



**SHIRE OF MENZIES**

## **MINUTES**

**OF THE ORDINARY MEETING OF COUNCIL  
HELD**

**Thursday 31 August 2017**

**Shire of Menzies**

**Commencing at 3.00 pm**

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## **1 DECLARATION OF OPENING**

The Shire President declared the meeting open at 3.00 pm.

## **2 ANNOUNCEMENT OF VISITORS**

There were two (2) visitors present: -

- Mr Clint Baker - Eastern Goldfields
- Mr Brett Moser - Qube

## **3 RECORD OF ATTENDANCE**

Present

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

Apologies: Cr D Hansen

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

## **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**

Mrs Jeanette Taylor, Manager of Finance and Administration declared a Financial and Impartiality Interest in Agenda Item 12.5.2 – Appointment of Acting Chief Executive Officer.

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

Agenda Item 12.5.5 Chief Executive Officer – Annual Performance Review will go behind closed doors.

## **9 CONFIRMATION / RECEIVAL OF MINUTES**

### **9.1 Confirmation of Minutes of the Ordinary Council Meeting held on 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.*

<b>COUNCIL RESOLUTION:</b>
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<b>No.1243</b>
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**Moved: Cr Mazza**

**Seconded: Cr Mader**

*That the minutes of the Ordinary Meeting of Council held on Thursday 27 April 2017 be confirmed as a true and correct record.*

**Carried 6/0**

## **10 PETITIONS / DEPUTATIONS / PRESENTATIONS**

There were no Petitions / Deputations / Presentations

## **11 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

### **11.1 PRESIDENTS REPORT**

<b>COUNCIL RESOLUTION:</b>
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<b>No.1244</b>
----------------

**Moved: Cr Tucker**

**Seconded: Cr Baird**

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

**Carried 6/0**

#### **31 July 2017**

Travelled to Perth in preparation for Local Government week.

#### **1 August 2017**

I was fortunate enough to tour the new Perth stadium, what a wonderful asset to WA. We were fortunate to be the first visitors to witness the laying of the Turf on the oval.

At 3pm I attended the Mayors and Presidents Forum at the Covention Centre followed by a Sundowner. In attendance was the Governor of Western Australia Her Excellency the Honorable Kerry Sanderson.

#### **2 August 2017**

I attended the GVROC meeting, followed by the WALGA AGM. At 7pm I attended the GVROC dinner at the Adelphi. Mal Cullen (Chairperson) gave a farewell speech for Steve Deckert, retiring CEO from Laverton.

#### **5 August 2017**

With Cr Tucker and Cr Mader I flew back to Kalgoorlie.

**10 August 2017**

Via telephone attended Special Meeting Goldfields Tourism Network Association (GTNA) to accept resignations of Neil McGilp and Liz Cayzer and to discuss expression of interest and appointment of Mandy Reidy as Chief Executive Officer.

**12 August 2017**

Attended Steve Deckert's farewell party held at Rex Ryles home in Laverton.

**24 August 2017**

Attended Goldfields Tourism Network Association (GTNA) meeting in Leonora chaired by Peter Craig. Prior to the meeting contract negotiations between CEO Mandy Reidy and Members selected for this purpose were undertaken.

5pm attended Community Meeting in Menzies to discuss with townspeople their vision for the Future of Menzies.

**25 August 2017**

Along with CEO Rhonda Evans and Cr Mazza I attended the GVROC Meeting in Kalgoorlie.

Heartfelt and deepest sympathy to Dave and all the staff at the Menzies Hotel on the recent passing of Bev, our thoughts are with them all.

## 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

#### COUNCIL RESOLUTION

**No.1245**

**Moved:** Cr Lee

**Seconded:** Cr Mader

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

**Carried: 6/0**

#### OFFICER 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

#### COUNCIL RESOLUTION

**No. 1246**

**Moved: Cr Lee**

**Seconded: Cr Baird**

*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”.*

**Carried: 6/0**

#### 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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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>

This statement is to be read in conjunction with the accompanying notes  
Minutes of Ordinary Meeting of Council of Shire of Menzies held on Thursday 31 August 2017

**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>		

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

Shire of Menzies

STATEMENT OF COMPREHENSIVE INCOME

**NET CURRENT ASSETS**

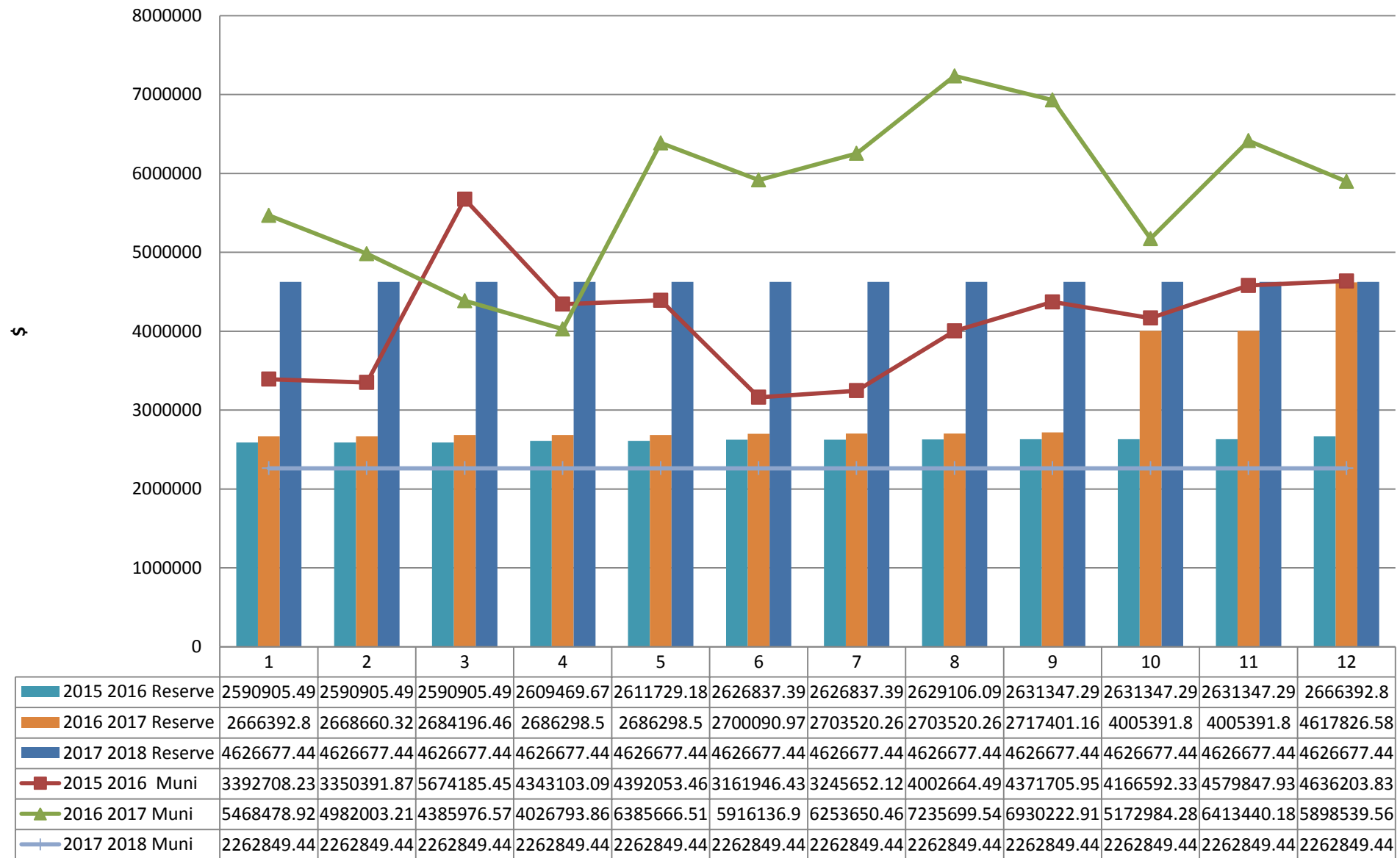
For the Period ended

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>		

This statement is to be read in conjunction with the accompanying notes  
Minutes of Ordinary Meeting of Council of Shire of Menzies held on Thursday 31 August 2017

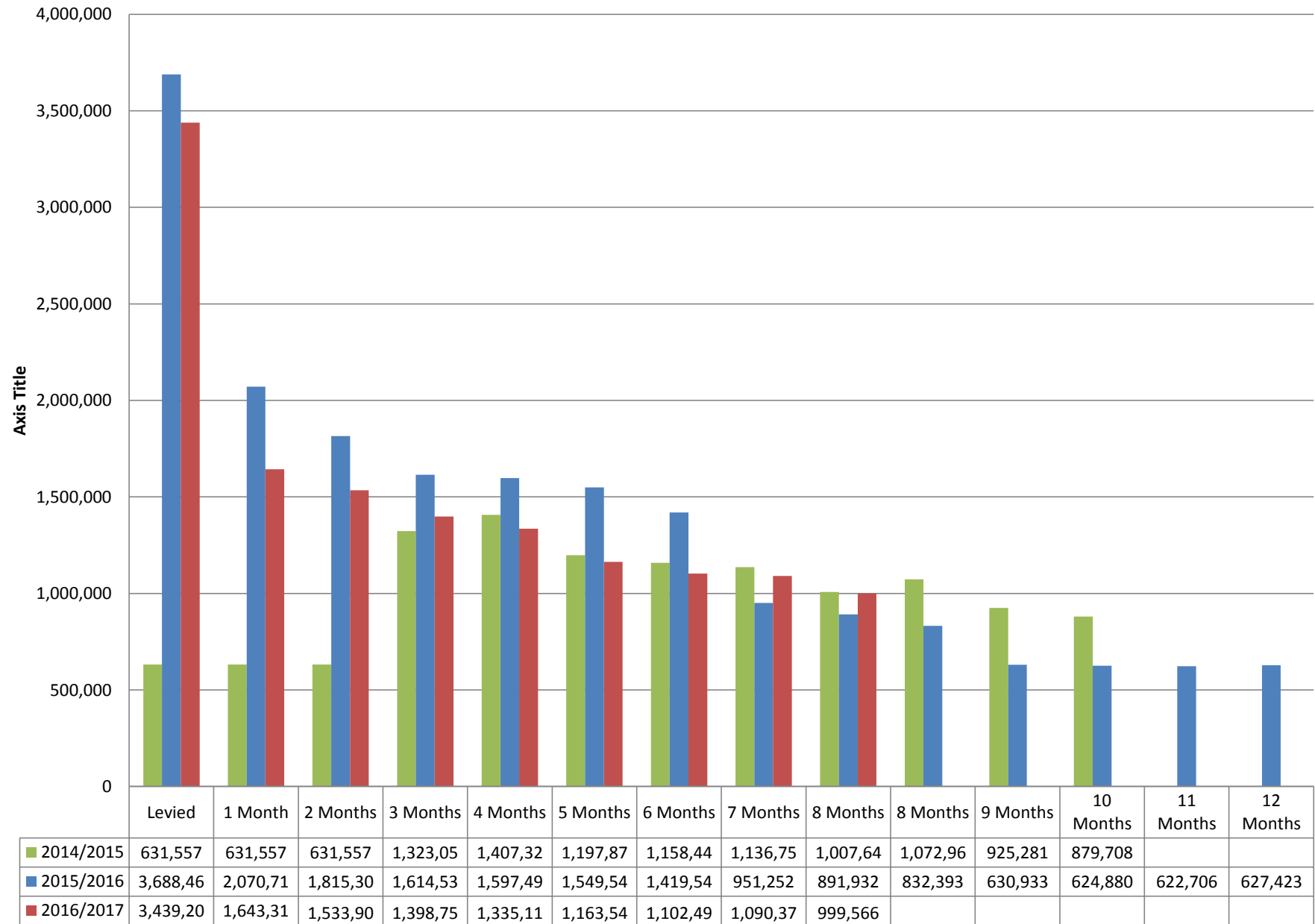


**Shire of Menzies**  
**STATEMENT OF FINANCIAL ACTIVITY**  
For the Period ended  
**31 July 2017**

	Note	Budget	Budget YTD	Actual	Variance	
		\$	\$	\$	%	\$
<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>		

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

## 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

<b>Law, Order &amp; Public Safety</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Other Law, Order &amp; Public Safety</b>		
<b>Operating Expense</b>		
Employee Costs	(6,500)	(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>
<b>Animal Control</b>		
<b>Operating Revenue</b>		
Fees & Charges	400	-
<b>Subtotal Operating Revenue</b>	<b>400</b>	<b>-</b>
<b>Operating Expense</b>		
Materials & Contracts	(20,500)	(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>
<b>Fire Prevention</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	6,000	-
<b>Subtotal Operating Revenue</b>	<b>6,000</b>	<b>-</b>
<b>Operating Expense</b>		
Employee Costs	(700)	-
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>
<b>Total - Cost of Law, Order &amp; Public Safety</b>	<b>(38,780)</b>	<b>(6,318)</b>

# Shire of Menzies

## Operating Report for the period ending 31 July 2017

<b>Health</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<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

<b>Economic Services</b>	<b>Current Budget</b>	<b>YTD Actual</b>
<b>Caravan Park</b>		
<b>Operating Revenue</b>		
Fees & Charges	65,000	12,896
Other Revenue	3,500	-
<b>Subtotal Operating Revenue</b>	<b>68,500</b>	<b>12,896</b>
<b>Operating Expense</b>		
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>
<b>Crc</b>		
<b>Operating Revenue</b>		
Operating Grants, Subsidies And Contributions	80,000	-
Other Revenue	-	28
<b>Subtotal Operating Revenue</b>	<b>80,000</b>	<b>28</b>
<b>Operating Expense</b>		
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>
<b>Other Economic Services</b>		
<b>Operating Revenue</b>		
Fees & Charges	3,100	-
<b>Subtotal Operating Revenue</b>	<b>3,100</b>	<b>-</b>
<b>Operating Expense</b>		
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 -**

<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>
-	-	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 -**

<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>
-	-	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)	-
195,000	-	<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)	-
958,000	-	<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)	-
146,223	-	<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 -**

Budget Revenue	Actual Revenue	Job #	Job Description	Budget Expense	Total Actual Expense	Actual Expense	O/Stand Orders	Budget Net	Actual Net
-	-	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	-	-	-	-	-	-

Minutes of Ordinary Meeting of Council of Shire of Menzies held on Thursday 31 August 2017

**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

### COUNCIL RESOLUTION

**No. 1247**

**Moved: Cr Mazza**

**Seconded: Cr Tucker**

*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.*

**Carried: 6/0**

### 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><u>\$606,128.22</u></b>
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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

Minutes of Ordinary Meeting of Council of Shire of Menzies held on Thursday 31 August 2017

**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>	Nil

<b>COUNCIL RESOLUTION</b>	<b>No. 1248</b>
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**Moved: Cr Lee**

**Seconded: Cr Mazza**

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

**Carried: 6/0**

#### **OFFICER 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

#### COUNCIL RESOLUTION

**No. 1249**

**Moved: Cr Mazza**

**Seconded: Cr Baird**

*That Council lay this matter on the table for additional information to be presented.*

**Carried: 6/0**

#### OFFICER 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.

### 12.3.3 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

<b>COUNCIL RESOLUTION</b>	<b>No. 1250</b>
---------------------------	-----------------

**Moved: Cr Mazza**

**Seconded: Cr Tucker**

*That Council*

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

**Carried: 6/0**

#### **OFFICER 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:**

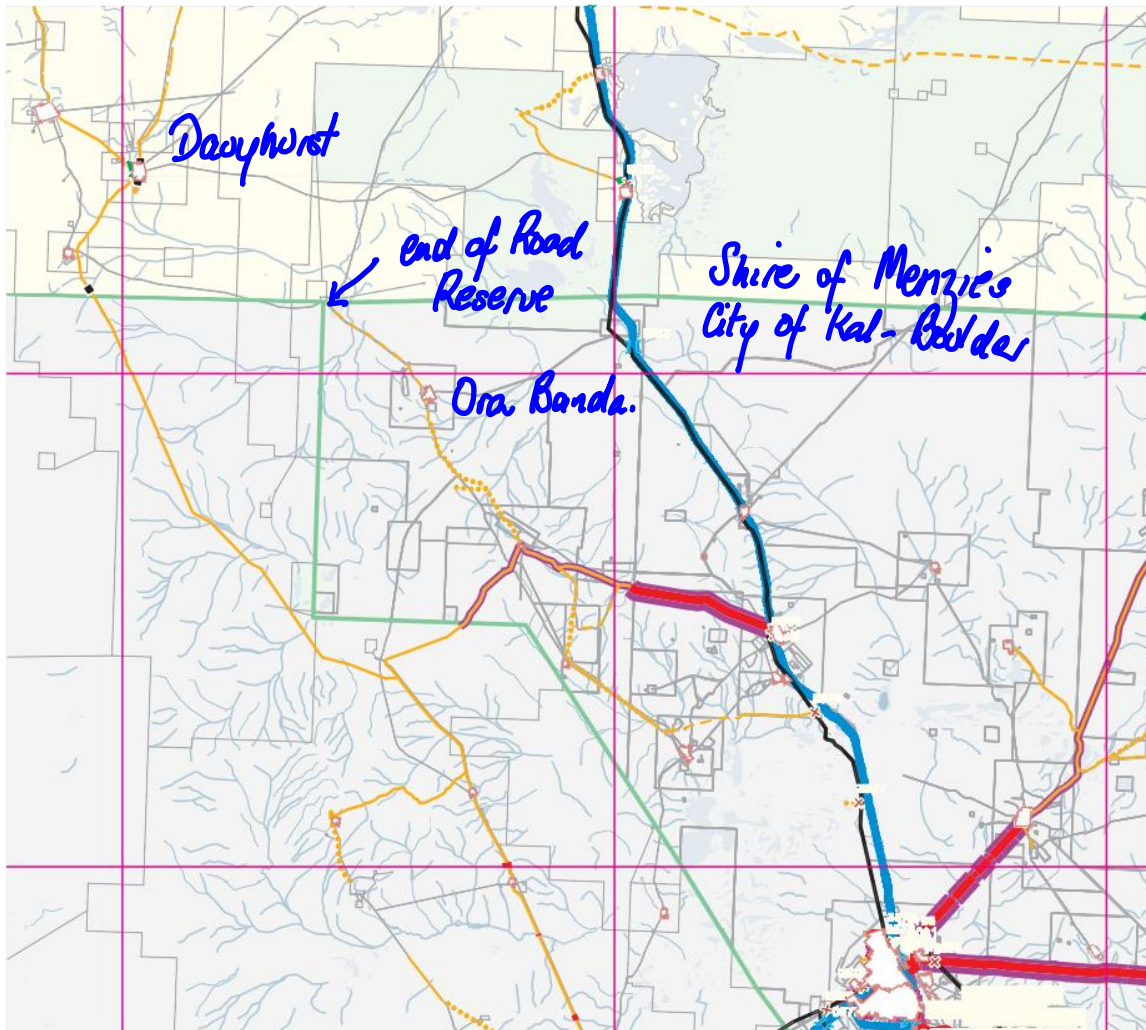
The road appears to have been constructed by a mining company during the 80's period of mining in the area, and has been maintained by various parties (including, it appears the Shire).

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

(08) 9093 2477 (w)

0409 589 584 (m)

[admin@cipresearch.com.au](mailto:admin@cipresearch.com.au)

[www.beaconminerals.com](http://www.beaconminerals.com)

#### 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

#### COUNCIL RESOLUTION

**No. 1251**

**Moved: Cr Baird**

**Seconded: Cr Mader**

*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.*

**Carried: 6/0**

#### OFFICER 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		

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[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>	Nil

#### COUNCIL RESOLUTION

No. 1252

**Moved:** Cr Mazza

**Seconded:** Cr Lee

*That Council receive the report of activities at the Lady Shenton Building for the month of July 2017.*

**Carried: 6/0**

#### 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.

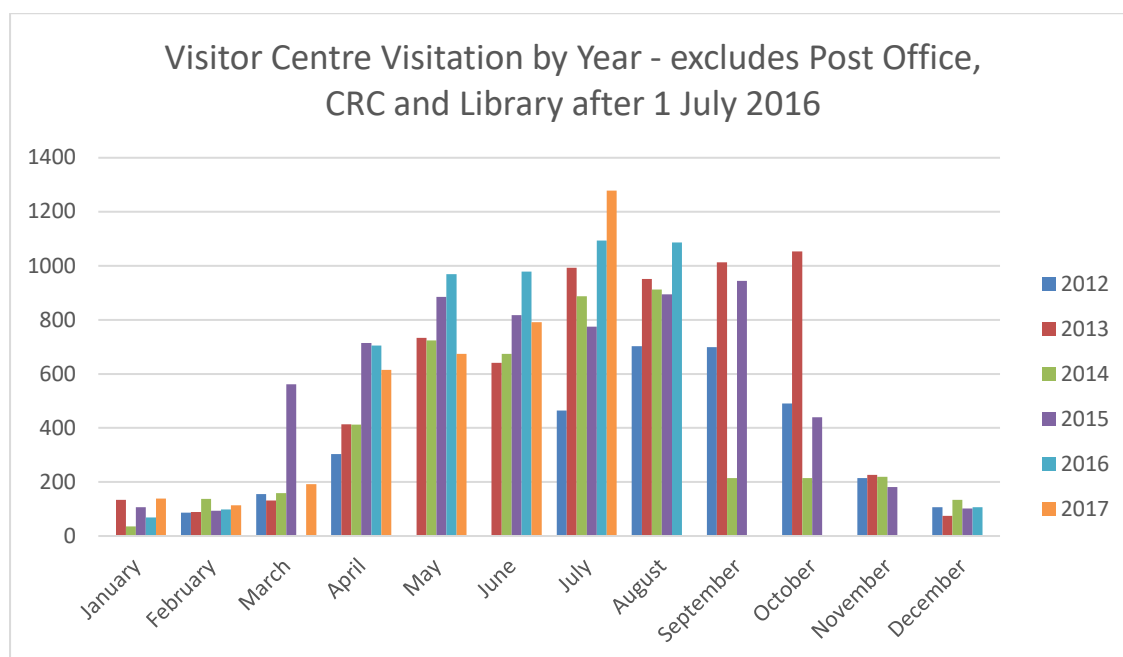
### Caravan Park

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

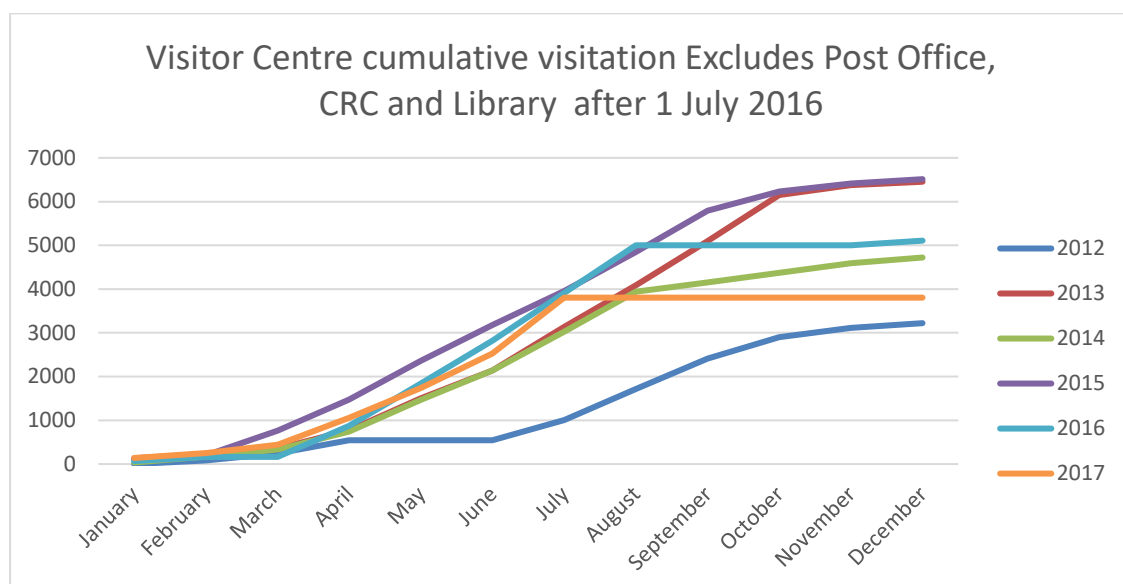
### Statistics

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.

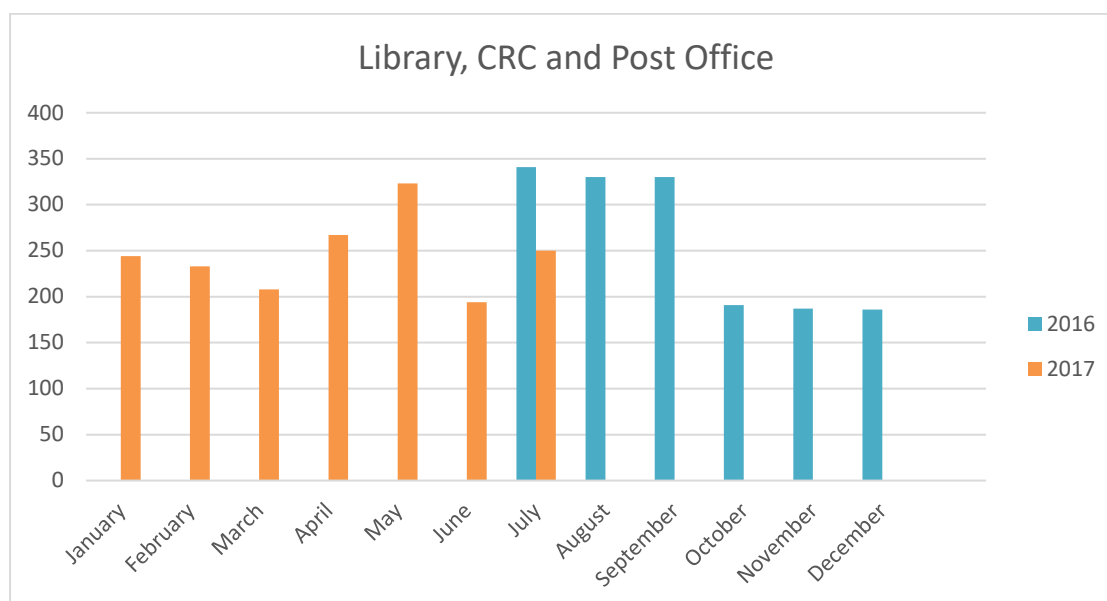
### Client Statistics – Visitor Centre by Visitation by Year



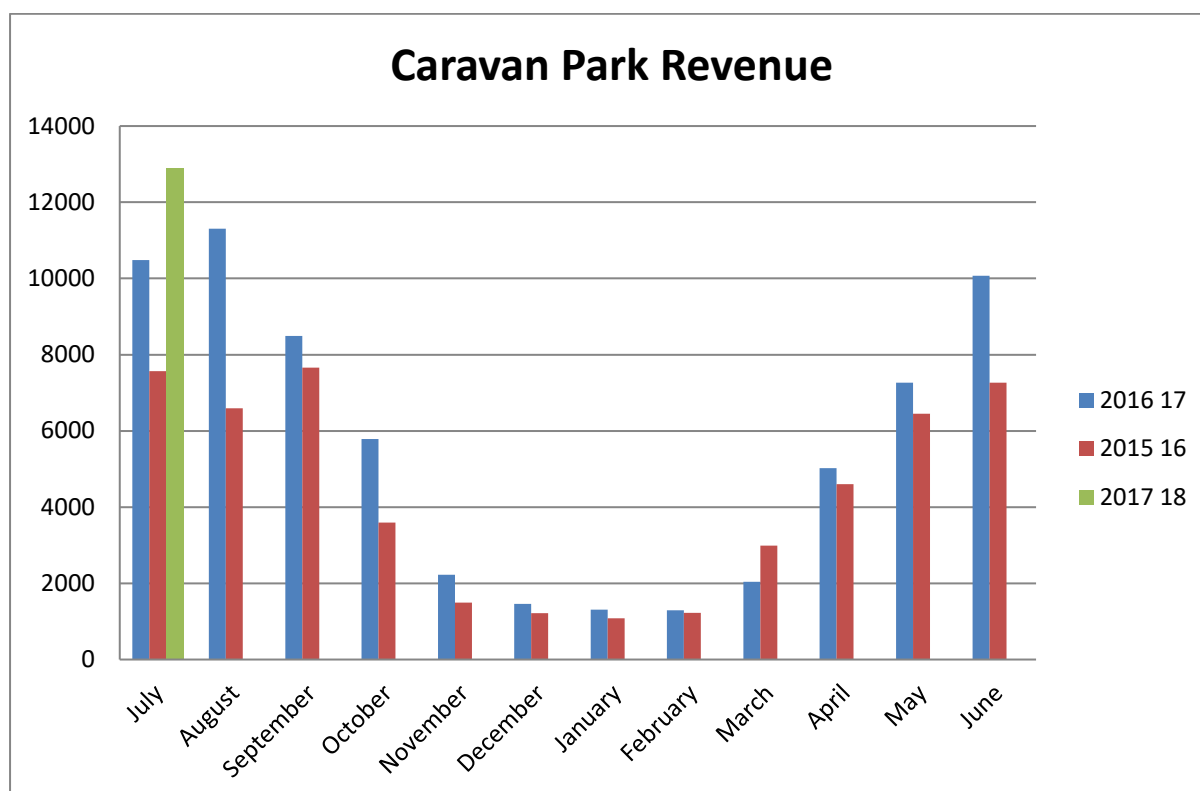
### Client Statistics – Visitor Centre Cumulative Visitation



## 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

<b>COUNCIL RESOLUTION</b>	<b>No. 1253</b>
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**Moved:** Cr Tucker

**Seconded:** Cr Lee

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

**Carried: 6/0**

#### **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.

3.26pm *Mrs Jeanette Taylor declared an interest in the next Agenda Item 12.5.2 – Appointment of Acting Chief Executive Officer and left the meeting.*

### 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

#### COUNCIL RESOLUTION

**No. 1254**

**Moved: Cr Mazza**

**Seconded: Cr Baird**

#### *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 references to Manager Works and Services.*

**Carried: 6/0**

#### **OFFICER 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 references 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 19 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 19 September 2017 (inclusive). During this period of five working days the Manager Finance and Administration will assume the role of Acting Chief Executive Officer.

*3.28pm Mrs Jeanette Taylor returned to the meeting.*

## 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

#### COUNCIL RESOLUTION

**No.1255**

**Moved: Cr Mazza**

**Seconded: Cr Lee**

*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.*

**Carried: 6/0**

#### OFFICER 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:	Governance
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**



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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>
--------------------	--

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 *Local Government Act 1995* should be amended so that Electors' General Meetings are not compulsory.

**Background**      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.

*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.*

**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

#### COUNCIL RESOLUTION

**No. 1256**

**Moved: Cr Mazza**

**Seconded: Cr Tucker**

*That Council*

- 1. 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. Do not authorise the Chief Executive Officer and the Shire President complete the submission on behalf of the Shire of Menzies*
- 3. Do not advertise the Public Holiday Survey being undertaken by the City of Kalgoorlie-Boulder and encourage residents of Menzies to participate in the consultation process.*

**Carried: 5/1**

#### OFFICER 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.

*3.45pm Clint Baker left the meeting.*

*3.45pm Brett Moser left the meeting.*

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

File Message Help Laserfiche Tell me what you want to do

Ignore Delete Reply Reply Forward Meeting Move OneNote Mark Categorize Follow Translate Find Related Select Zoom

Delete Respond Move Actions Unread Tags Up Editing Zoom

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**

**i** 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)



Holly Phillips No Items

HP

4.01pm Mrs Deborah Whitehead left the meeting.

4.01pm Mrs Jeanette Taylor left the meeting.

<b>COUNCIL RESOLUTION</b>
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<b>No. 1257</b>
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**Moved:** Cr Lee

**Seconded:** Cr Mazza

***That Council go behind closed doors to discuss Item 12.5.5 Chief Executive Officer – Annual Performance Review***

**Carried:6/0**

**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 – <i>Under Separate Cover</i>

4.12pm Mrs Rhonda Evans left the meeting.

<b>COUNCIL RESOLUTION</b>
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<b>No. 0000</b>
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**Moved:** Cr Mazza

**Seconded:** Cr Tucker

***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.***

**Carried:6/0**

**OFFICER RECOMMENDATION:**

That Council:

- Endorse the Summary CEO Performance Review Report (confidential attachment) for the year ended 31 August 2017
- 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.

<b>COUNCIL RESOLUTION</b>
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<b>No. 1259</b>
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*Moved: Cr Tucker*

*Seconded: Cr Mazza*

*That Council come out from behind closed doors.*

**Carried:6/0**

*4.30pm Mrs Deborah Whitehead returned to the meeting.*

*4.30pm Mrs Jeanette Taylor returned to the meeting.*

*4.30pm Mrs Rhonda Evans returned to the meeting.*



**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**

**14.1 COUNCIL TO DISCUSS THE CASHLESS CARD**

<b>COUNCIL RESOLUTION</b>
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<b>No. 1260</b>
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**Moved: Cr Mazza**

**Seconded: Cr Mader**

*That Council discuss business of an urgent nature being the introduction of the Cashless Card by the Federal Government.*

**Carried: 6/0**

<b>COUNCIL RESOLUTION</b>
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<b>No. 1261</b>
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**Moved: Cr Lee**

**Seconded: Cr Mazza**

*That Council*

- 1. Subject to the distribution of the “Cashless Card” to all benefit recipients, the Council agrees to its introduction in the Towns of Kookynie and Menzies.*
- 2. Tjuntjuntjara not be included in the trial of this program until the Community has had sufficient time to consider all ramifications of its introduction and resolve administration queries relating to the cards.*
- 3. That “in person support systems” be provided for all those accessing the MyGov portal*

**Carried:6/0**

**15 ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS**

Item 12.5.5 Chief Executive Officer – Annual Performance Review was considered behind closed doors.

**16 NEXT MEETING**

The next Ordinary Council Meeting for the Shire of Menzies will be held on Thursday 28 September 2017 commencing at 1pm.

**17 CLOSURE OF MEETING**

There being no further business the Chairperson closed the meeting at 4.33pm.

**I, \_\_\_\_\_ hereby certify that the Minutes of the Ordinary Meeting of Council held 31 August 2017 are confirmed as a true and correct record, as per the Council Resolution of the Ordinary Meeting of Council held 28 September 2017.**

**Signed: \_\_\_\_\_**

**Dated: 28 September 2017**