b>		<b>(80,000)</b>	<b>(45,000)</b>	<b>(170)</b>	<b>(80,000)</b>	<b>(45,000)</b>	<b>(170)</b>
-	-	-	<b>TOTAL Governance</b>		<b>(80,000)</b>	<b>(45,000)</b>	<b>(170)</b>	<b>(80,000)</b>	<b>(45,000)</b>	<b>(170)</b>

**Shire of Menzies****2017 2018****Capital Jobs****Budget****Law, Order & Public Safety****Animal Control -**

<b>17/18 Budget Income</b>	<b>16/17 Budget Income</b>	<b>16/17 Actual Income</b>	<b>Job #</b>	<b>Job Description</b>	<b>17/18 Budget Expense</b>	<b>16/17 Budget Expense</b>	<b>16/17 Actual Expense</b>	<b>17/18 Budget Nett</b>	<b>16/17 Budget Nett</b>	<b>16/17 Actual Nett</b>
0	-	-	C05001	Dog Pound (Infrastructure)	-	(10,000)	-	-	(10,000)	-
-	-	-	<b>Sub Total - 05566</b>		-	<b>(10,000)</b>	-	-	<b>(10,000)</b>	-
-	-	-	<b>Animal Control</b>		-	<b>(10,000)</b>	-	-	<b>(10,000)</b>	-
-	-	-	<b>TOTAL Law, Order &amp; Public Safety</b>		-	<b>(10,000)</b>	-	-	<b>(10,000)</b>	-

## Capital Jobs

## Budget

## Staff Housing -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
0	-	-	PR005	Proceeds On Disposal Of Building On Lot 10 Shenton St	-	-	-	-	-	-
-	-	-	<b>Sub Total - 09150</b>		-	-	-	-	-	-
0	-	-	BC001	Construction Of New Staff Housing	-	-	-	-	-	-
-	-	-	<b>Sub Total - 09160</b>		-	-	-	-	-	-
0	-	-	C09002	Capital - Lot 1 (37 - 39 Reid) St (Asset 209)	(63,000)	(86,000)	-	(63,000)	(86,000)	-
0	-	-	C09009	Capital - Lot 1089 (57) Walsh St (Asset 76)	(20,000)	(20,000)	-	(20,000)	(20,000)	-
0	-	-	C09012	Capital - Lot 91 (40) Mercer St (Asset 200)	(9,000)	(9,000)	-	(9,000)	(9,000)	-
0	-	-	C09019	39 Mercer Street (Building Capital)	(7,000)	(4,000)	-	(7,000)	(4,000)	-
0	-	-	C09020	25 Onslow Street (Building Capital)	(10,000)	(4,000)	-	(10,000)	(4,000)	-
0	-	-	C09021	36 Mercer Street (Building Capital)	(7,000)	(5,000)	-	(7,000)	(5,000)	-
0	-	-	C09022	41 Mercer Street (Building Capital)	-	(4,000)	-	-	(4,000)	-
-	-	-	<b>Sub Total - 09162</b>		<b>(116,000)</b>	<b>(132,000)</b>	-	<b>(116,000)</b>	<b>(132,000)</b>	-
-	-	-	<b>Staff Housing</b>		<b>(116,000)</b>	<b>(132,000)</b>	-	<b>(116,000)</b>	<b>(132,000)</b>	-

## Shire of Menzies

2017 2018

### Capital Jobs

### Budget

## Housing

### Other Housing -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
0	-	-	C09001	Unit 1 / 29 Shenton Street (Building Capital)	-	(6,000)	-	-	(6,000)	-
0	-	-	C09013	Unit 2 29 Shenton Street	-	(6,000)	-	-	(6,000)	-
-	-	-	<b>Sub Total - 09262</b>		-	<b>(12,000)</b>	-	-	<b>(12,000)</b>	-
-	-	-	<b>Other Housing</b>		-	<b>(12,000)</b>	-	-	<b>(12,000)</b>	-
-	-	-	<b>TOTAL Housing</b>		<b>(116,000)</b>	<b>(144,000)</b>	-	<b>(116,000)</b>	<b>(144,000)</b>	-

## Shire of Menzies

2017 2018

### Capital Jobs

### Budget

#### Community Amenities

#### Sanitation - Household Refuse -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
0	-	34,091	PR001	Proceeds On Disposal Of Rubbish Truck	-	-	-	-	-	34,091
-	-	34,091	Sub Total - 10150		-	-	-	-	-	34,091
-	-	34,091	Sanitation - Household Refuse		-	-	-	-	-	34,091

## Shire of Menzies

2017 2018

### Capital Jobs

### Budget

#### Community Amenities

#### Other Community Amenities -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
0	-	-	C10700	Public Toilet - Construction	(90,000)	-	-	(90,000)	-	-
-	-	-	Sub Total - 10750		(90,000)	-	-	(90,000)	-	-
-	-	-	Other Community Amenities		(90,000)	-	-	(90,000)	-	-
-	-	34,091	TOTAL Community Amenities		(90,000)	-	-	(90,000)	-	34,091

# Shire of Menzies

## 2017 2018

### Capital Jobs

### Budget

## Recreation & Culture

### Public Halls & Civic Centres -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
201,000	-	-	C08001	Youth Centre (Building)	(450,000)	(406,000)	-	(249,000)	(406,000)	-
<b>201,000</b>	-	-	<b>Sub Total - 08662</b>		<b>(450,000)</b>	<b>(406,000)</b>	-	<b>(249,000)</b>	<b>(406,000)</b>	-
15,000	-	-	C11100	Town Hall - Capital Upgrade	(80,000)	-	-	(65,000)	-	-
<b>15,000</b>	-	-	<b>Sub Total - 11162</b>		<b>(80,000)</b>	-	-	<b>(65,000)</b>	-	-
<b>216,000</b>	-	-	<b>Public Halls &amp; Civic Centres</b>		<b>(530,000)</b>	<b>(406,000)</b>	-	<b>(314,000)</b>	<b>(406,000)</b>	-

# Shire of Menzies

## 2017 2018

### Capital Jobs

### Budget

## Recreation & Culture

### Other Recreation & Sport -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
0	-	-	C11301	Playground Menzies Park	(30,000)	-	10,000	(30,000)	-	10,000
0	-	-	C11302	Splash Park Surrounds Upgrade	(20,000)	(20,000)	-	(20,000)	(20,000)	-
0	-	-	C11303	Softfall For Existing Playground	(94,000)	(100,000)	(33,463)	(94,000)	(100,000)	(33,463)
0	-	-	C11304	Tree Planting (Establishment)	(25,000)	-	-	(25,000)	-	-
15,000	-	-	C11305	Upgrade Town Dam (2)	(50,000)	-	-	(35,000)	-	-
45,000	-	-	C11306	Hardcourts - Resurface	(90,000)	-	-	(45,000)	-	-
<b>60,000</b>	-	-	<b>Sub Total - 11351</b>		<b>(309,000)</b>	<b>(120,000)</b>	<b>(23,463)</b>	<b>(249,000)</b>	<b>(120,000)</b>	<b>(23,463)</b>
<b>60,000</b>	-	-	<b>Other Recreation &amp; Sport</b>		<b>(309,000)</b>	<b>(120,000)</b>	<b>(23,463)</b>	<b>(249,000)</b>	<b>(120,000)</b>	<b>(23,463)</b>



## Shire of Menzies

2017 2018

### Capital Jobs

### Budget

#### Recreation & Culture

##### Libraries -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
0	-	-	C11309	Library - Furniture And Equipment	(8,000)	-	-	(8,000)	-	-
-	-	-	<b>Sub Total - 11654</b>		<b>(8,000)</b>	-	-	<b>(8,000)</b>	-	-
-	-	-	<b>Libraries</b>		<b>(8,000)</b>	-	-	<b>(8,000)</b>	-	-

# Shire of Menzies

## 2017 2018

### Capital Jobs

### Budget

## Recreation & Culture

### Other Culture -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
15,000	-	-	C11600	Butcher Shop And Tea Rooms (Capex Building)	(25,000)	-	-	(10,000)	-	-
<b>15,000</b>	-	-	<b>Sub Total - 11650</b>		<b>(25,000)</b>	-	-	<b>(10,000)</b>	-	-
0	-	-	C11307	Collections - Furniture And Equipment	(15,000)	-	-	(15,000)	-	-
-	-	-	<b>Sub Total - 11653</b>		<b>(15,000)</b>	-	-	<b>(15,000)</b>	-	-
<b>15,000</b>	-	-	<b>Other Culture</b>		<b>(40,000)</b>	-	-	<b>(25,000)</b>	-	-
<b>291,000</b>	-	-	<b>TOTAL Recreation &amp; Culture</b>		<b>(887,000)</b>	<b>(526,000)</b>	<b>(23,463)</b>	<b>(596,000)</b>	<b>(526,000)</b>	<b>(23,463)</b>

# Shire of Menzies

## 2017 2018

### Capital Jobs

### Budget

## Transport

### Streets, Roads, Bridges & Depot Construction -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
195,000	-	-	CR0002	Evanston- Menzies Road Crsf	(292,800)	-	(1,239)	(97,800)	-	(1,239)
<b>195,000</b>	<b>-</b>	<b>-</b>	<b>Sub Total - 12101</b>		<b>(292,800)</b>	<b>-</b>	<b>(1,239)</b>	<b>(97,800)</b>	<b>-</b>	<b>(1,239)</b>
778,000	850,685	286,269	CR0001	Menzies Northwest Road R2R	(778,000)	(850,685)	(517,267)	-	-	(230,998)
180,000	-	-	CR0012	Connie Sue R2R Remote Aboriginal Access Roads	(200,000)	(50,000)	-	(20,000)	(50,000)	-
<b>958,000</b>	<b>850,685</b>	<b>286,269</b>	<b>Sub Total - 12104</b>		<b>(978,000)</b>	<b>(900,685)</b>	<b>(517,267)</b>	<b>(20,000)</b>	<b>(50,000)</b>	<b>(230,998)</b>
0	9,500	-	CR0014	Menzies Nw Rd Black Spot	-	(46,614)	(28,194)	-	(37,114)	(28,194)
0	-	-	CR0015	Evanstone Menzies Rd Black Spot	-	-	(12,678)	-	-	(12,678)
<b>-</b>	<b>9,500</b>	<b>-</b>	<b>Sub Total - 12105</b>		<b>-</b>	<b>(46,614)</b>	<b>(40,871)</b>	<b>-</b>	<b>(37,114)</b>	<b>(40,871)</b>
0	-	-	CR0003	Kensington Road	-	(50,000)	-	-	(50,000)	-
0	43,500	-	CR0007	Menzies North West Road	-	-	(30,143)	-	43,500	(30,143)
146,223	61,200	-	CR0009	Tjunjuntjarra Access Road	(219,335)	(360,302)	(390)	(73,112)	(299,102)	(390)
0	-	-	CR0010	Main Street Menzies Upgrade	-	-	(4,568)	-	-	(4,568)
0	-	-	CR0011	Connie Sue	-	(31,000)	-	-	(31,000)	-
0	-	-	CR0016	Kookynie Road Muni	-	-	(26,212)	-	-	(26,212)
0	-	-	CR0032	Town Site Reseal	(200,000)	(100,000)	-	(200,000)	(100,000)	-
<b>146,223</b>	<b>104,700</b>	<b>-</b>	<b>Sub Total - 12106</b>		<b>(419,335)</b>	<b>(541,302)</b>	<b>(61,314)</b>	<b>(273,112)</b>	<b>(436,602)</b>	<b>(61,314)</b>

# Shire of Menzies

## 2017 2018

### Capital Jobs

### Budget

## Transport

### Streets, Roads, Bridges & Depot Construction -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
0	-	-	CR0008	Footpaths- Walsh & Kensington Streets	-	(25,000)	(880)	-	(25,000)	(880)
-	-	-	<b>Sub Total - 12108</b>		<b>-</b>	<b>(25,000)</b>	<b>(880)</b>	<b>-</b>	<b>(25,000)</b>	<b>(880)</b>
0	195,000	-	CR0004	Evanston Menzies Road Rrg	(280,000)	(330,001)	(4,833)	(280,000)	(135,001)	(4,833)
176,667	90,000	-	CR0005	Yarri Road Rrg	(265,167)	(165,001)	-	(88,500)	(75,001)	-
337,985	164,990	-	CR0013	Menzies Northwest Rd Rrg	(382,985)	(271,646)	(1,539)	(45,000)	(106,656)	(1,539)
220,000	-	-	CR0040	Pinjin Road Rrg	(330,000)	-	-	(110,000)	-	-
<b>734,652</b>	<b>449,990</b>	-	<b>Sub Total - 12109</b>		<b>(1,258,152)</b>	<b>(766,648)</b>	<b>(6,372)</b>	<b>(523,500)</b>	<b>(316,658)</b>	<b>(6,372)</b>
0	-	-	CR0006	Shire House Crossovers	(30,000)	-	-	(30,000)	-	-
-	-	-	<b>Sub Total - 12110</b>		<b>(30,000)</b>	<b>-</b>	<b>-</b>	<b>(30,000)</b>	<b>-</b>	<b>-</b>
0	-	-	C12100	Bicycle Path Construction	(50,000)	-	-	(50,000)	-	-
-	-	-	<b>Sub Total - 12112</b>		<b>(50,000)</b>	<b>-</b>	<b>-</b>	<b>(50,000)</b>	<b>-</b>	<b>-</b>
0	-	-	C12101	Depot Extension	(30,000)	(50,000)	(34,780)	(30,000)	(50,000)	(34,780)
-	-	-	<b>Sub Total - 12120</b>		<b>(30,000)</b>	<b>(50,000)</b>	<b>(34,780)</b>	<b>(30,000)</b>	<b>(50,000)</b>	<b>(34,780)</b>
0	-	-	C12103	Bores To Support Road Works	(30,000)	(50,000)	(96)	(30,000)	(50,000)	(96)
0	-	-	C12104	Grid Replacement Program	(32,000)	-	-	(32,000)	-	-

# Shire of Menzies

## 2017 2018

### Capital Jobs

### Budget

## Transport

### Streets, Roads, Bridges & Depot Construction -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
-	-	-	<b>Sub Total - 12140</b>		<b>(62,000)</b>	<b>(50,000)</b>	<b>(96)</b>	<b>(62,000)</b>	<b>(50,000)</b>	<b>(96)</b>
1,300,000	-	-	WR0000	Wandrra Funding - Associated Costs (Wml)	(1,300,000)	-	(70,814)	-	-	(70,814)
<b>1,300,000</b>	-	-	<b>Sub Total - 12145</b>		<b>(1,300,000)</b>	-	<b>(70,814)</b>	-	-	<b>(70,814)</b>
0	-	-	0004G	Cr0004 Evanston Menzies Rd Rrg Funds	-	-	-	-	-	-
0	-	-	0005G	Cr0005 Yarri Rd Rrg Funds	-	-	-	-	-	-
0	-	-	0013G	Cr0013 Menzies Nw Rd Rrg Funds	-	-	-	-	-	-
-	-	-	<b>Sub Total - 12232</b>		-	-	-	-	-	-
<b>3,333,875</b>	<b>1,414,875</b>	<b>286,269</b>	<b>Streets, Roads, Bridges &amp; Depot Construction</b>		<b>(4,420,287)</b>	<b>(2,380,249)</b>	<b>(733,633)</b>	<b>(1,086,412)</b>	<b>(965,374)</b>	<b>(447,364)</b>

# Shire of Menzies

2017 2018

## Capital Jobs

### Budget

#### Transport

#### Plant & Equipement Purchases -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
0	-	-	C12102	Minor Plant & Equipment (Not Capitalised)	(12,000)	-	(1,780)	(12,000)	-	(1,780)
-	-	-	<b>Sub Total - 12325</b>		<b>(12,000)</b>	<b>-</b>	<b>(1,780)</b>	<b>(12,000)</b>	<b>-</b>	<b>(1,780)</b>
0	-	-	CP001	Vehicle - Manager Finance And Administration	-	(55,000)	(37,811)	-	(55,000)	(37,811)
44,000	-	-	CP002	Vehicle Replacement Works Supervisor	(70,000)	(70,000)	-	(26,000)	(70,000)	-
0	-	-	CP004	Garden Trailer With Ramps	(6,000)	-	-	(6,000)	-	-
55,000	-	-	CP005	Skid Steer Loader	(56,000)	-	-	(1,000)	-	-
99,000	-	-	CP006	Water Truck And Tank	(100,000)	-	-	(1,000)	-	-
<b>198,000</b>	-	-	<b>Sub Total - 12345</b>		<b>(232,000)</b>	<b>(125,000)</b>	<b>(37,811)</b>	<b>(34,000)</b>	<b>(125,000)</b>	<b>(37,811)</b>
0	-	-	CP003	Hino Truck With Compactor (Rubbish Truck)	-	-	(134,398)	-	-	(134,398)
-	-	-	<b>Sub Total - 12346</b>		<b>-</b>	<b>-</b>	<b>(134,398)</b>	<b>-</b>	<b>-</b>	<b>(134,398)</b>
0	-	-	C12300	Electronic Signage	(15,000)	-	(5,422)	(15,000)	-	(5,422)
0	-	-	C12301	Banners And Signage	(15,000)	-	-	(15,000)	-	-
0	-	-	C12302	Street Lighting - Villiage	(15,000)	-	-	(15,000)	-	-
-	-	-	<b>Sub Total - 12347</b>		<b>(45,000)</b>	<b>-</b>	<b>(5,422)</b>	<b>(45,000)</b>	<b>-</b>	<b>(5,422)</b>

# Shire of Menzies

2017 2018

## Capital Jobs

### Budget

#### Transport

##### Plant & Equipement Purchases -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
0	-	-	PR003	Proceeds On Disposal Of Cat Roller Cs573	-	-	-	-	-	-
0	-	-	PR004	Proceeds On Disposal Of Hino Dutro Truck	-	-	-	-	-	-
0	-	-	PR011	Proceeds On Disposal Of Mechanic'S Utility	-	-	-	-	-	-
0	-	16,364	PR012	Disposal Of Vw Tiguan	-	-	-	-	-	16,364
0	-	-	PR014	Sale Of P0201 Prado 2014	-	(35,221)	-	-	(35,221)	-
0	6,008	-	PR018	Sales Of Rubbish Truck And Compactos	-	-	-	-	6,008	-
0	-	-	PR019	Proceeds On Disposal Of Minor Plant & Equipment	-	-	-	-	-	-
-	6,008	16,364	Sub Total - 12351		-	(35,221)	-	-	(29,213)	16,364
198,000	6,008	16,364	Plant & Equipement Purchases		(289,000)	(160,221)	(179,411)	(91,000)	(154,213)	(163,047)
3,531,875	1,420,883	302,633	TOTAL Transport		(4,709,287)	(2,540,470)	(913,044)	(1,177,412)	(1,119,587)	(610,411)

**Shire of Menzies****2017 2018****Capital Jobs****Budget****Economic Services****Tourism & Area Promotion -**

<b>17/18 Budget Income</b>	<b>16/17 Budget Income</b>	<b>16/17 Actual Income</b>	<b>Job #</b>	<b>Job Description</b>	<b>17/18 Budget Expense</b>	<b>16/17 Budget Expense</b>	<b>16/17 Actual Expense</b>	<b>17/18 Budget Nett</b>	<b>16/17 Budget Nett</b>	<b>16/17 Actual Nett</b>
0	-	-	C13001	Tourism Information Bay Shenton / Brown	(35,000)	(50,000)	(13,499)	(35,000)	(50,000)	(13,499)
0	-	-	C13002	Truck Bay Wilson And Shenton	(250,000)	(95,000)	(32,533)	(250,000)	(95,000)	(32,533)
0	-	-	C13010	Niagara Dam - Other Infrastructure Capitalised	(40,000)	-	35,000	(40,000)	-	35,000
0	-	-	C13200	Museum And Surrounds	(25,000)	(50,000)	(3,023)	(25,000)	(50,000)	(3,023)
-	-	-	<b>Sub Total - 13266</b>		<b>(350,000)</b>	<b>(195,000)</b>	<b>(14,054)</b>	<b>(350,000)</b>	<b>(195,000)</b>	<b>(14,054)</b>
15,000	-	-	C13100	Commercial Kitchen - Lady Shenton	(35,000)	-	-	(20,000)	-	-
0	-	-	C13101	Airconditioner Replacement Program	(10,000)	-	-	(10,000)	-	-
10,000	-	-	C13106	Goongarrie Cottage Maintenance	(50,000)	-	-	(40,000)	-	-
<b>25,000</b>	-	-	<b>Sub Total - 13267</b>		<b>(95,000)</b>	<b>-</b>	<b>-</b>	<b>(70,000)</b>	<b>-</b>	<b>-</b>
<b>25,000</b>	-	-	<b>Tourism &amp; Area Promotion</b>		<b>(445,000)</b>	<b>(195,000)</b>	<b>(14,054)</b>	<b>(420,000)</b>	<b>(195,000)</b>	<b>(14,054)</b>



## Shire of Menzies

2017 2018

### Capital Jobs

### Budget

#### Economic Services

##### Caravan Park -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
90,000	-	-	C13800	Caravan Park - Solar Project	(100,000)	-	-	(10,000)	-	-
0	-	-	C13801	Caravan Park Landscaping	-	-	-	-	-	-
<b>90,000</b>	-	-	<b>Sub Total - 13820</b>		<b>(100,000)</b>	-	-	<b>(10,000)</b>	-	-
<b>90,000</b>	-	-	<b>Caravan Park</b>		<b>(100,000)</b>	-	-	<b>(10,000)</b>	-	-
<b>115,000</b>	-	-	<b>TOTAL Economic Services</b>		<b>(545,000)</b>	<b>(195,000)</b>	<b>(14,054)</b>	<b>(430,000)</b>	<b>(195,000)</b>	<b>(14,054)</b>

## Shire of Menzies

2017 2018

### Capital Jobs

### Budget

#### Other Property & Services

##### Administration -

17/18 Budget Income	16/17 Budget Income	16/17 Actual Income	Job #	Job Description	17/18 Budget Expense	16/17 Budget Expense	16/17 Actual Expense	17/18 Budget Nett	16/17 Budget Nett	16/17 Actual Nett
0	-	-	PR002	Proceeds On Disposal Of Ceo Vehicle	-	-	-	-	-	-
0	1,008	-	PR013	Proceeds On Disposal Of Dceo Vehicle	-	-	-	-	1,008	-
-	<b>1,008</b>	-	<b>Sub Total - 14580</b>		-	-	-	-	<b>1,008</b>	-
0	-	-	C14000	Office Furniture (Not Capitalised)	(30,000)	-	(13,186)	(30,000)	-	(13,186)
-	-	-	<b>Sub Total - 14595</b>		<b>(30,000)</b>	-	<b>(13,186)</b>	<b>(30,000)</b>	-	<b>(13,186)</b>
-	<b>1,008</b>	-	<b>Administration</b>		<b>(30,000)</b>	-	<b>(13,186)</b>	<b>(30,000)</b>	<b>1,008</b>	<b>(13,186)</b>

## Capital Jobs

## Budget

**Unclassified -**

223

**Shire of Menzies**  
**2017 2018**  
**Capital Jobs**  
**Budget**

<b>16/17 Budget Income</b>	<b>16/17 Actual Income</b>	<b>16/17 Actual Income</b>		<b>17/18 Budget Expense</b>	<b>16/17 Budget Expense</b>	<b>16/17 Actual Expense</b>	<b>17/18 Budget Nett</b>	<b>16/17 Budget Nett</b>	<b>16/17 Actual Nett</b>
<b>3,937,875</b>	<b>1,421,891</b>	<b>336,724</b>	<b>Grant Total</b>	<b>(6,457,287)</b>	<b>(3,460,470)</b>	<b>(963,918)</b>	<b>(2,519,412)</b>	<b>(2,038,579)</b>	<b>(627,195)</b>



### 2017/2018 FEES AND CHARGES

GENERAL		
Photocopying - per A4 sheet	\$ 0.60	inc GST
Photocopying - per A3 sheet	\$ 0.85	inc GST
Council Meeting Agenda - hard copy. (Free when attending Council Meeting or on website)	\$ 11.00	inc GST
Council Minutes - hard copy. (Free on website)	\$ 11.00	inc GST
Electoral Rolls - per roll - set by the Electoral Act		GST Free
Faxes Sent - minimum charge	\$ 2.20	inc GST
Faxes Received - per sheet	\$ 0.30	inc GST
Rate Refund Admin Fee - per assessment	\$ 25.00	inc GST
Laminating - A4 colour per sheet	\$ 2.90	inc GST
Laminating - A3 colour per sheet	\$ 4.40	inc GST
Orders & Requisitions - per assessment	\$ 60.00	inc GST
Rate Enquiry Fee - per assessment (1-3 enquiries)	\$ 12.50	inc GST
Rate Enquiry Fee - per half hour - bulk enquiries (minimum charge)	\$ 30.00	inc GST
Water from Standpipe - per 1,000 litres	\$ 15.00	inc GST
Domestic Refuse Removal - first bin, per annum (issued with rates notice)	\$ 135.00	GST Free
Domestic Refuse Removal - second bin or non rateable properties	\$ 135.00	plus GST
Room Hire - per day - alcohol consumed - \$250 bond	\$ 80.00	inc GST
Room Hire - per day - no alcohol consumed - \$100 bond	\$ 80.00	inc GST
Room Hire - per day - Community purpose - \$100 bond	\$ -	inc GST
- or amenity fee \$1.50 per person per day	\$ 1.50	inc GST
PRIVATE WORKS (MUST BE APPROVED BY CEO)		
Grader Hire - per hour	\$ 224.00	inc GST
Mercedes Truck & Trailer Hire - per hour	\$ 194.00	inc GST
Mack Truck & Trailer Hire - per hour	\$ 244.00	inc GST
Light Truck - Hino - per hour	\$ 124.00	inc GST
Backhoe - per hour	\$ 120.00	inc GST
Loader - John Deere - per hour	\$ 129.00	inc GST
Float Trailer + 6 Wheel Truck - per hour	\$ 244.00	inc GST
Skid Steer (Caterpillar) - per hour	\$ 99.00	inc GST
Labour hire - per hour	\$ 55.00	inc GST
Whipper Snipper - per hour	\$ 70.00	inc GST
Lawn Mower - per hour	\$ 64.00	inc GST
Grid Moulds - per day	\$ 150.00	inc GST

*Please Note - no dry hire of machinery*

SULLAGE/WASTE REMOVAL		
Petrol and Oil - no charges if delivered to Menzies Shire Depot	\$ -	
Sewerage deposited in Sewer Ponds - per litre	\$ 0.03	inc GST



### 2017/2018 FEES AND CHARGES

CARAVAN PARK		
<i>* Family is defined as "a group of UP TO seven related people (two of whom may be over 18 years of age) i.e. One adult and up to six minors or two adults and up to five minors."</i>		
Non-Powered Site - Day Rate*	\$ 22.00	inc GST
Non-Powered Site - Weekly Rate*	\$ 100.00	inc GST
Powered Site - Day Rate*	\$ 30.00	inc GST
Powered Site - Weekly Rate*	\$ 165.00	inc GST
Chalet - 1 bedroom	\$ 100.00	inc GST
Chalet - additional days	\$ 50.00	inc GST
Chalet - 2 bedrooms	\$ 125.00	inc GST
Chalet - additional days	\$ 50.00	inc GST
Showers - per person	\$ 5.00	inc GST
Washing Machine - per load	\$ 3.00	inc GST
Dryer - per load	\$ 3.00	inc GST
STAFF HOUSING RENTAL		
Housing Rental - per week	\$ 45.00	GST Free
INTERNET USE (for use of computers at Community Resource Centre)		
15 Minutes	\$ 3.00	inc GST
30 Minutes	\$ 5.00	inc GST
45 Minutes	\$ 8.00	inc GST
60 Minutes	\$ 10.00	inc GST
8 Hours	\$ 20.00	inc GST
Internet access is free for 15 minutes per session - users will require a Voucher with access code.		
ADVERTISING IN MENZIES MATTERS		
Quarter Page - per issue	\$ 5.00	inc GST
Half Page - per issue	\$ 10.00	inc GST
Whole Page - per issue	\$ 20.00	inc GST
COMMUNITY POST BOX LEASE		
Small Box - per annum	\$ 25.00	inc GST
Large Box - per annum	\$ 50.00	inc GST



### 2017/2018 FEES AND CHARGES

<b>DOG FEES AND CHARGES - STATUTORY (DOG ACT, 1976)</b>		
Annual Registration - Sterilised Dog or Bitch*	\$ 20.00	inc GST
Annual Registration - Unsterilised Dog or Bitch	\$ 50.00	inc GST
Three Year Registration - Sterilised Dog or Bitch*	\$ 42.50	inc GST
Three Year Registration - Unsterilised Dog or Bitch	\$ 120.00	inc GST
Life Registration - Sterilised Dog or Bitch*	\$ 100.00	inc GST
Life Registration - Unsterilised Dog or Bitch	\$ 250.00	inc GST
Concessions - Guide Dogs	\$ -	
Concessions - Dogs used for Droving/Tending Stock - 25% of Fee	25% of Fee	inc GST
Concessions - Dogs owned by Pensioners - 50% of Fee	50% of Fee	inc GST
Concessions - Registration after 31 May - 50% of Fee	50% of Fee	inc GST
Impounding Fees - As per Dog Act & Regulations	\$ 100.00	inc GST
Microchipping	At Cost	inc GST
<p><i>* Must sight certificate signed by a Registered Vet, a Statutory Declaration or sight ear tattoo for Sterilisation Concession</i></p> <p><i>All dogs three months of age + must be licenced. Licences are due on November 1 of each year and can be paid at the Shire of Menzies Administration office during normal office hours.</i></p> <p><i>In respect of every first registration made after 31 May, in any year, only one half of the registration fee shall be payable. Renewals are to take effect from 1 November in any year, within the preceding period of 21 days from and including 11 October</i></p>		
<b>CAT FEES AND CHARGES - STATUTORY (CAT REGULATIONS 2012)</b>		
Annual Registration	\$ 20.00	inc GST
Three Year Registration	\$ 42.50	inc GST
Life Registration	\$ 100.00	inc GST
Pensioners	50% of Fee	inc GST
Microchipping	At Cost	inc GST
<b>HEALTH</b>		
Lodging House Licence Per Annum	\$ 225.00	GST Free
Lodging House New Registration	\$ 125.00	GST Free
Eating House Application	\$ 120.00	GST Free
Notification of New Food Business	\$ 55.00	GST Free
Registration Fee of New Food Business	\$ 150.00	GST Free
Low Risk Food Business Registration Renewal - Annual	\$ 120.00	GST Free
Medium Risk Food Business Registration Renewal - Annual	\$ 235.00	GST Free
Request for Inspection/Service/Advise - Per Hour	\$ 130.00	inc GST
<b>STATUTORY - HEALTH ACT, 1911</b>		
Septic Tank Application Fee	\$ 118.00	GST Free
Septic Tank Installation Fee	\$ 118.00	inc GST
Septic Tank Inspection Fee	\$ 40.00	inc GST



## 2017/2018 FEES AND CHARGES

TOWN PLANNING		
Town Planning Scheme Amendment - text based only plus advertising costs	\$ 600.00	inc GST
Town Planning Scheme Amendment - minor plus advertising costs	\$ 1,320.00	inc GST
Town Planning Scheme Amendment - major plus advertising costs	\$ 2,640.00	inc GST
Planning Application for all Land Uses other than "P" (Permitted) uses as set out in the Zoning Table		
- Not more than \$50,000	\$ 147.00	GST Free
- More than \$50,000 but less than \$500,000	0.32% of the estimated cost of development	GST Free
- More than \$500,000 but not more than \$2.5 Million	\$1,700 + 0.257% for every \$1 in excess of \$0.5m	GST Free
- More than \$2.5 Million but not more than \$5 Million	\$7,161 + 0.206% for every \$1 in excess of \$2.5m	GST Free
- More than \$5 Million but not more than \$21.5 Million	\$12,633 + .123% for every \$1 in excess of \$5m	GST Free
- More than \$21.5 Million	\$ 34,196.00	GST Free
Inspection/ Assessment of Potential Home-Based Businesses, other than Home Occupation as Defined by the Town Planning Scheme.	\$ 60.00	GST Free
Home Occupation - Initial Application	\$ 215.00	GST Free
Home Occupation - Annual Fee	\$ 70.00	GST Free
Zoning & Other Information Enquiry (Non Resident), or provide Zoning Certificate	\$ 73.00	GST Free



**2017/2018 FEES AND CHARGES**

BUILDING FEES					
Building Act 2011 - Fees and Levies					
Item	Building Classification	Multiplier	Trigger	Minimum or Set Fee	Application Fee
Certified Application for a Building Permit	1a & 10	0.19%	\$ 48,421	\$ 97.70	GST Free
Certified Application for a Building Permit	1b, 2 - 9	0.09%	\$ 102,222	\$ 97.70	GST Free
Uncertified Building Application	1a & 10	0.32%	\$ 28,750	\$ 97.70	GST Free
Demolition Permit	1a & 10	-	Fixed	\$ 97.70	GST Free
Demolition Permit	1b, 2 - 9	Per storey	Per Storey	\$ 97.70	GST Free
Occupancy Permit - Completed Building	-	-	Fixed	\$ 97.70	GST Free
Temporary Occupancy Permit - Incomplete Building	-	-	Fixed	\$ 97.70	GST Free
Modification of an Occupancy Permit	-	-	Fixed	\$ 97.70	GST Free
Occupancy Permit for a Permanent Change to Classification	-	-	Fixed	\$ 97.70	GST Free
Occupancy Permit or Building Approval Certificate for Strata or Subdivision	-	\$10.80 / Unit	No. of Units	\$ 107.70	GST Free
Occupancy Permit - Unauthorised Works	-	0.18%	\$ 51,111	\$ 97.70	GST Free
Building Approval Certificate - Unauthorised Building Work	-	0.38%	\$ 24,210	\$ 97.70	GST Free
Building Approval Certificate for Existing Building - Authorised Building Work	-	-	Fixed	\$ 97.70	GST Free
Extend Time which an Occupancy Permit or Building Approval Certificate has Effect	-	-	Fixed	\$ 97.70	GST Free
Building Services Levy (BSL) - (Former Builders Registration Board Levy - BRB)					
Item	Building Classification	Multiplier	Trigger	Minimum or Set Fee	
Building Permit Certified or Uncertified over \$45,000	All	0.137%	>\$45,000	-	
Building Permit Certified or Uncertified over \$45,000 or under	All	-	= < \$45000	\$ 61.65	
Demolition Licence	All	0.137%	>\$45,000	-	
Demolition Licence	All	-	= < \$45000	\$ 61.65	
Occupancy Permit	All	-	Fixed	\$ 61.65	
Building Approval Certificate	All	-	Fixed	\$ 61.65	
Unauthorised Building Work over \$45,000	All	0.274%	>\$45,000	-	
Authorised Building Work \$45,000 or under	All	-	= < \$45000	\$ 81.00	
Construction Training Fund (CTF) - (Former BCITF Levy)					
Item	Building Classification	Multiplier	Trigger	Minimum or Set Fee	
All Building Permits	All	0.20%	>\$20,000	-	

**General Notes:**

A **Certified Application** has a Certificate of Design Compliance prepared by a Registered Building Surveyor before the application is lodged.

**Uncertified Applications** can be lodged with the Local Government Authority as usual. They will be assessed and if approved will be issued with a Certificate of Design Compliance and a Building Permit.

# Shire of Menzies

## Budget

### Operating Report for the period ending 30 June 2018

#### General Purpose Funding

#### Current Budget

#### YTD Actual

#### Operating Revenue

Rates	2,809,112	2,863,670
Operating Grants, Subsidies And Contributions	894,194	4,092,027
Fees & Charges	56,400	7,514
Interest Earnings	130,000	237,196
Other Revenue	-	180

<b>Subtotal</b>	<b>3,889,706</b>	<b>7,200,587</b>
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#### Operating Expense

Employee Costs	(100,575)	-
Materials & Contracts	(31,000)	49,921
Insurance Expenses	(2,400)	-
Other Expenditure	-	(959)
Reallocation Codes Expenditure	-	(178,294)
Reallocation Codes Income	-	95,849

<b>Subtotal</b>	<b>(133,975)</b>	<b>(33,483)</b>
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<b>Total - Cost of General Purpose Funding</b>	<b>3,755,731</b>	<b>7,167,104</b>
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# Shire of Menzies Budget Operating Report for the period ending 30 June 2018

<b>General Purpose Funding</b>	<b>Current Budget 2017/2018</b>	<b>Actual 2016/2017</b>
<b>Other General Purpose Funding</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	894,194	4,092,027
Fees & Charges	-	1,474
Interest Earnings	130,000	130,471
Other Revenue	-	-
<b>Subtotal Operating Revenue</b>	<b>1,024,194</b>	<b>4,223,972</b>
<b>Operating Expense</b>		
Materials & Contracts	-	-
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>-</b>
<b>TOTAL Other General Purpose Funding</b>	<b>1,024,194</b>	<b>4,223,972</b>
<b>Rate Revenue</b>		
<b>Operating Revenue</b>		
Rates	2,809,112	2,863,670
Fees & Charges	56,400	6,040
Interest Earnings	-	106,725
Other Revenue	-	180
<b>Subtotal Operating Revenue</b>	<b>2,865,512</b>	<b>2,976,615</b>
<b>Operating Expense</b>		
Employee Costs	(100,575)	-
Materials & Contracts	(31,000)	49,921
Insurance Expenses	(2,400)	-
Other Expenditure	-	(959)
Reallocation Codes Expenditure	-	(178,294)
Reallocation Codes Income	-	95,849
<b>Subtotal Operating Expense</b>	<b>(133,975)</b>	<b>(33,483)</b>
<b>TOTAL Rate Revenue</b>	<b>2,731,537</b>	<b>2,943,132</b>
<b>Total - Cost of General Purpose Funding</b>	<b>3,755,731</b>	<b>7,167,104</b>

# Shire of Menzies

## Budget

### Operating Report for the period ending 30 June 2018

#### Governance

#### Current Budget

#### YTD Actual

#### Operating Revenue

Operating Grants, Subsidies And Contributions	-	91
Other Revenue	-	-
<b>Subtotal</b>	<b>-</b>	<b>91</b>

#### Operating Expense

Employee Costs	(221,324)	(15,737)
Materials & Contracts	(139,800)	(379,090)
Insurance Expenses	(5,000)	-
Other Expenditure	(167,900)	(89,768)
Reallocation Codes Expenditure	(750)	(44,168)
<b>Subtotal</b>	<b>(534,774)</b>	<b>(528,763)</b>

<b>Total - Cost of Governance</b>	<b>(534,774)</b>	<b>(528,672)</b>
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# Shire of Menzies

## Budget

### Operating Report for the period ending 30 June 2018

#### Governance

**Current Budget  
2017/2018**

**Actual  
2016/2017**

#### Governance - General

##### Operating Expense

Employee Costs	(220,824)	(15,113)
Materials & Contracts	(91,500)	(276,806)
Insurance Expenses	(5,000)	-
Other Expenditure	-	(4,793)

<b>Subtotal Operating Expense</b>	<b>(317,324)</b>	<b>(296,712)</b>
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<b>TOTAL Governance - General</b>	<b>(317,324)</b>	<b>(296,712)</b>
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#### Members Of Council

##### Operating Revenue

Operating Grants, Subsidies And Contributions	-	91
Other Revenue	-	-

<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>91</b>
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##### Operating Expense

Employee Costs	(500)	(624)
Materials & Contracts	(48,300)	(102,284)
Other Expenditure	(167,900)	(84,974)
Reallocation Codes Expenditure	(750)	(44,168)

<b>Subtotal Operating Expense</b>	<b>(217,450)</b>	<b>(232,051)</b>
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<b>TOTAL Members Of Council</b>	<b>(217,450)</b>	<b>(231,960)</b>
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<b>Total - Cost of Governance</b>	<b>(534,774)</b>	<b>(528,672)</b>
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# Shire of Menzies

## Budget

### Operating Report for the period ending 30 June 2018

#### Law, Order & Public Safety

#### Current Budget

#### YTD Actual

#### Operating Revenue

Operating Grants, Subsidies And Contributions	6,000	5,768
Fees & Charges	400	168
Non-Operating Grants, Subsidies And Contributions	-	400
<b>Subtotal</b>	<b>6,400</b>	<b>6,335</b>

#### Operating Expense

Employee Costs	(7,200)	(2,705)
Materials & Contracts	(22,050)	(20,132)
Utilities	(200)	(243)
Depreciation On Non-Current Assets	(6,430)	(3,928)
Insurance Expenses	(3,000)	(3,203)
Reallocation Codes Expenditure	(6,300)	(21,619)
<b>Subtotal</b>	<b>(45,180)</b>	<b>(51,831)</b>

#### **Total - Cost of Law, Order & Public Safety**

**(38,780)**

**(45,496)**

## Budget Operating Report for the period ending 30 June 2018

### Law, Order & Public Safety

Current Budget  
2017/2018

Actual  
2016/2017

#### Other Law, Order & Public Safety

##### Operating Revenue

Non-Operating Grants, Subsidies And Contributions	-	400
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<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>400</b>
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##### Operating Expense

Employee Costs	(6,500)	(2,209)
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Materials & Contracts	(500)	(1,065)
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Utilities	-	(69)
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Reallocation Codes Expenditure	(5,250)	(4,520)
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<b>Subtotal Operating Expense</b>	<b>(12,250)</b>	<b>(7,863)</b>
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<b>TOTAL Other Law, Order &amp; Public Safety</b>	<b>(12,250)</b>	<b>(7,463)</b>
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#### Animal Control

##### Operating Revenue

Fees & Charges	400	168
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<b>Subtotal Operating Revenue</b>	<b>400</b>	<b>168</b>
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##### Operating Expense

Employee Costs	-	-
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Materials & Contracts	(20,500)	(17,097)
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Depreciation On Non-Current Assets	(580)	(578)
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Reallocation Codes Expenditure	-	-
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<b>Subtotal Operating Expense</b>	<b>(21,080)</b>	<b>(17,676)</b>
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<b>TOTAL Animal Control</b>	<b>(20,680)</b>	<b>(17,508)</b>
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#### Fire Prevention

##### Operating Revenue

Operating Grants, Subsidies And Contributions	6,000	5,768
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<b>Subtotal Operating Revenue</b>	<b>6,000</b>	<b>5,768</b>
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##### Operating Expense

Employee Costs	(700)	(496)
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Materials & Contracts	(1,050)	(1,970)
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Utilities	(200)	(174)
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Depreciation On Non-Current Assets	(5,850)	(3,350)
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Insurance Expenses	(3,000)	(3,203)
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Reallocation Codes Expenditure	(1,050)	(17,099)
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<b>Subtotal Operating Expense</b>	<b>(11,850)</b>	<b>(26,292)</b>
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<b>TOTAL Fire Prevention</b>	<b>(5,850)</b>	<b>(20,525)</b>
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# Shire of Menzies

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

## Budget

### Operating Report for the period ending 30 June 2018

<b>Total - Cost of Law, Order &amp; Public Safety</b>	<b>(38,780)</b>	<b>(45,496)</b>
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# Shire of Menzies

## Budget

### Operating Report for the period ending 30 June 2018

#### Health

#### Current Budget

#### YTD Actual

#### Operating Expense

Employee Costs	(3,200)	(106)
Materials & Contracts	(45,000)	(32,942)
Other Expenditure	-	(1,841)
Reallocation Codes Expenditure	(4,800)	(1,659)
<b>Subtotal</b>	<b>(53,000)</b>	<b>(36,548)</b>

<b>Total - Cost of Health</b>	<b>(53,000)</b>	<b>(36,548)</b>
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# Shire of Menzies Budget Operating Report for the period ending 30 June 2018

## Health

**Current Budget  
2017/2018**

**Actual  
2016/2017**

### Other Health

#### Operating Expense

Employee Costs	(3,200)	(106)
Materials & Contracts	(40,000)	(32,942)
Other Expenditure	-	(541)
Reallocation Codes Expenditure	(4,800)	(1,659)
<b>Subtotal Operating Expense</b>	<b>(48,000)</b>	<b>(35,248)</b>

<b>TOTAL Other Health</b>	<b>(48,000)</b>	<b>(35,248)</b>
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### Preventative Services - Pest Control

#### Operating Expense

Materials & Contracts	(5,000)	-
Other Expenditure	-	(1,300)
<b>Subtotal Operating Expense</b>	<b>(5,000)</b>	<b>(1,300)</b>

<b>TOTAL Preventative Services - Pest Control</b>	<b>(5,000)</b>	<b>(1,300)</b>
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<b>Total - Cost of Health</b>	<b>(53,000)</b>	<b>(36,548)</b>
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# Shire of Menzies

## Budget

### Operating Report for the period ending 30 June 2018

#### Housing

	Current Budget	YTD Actual
<b>Operating Revenue</b>		
Fees & Charges	65,220	63,205
<b>Subtotal</b>	<b>65,220</b>	<b>63,205</b>
<b>Operating Expense</b>		
Employee Costs	(23,900)	(17,525)
Materials & Contracts	(80,158)	(47,726)
Utilities	(12,450)	(9,373)
Depreciation On Non-Current Assets	(133,566)	(133,566)
Insurance Expenses	(5,410)	(9,979)
Reallocation Codes Expenditure	(35,850)	28,923
<b>Subtotal</b>	<b>(291,334)</b>	<b>(189,245)</b>
<b>Total - Cost of Housing</b>	<b>(226,114)</b>	<b>(126,040)</b>

# Shire of Menzies Budget Operating Report for the period ending 30 June 2018

## Housing

**Current Budget  
2017/2018**

**Actual  
2016/2017**

### Other Housing

#### Operating Revenue

Fees & Charges	45,200	48,605
<b>Subtotal Operating Revenue</b>	<b>45,200</b>	<b>48,605</b>

#### Operating Expense

Employee Costs	(11,900)	(6,353)
Materials & Contracts	(29,896)	(19,570)
Utilities	(2,100)	(1,971)
Depreciation On Non-Current Assets	(93,144)	(93,144)
Insurance Expenses	(3,140)	(3,311)
Reallocation Codes Expenditure	(17,850)	(10,907)
<b>Subtotal Operating Expense</b>	<b>(158,030)</b>	<b>(135,257)</b>

<b>TOTAL Other Housing</b>	<b>(112,830)</b>	<b>(86,652)</b>
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### Staff Housing

#### Operating Revenue

Fees & Charges	20,020	14,600
<b>Subtotal Operating Revenue</b>	<b>20,020</b>	<b>14,600</b>

#### Operating Expense

Employee Costs	(12,000)	(11,172)
Materials & Contracts	(50,262)	(28,157)
Utilities	(10,350)	(7,402)
Depreciation On Non-Current Assets	(40,422)	(40,422)
Insurance Expenses	(2,270)	(6,667)
Reallocation Codes Expenditure	(18,000)	39,831
<b>Subtotal Operating Expense</b>	<b>(133,304)</b>	<b>(53,988)</b>

<b>TOTAL Staff Housing</b>	<b>(113,284)</b>	<b>(39,388)</b>
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<b>Total - Cost of Housing</b>	<b>(226,114)</b>	<b>(126,040)</b>
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# Shire of Menzies

## Budget

### Operating Report for the period ending 30 June 2018

#### Community Amenities

	Current Budget	YTD Actual
<b>Operating Revenue</b>		
Profit On Asset Disposal	-	791
Fees & Charges	6,600	8,367
Other Revenue	-	(740)
<b>Subtotal</b>	<b>6,600</b>	<b>8,418</b>
<b>Operating Expense</b>		
Employee Costs	(44,700)	(35,222)
Materials & Contracts	(78,700)	(17,419)
Depreciation On Non-Current Assets	(8,950)	(8,946)
Insurance Expenses	(510)	(427)
Other Expenditure	-	-
Reallocation Codes Expenditure	(70,050)	(72,396)
Reallocation Codes Income	-	273
<b>Subtotal</b>	<b>(202,910)</b>	<b>(134,137)</b>
<b>Total - Cost of Community Amenities</b>	<b>(196,310)</b>	<b>(125,718)</b>

# Shire of Menzies Budget Operating Report for the period ending 30 June 2018

## Community Amenities

Current Budget  
2017/2018

Actual  
2016/2017

### Other Community Amenities

#### Operating Expense

Employee Costs	(22,000)	(10,981)
Materials & Contracts	(2,600)	(1,905)
Depreciation On Non-Current Assets	(2,850)	(2,850)
Insurance Expenses	(240)	(254)
Reallocation Codes Expenditure	(33,000)	(23,767)
<b>Subtotal Operating Expense</b>	<b>(60,690)</b>	<b>(39,757)</b>

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<b>TOTAL Other Community Amenities</b>	<b>(60,690)</b>	<b>(39,757)</b>
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### Town Planning & Regional Development

#### Operating Expense

Employee Costs	-	(45)
Materials & Contracts	(50,000)	(2,443)
Reallocation Codes Expenditure	-	(78)
<b>Subtotal Operating Expense</b>	<b>(50,000)</b>	<b>(2,566)</b>

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<b>TOTAL Town Planning &amp; Regional Development</b>	<b>(50,000)</b>	<b>(2,566)</b>
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### Protection Of Environment

#### Operating Revenue

Other Revenue	-	(740)
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>(740)</b>

#### Operating Expense

Materials & Contracts	-	-
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>-</b>

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<b>TOTAL Protection Of Environment</b>	<b>-</b>	<b>(740)</b>
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### Sewerage

#### Operating Expense

Employee Costs	(700)	(293)
Materials & Contracts	(6,100)	(1,656)
Insurance Expenses	(110)	-
Reallocation Codes Expenditure	(1,050)	(621)
<b>Subtotal Operating Expense</b>	<b>(7,960)</b>	<b>(2,570)</b>

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<b>TOTAL Sewerage</b>	<b>(7,960)</b>	<b>(2,570)</b>
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### Sanitation - Other

# Shire of Menzies Budget Operating Report for the period ending 30 June 2018

## Community Amenities

**Current Budget  
2017/2018**

**Actual  
2016/2017**

### Sanitation - Other

#### Operating Expense

Employee Costs	-	(4,073)
Materials & Contracts	-	(288)
Other Expenditure	-	-
Reallocation Codes Expenditure	-	4,073

<b>Subtotal Operating Expense</b>	<b>-</b>	<b>(288)</b>
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<b>TOTAL Sanitation - Other</b>	<b>-</b>	<b>(288)</b>
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### Sanitation - Household Refuse

#### Operating Revenue

Profit On Asset Disposal	-	791
Fees & Charges	6,600	8,367

<b>Subtotal Operating Revenue</b>	<b>6,600</b>	<b>9,158</b>
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#### Operating Expense

Employee Costs	(22,000)	(19,830)
Materials & Contracts	(20,000)	(11,127)
Depreciation On Non-Current Assets	(6,100)	(6,096)
Insurance Expenses	(160)	(173)
Reallocation Codes Expenditure	(36,000)	(52,003)
Reallocation Codes Income	-	273

<b>Subtotal Operating Expense</b>	<b>(84,260)</b>	<b>(88,957)</b>
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<b>TOTAL Sanitation - Household Refuse</b>	<b>(77,660)</b>	<b>(79,798)</b>
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<b>Total - Cost of Community Amenities</b>	<b>(196,310)</b>	<b>(125,718)</b>
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# Shire of Menzies

## Budget

### Operating Report for the period ending 30 June 2018

#### Recreation & Culture

	Current Budget	YTD Actual
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	10,000	-
Fees & Charges	-	292
Non-Operating Grants, Subsidies And Contributions	-	10,000
<b>Subtotal</b>	<b>10,000</b>	<b>10,292</b>
<b>Operating Expense</b>		
Employee Costs	(119,200)	(46,740)
Materials & Contracts	(80,700)	(119,400)
Utilities	(6,700)	(4,482)
Depreciation On Non-Current Assets	(25,600)	(25,595)
Insurance Expenses	(1,640)	(1,805)
Other Expenditure	(164,500)	(64,592)
Reallocation Codes Expenditure	(95,050)	(123,861)
<b>Subtotal</b>	<b>(493,390)</b>	<b>(386,474)</b>
<b>Total - Cost of Recreation &amp; Culture</b>	<b>(483,390)</b>	<b>(376,182)</b>



# Shire of Menzies Budget Operating Report for the period ending 30 June 2018

## Recreation & Culture

Current Budget  
2017/2018

Actual  
2016/2017

### Communities

#### Operating Expense

Employee Costs	(2,000)	-
Materials & Contracts	(6,500)	(72,170)
Other Expenditure	(164,500)	(48,034)
Reallocation Codes Expenditure	(3,000)	(8,615)
<b>Subtotal Operating Expense</b>	<b>(176,000)</b>	<b>(128,818)</b>

<b>TOTAL Communities</b>	<b>(176,000)</b>	<b>(128,818)</b>
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### War Memorial

#### Operating Expense

Employee Costs	-	-
Materials & Contracts	-	-
Utilities	-	-
Reallocation Codes Expenditure	-	-
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>-</b>

<b>TOTAL War Memorial</b>	<b>-</b>	<b>-</b>
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### Other Culture

#### Operating Expense

Employee Costs	(600)	(565)
Materials & Contracts	(500)	(4,201)
Utilities	(1,500)	(60)
Reallocation Codes Expenditure	(900)	(440)
<b>Subtotal Operating Expense</b>	<b>(3,500)</b>	<b>(5,266)</b>

<b>TOTAL Other Culture</b>	<b>(3,500)</b>	<b>(5,266)</b>
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### Libraries

#### Operating Expense

Materials & Contracts	(2,500)	(1,673)
Reallocation Codes Expenditure	-	(862)
<b>Subtotal Operating Expense</b>	<b>(2,500)</b>	<b>(2,535)</b>

<b>TOTAL Libraries</b>	<b>(2,500)</b>	<b>(2,535)</b>
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### Television And Rebroadcasting

#### Operating Expense

Employee Costs	(700)	-
Materials & Contracts	(5,000)	(4,716)

# Shire of Menzies Budget Operating Report for the period ending 30 June 2018

## Recreation & Culture

Current Budget  
2017/2018

Actual  
2016/2017

### Television And Rebroadcasting

#### Operating Expense

Depreciation On Non-Current Assets	-	-
Reallocation Codes Expenditure	(1,050)	-
<b>Subtotal Operating Expense</b>	<b>(6,750)</b>	<b>(4,716)</b>

<b>TOTAL Television And Rebroadcasting</b>	<b>(6,750)</b>	<b>(4,716)</b>
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### Other Recreation & Sport

#### Operating Revenue

Operating Grants, Subsidies And Contributions	10,000	-
Non-Operating Grants, Subsidies And Contributions	-	10,000
<b>Subtotal Operating Revenue</b>	<b>10,000</b>	<b>10,000</b>

#### Operating Expense

Employee Costs	(115,900)	(46,175)
Materials & Contracts	(54,200)	(18,385)
Utilities	(5,200)	(4,421)
Depreciation On Non-Current Assets	(20,080)	(20,073)
Insurance Expenses	(1,640)	(1,805)
Other Expenditure	-	(16,559)
Reallocation Codes Expenditure	(90,100)	(113,944)
<b>Subtotal Operating Expense</b>	<b>(287,120)</b>	<b>(221,362)</b>

<b>TOTAL Other Recreation &amp; Sport</b>	<b>(277,120)</b>	<b>(211,362)</b>
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### Public Halls & Civic Centres

#### Operating Revenue

Fees & Charges	-	292
<b>Subtotal Operating Revenue</b>	<b>-</b>	<b>292</b>

#### Operating Expense

Employee Costs	-	-
Materials & Contracts	(12,000)	(18,256)
Depreciation On Non-Current Assets	(5,520)	(5,522)
Reallocation Codes Expenditure	-	-
<b>Subtotal Operating Expense</b>	<b>(17,520)</b>	<b>(23,778)</b>

<b>TOTAL Public Halls &amp; Civic Centres</b>	<b>(17,520)</b>	<b>(23,486)</b>
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# Shire of Menzies Budget

Minutes of the Ordinary Meeting of Council held in the Council Chambers in Shenton Street on Thursday 27 July commencing at 1.06pm

## Operating Report for the period ending 30 June 2018

<b>Total - Cost of Recreation &amp; Culture</b>	<b>(483,390)</b>	<b>(376,182)</b>
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# Shire of Menzies

## Budget

### Operating Report for the period ending 30 June 2018

#### Transport

	Current Budget	YTD Actual
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	727,250	-
Other Revenue	-	67
Non-Operating Grants, Subsidies And Contributions	-	335,895
<b>Subtotal</b>	<b>727,250</b>	<b>335,961</b>
<b>Operating Expense</b>		
Employee Costs	(107,700)	(187,246)
Materials & Contracts	(903,400)	(99,970)
Utilities	(9,000)	(8,496)
Depreciation On Non-Current Assets	(1,394,005)	(1,393,991)
Reallocation Codes Expenditure	(183,550)	(700,344)
<b>Subtotal</b>	<b>(2,597,655)</b>	<b>(2,390,046)</b>
<b>Total - Cost of Transport</b>	<b>(1,870,405)</b>	<b>(2,054,085)</b>

# Shire of Menzies Budget Operating Report for the period ending 30 June 2018

## Transport

**Current Budget  
2017/2018**

**Actual  
2016/2017**

### Aerodromes

#### Operating Expense

Employee Costs	(2,000)	(2,001)
Materials & Contracts	(4,000)	(5,971)
Reallocation Codes Expenditure	(3,000)	(1,407)
<b>Subtotal Operating Expense</b>	<b>(9,000)</b>	<b>(9,379)</b>

<b>TOTAL Aerodromes</b>	<b>(9,000)</b>	<b>(9,379)</b>
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### Streets, Roads, & Bridges Maintenance

#### Operating Revenue

Operating Grants, Subsidies And Contributions	727,250	-
Other Revenue	-	67
Non-Operating Grants, Subsidies And Contributions	-	335,895
<b>Subtotal Operating Revenue</b>	<b>727,250</b>	<b>335,961</b>

#### Operating Expense

Employee Costs	(105,700)	(185,245)
Materials & Contracts	(899,400)	(93,999)
Utilities	(9,000)	(8,496)
Depreciation On Non-Current Assets	(1,394,005)	(1,393,991)
Reallocation Codes Expenditure	(180,550)	(698,937)
<b>Subtotal Operating Expense</b>	<b>(2,588,655)</b>	<b>(2,380,667)</b>

<b>TOTAL Streets, Roads, &amp; Bridges Maintenance</b>	<b>(1,861,405)</b>	<b>(2,044,706)</b>
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<b>Total - Cost of Transport</b>	<b>(1,870,405)</b>	<b>(2,054,085)</b>
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# Shire of Menzies

## Budget

### Operating Report for the period ending 30 June 2018

#### Economic Services

	Current Budget	YTD Actual
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	80,000	80,917
Fees & Charges	97,600	94,398
Other Revenue	7,500	14,583
Non-Operating Grants, Subsidies And Contributions	-	22,727
<b>Subtotal</b>	<b>185,100</b>	<b>212,626</b>
<b>Operating Expense</b>		
Employee Costs	(237,766)	(146,042)
Materials & Contracts	(341,525)	(306,513)
Utilities	(14,110)	(12,957)
Depreciation On Non-Current Assets	(145,150)	(145,148)
Insurance Expenses	(15,270)	(15,931)
Other Expenditure	-	(65,225)
Reallocation Codes Expenditure	(76,500)	(91,429)
<b>Subtotal</b>	<b>(830,321)</b>	<b>(783,245)</b>
<b>Total - Cost of Economic Services</b>	<b>(645,221)</b>	<b>(570,619)</b>

# Shire of Menzies Budget Operating Report for the period ending 30 June 2018

## Economic Services

Current Budget  
2017/2018

Actual  
2016/2017

### Caravan Park

#### Operating Revenue

Fees & Charges	65,000	64,611
Other Revenue	3,500	2,126
<b>Subtotal Operating Revenue</b>	<b>68,500</b>	<b>66,737</b>

#### Operating Expense

Employee Costs	(34,000)	(34,288)
Materials & Contracts	(30,550)	(93,744)
Utilities	(10,900)	(10,126)
Insurance Expenses	(3,400)	(3,370)
Reallocation Codes Expenditure	(51,000)	(29,401)
<b>Subtotal Operating Expense</b>	<b>(129,850)</b>	<b>(170,929)</b>

<b>TOTAL Caravan Park</b>	<b>(61,350)</b>	<b>(104,191)</b>
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### Crc

#### Operating Revenue

Operating Grants, Subsidies And Contributions	80,000	80,000
Other Revenue	-	129
<b>Subtotal Operating Revenue</b>	<b>80,000</b>	<b>80,129</b>

#### Operating Expense

Employee Costs	(72,225)	(60,238)
Materials & Contracts	(3,475)	(25,700)
Utilities	(2,700)	(2,332)
Insurance Expenses	(1,600)	(1,704)
Other Expenditure	-	(2,000)
Reallocation Codes Expenditure	-	17,622
<b>Subtotal Operating Expense</b>	<b>(80,000)</b>	<b>(74,351)</b>

<b>TOTAL Crc</b>	<b>-</b>	<b>5,778</b>
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### Other Economic Services

#### Operating Revenue

Fees & Charges	3,100	1,333
Non-Operating Grants, Subsidies And Contributions	-	22,727
<b>Subtotal Operating Revenue</b>	<b>3,100</b>	<b>24,060</b>

#### Operating Expense

Employee Costs	(300)	(691)
Materials & Contracts	-	(24,973)
Utilities	-	(89)
Depreciation On Non-Current Assets	(7,340)	(7,339)
Insurance Expenses	(1,300)	(1,494)

# Shire of Menzies Budget Operating Report for the period ending 30 June 2018

## Economic Services

Current Budget  
2017/2018

Actual  
2016/2017

### Other Economic Services

#### Operating Expense

Reallocation Codes Expenditure	(450)	(1,244)
<b>Subtotal Operating Expense</b>	<b>(9,390)</b>	<b>(35,829)</b>
<hr/>		
<b>TOTAL Other Economic Services</b>	<b>(6,290)</b>	<b>(11,769)</b>

### Plant Nursery

#### Operating Expense

Materials & Contracts	-	(479)
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>(479)</b>
<hr/>		
<b>TOTAL Plant Nursery</b>	<b>-</b>	<b>(479)</b>

### Building Control

#### Operating Revenue

Fees & Charges	500	492
<b>Subtotal Operating Revenue</b>	<b>500</b>	<b>492</b>

#### Operating Expense

Materials & Contracts	(12,000)	(11,088)
Reallocation Codes Expenditure	-	(4,307)
<b>Subtotal Operating Expense</b>	<b>(12,000)</b>	<b>(15,395)</b>
<hr/>		
<b>TOTAL Building Control</b>	<b>(11,500)</b>	<b>(14,903)</b>

### Tourism & Area Promotion

#### Operating Revenue

Operating Grants, Subsidies And Contributions	-	917
Fees & Charges	29,000	27,962
Other Revenue	4,000	12,328
<b>Subtotal Operating Revenue</b>	<b>33,000</b>	<b>41,207</b>

#### Operating Expense

Employee Costs	(131,241)	(50,826)
Materials & Contracts	(295,500)	(147,769)
Utilities	(510)	(410)
Depreciation On Non-Current Assets	(137,810)	(137,809)
Insurance Expenses	(8,970)	(9,363)
Other Expenditure	-	(63,225)
Reallocation Codes Expenditure	(25,050)	(74,099)
<b>Subtotal Operating Expense</b>	<b>(599,081)</b>	<b>(483,502)</b>



## Operating Report for the period ending 30 June 2018

<b>Economic Services</b>	<b>Current Budget 2017/2018</b>	<b>Actual 2016/2017</b>
<hr/>		
<b>TOTAL Tourism &amp; Area Promotion</b>	<b>(566,081)</b>	<b>(442,294)</b>
<hr/>		
<b>Rural Services</b>		
<b>Operating Expense</b>		
Materials & Contracts	-	(2,760)
<b>Subtotal Operating Expense</b>	<b>-</b>	<b>(2,760)</b>
<hr/>		
<b>TOTAL Rural Services</b>	<b>-</b>	<b>(2,760)</b>
<hr/>		
<hr/>		
<b>Total - Cost of Economic Services</b>	<b>(645,221)</b>	<b>(570,619)</b>
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# Shire of Menzies

## Budget

### Operating Report for the period ending 30 June 2018

#### Other Property & Services

#### Current Budget

#### YTD Actual

#### Operating Revenue

Operating Grants, Subsidies And Contributions	-	126
Profit On Asset Disposal	-	6,347
Fees & Charges	-	1,893
Other Revenue	38,700	64,117
Non-Operating Grants, Subsidies And Contributions	-	-

<b>Subtotal</b>	<b>38,700</b>	<b>72,483</b>
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#### Operating Expense

Employee Costs	(749,493)	(1,025,850)
Materials & Contracts	(333,200)	(1,068,655)
Utilities	(13,700)	(12,605)
Depreciation On Non-Current Assets	(363,250)	(365,747)
Insurance Expenses	(97,200)	(106,856)
Other Expenditure	-	(781)
Reallocation Codes Expenditure	(271,890)	2,014,131

<b>Subtotal</b>	<b>(1,828,733)</b>	<b>(566,363)</b>
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#### **Total - Cost of Other Property & Services**

<b>(1,790,033)</b>	<b>(493,880)</b>
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TOTAL - Balance to Schedule by Program

(2,082,296)	2,809,863
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# Shire of Menzies Budget Operating Report for the period ending 30 June 2018

## Other Property & Services

Current Budget  
2017/2018

Actual  
2016/2017

### Town Planning Schemes

#### Operating Expense

Materials & Contracts	-	-
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Subtotal Operating Expense	-	-
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<b>TOTAL Town Planning Schemes</b>	-	-
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### Unclassified

#### Operating Revenue

Other Revenue	-	3,996
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Subtotal Operating Revenue	-	3,996
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#### Operating Expense

Materials & Contracts	-	-
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Other Expenditure	-	17,635
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Subtotal Operating Expense	-	17,635
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<b>TOTAL Unclassified</b>	-	21,631
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### Salaries & Wages

#### Operating Expense

Employee Costs	-	14,432
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Reallocation Codes Expenditure	-	(791)
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Subtotal Operating Expense	-	13,641
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<b>TOTAL Salaries &amp; Wages</b>	-	13,641
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### Administration

#### Operating Revenue

Operating Grants, Subsidies And Contributions	-	126
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Profit On Asset Disposal	-	6,347
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Fees & Charges	-	(606)
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Other Revenue	7,700	10,649
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Non-Operating Grants, Subsidies And Contributions	-	-
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<b>Subtotal Operating Revenue</b>	<b>7,700</b>	<b>16,516</b>
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#### Operating Expense

Employee Costs	(317,551)	(684,343)
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Materials & Contracts	(255,200)	(564,076)
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Utilities	(13,300)	(12,241)
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Depreciation On Non-Current Assets	(106,480)	(108,979)
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Insurance Expenses	(67,500)	(74,158)
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Other Expenditure	-	(18,416)
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# Shire of Menzies Budget Operating Report for the period ending 30 June 2018

## Other Property & Services

Current Budget  
2017/2018

Actual  
2016/2017

### Administration

#### Operating Expense

Reallocation Codes Expenditure	(36,450)	642,549
<b>Subtotal Operating Expense</b>	<b>(796,481)</b>	<b>(819,665)</b>
<hr/>		
<b>TOTAL Administration</b>	<b>(788,781)</b>	<b>(803,149)</b>

### Plant Operation Costs

#### Operating Revenue

Other Revenue	25,500	44,030
<b>Subtotal Operating Revenue</b>	<b>25,500</b>	<b>44,030</b>

#### Operating Expense

Employee Costs	(85,560)	(66,614)
Materials & Contracts	-	(176,510)
Depreciation On Non-Current Assets	(256,770)	(256,769)
Insurance Expenses	(28,000)	(16,351)
Reallocation Codes Expenditure	(128,340)	471,430
<b>Subtotal Operating Expense</b>	<b>(498,670)</b>	<b>(44,814)</b>

<b>TOTAL Plant Operation Costs</b>	<b>(473,170)</b>	<b>(784)</b>
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### Public Works Overheads

#### Operating Revenue

Other Revenue	5,500	5,442
<b>Subtotal Operating Revenue</b>	<b>5,500</b>	<b>5,442</b>

#### Operating Expense

Employee Costs	(346,382)	(287,161)
Materials & Contracts	(78,000)	(326,680)
Utilities	(400)	(363)
Depreciation On Non-Current Assets	-	-
Insurance Expenses	(1,700)	(16,347)
Other Expenditure	-	-
Reallocation Codes Expenditure	(107,100)	906,385
<b>Subtotal Operating Expense</b>	<b>(533,582)</b>	<b>275,833</b>

<b>TOTAL Public Works Overheads</b>	<b>(528,082)</b>	<b>281,275</b>
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### Private Works

#### Operating Revenue

Fees & Charges	-	2,499
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# Shire of Menzies Budget Operating Report for the period ending 30 June 2018

## Other Property & Services

Current Budget  
2017/2018

Actual  
2016/2017

### Private Works

<b>Subtotal Operating Revenue</b>	-	<b>2,499</b>
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### Operating Expense

Employee Costs	-	(2,164)
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Materials & Contracts	-	(1,388)
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Reallocation Codes Expenditure	-	(5,441)
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<b>Subtotal Operating Expense</b>	-	<b>(8,993)</b>
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<b>TOTAL Private Works</b>	-	<b>(6,495)</b>
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<b>Total - Cost of Other Property &amp; Services</b>	<b>(1,790,033)</b>	<b>(493,880)</b>
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TOTAL - Balance to Programme Schedule	(2,082,296)	2,809,863
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## 12.2.4 Related Party Transactions

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 052
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	26 June 2017
<b>AUTHOR:</b>	Jeanette Taylor, Manager Finance & Administration
<b>ATTACHMENT:</b>	12.2.4.1 Related Party Transactions and Disclosures 12.2.4.2 Procedure for Related Party Disclosures 12.2.4.3 Related Party Disclosures Declaration 12.2.4.4 Related Party Disclosure Declaration Checklist

### COUNCIL RESOLUTION:

**No.1234**

**Moved: Cr Mazza**

**Seconded: Cr Baird**

*That Council accept the Audit Committee recommendation and adopt the following transactions and provision of services as ‘Ordinary Citizen Transactions’ in relation to AASB 124 Related Party Disclosures:*

1. *Paying rates*
2. *Fines*
3. *Use of Shire of Menzies owned facilities, such as library, parks, ovals and other public open spaces (whether charged a fee or not)*
4. *Attending council functions that are open to the public; and That Council adopt a materiality threshold of \$300 for transactions declared by KMP not included in the list above on declarations submitted in relation to AASB 124 Related Party Disclosures.*

**Carried 6/0**

### COMMITTEE RESOLUTION

**Moved: Cr Mazza**

**Seconded: Cr Mader**

*That the Audit Committee recommend that Council adopt the following transactions and provision of services as ‘Ordinary Citizen Transactions’ in relation to AASB 124 Related Party Disclosures:*

1. *Paying rates*
2. *Fines*
3. *Use of Shire of Menzies owned facilities, such as library, parks, ovals and other public open spaces (whether charged a fee or not)*
4. *Attending council functions that are open to the public; and That Council adopt a materiality threshold of \$300 for transactions declared by KMP not included in the list above on declarations submitted in relation to AASB 124 Related Party Disclosures.*

**Carried 7/0**

### **OFFICER RECOMMENDATION:**

That the Audit Committee recommend that Council adopt the following transactions and provision of services as ‘Ordinary Citizen Transactions’ in relation to AASB 124 Related Party Disclosures:

1. Paying rates
2. Fines
3. Use of Shire of Menzies owned facilities, such as library, parks, ovals and other public open spaces (whether charged a fee or not)
4. Attending council functions that are open to the public; and That Council adopt a materiality threshold of \$300 for transactions declared by KMP not included in the list above on declarations submitted in relation to AASB 124 Related Party Disclosures.

**VOTING REQUIREMENTS:** Simple Majority

### **IN BRIEF:**

AASB 124 Related Party Disclosures came into effect 1 July 2016 and is required to be disclosed in the Shire of Menzies Annual Report 2016-2017.

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

There are no strategic implications resulting from the recommendation of this report.

### **STATUTORY AUTHORITY:**

Accounting Standard AASB 124 Related Party Disclosures was extended in July 2015 to include application by not for profit entities, including local governments.

Disclosures are required 1 July 2016, with the first disclosures to be made in the Financial Statements for the year ended 30 June 2017

### **POLICY IMPLICATIONS:**

There are no policy implications resulting from the recommendation of this report

### **FINANCIAL IMPLICATIONS:**

There are no financial implications resulting from the recommendation of this report that will have any detrimental effect on the Shire’s finances

### **RISK ASSESSMENTS:**

There is no risk assessment relating to this matter.

### **BACKGROUND:**

In accordance with AASB 124 Related Party Disclosures, local governments must disclose in the annual financial statements related party relationships, transactions and outstanding balances (including commitments) from 1 July 2016.

Related parties include Key Management Personnel (KMP), which in the Shire of Menzies case will include all elected members and executive staff, their close family members, and any entities that they control or jointly control.

The disclosure requires any transactions with these parties, whether monetary or not, to be identified and assessed as to whether disclosure is required or not. A disclosure may be in aggregate and will only occur where a transaction has actually occurred.

For larger local governments and perhaps local governments that are located in the metropolitan region, this disclosure would be fairly simple given the variety of suppliers and operators available, and as such, the reporting aspect would not be too onerous on staff. With smaller local governments located in more remote areas however, the circumstances are different in that family businesses operate extensively within small communities, there are fewer alternatives available, and that inevitably family members and connections are much more prevalent due to the smaller employment pool and population base. In this respect, not only is it important to properly disclose and declare related party transactions, the data collection and evidence trail is likely to be much more labour intensive.

Recently, Moore Stephens held a Financial Reporting Workshop in Perth, which went into the requirements surrounding AASB 124 fairly extensively. Moore Stephens are to be congratulated for the effort and lengths that they have gone to in order to provide clarity and guidance to the industry

With regard to the disclosures, the following approach has been considered to ensure that management can properly address the requirements of the accounting standard:

- A procedure / guide for related party disclosures to be established
- Establishment of a system to identify and record related parties of KMPs
- Establishment of a system to identify and record related party relationships of KMPs
- Establishment of a system to identify and record related party transactions
- Identify 'Ordinary Citizen Transactions' (OCTs) that will not be disclosed by Council
- Create declaration forms to be completed by KMPs
- Set a materiality threshold for management to apply when assessing transactions for inclusion in the financial statements

The types of services or transactions that would normally require disclosure would include:

- Paying rates
- Fines
- Use of Shire of Menzies owned facilities, such as library, parks, ovals and other public open spaces (whether charged a fee or not)
- Attending council functions that are open to the public
- Employee compensation whether it is for KMP or close family members of KMP
- Application fees paid to the Shire of Menzies for licences, approvals or permits
- Lease agreements for housing rental (whether for a Shire of Menzies owned property or property subleased by the Shire of Menzies through a Real Estate Agent)
- Lease agreements for commercial properties



- Monetary and non-monetary transactions between the Shire of Menzies and any business or associated entity owned or controlled by the related party (including family) in exchange for goods and/or services provided by/to the Shire of Menzies (trading arrangement)
- Sale or purchase of any property owned by the Shire of Menzies, to a person identified above.
- Sale or purchase of any property owned by a person identified above, to the Shire of Menzies
- Loan Arrangements
- Contracts and agreements for construction, consultancy or services

#### **Ordinary Citizen Transactions (OTC)**

- OTCs are considered to be the types of transactions or provision of services that are provided on the same terms and conditions and are no different than what applies to the general public.
- Many of the above listed transactions and services are provided in exactly the same way to KMPs as they are to all other members of the public. As a result, some of these transactions and services mentioned are highly *unlikely* to influence the decisions made by the KMPs.
- These OCTs are to be identified and recommended to Council on an annual basis, which will not be required to be disclosed.
- When a transaction or service occurs that is *not at arm's length and under the same terms and conditions applying to the general public*, whether an OTC or not, KMP will still need to include the disclosure within their declaration.

The following transactions and services are being recommended as OCTs, as management has assessed that they are provided on the same terms and conditions that are no different to those applying to the general public:

- Paying rates
- Fines
- Use of Shire of Menzies owned facilities, such as Recreation Centre, Oval Complex, library, parks, ovals and other public open spaces (whether charged a fee or not)
- Attending council functions that are open to the public
- When assessing materiality, the threshold being recommended is \$300. This will mean that any transactions that would normally require disclosure within the financial statements will not be included if they are \$300 or less. The purpose behind the assessment of the \$300 limit, is that this is the same limit as a prohibited gift, however further consideration to the threshold will be undertaken to complete declarations on a quarterly basis to allow staff to progressively collate data and correspondence financial transactions and details

#### **COMMENT:**

AASB 124 Related Party Disclosures are required to be disclosed in the Annual Accounts for the year ended 30 June 2017 and covers the period 1 July 2016 to 30 June 2017. Going forward the information will be captured on a regular basis.

The information provided in the attachments is based on documents prepared by Tanya Browning, Deputy Chief Executive Officer, Shire of Leonora



# AASB 124 – “Related Party Disclosures”

## PROCEDURE FOR RELATED PARTY DISCLOSURES

The scope of AASB 124 *Related Party Disclosures* was extended in July 2015 to include application by not-for-profit entities, including local governments. The operative date for Local Government is 1<sup>st</sup> July 2016, with the first disclosures to be made in the Financial Statements for year ended 30<sup>th</sup> June 2017. This procedure outlines required mechanisms to meet the disclosure requirements of AASB 124.

## BACKGROUND

The objective of the standard is to ensure that an entity’s financial statements contain disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and transactions.

The disclosure requirements apply to the existence of relationships regardless of whether a transaction has occurred or not. For each financial year, the Shire of Menzies must make an informed judgement as to who is considered to be a related party and what transactions need to be considered, when determining if disclosure is required.

The purpose of this procedure is to stipulate the information to be requested from related parties to enable an informed judgement to be made.

### 1. Identification of Related Parties

AASB 124 provides that the Shire of Menzies will be required to disclose in its Annual Financial reports, related party relationships, transactions and outstanding balances.

Related parties includes a person who has significant influence over the reporting entity, a member of the key management personnel (KMP) of the entity, or a close family member of that person who may be expected to influence that person.

KMP are defined as a person having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly.

For the purposes of determining the application of the standard, the Shire of Menzies has identified the following persons as meeting the definition of *Related Party*:

- An elected Council member

- Key management personnel being a person employed under section 5.36 of the Local Government Act 1995 in the capacity of Chief Executive Officer or Director
- Close members of the family of any person listed above, including that person's child, spouse or domestic partner, dependents of that person or person's spouse or domestic partner.
- Entities that are controlled or jointly controlled by a Council member, KMP or their close family members. (Entities include companies, trusts, joint ventures, partnerships and non-profit associations such as sporting clubs).

The Shire of Menzies will therefore be required to assess all transactions made with these persons or entities.

## **2. Identification of related party transactions**

A related party transaction is a transfer of resources, services or obligations between the Shire of Menzies (reporting entity) and the related party, regardless of whether a price is charged.

For the purposes of determining whether a related party transaction has occurred, the following transactions or provision of services have been identified as meeting this criteria:

- Paying rates
- Fines
- Use of Shire of Menzies owned facilities, such as Recreation Centre, library, parks, ovals and other public open spaces (whether charged a fee or not)
- Attending council functions that are open to the public
- Employee compensation whether it is for KMP or close family members of KMP
- Application fees paid to the Shire of Menzies for licences, approvals or permits
- Lease agreements for housing rental (whether for a Shire of Menzies owned property or property sub-leased by the Shire of Menzies through a Real Estate Agent)
- Lease agreements for commercial properties
- Monetary and non-monetary transactions between the Shire of Menzies and any business or associated entity owned or controlled by the related party (including family) in exchange for goods and/or services provided by/to the Shire of Menzies (trading arrangement)
- Sale or purchase of any property owned by the Shire of Menzies, to a person identified above.
- Sale or purchase of any property owned by a person identified above, to the Shire of Menzies
- Loan Arrangements
- Contracts and agreements for construction, consultancy or services

Some of the transactions listed above, occur on terms and conditions no different to those applying to the general public and have been provided in the course of delivering public service objectives. These transactions are those that an ordinary citizen would undertake with council and are referred to as an Ordinary Citizen Transaction (OCT). Where the Shire of Menzies can determine that an OCT was provided at arms length, and in similar terms and conditions to other members of the public and, that the nature of the transaction is immaterial, no disclosure in the annual financial report will be required.

### **3. Disclosure Requirements**

For the purposes of determining relevant transactions in point 2 above, elected Council members and key management personnel as identified above, will be required to complete a *Related Party Disclosures – Declaration* form for submission to financial services.

#### **Ordinary Citizen Transactions (OCTs)**

Management will put forward a draft resolution to Council annually, declaring that in its opinion, based on the facts and circumstances, the following OCT that are provided on terms and conditions no different to those applying to the general public and which have been provided in the course of delivering public service objectives, are unlikely to influence the decisions that users of the Council's financial statements make. As such, no disclosure in the quarterly *Related Party Disclosures – Declaration* form will be required.

- Paying Rates
- Fines
- Use of Shire of Menzies owned facilities such as Recreation Centre, library, parks, ovals and other public open spaces (whether charged a fee or not)
- Attending council functions that are open to the public

Where these services **were not** provided at arms length and under the same terms and conditions applying to the general public, elected Council members and KMP will be required to make a declaration in the *Related Party Disclosures – Declaration* form about the nature of any discount or special terms received.

#### **All other transactions**

For all other transactions listed in point 2 above, elected Council members and KMP will be required to make a declaration in the *Related Party Disclosures – Declaration* form.

#### **Frequency of disclosures**

Elected Council members and KMP will be required to complete a *Related Party Disclosures – Declaration* form each quarter.

Disclosures must be made by all Councillors immediately prior to any ordinary or extraordinary election.

Disclosures must be made immediately prior to the termination of employment of/by a KMP.

#### **Confidentiality**

All information contained in a disclosure return, will be treated in confidence. Generally, related party disclosures in the annual financial reports are reported in aggregate and as such, individuals are not specifically identified. Notwithstanding, management is required to exercise judgement in determining the level of detail to be disclosed based on the nature of a transaction or collective transactions and materiality. Individuals may be specifically identified, if the disclosure requirements of AASB 124 so demands.

#### **4. Materiality**

Management will apply professional judgement to assess the materiality of transactions disclosed by related parties and their subsequent inclusion in the financial statements.

In assessing materiality, management will consider both the size and nature of the transaction, individually and collectively.

#### **Associated Regulatory Framework**

*AASB 124 Related Party Disclosures*

*Local Government Act 1996*

*Local Government (Financial Management) Regulations 1996*

#### **Associated Policies**

*Include if relevant*

#### **Further Information**

*Related Party Disclosures – Declaration form*

#### **Review Responsibility**

*Chief Executive Officer / Deputy Chief Executive Officer*

Date Adopted:           XX  
Review Required:       As Required  
Review Undertaken:    XX

\_\_\_\_\_  
Chief Executive Officer

\_\_\_ / \_\_\_ / \_\_\_\_  
Date

Approved / Not Approved



## Appendix 2.1

# AASB 124 – “Related Party Disclosures”

### Close Family Members

Close family members include:

- a child, spouse or domestic partner;
- children of your spouse or domestic partner
- dependents of you or your spouse or domestic partner;
- any other close family member;

who may be expected to influence, or be influenced by, your dealings with the council.

The following table may assist you in identifying your close family members:

Definitely a close family member	May be a close family member
Your spouse/domestic partner	Your brothers and sisters, if they could be expected to influence or be influenced by you in their dealings with council
Your children	Your aunts, uncles and cousins, if they could be expected to influence or be influenced by you in their dealings with council
Your dependents	Your parents and grandparents, if they could be expected to influence or be influenced by you in their dealings with council
Children of your spouse/domestic partner	Your nieces and nephews, if they could be expected to influence or be influenced by you in their dealings with council
Dependents of your spouse/domestic partner	Any other member of your family if they could be expected to influence or be influenced by you in their dealings with council

There may be relationships that a council has which are not identified in this appendix but still meet the definition of a related party.

**Example: Cousin of Councillor**

A Councillor for the Shire has lived in the Shire her whole life. In fact her family has been in the area for generations.

The Councillor's cousin, owns and operates the local newsagent through a company ABC Pty Ltd, in which she owns 100% of the shares. The Councillor and her cousin have always been close and regularly socialise together.

From these facts it would appear that the Councillor's cousin is a close family member of the Councillor because she would be expected to influence, or be influenced by, that person in her dealings with Council.

Both the cousin and the company she controls, ABC Pty Ltd would therefore be related parties of Council.

Any transactions that the Council makes with the newsagent would need to be separately identified and may need to be disclosed.

**Control in entities**

What is an entity that I, or my close family member, control or jointly control?

Entities include companies, trusts, incorporated and unincorporated associations such as clubs and charities, joint ventures and partnerships.

You control an entity if you have

- a) power over the entity;
- b) exposure, or rights, to variable returns from involvement with the entity; and
- c) the ability to use your power over the entity to affect the amount of your returns.

To jointly control an entity there must be contractually agreed sharing of control of the entity, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

In some cases it will be obvious that you or a family member control or have joint control over an entity. In other cases it will be less.

If you are unsure whether you, or a close family member, has control or joint control of an entity then you should contact the Chief Executive Officer / Deputy Chief Executive Officer for a confidential discussion.

**Example: Clubs or other incorporated bodies**

(A Shire Councillor is the President of a local football club)

A Shire Councillor is the President of Shire Football Club Inc, the local football club. This club is overseen by a committee which comprises the President and four other committee members. Each member has a single vote when making decisions at meetings. The committee members are not related and do not have agreements to vote with one another. The club has over 100 members that each have a vote in electing the committee members at the club's annual general meeting.

From these facts it would appear that the Councillor does not control or jointly control the football club so it will not be a related party of Council just because the Councillor is the president of the club.

**Other Examples**

**Example 1 (Audit committee member)**

Shire/Town/City of Anywhere's audit committee comprises two Councillors and a local retired accountant, Fred. Fred has no other connection with the council.

The audit committee attends to the functions as required under the *Audit Regulations*. It does not make any decisions on behalf of the council but simply provides reports, with recommendations, for the Mayor and councillors to consider.

Based on the facts outlined Fred would not be a KMP of council.

**Example 2 (Son of CFO employed by council)**

Shire/Town/City of Anywhere has recently employed Paul's son (George) in the Council's parks and garden's area. Paul is Council's Deputy Chief Executive Officer but was not involved in hiring George. This process was managed by the Director of Parks and Gardens and included an independent assessment process. Paul did not have any influence in George securing the job.

Paul has been identified as a KMP of council, which makes him a related party.

George will also be a related party of Council because he is a close family member of Paul. The recruitment process that was undertaken for George's position is irrelevant when assessing whether George is a related party.

**Example 3 (Cousin of Mayor – related party commonly known but omitted from declaration)**

Shelley, the Mayor of Shire/Town/City of Nowhere forgets to include her cousin Mavis, and Mavis' company, when she completes her KMP declaration.

It is commonly known in the community that Shelley and Mavis are close and that Shelley would be expected to influence, or be influenced by, Mavis in her dealings with Council and vice versa.

Mavis and her company are related parties of Council, even though Shelley omitted them from her declaration.



**Example 4 (Example of control)**

Fred is the Mayor of Shire/Town/City of Nowhere and owns 100% of the ordinary shares in Shire/Town/City of Nowhere Development Company Pty Ltd (the company). The ordinary shares are the only shares in the company that have voting rights.

Fred controls the company because he has the power to affect the company's decisions and the return that he will get from the company.

Fred will need to include the company on his related party declaration.

**Example 5 (Example of joint control)**

Fred is the Mayor of Shire/Town/City of Nowhere and owns 50% of the ordinary shares in Shire/Town/City of Nowhere Development Company Pty Ltd (the company). Fred's brother Stan owns the other 50% of ordinary shares. Fred and Stan are the only Directors of the company and have equal voting rights on the board.

Fred and Stan have joint control of the company because any decisions require the unanimous consent of them both.

Fred will need to include the company on his related party declaration.



# AASB 124 – “Related Party Disclosures”

## Related Party Disclosures – Declaration

*As per requirements of AASB 124 Related Party Disclosures, and Business Operating Procedure – Related Party Disclosures. For additional information to assist you in making a declaration, please refer to the Appendices to this form.*

The following declaration must be completed by all Council members, the CEO and Managers of the Shire of Menzies who were elected or employed at any time during the financial year.

<b>Disclosure Period (Quarter Ended):</b>	
<b>Person making Disclosure:</b>	
<b>Position held by person: e.g. Councillor, Director</b>	

<b>1. Close Members of the Family (See Appendix 1)</b>	
<b>Name of Family Member</b>	<b>Relationship to you</b>
<i>If there has been no change since your last declaration, please complete “No Change”</i>	

**2. ENTITIES THAT I, OR A CLOSE FAMILY MEMBER CONTROLS OR JOINTLY CONTROLS (See Appendix 2)**

[illegible]

### 3. ORDINARY CITIZEN TRANSACTIONS – NOT PROVIDED AT ARMS LENGTH

Did you or any member of your close family attend any event at a Council owned facility, or use any other council provided facility AND you received a discount or special terms that would not otherwise be offered to any other member of the public?

Name of person using the facility	Service/Facility used	Nature of transaction	Nature of discount or special conditions received

Note: Recreation Centre membership provided as part of employment has been provided under the same terms as those memberships provided to the public.

### 4. LEASING AGREEMENTS – DOMESTIC RESIDENTIAL

Did you, a close family member or related entity, enter into a lease agreement with the Shire of Menzies (either as lessee or lessor) for the provision of a domestic rental property (includes properties owned by the Shire of Menzies and privately owned properties sub-leased through the Shire of Menzies from a real estate agent)? Did you receive or provide a discount or special terms that would not otherwise be offered to any member of the public?

Name of Person party to the lease	Property Address	Term of Lease & Weekly rent	Detail of any non-arms length conditions

## 5. LEASING AGREEMENTS - COMMERCIAL

Did you, a close family member or related entity, enter into a commercial leasing agreement with the Shire of Menzies for the provision of a commercial property? Did you receive a discount or special terms that would not otherwise be offered to any other member of the public?

Name of person party to the lease	Property Address	Term of Lease & Weekly rent	Detail of any non-arms length conditions

## 6. TRADING AGREEMENTS

Were you or a close family member (as defined above) the owner of any business (or in a position to substantially control the business) that provided goods or services to the Shire of Menzies? Were those goods and services provided on the same terms and conditions as those available to any other customer? If not, please provide details of the specific terms provided to the Shire of Menzies.

Business Name	Goods or services provided	Approximate value for the reporting period	Terms & Conditions

## 7. OTHER AGREEMENTS (Construction, Consultancy, Service Contracts)

Did you, a close family member or related entity, enter into any other agreements/arrangements with the Shire of Menzies (whether or not a price was charged)?

This may include (but is not limited to): construction contracts, consultancy services, service contracts (such as cleaning, maintenance, security).

For e.g. a company that a close family member controls, was awarded a contract with Shire of Menzies for building a new office facility.

Name of person or business/company	Nature of agreement	Value of agreement	Terms & Conditions

## 8. PURCHASE OF PROPERTY

Did you, a close family member or related entity, purchase any property or other assets from the Shire of Menzies? (This may include vehicles or other plant items, land or buildings).

Was the purchase made at arms length (for e.g. at public auction), and on terms and conditions available to any other member of the public? If not, please provide details of the specific terms provided to you.

Name of person or entity name	Property purchased	Value of the purchase	Terms & Conditions

## 9. SALE OF PROPERTY

Did you, a close family member or related entity, sell any property or other assets to Shire of Menzies? (This may include vehicles or other plant items, land or buildings).

Was the sale made at arms length (for e.g. at public auction), and on terms and conditions available to any other member of the public? If not, please provide details of the specific terms provided to you.

Name of person or entity name	Property Sold	Value of the Sale	Terms & Conditions

## 10. FEES & CHARGES FOR APPLICATIONS

Did you, a close family member or related entity, make an application to Council for a trading, building, planning or development application, licence or approval, or any other type of permit or licence

Name of person or entity name	Application type	Application and/or receipt number

## 11. SELF SUPPORTING LOANS

Did you, a close family member or related entity, enter into a loan agreement with the Shire of Menzies?

For e.g. a club for which you have control (See Appendix 2 for example)

Name of person or entity name	Loan details	Value of the loan	Terms & Conditions

## 12. OTHER AGREEMENTS

Please list any other agreement or arrangement you believe is a related party transaction and should be declared.

Name of person or business/company	Nature of agreement	Value of agreement	Terms & Conditions

I declare that all information and details provided in this form are true and correct to the best of my knowledge and belief and that no known relevant information has been omitted.

I have made this declaration after reading the information supplied by Council which details the meaning of the definitions to which this declaration relates.

SELECT  
OPTION 1: ☐ Handwritten Signature

Signed: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Once signed please provide to the Chief Executive Officer / Deputy Chief Executive Officer

SELECT  
OPTION 2: ☐ Electronic Signature

This form can be sent by email to the Chief Executive Officer / Deputy Chief Executive Officer provided the email is sent by the person making the disclosure from their work or personal (E.g. Councillors) email account.





## Related Party Disclosure Declaration Checklist

Person making Disclosure: \_\_\_\_\_ For Period: \_\_\_\_\_ To \_\_\_\_\_

NO.	TASK	DATE COMPLETED	RESPONSIBLE OFFICER	COPY ATTACHED (v)		
				YES	NO	N/A
1	Review Section 1 of 'Related Party Disclosure Declaration' and note whether any family members listed are employees of the Shire of Menzies.			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	If Section 1 includes employees of the Shire of Menzies, add name to aggregate disclosure spreadsheet under 'Employees' tab.			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Review Section 2 and seek management endorsement of whether a related party or not. Complete into Aggregate Spreadsheet under 'Entities of KMP and related parties'			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Utilise Management assessment of related parties and examine Reckon accounts for transactions of entities assessed as related parties. Export data to aggregate spreadsheet under 'Entities Controlled – transactions' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Review section 3 and check bookings forms / Reckon data to correlate any transactions listed			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Refer to management details of transactions found but not recorded on declaration			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Review section 4 and include data into aggregate spreadsheet under 'Leasing Agreements Domestic Residential' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Review section 4 and include data into aggregate spreadsheet under 'Leasing Agreement Commercial' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Review section 6 and examine Reckon accounts for transactions of entities assessed as related parties. Export data to aggregate spreadsheet under 'Other agreement – transactions' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Review section 7 examine Reckon accounts for transactions of entities assessed as related parties. Export data to aggregate spreadsheet under 'Other agreement – transactions' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NO.	TASK	DATE COMPLETED	RESPONSIBLE OFFICER	COPY ATTACHED (v)		
				YES	NO	N/A
11	Review section 8 examine Reckon accounts for transactions of entities assessed as related parties. Export data to aggregate spreadsheet under 'Purchase of Property – transactions' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Review section 9 examine Reckon accounts for transactions of entities assessed as related parties. Export data to aggregate spreadsheet under 'Sale of Property – transactions' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	Review section 10 and examine Reckon accounts for transactions of entities assessed as related parties. Export data to aggregate spreadsheet under 'Fees and Charges for Applications – transactions' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Review section 11 and seek management endorsement of any Self Supporting Loans in place and complete aggregate spreadsheet under 'Self Supporting Loans' tab			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	Review section 12 and complete 'Other agreements' tab and forward to management for endorsement/review			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	Scan signed declaration into the 'Related Party Disclosures' folder for the applicable period, naming the file of the person making the declaration.			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	File signed declarations in 'Related Party Disclosures' folder under appropriate KMP tab.			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signature of responsible officer \_\_\_\_\_ Date \_\_\_\_\_

Internal control and audit by senior officer to ensure compliance with all statutory Local Government Act, Regulation requirements and internal management policy and procedures.

Senior Checking Officer \_\_\_\_\_ Date \_\_\_\_\_

## 12.4 COMMUNITY DEVELOPMENT

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

<b>LOCATION:</b>	Lady Shenton Building
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 281
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	22 June 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	Nil

<b>COUNCIL RESOLUTION:</b>	<b>No.1235</b>
----------------------------	----------------

**Moved: Cr Mazza**

**Seconded: Cr Tucker**

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

**Carried 6/0**

#### **OFFICER RECOMMENDATION:**

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

**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	\$27,961	Year to Date Prior Year	\$30,678
Caravan Park income	Year to Date	\$64,610	Year to Date Prior Year	\$49,284

#### **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:**

The month of June 2017 saw a steady stream of visitors to our community, and an associated increase in the use of the Caravan Park.

The Park is being used by a mix of workers, and holiday makers.

Afterschool activities in the Library, using the resources provided by the CRC grant funding have proved extremely popular. It is hoped that we can offer art classes to the students of the town during the forth coming months.

Badminton and ball sports are offered at the Town Hall and the Hardcourts on Tuesday evenings.

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

This month has seen **38** patrons at the CRC and a total of **60** copies of the Menzies Matters were printed in July 2017.

### **Visitor Centre**

June 2017 saw **754** 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.

### **Community Postal Agency**

We had a total of **192** Postal Customers for June 2017.

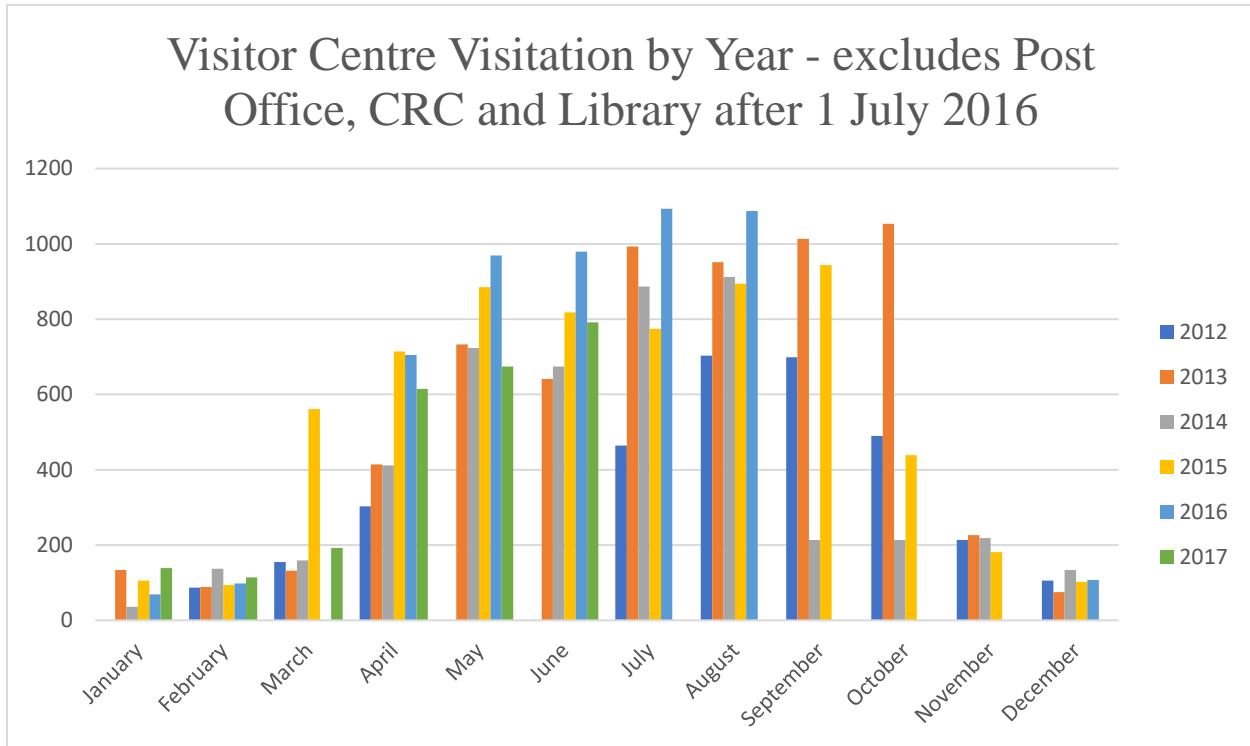
### **Caravan Park**

A total of **\$10,011** was taken for the month of June 2017.

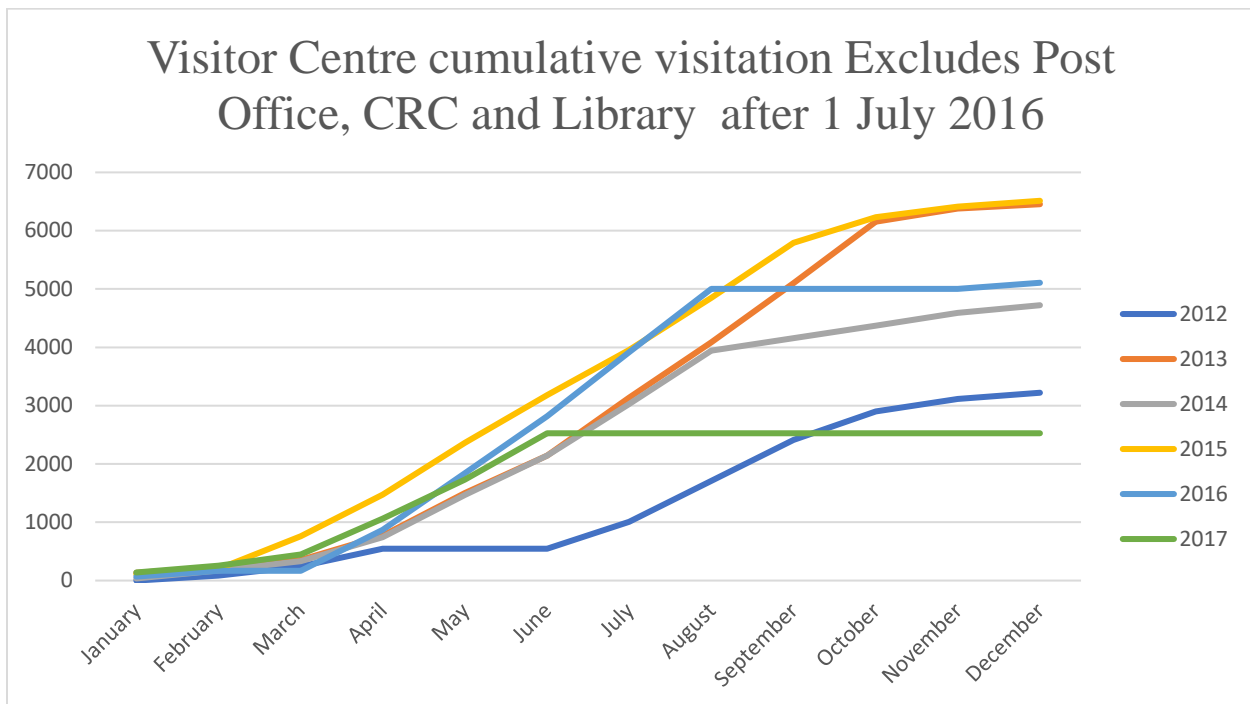
### **Statistics**

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.

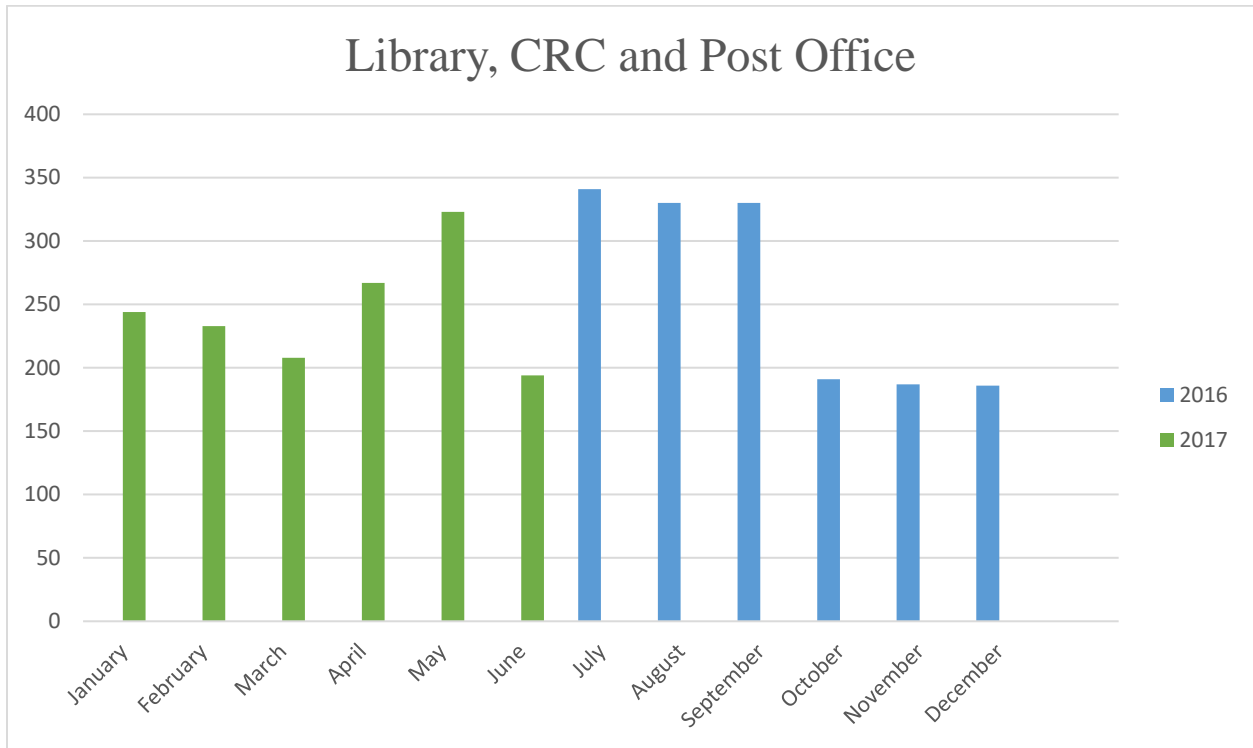
## Client Statistics – Visitor Centre by Visitation by Year



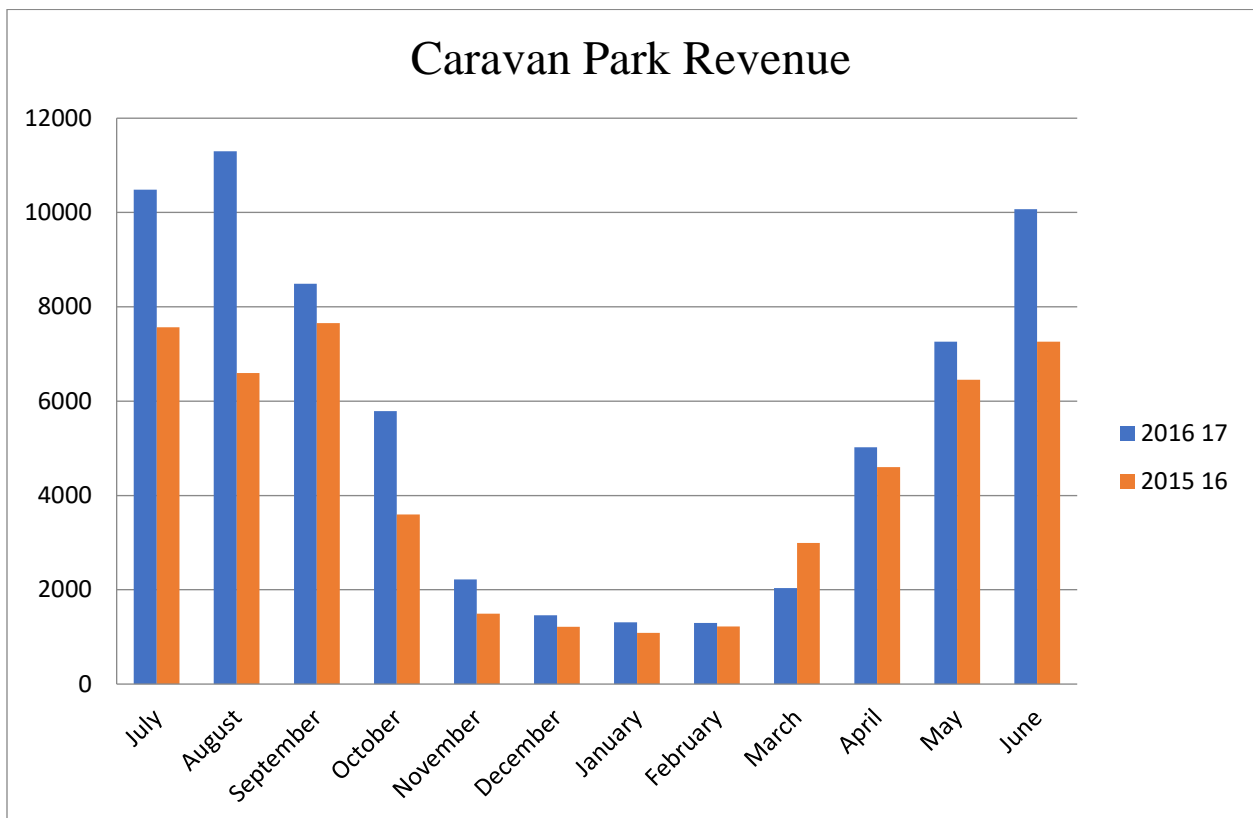
## Client Statistics – Visitor Centre Cumulative Visitation



## 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 June 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>	21 July 2017
<b>AUTHOR:</b>	Deborah Whitehead, Executive Assistant
<b>ATTACHMENT:</b>	Nil
<b>COUNCIL RESOLUTION:</b>	<b>No.1236</b>

**Moved:** Cr Mazza

**Seconded:** Cr Mader

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

**Carried 6/0**

#### **OFFICERS RECOMMENDATION:**

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

**VOTING REQUIREMENTS:** Simple Majority

#### **IN BRIEF:**

Actions performed under delegated authority from the period 1 June 2017 to 30 June 2017.

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

14.2 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 from the period 1 June 2017 to 30 June 2017.

### ***Bushfire***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Bushfire matters from the period 1 June 2017 to 30 June 2017.

### ***Common Seal***

No delegated decisions were undertaken by the Shire of Menzies pursuant to the Common Seal from the period 1 June 2017 to 30 June 2017.

### ***Planning Approvals***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Planning Approvals from the period 1 June 2017 to 30 June 2017.

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

No delegated decisions were undertaken by the Shire of Menzies pursuant to Building Permits (including Septic Tank approvals) from the period 1 June 2017 to 30 June 2017.

### ***Health Approvals***

No delegated decisions were undertaken by the Shire of Menzies pursuant to Health Approvals from the period 1 June 2017 to 30 June 2017.

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

No delegated decisions were undertaken by the Shire of Menzies pursuant to Ranger related Dog issues from the period 1 June 2017 to 30 June 2017.

## 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. *Inform 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. *Inform 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. Inform 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.

#### Attachment 12.5.2.1 Confidential Document



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

### 12.5.3 District Health Advisory Councils

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	WA Country Health Service
<b>DOCUMENT REF:</b>	EDM 014
<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>	12.5.3-1 Press Release–Your Voice in Country Health Services

#### COUNCIL RESOLUTION:

**No.1238**

**Moved: Cr Lee**

**Seconded: Cr Tucker**

*That Council*

*Contact Country Health Services with a view to taking a more active role in the District Health Advisory Council for the Kalgoorlie Region*

**Carried 6/0**

#### OFFICER RECOMMENDATION:

That Council

Contact Country Health Services with a view to taking a more active role in the District Health Advisory Council for the Kalgoorlie Region

#### VOTING REQUIREMENTS:

Simple Majority

#### IN BRIEF:

The WA Country Health Service (WACHS) has a network of District Health Advisory Councils (DHACs) which provide the consumer voice to local, regional, and state-wide health service planning and improvement.

It is proposed that the Shire become more involved in this area service delivery by the State Government by representation.

#### 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

- 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.

**STATUTORY AUTHORITY:** Nil

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:** Nil

#### **BACKGROUND:**

The town of Menzies and the community of Tjuntjuntjara is serviced by a nursing post supplemented with visiting services. The Shire contributes to the costs for Menzies Town.

#### **COMMENT:**

Health is possibly the single most important issue (closely followed by housing) for residents in the Shire. Both of these services (health and housing) are the direct responsibility of the State. However, it is incumbent on Local Government to ensure that good relationships are maintained with the various service providers to enhance and progress improvements in services to our communities.

The inclusion of a representative of the Shire onto the DHACs for the region will show both interest and commitment.



Government of Western Australia  
WA Country Health Service

11

*Media Statement*

**6 July 2017**

**District Health Advisory Councils: Your voice in country health services**

Listening to and learning from the perspectives of consumers, carers, and communities is essential to improving health care and meeting the health service needs of all country Western Australians.

That is why the WA Country Health Service (WACHS) has a network of well-established, passionate, and active District Health Advisory Councils (DHACs) which provide the consumer voice to local, regional, and state-wide health service planning and improvement.

There are currently 20 active DHACs located across all seven country regions of WA.

The DHACs are groups of committed volunteers, comprised of health consumers, community members, and carers. They act as key advisors and partners, informing local health service leadership on the health and service issues that are most important to the communities they represent.

In **Kalgoorlie-Boulder** your local DHAC is the **Kalgoorlie DHAC**.

If you have a suggestion about how your health service can make improvements or have any concerns about the services available in your town or district, have a chat to your local DHAC Chairperson or members. They are there to advocate on your behalf.

DHACs are often looking for new members, keen to ensure that as many groups and individuals within communities can be included in conversations about health.

DHAC members work in partnership with the local health service and take an active role in:

- Promoting the consumer experience and voice in country health services;
- Providing advice and advocacy to WACHS at local, regional and state levels on health issues that are important to consumers in DHAC districts;
- Building connections between DHACs, consumers, WACHS and other community and health groups.
- Providing suggestions for, and participating in activities aimed at improving the health of the community with a focus on service safety, quality, access, and health literacy.

For further information on your local District Health Advisory Council, how to become a member, or to talk with them about how you can take an active role in your health care or that of your family, contact Erica Huggins - Co-ordinator Executive Services - (08) 9080 5714.

-ends-

**Media contact:**

Fran Lyons  
WA Country Health Service Media Coordinator  
6145 4166

#### 12.5.4 Meeting Dates for the period 1 July 2017 to 30 June2018

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 221
<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>	Nil

#### **COUNCIL RESOLUTION:**

**No.1239**

**Moved: Cr Tucker**

**Seconded: Cr Mader**

*That Council resolve that:*

- 1) *The last Thursday in each month be designated as the day of the Ordinary Council Meeting to be held at the Menzies Council Chambers in Shenton Street Menzies commencing at 1pm except where noted.*
- 2) *The following dates be appointed as the Ordinary Council Meeting dates and advertised locally:*  
*27 July 2017*  
*31 August 2017*  
*28 September 2017*  
*26 October 2017*  
*30 November 2017*  
*14 December 2017*  
*22 February 2018*  
*29 March 2018*  
*26 April 2018*  
*24 May 2018*  
*28 June 2018*
- 3) *That permission be granted all members to attend the meetings by electronic communications subject to;*
  - a) *All requirements of the Local Government (Administration) Regulations 1996 Section 14A.*
  - b) *No more than 50% of meetings in any calendar year are attended by electronic means.*
  - c) *Notice of intention to attend by electronic communications must be given to the Chief Executive Officer (or their delegate) at least 24 hours prior to the commencement of the meeting.*

**Carried by Absolute Majority 6/0**

*Note: Reason for change from Officer Recommendation: - 31 May 2018 noted as possible conflict with Cyclassic weekend.*

## **OFFICER RECOMMENDATION:**

That Council resolve that:

- 1) The last Thursday in each month be designated as the day of the Ordinary Council Meeting to be held at the Menzies Council Chambers in Shenton Street Menzies commencing at 1pm except where noted.
- 2) The following dates be appointed as the Ordinary Council Meeting dates and advertised locally:

27 July 2017

31 August 2017

28 September 2017

26 October 2017

30 November 2017

14 December 2017

22 February 2018

29 March 2018

26 April 2018

31 May 2018

28 June 2018

- 3) That permission be granted all members to attend the meetings by electronic communications subject to;
  - a) All requirements of the Local Government (Administration) Regulations 1996 Section 14A.
  - b) No more than 50% of meetings in any calendar year are attended by electronic means.
  - c) Notice of intention to attend by electronic communications must be given to the Chief Executive Officer (or their delegate) at least 24 hours prior to the commencement of the meeting.

## **VOTING REQUIREMENTS:**

Recommendation 1 and 2

Simple Majority

Recommendation 3

Absolute Majority

## **IN BRIEF:**

For Council to consider setting the dates for Ordinary Meetings of Council from July 2017 until June 2018 and to grant permission for attendance at Meetings by electronic means.

## **RELEVANT TO STRATEGIC PLAN:**

### **14.1 Active civic leadership achieved**

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

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

#### **STATUTORY AUTHORITY:**

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

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

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**RISK ASSESSMENTS:** Nil

#### **BACKGROUND:**

Council currently holds their Ordinary Meetings on the last Thursday of each month. At the ordinary meeting held in Thursday, 21 May 2016 Council set Ordinary Meeting dates until 30 June 2017.

#### **COMMENT:**

*Local Government (Administration) Regulations 1996* requires that local government to give local public notice of the dates, times and place at which meetings are to be held.

The regulations also detail the conditions under which a local government may allow attendance at meetings by electronic means

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

### 12.5.5 Proposal to Lease Reserve 4531

<b>LOCATION:</b>	Lot 178 Onslow Street
<b>APPLICANT:</b>	Menzies Cabins
<b>DOCUMENT REF:</b>	EDM 359/9629
<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>	12.5.5.1 Confidential

#### COUNCIL RESOLUTION:

**No.1240**

**Moved: Cr Mazza**

**Seconded: Cr Mader**

*That Council endorse the proposal to lease part of Lot 178 Onslow Street Menzies (Reserve 4531) subject to:*

1. *Approval from the Department of Lands for the use of the Reserve for Cabins.*
2. *Advertising the proposal to Lease Reserve to Menzies Cabins for 21 years for the annual fee of all Municipal Rates and outgoings plus \$1,200 per annum for five years, to increase to \$6,000 per annum for years six to ten. The annual rent thereafter in accordance with increase in CPI.*
3. *Authorise the President and Chief Executive Officer to sign and affix the Seal for the Shire of Menzies to lease documents.*
4. *The Reserve is leased as-is with no utilities or services provided.*
5. *Planning application for the proposed development be presented to Council for consideration.*

**Carried by Absolute Majority 6/0**

#### OFFICER RECOMMENDATION:

That Council endorse the proposal to lease part of Lot 178 Onslow Street Menzies (Reserve 4531) subject to:

1. Approval from the Department of Lands for the use of the Reserve for Cabins.
2. Advertising the proposal to Lease Reserve to Menzies Cabins for 21 years for the annual fee of all Municipal Rates and outgoings plus \$1,200 per annum for five years, to increase to \$6,000 per annum for years six to ten. The annual rent thereafter in accordance with increase in CPI.
3. Authorise the President and Chief Executive Officer to sign and affix the Seal for the Shire of Menzies to lease documents.
4. The Reserve is leased as-is with no utilities or services provided.
5. Planning application for the proposed development be presented to Council for consideration.



## **VOTING REQUIREMENTS:**

Absolute Majority

## **IN BRIEF:**

The process for the Department of Lands approval for the lease of this Reserve for the purpose of camp accommodation was commenced in February 2011. This application is still open at the Department and will be reactivated.

## **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.

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

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

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

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

## **STATUTORY AUTHORITY:**

*Local Government Act 1995 Section 3.58*

## **POLICY IMPLICATIONS:**

Nil

## **FINANCIAL IMPLICATIONS:**

The lease of this property will provide little financial gain in the first year. However, any improvements made to the property would be rated at gross rental value. This would certainly improve the rate base in the Menzies Townsite.

## **RISK ASSESSMENTS:**

Nil

## **BACKGROUND:**

The owner of Menzies Cabins has been seeking land for development in the townsite of Menzies for about nine months. He has now expressed an interest in leasing a portion of Reserve 4531 bound by Onslow, Wilson, Brown and Mercer Streets.

## **COMMENT:**

Any proposal for development in the town of Menzies is welcome. Proposals to develop businesses are received by the Chief Executive Officer about six times per annum, but rarely progress beyond the 'chat' stage. Mr Jones has registered the company Menzies Cabins, and is seeking to progress the project.

He has sought an initial peppercorn rent to assist during the establishment of the business. Until that time, the rental of \$1,200 per annum plus rates and charges will return approximately \$1,500 per annum. The benefit to the Shire will be the rates on the improvements when they are complete.

The imminent Town Planning Strategy and Town Planning Scheme Review will provide Council and the Community of Menzies with the opportunity to ensure that potential developers will have access to parcels of land that can be developed without intensive intervention by Administration. This will not only result in a more appealing business opportunity for the business, but reduce amount of time spent by Officers with governance issues.

Attachment 12.5.5.1 Confidential Document

### 12.5.6 Integrated Planning – Corporate Plan 2017-2018

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 398
<b>DISCLOSURE OF INTEREST:</b>	The Author has no interest to disclose
<b>DATE:</b>	21 June 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.6.1 Corporate Plan for year ending 30 June 2018
<b>COUNCIL RESOLUTION:</b>	<b>No.1241</b>

**Moved:** Cr Lee

**Seconded:** Cr Tucker

*That Council*

- 1. Adopt the Corporate Business Plan for the year ending 30 June 2018.*
- 2. Note that public consultation for the four year review of the Strategic Community Plan be undertaken during the month of August 2017.*

**Carried by Absolute Majority 6/0**

#### **OFFICERS RECOMMENDATION:**

That Council

1. Adopt the Corporate Business Plan for the year ending 30 June 2018.
2. Note that public consultation for the four year review of the Strategic Community Plan be undertaken during the month of August 2017.

**VOTING REQUIREMENTS:** Absolute Majority

#### **IN BRIEF:**

The *Local Government (Administration) Regulations 1996 19C(3)* requires that a Corporate Business Plan be presented each year.

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

14.2 Strong sense of community maintained

- 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.
- 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.

**STATUTORY AUTHORITY:**

*Local Government Act 1995 S5.56*

*Local Government (Administration) Regulations 1996*

**POLICY IMPLICATION:** Nil

**FINANCIAL IMPLICATION:** Nil

**RISK ASSESSMENT:**

No Risk Assessment has been undertaken relating to this item.

**BACKGROUND:**

The Local Government Act requires Council to plan for the future, and has mandated that a corporate business plan must be prepared and adopted by Council by an absolute majority.

**COMMENT:**

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

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

The Chief Executive Officer will report to the Audit Committee and Council at regular intervals against the Corporate Plan.

The primary Integrated Planning document, the Strategic Community Plan is now due for a four yearly review. It will be proposed to commence the process with public consultation to be set for the third week of August 2017. Input from Tjuntjuntjara will follow consultation with Council representatives, and the inclusion of the strategic plans from the Corporation and Spinifex Health.



# **SHIRE OF MENZIES**

## **CORPORATE BUSINESS PLAN**

### **Financial Years 2018-2021**

July 2017

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## **1 Vision and Priorities**

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### **1.1 Vision**

The Strategic Community Plan 2013 (reviewed 2015), sets out the Shire's community's vision, values and aspirations for the future. The Corporate Business Plan aims to progress the Council's strategic direction and vision while keeping with the communities' aspiration and values.

#### **Our Aim:**

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

### **1.2 Priorities**

#### **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.
- The installation of State Government infrastructure such as power, water and broadband to facilitate residential and commercial growth

#### **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.

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

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

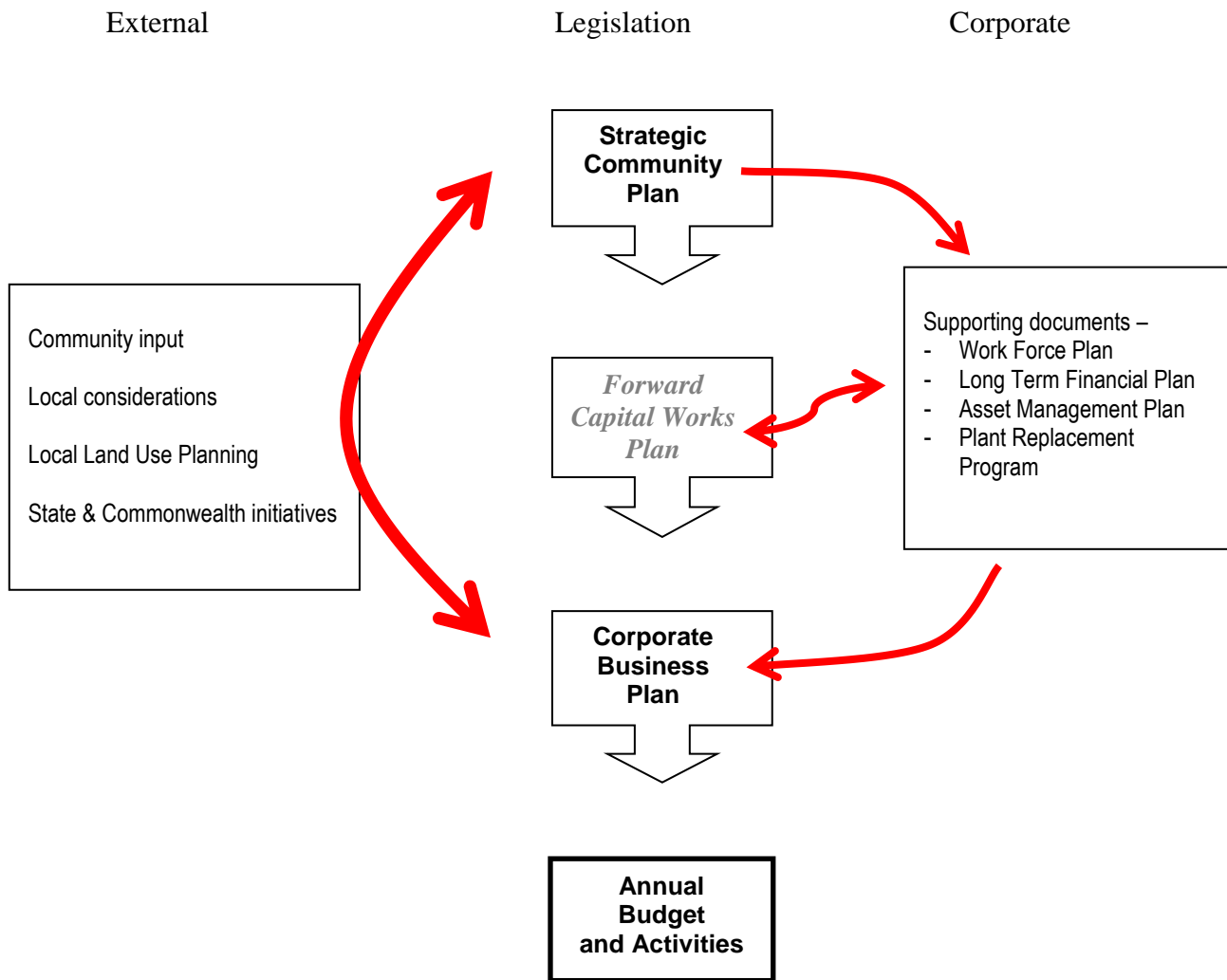


- Regularly monitor and report on the Shire's activities, budgets, plans and performance.
- Maintain sustainability through our leadership, our regional and government partnerships and ensure we make informed resource decisions for our community good.
- Continue to engage with our community, to advocate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

**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.

## 2 Planning Framework



The Corporate Business Plan 2017-2021 together with the Strategic Community Plan 2013 (as amended) is the Plan for the Future and has been prepared to achieve compliance with the *Local Government (Administration) Regulations 1996*.

Under *Local Government (Administration) Regulation 19C(3)*, a Corporate Business Plan for a district is to:

- Set out, consistent with any relevant priorities set out in the strategic community plan for the district a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
- Govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
- Develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

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

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

## **2.1 Strategic Community Plan**

The Menzies community had a strong involvement and voice in the outcomes contained in the Strategic Community Plan 2013. The community were invited to share their visions and aspirations for the future, and this information provided a valuable insight into the key issues as perceived by the local community. Importantly for the Council, these views have established priorities, and shaped the visions, values, objectives and strategies documented.

## **2.2 Corporate Business Plan**

Achieving the community's vision and the Shire's strategic objectives requires development of actions to address each strategy contained within the Strategic Community Plan. Careful operational planning and prioritisation is required due to limited resources. This planning process is formalised in this Corporate Business Plan, which puts the Strategic Community Plan into action via the Annual Budget.

The Corporate Business Plan 2017-2021 will be reviewed annually to assess the progress of projects and realign actions and priorities with current information and available funding.

Along with achieving the community aspirations and objectives, the Corporate Business Plan draws upon the information from all other strategic documents.

### **3 Informing Strategies**

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#### **3.1 Asset Management Plan**

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

Capital renewal requirements detailed within the Asset Management Plans have been included to the extent the financial and workforce resources are available to enable the renewals to be undertaken.

#### **3.2 Workforce Plan**

The Workforce Plan outlines the workforce management and resource strategies necessary to deliver the objectives, outcomes and strategies contained in the Strategic Community Plan.

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

#### **3.3 Long Term Financial Plan**

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

## 4 Service Delivery

### 4.1 Sustainable Local economy

	Actions	Success Indicator	Budget 17/18	Responsible Person	Financial year ending 30 June			
					2018	2019	2020	2021
1.1	Adequate land for development	a) Lots are available for purchase b) Town planning scheme includes provision of at least 10 residential lots, 2 light industrial lots and a heavy industrial park	\$50,000	CEO Consultant	● ●	● ●		
1.2	Partnerships with business	Equitable funding agreements with Mining and Pastoral companies to ensure Road Networks meet needs. A fair and consistent framework is in place for <ul style="list-style-type: none"> <li>Development contributions</li> <li>Community benefit contributions</li> </ul>	\$10,000	CEO Consultant	●	●		
1.3	Investigate alternate supplies for utilities	Implement alternative energy sources to public facilities.	\$100,000	CEO	●	●	●	●
1.4	Improve access to Road Network during inclement weather	All seasons access to major roads <ul style="list-style-type: none"> <li>Menzies NW Road</li> <li>Menzies-Evanston Road</li> </ul>	\$1,000,000	CEO	●	●	●	●
1.5	Support Menzies as a regional place to visit	Increase in visitor numbers through Council facilities and privately owned business.	Operational	CEO	●	●	●	●

**4.2 Community**

	Actions	Success Indicator	Budget	Responsible Person	Financial year ending 30 June			
					2018	2019	2020	2021
2.1	Adequate access to health services	Increase in presentation at Nursing Post	Operational	CEO	●	●	●	●
2.2	Adequate and appropriate essential services are available	Active volunteer base of 10 people for both Ambulance and Fire brigade providing year round services	Operational	CEO	●	●	●	●
2.3	Logical and affordable development of recreation facilities	The Recreation Facilities Development Plan reviewed and activated	Operational	CEO	●	●		
2.4	Strengthen community cohesiveness and participation	a) Participate in development of a regional plan for the provision of aged care services.	Operational	CEO	●	●		
		b) Weekly Youth activities during school term.	Operational Check	CEO MAC	●	●	●	●
		c) Annual Festival and Bi-Annual Festival to be undertaken.	Operational	CEO	●	●	●	●
2.5	Access to quality services to meet within the community	Define role, level of service, and develop partnerships for delivery.	Operational	CEO	●	●	●	●
2.6	Upgrade and maintain our infrastructure	The Asset Management Plans are developed, implemented and integrated with financial systems.	\$25,000	DCEO Consultant	●	●		
2.7	New housing or accommodation constructed	a) Lots are available for purchase	Operational	Consultant	●	●	●	●
		b) Local Planning Policies applicable to residential development are current and appropriate .	Operational	CEO	●			

**4.3 Civic Leadership**

	Actions	Success Indicator	Budget 17/18	Responsible Person	Financial year ending 30 June			
					2018	2019	2020	2021
3.1	Improve the sustainability of the Shire of Menzies	Integrated Planning and Reporting Framework has been implemented for the sustainable provision of services	\$40,000	CEO DCEO Consultant	●	●	●	●
3.2	Records & archive storage compliant with State Records Office requirements	The Shire is a participant in the Regional Records Facility	\$5,000	CEO	●	●	●	●
3.3	Support local Bushfire Brigades and St Johns Ambulance Sub-Centre	Establishment and operation of Local Emergency Management Committee	Operational	CEO	●	●	●	●
3.4	Develop workforce capability, retain and attract the right people	Future skills and development, retention and attraction strategies of Shire staff have been identified.	Operational	CEO	●	●	●	●
3.5	Ensure resources are managed effectively	a) The Long Term Financial Plan to support the yearly budgeting decisions is current.	Operational	DCEO	●	●	●	●

**4.4 Heritage**

	Actions	Success Indicator	Budget	Responsible Person	Financial year ending 30 June			
					2018	2019	2020	2021
4.1	Protect and preserve natural environment	a) Programs to eradicate pest plants and animals have been maintained or increased	Operational	CEO	●	●	●	●
4.2	Manage and maintain the Lake Ballard Reserve	a) Provide and maintain information boards and public toilets	10,000	CEO	●	●	●	●
		b) The Council has established a Committee consisting of Shire, Tourism and traditional owners to advise on the management of Lake Ballard, as per the Local Government Act 1995	Operational	CEO	●	●	●	●
4.3	Manage and maintain the Niagara Dam and camping area	Provide and maintain information boards and public toilets	35,000	CEO	●	●	●	●
4.4	Maintain sculptures in Menzies and Kookynie	a) Provide and maintain the sculptures and information	Operational	CEO Consultant	●	●	●	●
		b) Extend the stories of sculptures in Menzies and Kookynie – use of Social Media				●		
4.5	Work with Menzies Aboriginal Corporation (MAC) and Tjuntjuntjara community (TJC) to appropriately preserve indigenous culture and heritage	As culturally appropriate in consultation with the two communities – a) Create a confidential register of sites that should not be developed b) Information for public use and distribution regarding the culture, heritage, significant sites is readily available.		CEO Consultant MAC TJ C		●	●	●
4.6	Restore and maintain historical buildings and places as financially able.	A program for the preservation and restoration of buildings in Menzies, Kookynie, Goongarrie has been adopted	\$100,000	CEO	●	●	●	●



## 5 History Summary

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	Meeting Date	Purpose	Sections
1	June 2013	Adopted	All
2	June 2014	Review	Amendments made to Section 8 to reflect amendments made to Strategic Community Plan in March 2014
2	July 2015	Review	Amendments made to Section 8 to reflect amendments made to Strategic Community Plan in July 2015
3	July 2017	Adopted	All

### 12.5.7 Appointment of Consultant – CEO Annual Performance Review

<b>LOCATION:</b>	N/A
<b>APPLICANT:</b>	N/A
<b>DOCUMENT REF:</b>	EDM 392
<b>DISCLOSURE OF INTEREST:</b>	The Author is the Chief Executive Officer
<b>DATE:</b>	21 June 2017
<b>AUTHOR:</b>	Rhonda Evans, Chief Executive Officer
<b>ATTACHMENT:</b>	12.5.7.1 – Proposal (Confidential) 12.5.7.2 – Policy – Annual Performance Review
<b>COUNCIL RESOLUTION:</b>	
<b>No.1242</b>	

**Moved: Cr Mazza**

**Seconded: Cr Baird**

*That Council:*

- 1. Endorse the appointment of Price Consulting to act as independent facilitator to conduct the Chief Executive Officers performance review in accordance with the Local Government Act 1995 (S6.38).*
- 2. Agree to the methodology and timelines set out in the attached Proposal.*

**Carried 6/0**

### **OFFICER RECOMMENDATION:**

That Council:

- Endorse the appointment of Price Consulting to act as independent facilitator to conduct the Chief Executive Officers performance review in accordance with the *Local Government Act 1995 (S6.38)*.
- Agree to the methodology and timelines set out in the attached Proposal.

### **VOTING REQUIREMENTS:**

Simple Majority

### **IN BRIEF:**

Section 5.38 of the Local Government Act 1995 requires that the performance of each employee who is employed for a term of more than one year, including the Chief Executive Officer, is to be reviewed at least once in relation to every year of the employment.

A Consultant has been appointed to assist the Council with this matter.

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

#### 14.4 Active civic leadership achieved

- Continue to engage with our community, to advocate on behalf of our community, to be accountable and to manage within our governance and legislative framework.

**STATUTORY AUTHORITY:**

*Local Government Act 1995 Section 5.38*

**POLICY IMPLICATIONS:**

Policy 3.12 - Annual Performance Review – Chief Executive Officer.

**FINANCIAL IMPLICATIONS:**

The CEO's remuneration for the next 12 months, having regard to the relevant determination of the Salaries and Allowances Tribunal determination for Local Government CEO's will be reflected in the adopted budget.

**RISK ASSESSMENTS:** Nil

**BACKGROUND:**

The performance of the Chief Executive Officer must be reviewed annually.

**COMMENT:**

Three consultants were approached to submit a proposal to undertake the role of facilitator for the CEO Review. The Shire President, in consultation with the CEO, Councillors and Officers West Australian Local Government Association awarded the role to Price Consulting.

#### Attachment 12.5.7.1 Confidential Document

### Policy Schedule 3.12 – Annual Performance Review - Chief Executive Officer

**Objective:** To ensure the Shire of Menzies (the Shire) complies with section 5.38 of the *Local Government Act 1995* which requires that the performance of each employee who is employed for a term of more than one year, including the Chief Executive Officer, is to be reviewed at least once in relation to every year of employment.

**History:** New Policy 24 May 2017

#### **Policy Statement:**

The performance of the Chief Executive Officer (CEO) will be reviewed annually by Council and responsibility for this task shall sit with the full council. To ensure that the review is conducted with the required transparency and independence, Council will engage the services of an appropriate independent consultant.

Administrative responsibility for the review will be allocated to a consultant.

The performance of the CEO will be assessed each financial year against the following criteria:

1. Successful completion of key performance indicators previously set by Council.
2. Achievements which do not relate to set Key Performance Indicators but are of significant benefit to the Shire.
3. Prudent financial management.
4. Delivery of objectives set in the Shire's Strategic and Corporate Plans.
5. Implementation of appropriate risk management strategies.
6. The CEO's advocacy on behalf of the Shire
7. Management of the organisational culture and the recognition of the Shire as an employer of choice.

All matters in relation to the CEO's performance and remuneration will be dealt with as confidential items by Council.

The CEO will ensure the following process is implemented:

1. Expressions of interest to conduct the review, in line with Council's purchasing policy will be sought from appropriately qualified and experienced consultants by March each year.
2. Following consultation with Council and the CEO, the Council will appoint an independent consultant to conduct the review.
3. A formal report on the Shire's achievements for the year is provided by the CEO against the criteria listed (1-7 above).

4. The consultant shall seek feedback from Elected Members and the Leadership Team in relation to the criteria determined above. The CEO and Council may agree on the appropriateness of feedback being sought from other people. Whilst nominated people are requested to provide feedback, they are not required to do so.
5. The Council will consider the report provided by the consultant in sufficient time to allow recommendations to be considered by Council at its July meeting each year.
6. The Council will consider a recommendation that includes:
  - a. Endorsement of the CEO's performance for the period under review.
  - b. The CEO's remuneration for the next 12 months, having regard to the relevant determination of the Salaries and Allowances Tribunal for Local Government CEO's.
  - c. If required, the extension or renewal of the CEO's contract.
  - d. Determination of appropriate Key Performance Indicators for the next 12 months.

- End of Policy

**13 ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN**

There were no Elected Members motion of which previous notice has been given.

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

There was no new business of an urgent nature introduced by a decision of the Meeting.

**15 ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS**

There were no items for consideration behind closed doors.

**16 NEXT MEETING**

The next Ordinary Council Meeting for the Shire of Menzies will be held on Thursday 31 August 2017 commencing at 1pm.

**17 CLOSURE OF MEETING**

There being no further business the Chairperson closed the meeting at 2.23pm.

I, \_\_\_\_\_ hereby certify that the Minutes of the Ordinary Meeting of Council held 27 July 2017 are confirmed as a true and correct record, as per the Council Resolution of the Ordinary Meeting of Council held 31 August 2017.

Signed: \_\_\_\_\_

Dated: 31 August 2017