



# **SHIRE OF MENZIES**

## **MINUTES**

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

**Thursday 29 August 2013**

**Shire of Menzies Council Chambers**

**Commencing at 10.00am**

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

Dear Council Member,

The next Ordinary Meeting of the Shire of Menzies will be held on Thursday 29 August 2013 in the Shire of Menzies Council Chambers commencing at 10.00am.

\_\_\_\_\_  
N P Crawford  
Chief Executive Officer

\_\_\_\_\_  
Date

**DISCLAIMER**

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

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

**FINANCIAL INTEREST  
(EFFECTIVE 1 JULY 1996)**

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

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

**Councillors should declare an interest:**

- a) **In a written notice given to the CEO before the meeting: or**
- b) **At the meeting immediately before the matter is discussed**

A member who has declared an interest must not:

Preside at the part of the meeting relating to the matter: or  
Participate in, or be present during any discussion or decision making procedure relating to the matter.

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

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

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## MINUTES FOR ORDINARY MEETING OF COUNCIL

### 1. DECLARATION OF OPENING

The Shire President (Cr Gregory Dwyer) declared the meeting open at 10.23am, welcomed the attendees, visitors and guests, and proceeded with the Agenda as planned.

### 2. ANNOUNCEMENT OF VISITORS

Nil

### 3. RECORD OF ATTENDANCE

#### 3.1 PRESENT:

<b>Councillors:</b>	Cr G Dwyer	President
	Cr P J Twigg	Deputy President (by phone)
	Cr C Bennell	Councillor (by phone)
	Cr J A Dwyer	Councillor
	Cr C K Purchase	Councillor
	Cr I R Tucker	Councillor
<b>Staff:</b>	Mr N P Crawford	Chief Executive Officer
	Ms R Jones	Deputy Chief Executive Officer
	Mr R Pepper	Manager Works and Services
	Mrs D Crawford	CEO Exec Assistant (10.24am)

#### 3.2 APOLOGIES

Nil

#### 3.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil

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

Nil

### 5. PUBLIC QUESTION TIME

Nil

### 6. APPLICATIONS FOR LEAVE OF ABSENCE.

<b>COUNCIL DECISION</b>	<b>NO: 0388</b>
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**MOVED:** Cr J Dwyer

**Seconded:** Cr K Purchase

That for the OMC scheduled to be held in Tjuntjuntjara on Thursday 26 September 2013, permission be granted for Crs J Dwyer, I Tucker and K Purchase to attend via electronic means.

10.37am

**CARRIED 6/0**

**7. DECLARATIONS OF INTEREST**

CEO Peter Crawford declared a financial interest in Item 12.4.2  
EA to CEO Daphne Crawford declared a financial interest in Item 12.4.2

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

**8.1 CEO PERFORMANCE REVIEW**

The performance review has been deferred until Wednesday 18 September 2013 at 9.00am

**9. CONFIRMATION OF MINUTES**

**9.1 CONFIRMATION OF MINUTES OF THE ORDINARY COUNCIL MEETING HELD 1 AUGUST 2013**

<b>COUNCIL DECISION/OFFICER'S RECOMMENDATION:</b>	<b>NO: 0389</b>
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**Moved: Cr J Dwyer**

**Seconded: Cr K Purchase**

**That the minutes of the Ordinary Meeting of Council held on 1 August 2013 be confirmed as a true and accurate record with the following amendment to Item 12.4.6 – Elected Members Fees and Allowances for 2013/2014: .**

**Moved: Cr I Tucker**

**Seconded: Cr J Dwyer**

**That the reason for the change is that the recommended fees and allowances were not representative of the time and travel commitments of the existing members and this would give the incoming Councillors in October the opportunity to make their own decisions on remuneration levels.**

**10.49am**

**CARRIED 6/0**

**10.52am Phone line to Tjuntjuntjara dropped out**

**10.54am Phone line to Tjuntjuntjara reinstated**

**9.2 RECEIVAL OF MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD 17 AUGUST 2013**

**VOTING REQUIREMENTS:**

**Simple Majority Decision required**

<b>COUNCIL DECISION/OFFICER'S RECOMMENDATION:</b>	<b>NO: 0390</b>
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**Moved: Cr J Dwyer**

**Seconded: Cr K Purchase**

**That the minutes of the Special Meeting of Council held on Saturday 17 August 2013 be received.**

**Time: 10.55am**

**CARRIED 6/0**

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

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

**11.1 PRESIDENT'S REPORT – TABLED AT THE MEETING**

1 August 2013	Ordinary Meeting of Council adjourned from 25 July 2013
6 August 2013	Travelled to Perth with Cr J Dwyer
7 August 2013	<ul style="list-style-type: none"> <li>• Attended the WALGA AGM in Perth with Cr J Dwyer</li> <li>• Attended the GVROC Dinner in the evening with Cr J Dwyer</li> </ul>
8 August 2013	<ul style="list-style-type: none"> <li>• Attended GVROC Breakfast meeting with Cr J Dwyer and CEO. Main business Heavy Haulage Policy, Digital Strategy for the Goldfields Esperance region.</li> <li>• Quick visit to view exhibitors area at the Convention.</li> <li>• Met with YIPA Mindax, Steve Ward, John Vinar, Paul Lynch, Craig Ferrier GWR, Jon Lee Radar Iron, Jupiter, Macarthur Dean Carter.</li> <li>• Accepted invitation to lunch with Steve Ward, John Vinar, Paul Lynch, David Utting, CEO and Cr J Dwyer.</li> <li>• Late afternoon travelled back to Kalgoorlie.</li> </ul>
15 August 2013	<ul style="list-style-type: none"> <li>• Adjourned the Audit Committee Meeting.</li> <li>• Attended the Beyond Gardens Gardenwise Seminar with John Colwill and Peter Coppin at the CRC.</li> </ul>
16 August 2013	Visited by Brian Jones from GEDC and Andrew Beer from DRD about the State Budget and the role GEDC and DRD have in the allocation of grants in the future.
17 August 2013	<ul style="list-style-type: none"> <li>• Audit Committee Meeting</li> <li>• Special Meeting of Council (set the Budget)</li> </ul>
20 August 2013	<ul style="list-style-type: none"> <li>• Witnessed the opening of Housing Tenders</li> <li>• Had dinner with Brooke Povah (DCEO candidate), CEO and Rose Jones.</li> </ul>
21 August 2013	<ul style="list-style-type: none"> <li>• Attended interview with Brooke Povah re DCEO position.</li> <li>• Attended Regional Interagency meeting in Leonora, minutes available at the Shire.</li> </ul>
23 August 2013	The Housing Committee visited display homes that matched some tenders that were opened on 20 August

	2013.
24 August	<ul style="list-style-type: none"><li>• Journeyed to Kalannie to view an example/sample of WBS Modular housing.</li><li>• In the evening flew back from Perth with Cr J Dwyer and Cr I Tucker.</li></ul>
27 August 2013	<ul style="list-style-type: none"><li>• With Cr J Dwyer and the CEO, attended GVROC meeting – matters for decision at WA Local Government Association State Council by Zone Delegates.</li><li>• With GVROC Board, we met with the Minister Regional Development Brendon Grylls MLA and Member for Kalgoorlie, Wendy Duncan MLA for discussions about CLGF, GEDC, State Budget of 2013-2014 and the Goldfields Revitalisation Fund.</li></ul>

**VOTING REQUIREMENTS:**  
**Simple Majority Decision required**

<b>COUNCIL DECISION/OFFICER'S RECOMMENDATION:</b>	<b>NO: 0391</b>
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**Moved: Cr K Purchase**

**Seconded: I Tucker**

**That the President's Report (Attachment 11.1.1) as tabled, be received.**

**11.09am**

**CARRIED: 6/0**



## **12. REPORTS OF COMMITTEES AND OFFICERS**

### **12.1 HEALTH AND BUILDING BUSINESS**

**Nil**

## 12.2 FINANCE AND ADMINISTRATION BUSINESS

### 12.2.1 LISTING OF PAYMENTS MADE IN JUNE 2013

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council 29 August 2013
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	ADM017
<b>DISCLOSURE OF INTEREST:</b>	The author has no interest in this item
<b>DATE:</b>	27 August 2013
<b>AUTHOR:</b>	Rose Jones, Deputy Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>SENIOR OFFICER:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF SENIOR OFFICER:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Nil

#### **ATTACHMENTS:**

Attachment 12.2.1a: List of payments made to Creditors in June 2013

#### **SUMMARY:**

The list of payments made is required to be submitted to the Ordinary Meeting of Council

#### **BACKGROUND:**

Payments have been made by both cheque payment and electronic funds transfer from Council's Municipal bank account and duly authorised as required by Council Policy. These payments have been made under authority delegated to the CEO and are now reported to Council for approval.

#### **COMMENT:**

Payments made in June 2013 include cheques numbered 9747 to 9767, 9777 and direct payments totalling \$629,437.67.

#### **CONSULTATION:**

Nil

#### **STATUTORY ENVIRONMENT:**

Local Government Act 1995

Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine local government policies; and

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

Local Government (Financial Management) Regulation 13

**POLICY IMPLICATIONS:**

Policy 4.7 – Creditors – Preparation for payment

Previously Policy 3.8 – Signing of cheques was in place in October 2012

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority decision required

<b>COUNCIL DECISION/OFFICER'S RECOMMENDATION:</b>	<b>NO: 0392</b>
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**Moved: Cr J Dwyer**

**Seconded: Cr P Twigg**

**That Council approves the payments identified in the list of payments made from the Shire of Menzies Municipal Bank account in June 2013 including cheques numbered 9747 to 9767 and 9777, and direct payments totalling \$629,437.67.**

**11.20am**

**CARRIED: 6/0**

Shire of Menzies  
List of Payments made during June 2013

**For the period: 1/06/2013 to 30/6/2013**

The following schedule of accounts has been paid under delegation, by the Chief Executive Officer from 1/06/2013 to 30/06/2013. Cheques numbered from 009747 to 009767 and Direct Transactions totalling \$ 779,456.10 submitted to each member of the Council on Thursday 29th August 2013 have been checked and are fully supported by vouchers and duly certified invoices with checks being carried out as to prices, computations and costing.

Date	Number	Payee	Details	Amount
03/06/2013	Debit	NAB	Rose & Peter Credit Cards	6,500.48
04/06/2013	DIRECT	Westnet	CRC Internet	90.45
06/06/2013		Bims Earthmoving EFT	Road Maintenance - Niagra Dam Access/Pennivale Road & Kooktmie Yarri	89,320.00
11/06/2013	8BNK CHGS	NAB	Connect usage fees	52.14
14/06/2013		Payroll		40,058.15
14/06/2013		Bah Henneker & Co EFT	New Air con for visitor center	9,075.00
14/06/2013		Beaurepairs EFT	Tyres and Tubes	1,650.89
14/06/2013		Bennell, Chris EFT	March 2013 meeting Fees	350.00
14/06/2013		Department of Housing EFT	Staff Housing Maintenance	4,480.00
14/06/2013		Goldline Distributors EFT	Various	652.78
14/06/2013		Heatleys safety and industrial EFT	Protective Clothing	740.21
14/06/2013		McKenna Pty Ltd EFT	Evanston Menzies Road/ Niagara Dam Access Road/ TV Radio Expenses	8,272.50
14/06/2013		Purchase, Keith EFT	May Monthly meeting	300.00
14/06/2013		Records Archives Historical Man EFT	Keyword Implementation	4,400.00
14/06/2013		Tucker, Ian Cr EFT	May Monthly Meeting 2013	350.00
14/06/2013		Twigg, Peter EFT	March 2013 Meeting Fees	537.50
14/06/2013		Zarzal P/L T/F DT Johns FT - EFT	Maintenance	27,665.00
17/06/2013	DIRECT	Investec Asset Finance & leasing	Copier costs Knoica C554 & C224	2,426.51
17/06/2013	direct	Toyota Finance	Lease payment	1,249.73
19/06/2013		Eagle Petroleum (WA) Pty Ltd EFT	Fuel on Hand	16,927.90
19/06/2013		Fire and Emergency Services Authority EFT	ESLB 4th Qtr Contribution	3,927.30
19/06/2013		Forrest Ivan EFT	Lake Ballard Meeting travel refund June 13	195.36
19/06/2013		Goldfields Occupational Medicine DO NOT US	Christine Nellis Medical	105.00

Shire of Menzies

List of Payments made during June 2013

Date	Number	Payee	Details	Amount
19/06/2013		Ilkurika Aboriginal Corp EFT	Clear Regrowth and sheets	
19/06/2013		Maca Civil EFT	Hire of bomax mixer, fuel, trailer, accommodation for 2, demob	25,492.50
19/06/2013		Mitchell Niel EFT	Professional Service May 13	28,215.00
19/06/2013		Penns Cartage EFT	Transport of 2 Cattle Grids	10,630.90
19/06/2013		UHY Haines Norton Pty Ltd EFT	Financial & Management Reporting Workshop	1,679.70
19/06/2013	9747	WA Local Govt Association EFT	Advertising	1,705.00
19/06/2013	9748	Angold Ashanti Australia Ltd	Refund for dead tenement Assessment 2242	464.14
19/06/2013	9750	Dwyer, Jill Cr	Meeting Fees April & May 2013	156.28
19/06/2013	9751	Goldfields Image Works.	Photograph Councillors	700.00
19/06/2013	9753	Horizon Power	Electricity	995.50
19/06/2013	9754	Stationery Plus	Stationery	1,258.14
19/06/2013	9755	Telstra		977.60
19/06/2013	9756	Tower Hotel-Kalgoorlie		509.59
20/06/2013		Wayne Read	Rending Base at CRC	160.50
20/06/2013		Australian Taxation Office EFT	PAYG Deductions	2,000.00
20/06/2013		The Industry Superannuation Fund EFT	Superannuation	42,584.13
24/06/2013	DIRECT	WA Local Govt Superannuation Plan EFT	Superannuation	301.66
28/06/2013		Australia Post	POSTAL PURCHASES	22,558.56
28/06/2013		Payroll		553.48
28/06/2013	Debit	Investec Asset Finance & leasing		37,112.19
28/06/2013	9757	Built by Geoff Fencing	Copiers Print charges May 2013	2,426.51
28/06/2013	9758	Cliffs Asia Pacific Iron Ore Pty Ltd	Supply & Install 1200mm Gwalia Style steel pool type fencing	14,300.00
28/06/2013	9759	Dept of Transport & Licensing	Refund of dead tenement Assess 3664	118.90
28/06/2013	9760	Dwyer, Greg Cr	Meeting Fees April & May 2013	780.75
28/06/2013	9761	Horizon Power Non Energy	New Pillar	2,232.40
28/06/2013	9762	Pivotel Satellite Pty Ltd	04024219963---04024219964	10,862.34
28/06/2013	9764	Telstra		160.00
28/06/2013	9765	Water Corporation cr	Repair damaged leaking services at caravan park	2,067.23
28/06/2013	9766	Westland Auto's EFT	Senor A - Crank	573.00
28/06/2013	9767	Construction Training Fund (BCITF)	Construction Training Fund Contr to 30/06/13	59.96
28/06/2013		A&B Canvas Australia EFT	Menzies Wind Sock	12,573.45
28/06/2013		Air Liquide WA Pty Ltd EFT	Rental	215.60
28/06/2013		AIT'S EFT	Consultants	37.72
				1,311.75

Shire of Menzies  
List of Payments made during June 2013

Date	Number	Payee	Details	Amount
28/06/2013		Blackwood Plant Hire EFT	Bulldozing Yarri Road May 2013	6,600.00
28/06/2013		BlueDogTraining EFT	Other PWOH Expenses	270.00
28/06/2013		BOC Limited EFT	1 Roll Black Poly Pipe for PO 116	259.80
28/06/2013		Breakaway C/O Key Factors EFT	Maint Grading Yarri/Kookynie Roads June 2013	27,650.70
28/06/2013		Browns Party Hire EFT	Hire of table and chairs	356.80
28/06/2013		Bunnings EFT	Ratchet Tie Down Grunts	153.74
28/06/2013		Castledex EFT	Records Management	5,724.40
28/06/2013		Coates Hire EFT	Road Maintenance	18,080.97
28/06/2013		Courier Australia EFT	S832570S	754.73
28/06/2013		Coyles Mower & Chainsaw Centre EFT	Parts & Repairs	1,073.00
28/06/2013		Crawford Daphne EFT	Cost of death notice for Brian Howson	138.60
28/06/2013		Daphne Florist Kalgoorlie EFT	1 Arrangement (Daphne Crawford) 179c Swan st Yokine	90.00
28/06/2013		Dean's Autoglass EFT	Supply only Perspex	361.90
28/06/2013		Dell Australia Pty Ltd EFT	Tonnors for printers	473.97
28/06/2013		Department of Housing EFT	17 Onslow St Water account	37.40
28/06/2013		Eagle Petroleum (WA) Pty Ltd EFT	Fuel Depot & DCEO May 2013	180.94
28/06/2013		Gill Smash Repairs EFT	Insurance excess for P0174	300.00
28/06/2013		Goldfields Nissan EFT	Parts & Repairs	1,225.31
28/06/2013		Goldfields Occupational Medicine EFT	Drug Screen Kathy Lewis June 2013	25.00
28/06/2013		Goldline Distributors EFT	Admin & Councillors Refreshment June 2013	36.41
28/06/2013		Greenhill Electrical P/L EFT	Oven CEO House	1,321.08
28/06/2013		Hampton Transport Services EFT	Accommodation at Edjudina Station for 2	440.00
28/06/2013		Hoops Plumbing & Gas Fittings EFT	Installed blue line water pipe at sports oval	4,128.74
28/06/2013		Kalmach Pty Ltd EFT	Duraled side marker Side tipper mack	177.19
28/06/2013		Kooda Contracting Pty Ltd EFT	Hire of roadtrain May 2013	13,090.00
28/06/2013		Landgate EFT	Valuation expenses	1,161.55
28/06/2013		Marcom Projects Pty Ptd EFT	Inside Australia with Anthony Gormley DVDs (Visitor Centre)	450.45
28/06/2013		Menzies Hotel EFT	Refreshments & Functions	455.20
28/06/2013		Mitchell Niel EFT	Consultanting works June 2013	8,225.64
28/06/2013		Nelis Christine EFT	Refund of Police Check Christine Nelis 2013	62.75
28/06/2013		Office National EFT	Monthly Service Ricoh Photocopier May 2013	1,274.48
28/06/2013		Outback Fixit EFT	repaired roof at picnic site Copperfield	1,320.00
28/06/2013		Paupiyala Tjarutja Aboriginal Council EFT	Tjuntjuntjarra Holiday Programs	26,415.86

Shire of Menzies  
List of Payments made during June 2013

Date	Number	Payee	Details	Amount
28/06/2013		Penns Cartage EFT	Cattle Grids May 2013	
28/06/2013		Repco EFT	Truck wash April 2013	1,925.00
28/06/2013		Shire of Leonora Eft	EHO Contract	428.32
28/06/2013		Shire of Menzies EFT	Postage and Freight	8,626.84
28/06/2013		Sita Australia Pty Ltd EFT	Pump out caravan park May 2013	202.16
28/06/2013		Solomons Flooring - Goldfields EFT	CRC Centre laying of lino,pull up of old	726.00
28/06/2013		Total Asphalt & Traffic Management EFT	supply traffic control - Privte works Saracen	495.00
28/06/2013		Tourism Council Western Australia EFT	Renewal Australian Tourism Accredition Program 2013	896.50
28/06/2013		Truckline EFT	P0129Mack Valueliner Truck - 410MN - Parts & Repairs	299.00
28/06/2013		Tudor House EFT	Banners for classic	1,218.90
28/06/2013		UHY Haines Norton Pty Ltd EFT	fees,preparation &lodgement of instalment activity statement April 2013	2,070.00
28/06/2013		WA Local Govt Association EFT		6,545.00
28/06/2013		Westrac Pty Ltd EFT		1,225.86
28/06/2013		Zarzal P/L T/F DT Johns FT - EFT		1,895.15
28/06/2013	BNK CHGS	NAB	Construction of Compactus shelves	1,188.00
28/06/2013	BNK CHGS	NAB	Merchant Fees	61.57
28/06/2013		AMP Superannuation	Account Fees	55.70
28/06/2013		Australian Services Union	Superannuation	491.27
28/06/2013		Australian Taxation Office EFT	Superannuation	45.80
28/06/2013		Sunsuper	70 799 264 783/	23,286.00
28/06/2013		The Industry Superannuation Fund EFT	Superannuation	299.08
28/06/2013		WA Local Govt Superannuation Plan EFT	Superannuation	268.82
28/06/2013		Westscheme		11,521.85
28/06/2013		Renaissance WA Pty Ltd	Rate refund for Assessment No 3855-4225	304.90
28/06/2013	BNK CHGS	NAB	Merchant Fees	318.98
28/06/2013		Bims Earthmoving EFT	Hire for Semi, Road train & Grader June 2013	50.49
28/06/2013		Coates Hire EFT		69,916.00
28/06/2013		Eagle Petroleum (WA) Pty Ltd EFT	Diesel Ultra 15W/40 205l & Hydraulic 68 205L May 2013	74,031.62
28/06/2013		KayChol.as EFT	Detail clean to Police Station	1,565.30
				2,079.00
				779,456.10

## 12.2 FINANCE AND ADMINISTRATION BUSINESS

### 12.2.2 LISTING OF PAYMENTS MADE IN JULY 2013

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council 29 August 2013
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	ADM017
<b>DISCLOSURE OF INTEREST:</b>	The author has no interest in this item
<b>DATE:</b>	21 August 2013
<b>AUTHOR:</b>	Rose Jones, Deputy Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>SENIOR OFFICER:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF SENIOR OFFICER:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Nil

#### **ATTACHMENTS:**

Attachment 12.2.2A: List of payments made to Creditors in July 2013

#### **SUMMARY:**

The list of payments made is required to be submitted to the Ordinary Meeting of Council

#### **BACKGROUND:**

Payments have been made by both cheque payment and electronic funds transfer from Council's Municipal bank account and duly authorised as required by Council Policy. These payments have been made under authority delegated to the CEO and are now reported to Council for approval.

#### **COMMENT:**

Payments made in July 2013 include cheques numbered 9768 to 9793 and direct payments totalling \$566,094.37.

#### **CONSULTATION:**

Nil

#### **STATUTORY ENVIRONMENT:**

Local Government Act 1995

Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine local government policies; and



Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

Local Government (Financial Management) Regulation 13

**POLICY IMPLICATIONS:**

Policy 4.7 – Creditors – Preparation for payment

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority decision required

<b>COUNCIL DECISION/OFFICER'S RECOMMENDATION:</b>	<b>NO: 0393</b>
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**Moved: Cr K Purchase**

**Seconded: Cr J Dwyer**

**That Council approves the payments identified in the list of payments made from the Shire of Menzies Municipal Bank account in July 2013 including cheques numbered 9768 to 9793 and direct payments totalling \$566,094.37.**

**11.24am**

**CARRIED: 6/0**

## Shire of Menzies List of Payments to Creditors

**For the period:**

**1/07/2013 to 31/7/2013**

The following schedule of accounts has been paid under delegation, by the Chief Executive Officer from 1/07/2013 to 31/07/2013. Cheques numbered from 009768 to 009793 and Direct Transactions totalling \$ 566,094.37 submitted to each member of the Council on Thursday 29th August, 2013 have been checked and are fully supported by vouchers and duly certified invoices with checks being carried out as to prices, computations and costing.

Date	Number	Payee	Details	Amount
01/07/2013	Debit			
03/07/2013	9768	Wright Express Australia Pty Ltd	Motorpass May 2013	709.52
04/07/2013	Debit	WA Planning Commission	Application fee for amalgamation of Lots 91 & 92 Mercer Street Menzies	2,101.00
04/07/2013	direct	NAB	Payment of credit cards Peter and Rose	3,122.30
12/07/2013		Westnet	Internet CRC	90.45
12/07/2013		Payroll	Payroll	39,711.84
12/07/2013	9BNK CHGS	NAB	NAB Connect Fee	47.49
15/07/2013	9769	Australia Post	Prepaid Telstra	2,970.00
15/07/2013	DIRECT	Toyota Finance	Golden Quest lease vehicle	1,249.73
15/07/2013	DIRECT	Investec Asset Finance & leasing	Copier Charges	1,367.17
16/07/2013	9770	Dept of Transport & Licensing	Vehicle Registrations	785.20
16/07/2013	9771	Dwyer, Greg Cr	Cyclassic expenses and travel allowances	725.00
16/07/2013	9772	Horizon Power	Electricity charges	14,302.05
16/07/2013	9773	Pivotel Satellite Pty Ltd	04024219963-04024219964 June 2013	160.00
16/07/2013	9774	Stationery Plus	Stationery supplies	599.95
16/07/2013	9775	Telstra	Telephone charges	2,890.47
16/07/2013	9776	Westland Auto's EFT	Rear wheel studs and nuts	93.79
16/07/2013		Bennell, Chris EFT	June Meeting 2013	350.00
16/07/2013		Bims Earthmoving EFT	Grader Hire, Road trains & Truck MAY 2013	91,487.00
16/07/2013		Blackwood Plant Hire EFT	Bulldozer Hire June 2013	24,970.00
16/07/2013		Breakaway C/O Key Factors EFT	Maint Grading 20/5-31/5/13	19,938.60
16/07/2013		Business Key EFT	Brochures Menzies our place & Kookymie	2,750.00
16/07/2013		Eagle Petroleum (WA) Pty Ltd EFT	Fuel purchases	11,819.26
16/07/2013		Howson Technical EFT	2013/2014 Works Budgets	1,097.25

## Shire of Menzies List of Payments to Creditors

Date	Number	Payee	Details	Amount
16/07/2013		IR & A Hersey EFT	amount owing from invoice S28221	
16/07/2013		McKay Samuel Ray EFT	Refund for parts brought	9.00
16/07/2013		McKenna Pty Ltd EFT	Hire mack & loader June 2013	86.75
16/07/2013		Menzies Hotel EFT	Gas bottles, newspapers and refreshments	16,510.00
16/07/2013		Pepper Vicki EFT	Relocation expenses, reimbursements of Police clearance	556.50
16/07/2013		Purchase, Keith EFT	Members meeting expenses June and April 13	1,194.60
16/07/2013		Twigg, Peter EFT	June Meeting 2013	600.00
16/07/2013		Zarzal P/L T/F DT Johns FT - EFT	Repairs and maintenance and construction costs	537.50
17/07/2013		Bims Earthmoving EFT	Hire for Semi, Road train & Grader June 2013	36,382.63
18/07/2013		Coates Hire EFT	Equipment Hire	69,916.00
18/07/2013		Eagle Petroleum (WA) Pty Ltd EFT	Diesel Ultra 15W/40 205l & Hydraulic 68 205L May 2013	74,031.62
18/07/2013		KayCholas EFT	Detail clean to Police Station	1,565.30
22/07/2013		Shire of Menzies Social Club EFT	Deductions to 30/06/2013	2,079.00
22/07/2013		ACMA EFT	271594	1,810.00
22/07/2013		Air Liquide WA Pty Ltd EFT	Rental June 2013	333.00
22/07/2013		AusQ Training EFT	Traffic Control Course 2013	37.72
22/07/2013		Beaurepairs EFT	Purchase of tyres and rim and tyre repairs	4,900.00
22/07/2013		BOC Limited EFT	Oxygen Size e Indust June 13	3,609.56
22/07/2013		Bunnings EFT	Hinge butt & screwss June 2013	190.34
22/07/2013		Courier Australia EFT	S832570S	42.22
22/07/2013		Dell Australia Pty Ltd EFT	Toner for CEOXA	116.43
22/07/2013		Eagle Petroleum (WA) Pty Ltd EFT	Diesel 10,300 ltr	741.95
22/07/2013		Fostinelli Engineering EFT	repairs to chassis on float	15,963.97
22/07/2013		Goldfields Toyota EFT	Rear Barn Door	4,066.04
22/07/2013		Goldfields Truck Power EFT	Stub Bracket Tie Rod	657.55
22/07/2013		Greenhill Electrical P/L EFT	Various electrical work, installation smoke alarms, AMP outlets etc	254.17
22/07/2013		Landgate EFT	Valuation expenses	9,157.17
22/07/2013		Lenane, Jerry EFT	Bolts, nuts and rags from Conventry Fasteners	1,986.45
22/07/2013		Macarthur Iron Ore Pty Ltd EFT	Accommodation Jerry & Craig 17-20/06/2013	37.88
22/07/2013		Menzies Hotel EFT	Refreshments, newspapers,	880.00
22/07/2013		Office National EFT	Mthly copy charges Ricoh and service fees	555.00
22/07/2013		Pepper Ray EFT	Food & Fuel for Tjuntjuntjara trip July 2013	542.93
				100.78

## Shire of Menzies List of Payments to Creditors

Date	Number	Payee	Details	Amount
22/07/2013		R. C. Lunt EFT	Old Menzies Police Station	770.00
22/07/2013		Satellite Television & Radio Australia EF	Supply and install SBS D TV, and Red FM	24,321.00
22/07/2013		Twigg, Peter EFT	REFund for attending June meeting 2013	1,060.71
22/07/2013		UHY Haines Norton Pty Ltd EFT	Accounting service fee, preparation of the FBT 31/3/2013	9,498.50
22/07/2013		Westland Auto's EFT	90000 Service	362.51
22/07/2013		WesTrac Pty Ltd EFT	Windows and catch for CAT roller	328.42
24/07/2013	DIRECT	Australia Post	Australia Post purchases for CRC	438.37
26/07/2013		Payroll	Payroll	39,793.09
26/07/2013	9782	AMP Superannuation	Superannuation	2,105.46
26/07/2013	9783	Westscheme	Superannuation	457.35
29/07/2013	9784	Australia Nickel Mines Pty Ltd	Replacement Cheque Assess 3258	209.65
29/07/2013	9785	Dept of Transport & Licensing	Vehicle Registrations	103.80
29/07/2013	9786	McLeods Barristers & Solicitors	Legal expenses	5,962.55
29/07/2013	9787	Norlisk Nickel Cawse Pty Ltd	Replacement cheque Assess 3619/3620	162.97
29/07/2013	9788	Ponton Minerals	Refund of credit on dead tenement Assess 2762	916.55
29/07/2013	9789	PW & CJ Bowden	Supply manifold & gaskets	1,582.50
29/07/2013	9790	Siburan Resources	Refund on dead tenement assess 4307	32.88
29/07/2013	9791	Squire & Sanders AU	Legal expenses	2,934.41
29/07/2013	9792	Telstra	Phone charges	182.97
29/07/2013	9793	Tower Hotel-Kalgoorlie	Accommodation	444.00
29/07/2013	Debit	Wright Express Australia Pty Ltd	Motorpass June 2013	1,453.39
31/07/2013	RJ14-01		Bev Golding Payment - Invoice 415 25/03/2013	15.99
31/07/2013	BNK CHGS	NAB	Merchant Fees & NAB Connect charges - July	167.17
				566,094.37

## 12.2 FINANCE AND ADMINISTRATION BUSINESS

### 12.2.3 MONTHLY FINANCIAL REPORT – JUNE 2013

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council 29 August 2013
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	ADM052
<b>DISCLOSURE OF INTEREST:</b>	The author has no interest in this item
<b>DATE:</b>	13 August 2013
<b>AUTHOR:</b>	Rose Jones, Deputy Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>SENIOR OFFICER:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF SENIOR OFFICER:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	

#### **ATTACHMENTS:**

Attachment 12.2.3a: Monthly Statement of Financial Activity and associated reports, including the Compilation Report from UHY Haines Norton

#### **SUMMARY:**

Statutory Financial Reports are submitted to Council for receipt as a record of financial activity during the reporting month

#### **BACKGROUND:**

The monthly reports have been prepared by UHY Haines Norton to reflect revenue and expenditure transactions for the period to 30 June 2013. Some amendment to the 2012-13 financial year may occur as a result of end of year procedures. In particular, the interest charge on rates had not been levied at the time the June monthly report was compiled.

#### **COMMENT:**

A Management Report is prepared by UHY Haines Norton to support the report and alert Council to matters of significance or trends outlined by the report presented.

#### **CONSULTATION:**

Nil

#### **STATUTORY ENVIRONMENT:**

Local Government (Financial Management) Regulations – Regulation 34

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Simple Majority decision required

<b>COUNCIL DECISION/OFFICER'S RECOMMENDATION:</b>	<b>NO: 0394</b>
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**Moved: Cr K Purchase**

**Seconded: Cr I Tucker**

**That Council acknowledges receipt of the Statement of Financial Activity and associated reports for the period to 30 June 2013.**

**11.27am**

**CARRIED: 6/0**

**Shire of Menzies**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 30th June 2013**

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

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**Shire of Menzies**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30th June 2013**

	Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Governance		9,582	9,582	10,276	694	6.75%	
General Purpose Funding		1,316,912	1,316,912	2,475,942	1,159,030	46.81%	▲
Law, Order and Public Safety		4,700	4,700	27,286	22,586	82.78%	▲
Health		635	635	226	(409)	(180.97%)	
Housing		51,000	51,000	58,022	7,022	12.10%	
Community Amenities		20,875	20,875	16,842	(4,033)	(23.95%)	
Recreation and Culture		8,263	8,263	4,851	(3,412)	(70.34%)	
Transport		1,286,695	1,286,695	761,901	(524,794)	(68.88%)	▼
Economic Services		74,279	74,279	107,254	32,975	30.74%	▲
Other Property and Services		182,883	182,883	199,959	17,076	8.54%	
<b>Total (Ex. Rates)</b>		<b>2,955,824</b>	<b>2,955,824</b>	<b>3,662,559</b>	<b>706,735</b>		
<b>Operating Expense</b>							
Governance		(379,953)	(379,953)	(360,540)	19,413	5.38%	
General Purpose Funding		(147,109)	(147,109)	(138,517)	8,592	6.20%	
Law, Order and Public Safety		(110,186)	(110,186)	(67,377)	42,809	63.54%	▼
Health		(50,286)	(50,286)	(37,543)	12,743	33.94%	▼
Education and Welfare		(15,000)	(15,000)	0	15,000	100.00%	▼
Housing		(22,283)	(22,283)	(29,651)	(7,368)	(24.85%)	▼
Community Amenities		(87,469)	(87,469)	(88,192)	(723)	(0.82%)	
Recreation and Culture		(325,098)	(325,098)	(290,120)	34,978	12.06%	▼
Transport		(3,487,045)	(3,487,045)	(2,647,096)	839,949	31.73%	▼
Economic Services		(1,124,262)	(1,124,262)	(1,025,213)	99,049	9.66%	
Other Property and Services		121,736	121,736	(129,327)	(251,063)	(194.13%)	▲
<b>Total</b>		<b>(5,626,955)</b>	<b>(5,626,955)</b>	<b>(4,813,576)</b>	<b>813,379</b>		
<b>Funding Balance Adjustment</b>							
Add back Depreciation		1,847,454	1,847,454	1,525,105	(322,349)	(21.14%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	(161,080)	(161,080)	(57,603)	103,477	(179.64%)	
Adjust Provisions and Accruals		0	0	(2,780)	(2,780)	100.00%	
<b>Net Operating (Ex. Rates)</b>		<b>(984,757)</b>	<b>(984,757)</b>	<b>313,705</b>	<b>1,298,462</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	544,801	544,801	893,775	348,974	39.04%	
Proceeds from Disposal of Assets	8	187,080	187,080	157,872	(29,208)	(18.50%)	▼
Transfer from Reserves	7	400,000	400,000	400,000	0	0.00%	
<b>Total</b>		<b>1,131,881</b>	<b>1,131,881</b>	<b>1,451,647</b>	<b>319,766</b>		
<b>Capital Expenses</b>							
Land and Buildings	8	(1,295,402)	(1,295,402)	(364,865)	930,537	255.04%	▼
Plant and Equipment	8	(721,670)	(721,670)	(663,848)	57,822	8.71%	
Furniture and Equipment	8	(115,827)	(115,827)	(63,004)	52,823	83.84%	▼
Infrastructure Assets - Roads	8	(2,084,844)	(2,084,844)	(2,407,020)	(322,176)	(13.38%)	▲
Infrastructure Assets - Other	8	(809,244)	(809,244)	(868,139)	(58,895)	(6.78%)	
Loan Principal	10	(30,299)	(30,299)	(30,299)	0	0.00%	
Transfer to Reserves	7	(394,279)	(394,279)	(440,012)	(45,733)	(10.39%)	▲
<b>Total</b>		<b>(5,451,565)</b>	<b>(5,451,565)</b>	<b>(4,837,187)</b>	<b>614,378</b>		
<b>Net Capital</b>		<b>(4,319,684)</b>	<b>(4,319,684)</b>	<b>(3,385,540)</b>	<b>934,144</b>		
<b>Total Net Operating + Capital</b>		<b>(5,304,441)</b>	<b>(5,304,441)</b>	<b>(3,071,835)</b>	<b>2,232,606</b>		
Opening Funding Surplus(Deficit)	3	3,278,964	3,278,964	3,278,964	0	0.00%	
Rate Revenue	9	2,042,126	2,042,126	2,203,767	161,641	7.33%	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>16,649</b>	<b>16,649</b>	<b>2,410,896</b>	<b>2,394,247</b>		

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



**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

**1. SIGNIFICANT ACCOUNTING POLICIES**

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

**(a) Basis of Accounting**

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

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

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

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

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

**(c) Rounding Off Figures**

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

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

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

**(e) Goods and Services Tax**

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

**(f) Cash and Cash Equivalents**

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

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

**(g) Trade and Other Receivables**

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

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

**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

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

**(h) Inventories**

**General**

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs of necessary to make the sale.

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

**Land Held for Resale**

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

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

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

**(i) Fixed Assets**

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

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

**(j) Depreciation of Non-Current Assets**

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

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

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

**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

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

**(k) Trade and Other Payables**

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

**(l) Employee Benefits**

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

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

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

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

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

**(m) Interest-bearing Loans and Borrowings**

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

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

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

***Borrowing Costs***

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

**(n) Provisions**

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

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

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

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

**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

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

**(p) Nature or Type Classifications**

**Rates**

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

**Operating Grants, Subsidies and Contributions**

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

**Non-Operating Grants, Subsidies and Contributions**

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

**Profit on Asset Disposal**

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

**Fees and Charges**

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

**Service Charges**

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

**Interest Earnings**

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

**Other Revenue / Income**

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

**Employee Costs**

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

**Materials and Contracts**

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

**Utilities (Gas, Electricity, Water, etc.)**

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

**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

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

**(q) Nature or Type Classifications (Continued)**

**Insurance**

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

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

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

**Other expenditure**

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

**(r) Statement of Objectives**

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

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

**GOVERNANCE**

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

**GENERAL PURPOSE FUNDING**

Rates, general purpose government grants and interest revenue.

**LAW, ORDER, PUBLIC SAFETY**

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

**HEALTH**

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

**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

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

**(r) STATEMENT OF OBJECTIVE (Continued)**

**EDUCATION AND WELFARE**

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

**HOUSING**

Provision and maintenance of staff housing.

**COMMUNITY AMENITIES**

Maintain a refuse site for the settlement.

**RECREATION AND CULTURE**

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

**TRANSPORT**

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

**ECONOMIC SERVICES**

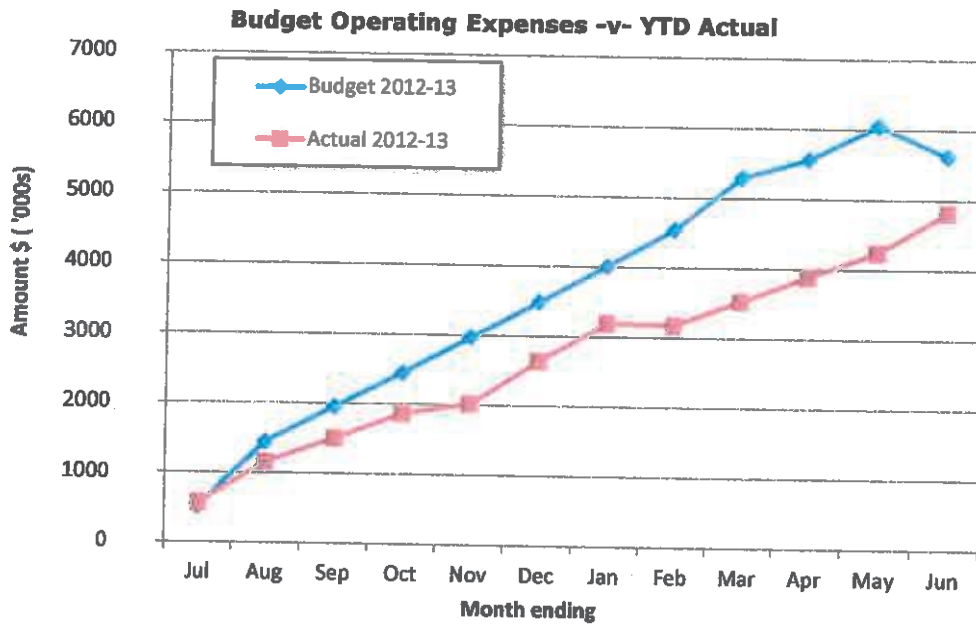
Building control, provision of power and water supplies. Supply and maintenance of television re-broadcast installation. Provision of radio communication. Maintenance of caravan park. Vermin control and area promotion.

**OTHER PROPERTY & SERVICES**

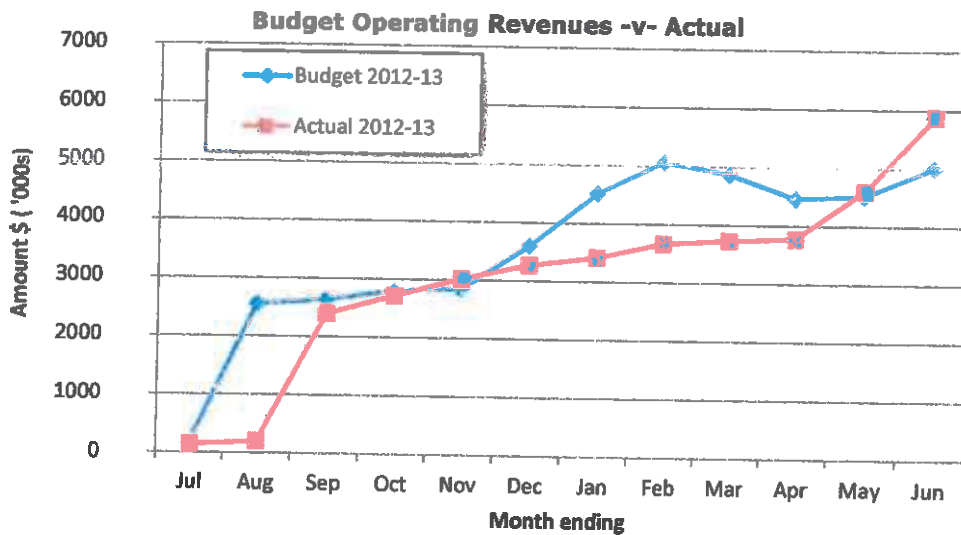
Private works operations, plant repairs and operations costs.

**Shire of Menzies  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30th June 2013**

**Note 2 - Graphical Representation - Source Statement of Financial Activity**



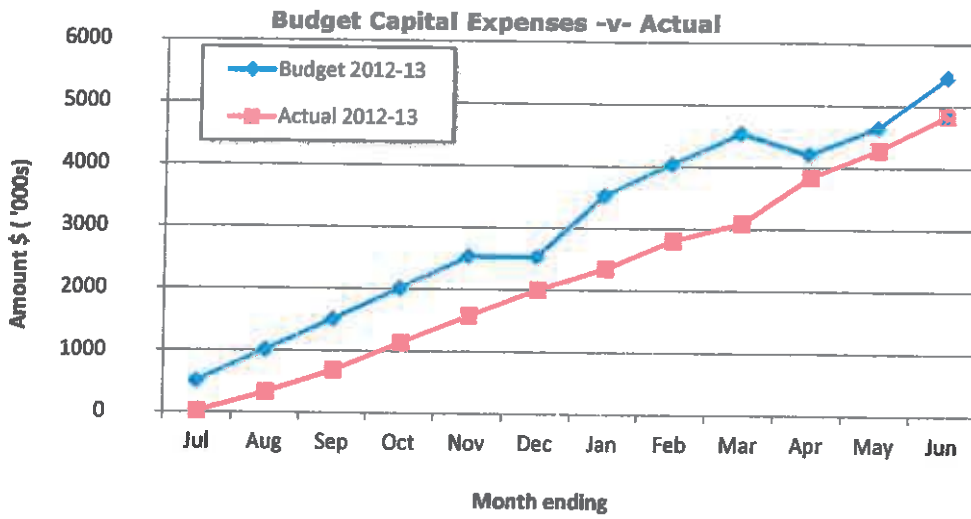
**Comments/Notes - Operating Expenses**



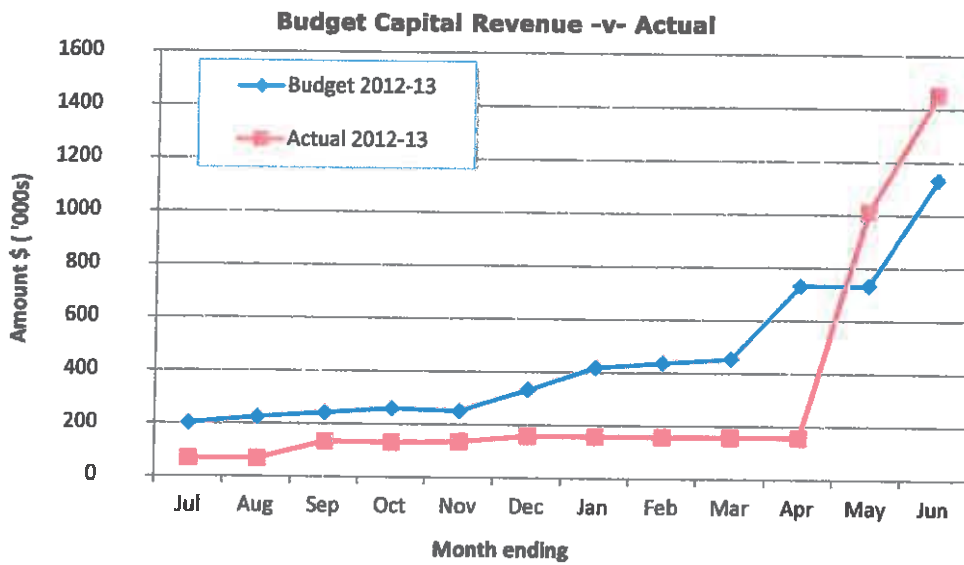
**Comments/Notes - Operating Revenues**

**Shire of Menzies  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30th June 2013**

**Note 2 - Graphical Representation - Source Statement of Financial Activity**



**Comments/Notes - Capital Expenses**



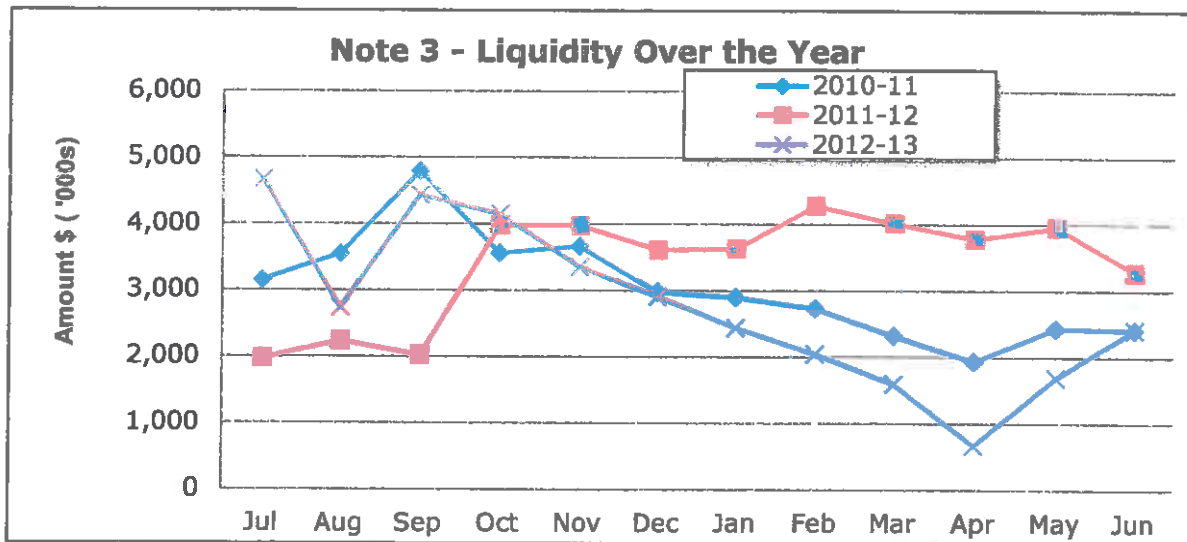
**Comments/Notes - Capital Revenues**



**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

**Note 3: NET CURRENT FUNDING POSITION**

Positive=Surplus (Negative=Deficit)			
	YTD 30th June 2013 2013	30th June 2012	YTD 30th June 2012
Note	\$	\$	\$
<b>Current Assets</b>			
Cash Unrestricted	4	2,343,690	2,953,084
Cash Restricted	4	2,530,972	2,490,960
Receivables - Rates	6	550,702	816,782
Receivables -Other	6	293,602	674,302
Provision for Doubtful Debts		(581,962)	(598,300)
Inventories		13,049	10,028
		5,150,053	6,346,856
<b>Less: Current Liabilities</b>			
Payables		(208,185)	(576,932)
Provisions		(60,744)	(63,524)
		(268,929)	(640,456)
Less: Cash Reserves	7	(2,530,972)	(2,490,960)
Add: Cash Backed Leave Provisions		60,744	63,524
<b>Net Current Funding Position</b>		<b>2,410,896</b>	<b>3,278,964</b>



Comments - Net Current Funding Position

Shire of Menzies  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 For the Period Ended 30th June 2013

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Account	Variable	70,088			70,088	NAB	Cheque Acc.
Cash Maximiser Account	3.25%	773,022			773,022	NAB	
Trust	Variable			2,600	2,600	NAB	Cheque Acc.
Cash On Hand	Nil	580			580	N/A	On Hand
<b>(b) Term Deposits</b>							
Municipal Investment	3.75-4.1%	1,500,000			1,500,000	NAB	5/09/2013
Reserves	2.75-4%		2,530,972		2,530,972	NAB	19/06/2014
<b>(c) Other Investments</b>							
N/A							
<b>Total</b>		<b>2,343,690</b>	<b>2,530,972</b>	<b>2,600</b>	<b>4,877,262</b>		

Comments/Notes - Investments

**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

**Note 5: BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	<b>Surplus/(Deficit) on Budget Adoption</b>			\$	\$	\$	\$
Various	Budget Amendment 27 March 2013	27-Mar-13	Capital Expenses		2,041,783	(643,377)	<b>(508,191)</b>
Various	Budget Amendment 27 March 2013	27-Mar-13	Non Cash Item	(376,874)			<b>890,215</b>
Various	Budget Amendment 27 March 2013	27-Mar-13	Operating Revenue		643,354	(1,986,838)	<b>890,215</b>
Various	Budget Amendment 27 March 2013	27-Mar-13	Capital Revenue			(230,571)	<b>(453,269)</b>
Various	Budget Amendment 27 March 2013	27-Mar-13	Operating Expenses		1,076,474	(375,985)	<b>(683,840)</b>
	<b>Closing Funding Surplus (Deficit)</b>			<b>(376,874)</b>	<b>3,761,611</b>	<b>(3,236,771)</b>	<b>16,649</b>

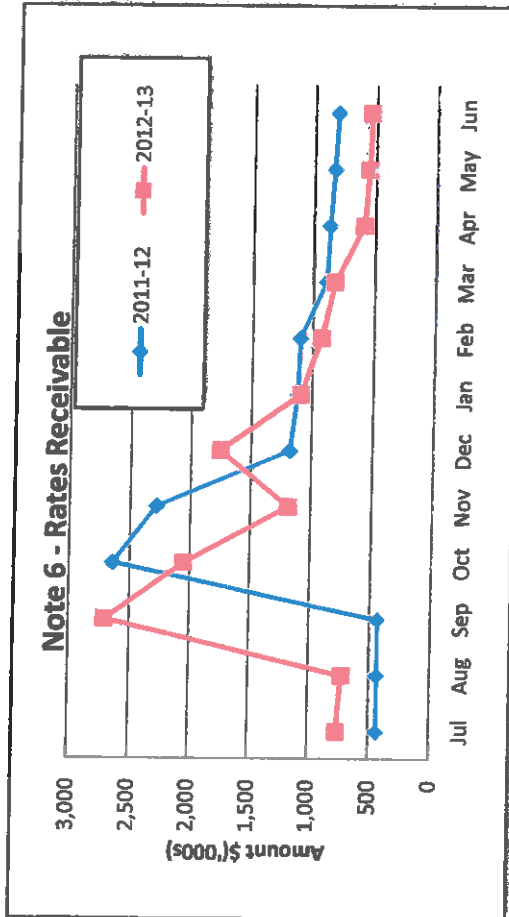
**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

**Note 6: RECEIVABLES**

**Receivables - Rates Receivable**

Opening Arrears Previous Years Levied this year	\$ 816,782	YTD 30th June 2013	\$ 429,617
Less Collections to date Equals Current Outstanding	2,415,469		2,272,372
	(2,681,549)		(1,885,207)
<b>Net Rates Collectable % Collected</b>	<b>550,702</b>		<b>816,782</b>
	82.96%		69.77%

YTD 30th June 2013	YTD 30th June 2012
\$ 816,782	\$ 429,617
2,415,469	2,272,372
(2,681,549)	(1,885,207)
550,702	816,782
550,702	816,782
82.96%	69.77%



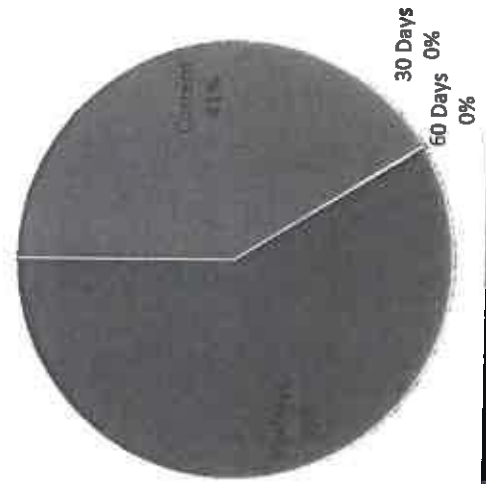
Comments/Notes - Receivables Rates

Provision for Doubtful Debts - \$383,662 for rates and \$198,300 for sundry debtors are not included in these totals but are disclosed separately at note 3.

Receivables - General	Current	30 Days	60 Days	90+ Days
Receivables - General	\$ 120,729	\$ 0	\$ 329	\$ 172,544
<b>Total Receivables General Outstanding</b>				<b>293,602</b>

Amounts shown above include GST (where applicable)

**Note 6 - Accounts Receivable (non-rates)**



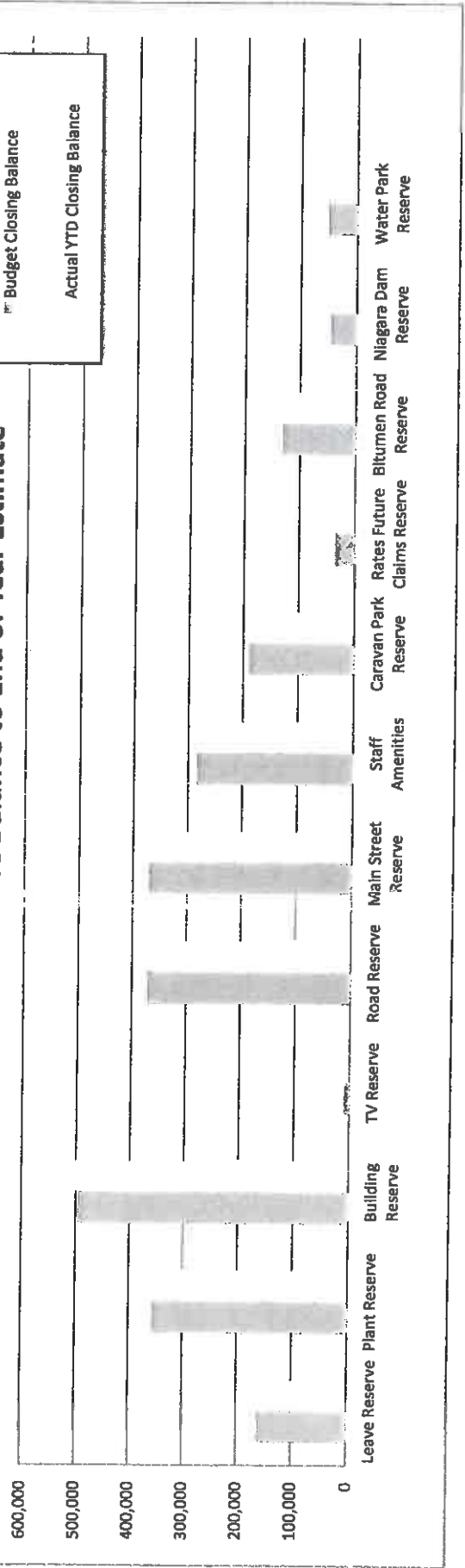
Comments/Notes - Receivables General

Shire of Menzies  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 For the Period Ended 30th June 2013

**Note 7: Cash Backed Reserve**

2012-13	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (-)	Actual Transfers In (-)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
Leave Reserve	\$ 154,213	\$ 6,169	\$ 9,001	\$ 0	\$ 0	\$ 0	\$ 0		\$ 160,382	\$ 163,214
Plant Reserve	341,500	13,660	19,929	0	0	0	0		355,160	361,429
Building Reserve	475,444	19,018	27,748	0	0	0	0		494,462	503,192
TV Reserve	8,208	328	480	0	0	0	0		8,536	8,688
Road Reserve	356,163	14,246	20,783	0	0	0	0		370,409	376,946
Main Street Reserve	738,861	29,554	43,119	0	0	(400,000)	(400,000)		368,415	381,980
Staff Amenities	174,957	6,998	10,210	100,000	100,000	0	0		281,955	285,167
Caravan Park Reserve	84,630	3,385	4,938	100,000	100,000	0	0		188,015	189,568
Rates Future Claims Reserve	32,710	1,308	1,909	0	0	0	0		34,018	34,619
Bitumen Road Reserve	124,274	4,971	7,253	0	0	0	0		129,245	131,527
Niagara Dam Reserve	0	0	0	44,642	44,642	0	0		44,642	44,642
Water Park Reserve	0	0	0	50,000	50,000	0	0		50,000	50,000
	<b>2,490,960</b>	<b>99,637</b>	<b>145,370</b>	<b>294,642</b>	<b>294,642</b>	<b>(400,000)</b>	<b>(400,000)</b>		<b>2,485,239</b>	<b>2,530,972</b>

**Note 9 - Year To Date Reserve Balance to End of Year Estimate**



**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

**Note 8: CAPITAL DISPOSALS AND ACQUISITIONS**

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Current Budget YTD 31st May 2013		
Cost	Accum Depr	Proceeds	Profit (Loss)		Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
\$	\$	\$	\$		\$	\$	\$
3,000	0	3,000	0	<b>Land</b> 35 Cosmos Street Kookynie WA 6431	0	0	0
				<b>Plant and Equipment</b>			
204,065	(182,320)	54,551	32,806	Isuzu side tipper trailer (40)	22,730	0	(22,730)
				Isuzu side tipper (40)	54,550	32,806	(21,744)
70,717	(13,075)	22,730	(34,912)	Howard Porter tri-axle dog trailer (Part 171)	16,500	(34,912)	(51,412)
				Husqvarna ride on mower (8)	3,300	0	(3,300)
149,500	(149,500)	55,000	55,000	Komatsu WA250FE loader (26)	55,000	55,000	0
				Isuzu town tipper (50)	10,000	0	(10,000)
46,788	(28,906)	22,591	4,709	CEO Ford Sedan (312)	(1,000)	4,709	5,709
<b>427,282</b>	<b>(373,801)</b>	<b>157,872</b>	<b>57,603</b>		<b>161,080</b>	<b>57,603</b>	<b>(103,477)</b>

Comments - Capital Disposal/Replacements

Comments	Summary Acquisitions	Current Budget YTD 31st May 2013		
		Annual Budget	Actual	Variance
		\$	\$	\$
	<b>Land and Buildings</b>	<b>1,295,402</b>	<b>364,865</b>	<b>(930,537)</b>
	<b>Plant and Equipment</b>	<b>721,670</b>	<b>663,848</b>	<b>(57,822)</b>
	<b>Furniture and Equipment</b>	<b>115,827</b>	<b>63,004</b>	<b>(52,823)</b>
	<b>Infrastructure - Roads</b>			
	Roadworks	2,084,844	2,407,020	322,176
	Drainage	0	0	0
	Bridges	0	0	0
	Footpath & Cycleways	0	0	0
	Parks, Gardens & Reserves	0	0	0
	Airports	0	0	0
	Sewerage	0	0	0
	<b>Infrastructure - Other</b>	<b>809,244</b>	<b>868,139</b>	<b>58,895</b>
	<b>Capital Totals</b>	<b>5,026,987</b>	<b>4,366,876</b>	<b>(660,111)</b>

Comments - Capital Acquisitions

**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

**Note 8: CAPITAL DISPOSALS AND ACQUISITIONS**

Comments	Buildings	Current Budget YTD 31st May 2013		
		Budget	Actual	Variance
		\$	\$	\$
	Lady Shenton Renovation	237,366	165,630	(71,736)
	Admin Office Improvements	150,000	176,240	26,240
	Public Toilets - CLGF 2010/11 pt 1/2	100,000	607	(99,393)
	Public Toilets Kookynie	4,036		(4,036)
	Staff Housing - CLGF 11/12 whole	750,000	916	(749,084)
	Old Post Office - Septics, reno stage 1	0	573	573
	Old Railway Station	0		0
	Old Butcher Shop	0		0
	Caravan Park HWS upgrades	25,000	20,899	(4,101)
	Staff Housing Pool Fund for Improvements	25,000		(25,000)
	Garden Shed L90 Wilson Steet	4,000		(4,000)
	<b>Capital Totals</b>	<b>1,295,402</b>	<b>364,865</b>	<b>(930,537)</b>

Comments	Plant & Equipment	Current Budget YTD 31st May 2013		
		Budget	Actual	Variance (Under)Over
		\$	\$	\$
	Tractor 50-90hp 4WD	55,770	55,770	0
	Ride on Mower 20-30 hp	15,000	13,267	(1,733)
	Truck 6 Wheel Merceds	292,190	291,041	(1,149)
	Truck 4 Wheel 8 tonne Septic Pumps	47,000	0	(47,000)
	Dolly - Tandem Axle	27,710	25,310	(2,400)
	Loader - John Deere 664k	275,000	274,000	(1,000)
	CEO Vehicle - Bull bar, radios, spots	4,000	0	(4,000)
	Pump	5,000	4,460	(540)
	<b>Capital Totals</b>	<b>721,670</b>	<b>663,848</b>	<b>(57,822)</b>



**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

**Note 8: CAPITAL DISPOSALS AND ACQUISITIONS**

Comments	Furniture & Equipment	Current Budget		
		YTD 31st May 2013		
		Budget	Actual	Variance (Under)Over
	Commercial Paper Shredder	\$ 2,000	\$ 0	\$ (2,000)
	Printer	177	0	(177)
	IT Upgrade - Server, desktops, software	75,000	45,226	(29,774)
	Video Conferencing Equipment	10,000	1,846	(8,154)
	Chairs and Desks	4,000	3,263	(737)
	Admin Office Fridge	1,000	298	(702)
	Laminator	500	0	(500)
	Councillors' Chairs	3,150	3,150	0
	Furniture - New Council Chambers	20,000	9,221	(10,779)
	<b>Capital Totals</b>	<b>115,827</b>	<b>63,004</b>	<b>(52,823)</b>

Comments	Roads	Current Budget		
		YTD 31st May 2013		
		Budget	Actual	Variance (Under)Over
	Pinjin Road	\$ 157,491	\$ 156,617	\$ (874)
	Kookynle Yarri Road	100,000	125,653	25,653
	Menzies Northwest Road	450,152	535,212	85,060
	Evanston Menzies Road	276,430	287,488	11,058
	Riverina Snake Hill Road	150,055	241,080	91,025
	Lake Barlee Road	0	29,555	29,555
	Trainers Rock Road	120,875	101,639	(19,236)
	Mt Ida Road	119,975	199,041	79,066
	Reid Street	89,866	41,578	(48,288)
	Kurnalpi Pinjin Road	0	8,200	8,200
	Florence Street	75,000	69,766	(5,234)
	Tjuntjuntjarra Road (R2R)	100,000	34,775	(65,225)
	Tjuntjuntjarra Ilkurlka Road (Comm)	50,000	33,566	(16,434)
	Niagara Dam Road	140,000	160,780	20,780
	Pennivale Road	40,000	136,425	96,425
	Onslow Street - Carry over	50,000	40,392	(9,608)
	Mercer Street - Carry over	50,000	45,725	(4,275)
	Gregor Street Incl.Carpark - Carry over	50,000	42,296	(7,704)
	Yarri Road Grid Replacement	65,000	94,057	29,057
	Yakadunia Road	0	23,175	23,175
	<b>Capital Totals</b>	<b>2,084,844</b>	<b>2,407,020</b>	<b>322,176</b>

Comments	Other Infrastructure	Current Budget		
		YTD 31st May 2013		
		Budget	Actual	Variance (Under)Over
	Menzies Walk Trail	\$ 46,396	\$ 3,490	\$ (42,906)
	Main Street Development	520,000	580,389	60,389
	Menzies Liquid Waste Basins	240,000	252,375	12,375
	Indigenous Walk Trail	2,848	0	(2,848)
	Head Costs Power and Water Reid St	0	0	0
	Menzies Water Park Development	0	31,885	31,885
	<b>Capital Totals</b>	<b>809,244</b>	<b>868,139</b>	<b>58,895</b>



**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

**Note 9: RATING INFORMATION**

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Budget Rate Revenue \$	Budget Interim Rate \$	Budget Back Rate \$	Budget Total Revenue \$
<b>Differential General Rate</b>											
GRV	0.0614	26	183,192	11,248	62	0	11,310	37,602	0	0	37,602
UV	0.0212	19	1,199,250	25,424	(2,708)	0	22,716	25,424	0	0	25,424
UV	0.1235	957	14,623,721	1,806,030	248,562	0	2,054,592	1,700,000	250,000	0	1,950,000
<b>Sub-Totals</b>		1,002	16,006,163	1,842,702	245,916	0	2,088,618	1,763,026	250,000	0	2,013,026
<b>Minimum Rates</b>											
GRV	200	252	44,044	50,400	(412)	0	49,988	23,300	0	0	23,300
UV	200	39	117,355	7,800	52,082	0	59,882	7,800	0	0	7,800
UV	200	590	450,576	118,000	(14,064)	0	103,936	118,000	0	0	118,000
<b>Sub-Totals</b>		881	611,975	176,200	37,606	0	213,806	149,100	0	0	149,100
Write offs							(98,657)				(120,000)
<b>Totals</b>							2,203,767				2,042,126

**Comments - Rating Information**

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

The differential rates detailed above for the 2012/13 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

**10. INFORMATION ON BORROWINGS**

**(a) Debenture Repayments**

Particulars	Principal 1-Jul-12	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
<b>Housing</b>								
Loan 17 - Teacher's Units	62,440	0	30,299	30,299	32,141	32,141	3,293	3,994
	62,440	0	30,299	30,299	32,141	32,141	3,293	3,994

All debenture repayments were financed by general purpose revenue.

**(b) New Debentures**

No new debentures were raised during the reporting period.

**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details GL	Grant Provider	Approval	2012-13 Budget	Variations Additions (Deletions)	Operating	Capital	Recover Status Received	Recover Status Not Received
<b>GENERAL PURPOSE GRANTS</b>		(Y/N)	\$	\$	\$	\$	\$	\$
Grants Commission	WALGGC	Y	764,840	784,681	1,549,521		1,549,521	0
Federal Roads	WALGGC	Y	300,934	397,321	698,255		698,255	0
<b>GOVERNANCE</b>								
Structural Reform	Dept of LG		5,000		5,000		0	5,000
Staff Housing Grants			499,801			499,801	0	499,801
<b>LAW, ORDER, PUBLIC SAFETY</b>								
Fire Prevention Grant	FESA	Y	4,000	1,875	5,875		5,875	0
<b>COMMUNITY AMENITIES</b>								
Other Community Amenities			45,000			45,000	40,000	5,000
<b>TRANSPORT</b>								
<b>MRWA ROAD FUNDING</b>								
Project Grants	MRWA Funding	Y	152,089		152,089		152,089	0
Direct Grants	MRWA RRG	Y	127,551	3	127,554		127,554	0
Commodity Route	MRWA CR		365,000	114,703	479,703		479,703	0
<b>OTHER ROAD/STREETS GRANTS</b>								
Roads To Recovery	Building Program		640,000	213,775		853,775	853,775	0
Other	Other	Y	2,055		2,055		2,055	0
<b>ECONOMIC SERVICES</b>								
Lake Ballard	Lotterywest		2,707		2,707		0	2,707
<b>OTHER PROPERTY &amp; SERVICES</b>								
Fuel Rebate	WA Dept of Treas & Fin.		14,000		14,000		0	14,000
<b>TOTALS</b>			<b>2,922,977</b>	<b>1,512,358</b>	<b>3,036,759</b>	<b>1,398,576</b>	<b>3,908,827</b>	<b>526,508</b>
	Operating		2,378,176				3,015,052	
	Non-operating		544,801				893,775	
			<u>2,922,977</u>				<u>3,908,827</u>	

**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

**Note 12: TRUST FUND**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1-Jul-12	Amount Received	Amount Paid	Closing Balance 30-Jun-13
Housing Bonds	\$ 1,700	\$ 900	\$ 0	\$ 2,600
	<b>1,700</b>	<b>900</b>	<b>0</b>	<b>2,600</b>

**Shire of Menzies**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th June 2013**

**Note 13: MAJOR VARIANCES**

**Comments/Reason for Variance**

**13.1 OPERATING REVENUES**

**13.1.1 GOVERNANCE**

**13.1.2 GENERAL PURPOSE FUNDING**

WALGGC grants exceed budget due to receipt of advance payment for 2013-14

**13.1.3 LAW, ORDER AND PUBLIC SAFETY**

**13.1.4 HEALTH**

**13.1.5 HOUSING**

Grant for CLGF 2010-11 was not received in 2012-13 as anticipated

**13.1.6 COMMUNITY AMENITIES**

**13.1.7 RECREATION AND CULTURE**

**13.1.8 TRANSPORT**

Roads to Recovery grant was higher than budgeted as a result of payment for work from 2010-11

**13.1.9 ECONOMIC SERVICES**

I132030 Tourism reimbursement includes monies paid to us by Water Corporation for water leak at Old Railway station - this offsets the debt written off

I133010 Building Licens Fees - over budget but includes prior year adjustment

**13.1.10 OTHER PROPERTY AND SERVICES**

I141010 Private works revenue includes grid installation for Saracen

I142040 Admin reimbursements includes BAS refund from previous period

**13.2 OPERATING EXPENSE**

**13.2.1 GOVERNANCE**

E042070 includes contribution to asset management project

**13.2.2 GENERAL PURPOSE FUNDING**

**13.2.3 LAW, ORDER AND PUBLIC SAFETY**

Animal control expenditure below budget

**13.2.4 HEALTH & WELFARE**

E087020 Goldfield 's Collections Care project - no activity in 2012-13

**13.2.5 HOUSING**

E091010 - Staff housing maintenance below budget

**13.2.6 COMMUNITY AMENITIES**

E106010 Town Planning Expenditure less than budgeted

**13.2.7 RECREATION AND CULTURE**

E113040 Parks and Gradens maintenance costs below budget

**13.2.8 TRANSPORT**

E121050 Contract grading expense budgeted in error

## 12.2 FINANCE AND ADMINISTRATION BUSINESS

<b>12.2.4</b>	<b>RECOMMENDATIONS OF AUDIT COMMITTEE 17 AUGUST 2013</b>
---------------	--

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council 29 August 2013
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	L/7/5
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	20 August 2013
<b>AUTHOR:</b>	Rose Jones Deputy Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>SENIOR OFFICER:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF SENIOR OFFICER:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Nil

### **ATTACHMENTS:**

Attachment 12.2.4A: Minutes of Audit Committee meeting held on Saturday  
17 August 2013

### **SUMMARY:**

For Council to consider receiving the minutes of the Audit Committee meeting held on 17 August 2013.

### **BACKGROUND:**

A meeting of the Audit committee was held in 17 August 2013 and a copy of the Minutes of that meeting is attached.

### **COMMENT:**

The Audit committee considered the following items at that meeting:

- 8.1 Consideration of Financial Management Review 2013
- 8.2 Appointment of Auditor for 2013-14 and 2014-15

### **CONSULTATION:**

None

### **STATUTORY ENVIRONMENT:**

Local Government Act 1995

Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine local government policies; and

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Council has no policies in relation to this matter

**FINANCIAL IMPLICATIONS:**

A provision has been made in 2013-14 Budget for Audit Services

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Item 1 & 2 Simple Majority decision required

Item 3 – Absolute Majority decision required

<b>COUNCIL DECISION/OFFICER'S RECOMMENDATION:</b>	<b>NO: 0395</b>
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**Moved: Cr J Dwyer**

**Seconded: Cr K Purchase**

1. That Council receives the Minutes of the Audit Committee Meeting held on Saturday 17 August 2013
2. That Council adopts the recommendation of 5.1 Financial Management Review 2013 and
3. That Council, in accordance with item 8.2 appoints Simon Cubit as Auditor for the 2013-14 and 2014-15 financial years at fixed prices of \$21,607 and \$22,677 respectively (incl GST)

**11.28am**

**CARRIED: 6/0**

**12. REPORTS OF COMMITTEES AND OFFICERS**

**12.3 WORKS AND SERVICES BUSINESS**

**Nil**



## 12.4 MANAGEMENT AND POLICY BUSINESS

<b>12.4.1</b>	<b>REVIEW OF 2013/2014 FINANCIAL BUDGET RATES LEVY</b>
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<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 29 August 2013
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM 043
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	22 August 2013
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 9.1.1 of Special Meeting of Council held, 17 August 2013

**ATTACHMENTS:**

Attachment 12.4.1A: 2013/2014 Annual Rates Budget

**SUMMARY:**

Council is asked to consider reviewing the 2013/2014 Financial Budget Rates Levy as previously decided at the Special Meeting of Council on Saturday, 17 August 2013.

**BACKGROUND:**

At the Special Meeting of Council held Saturday, 17 August 2013, Council adopted the 2013/2014 Financial Budget.

Advice after the event from our accountants, UHY Haines Norton indicated that a mistake had been made with the number of minimum UV Mining Rates.

**COMMENT:**

It has come to our attention that an oversight has occurred and that the Minister's approval was not sought to set a minimum rate for UV Other and GRV that exceeded 50% of the assessments in the respective categories as required under Regulations 52 and 53 of the *Local Government (Financial Management) Regulations 1996*. The DCEO will provide further details of how this error occurred at the Meeting.

In light of this error, it is not possible to implement the budget in its current format as the Budget does not comply with the *Act*.

There are two options open to Council:

- Reduce the minimum rate for UV Other and GRV to \$200
- Seek permission from the Minister to impose differential rates

Option one is more attractive as it can be carried out in house and the revised budget adopted at the Ordinary Meeting of Council on 29 August 2013. This action would affect 385 assessments and, while reducing rate revenue levied at rating time by \$7,700, can be compensated for by providing a budget provision of a similar amount for interim rate charges.

Option two would require waiting until the Minister approved the imposition of the differential rate and then calling a special meeting to adopt the revised budget, timing which could be as much as four weeks before the rates notices are sent out.

It will be recommended that option one be implemented allowing the rates notices to be sent out almost immediately.

**CONSULTATION:**

Ms R Jones – DCEO

Ms M Wynne – UHY Haines Norton

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.
- Section 6.32 – States that a local government may impose differential rates to make up a budget deficiency.
- Section 6.33(1) – Allows a local government to impose differential rates
- Section 6.33(3) – Requires that local government to obtain permission from the Minister prior to imposing differential rates more than twice the lowest differential rate imposed.
- Section 6.35(4) – States that the minimum may not be imposed on more than the prescribed amount
- Section 6.36 – Requires a local government to give local public notice prior and consider submissions to imposing differential rates.

Local Government (Financial Management) Regulations 1996

- Regulation 52 – Sets the percentage as prescribed for minimum payment
- Regulation 53 – Sets the amount as prescribed as for minimum payment as \$200
- Regulation 64(1) – Requires the local government to set out the dates on which instalments become due
- Regulation 67 - Allows a local government to impose a charge for payments by instalments

- Regulation 68 – State the maximum interest rates for instalments is 5.5%
- Regulation 70 – States the maximum interest rate for overdue rates under Section 6.51(2) is 11%

**POLICY IMPLICATIONS:**

Policy 3.5 – Budget Preparation, outline the process and timetable for the setting the Budget and the striking of the rates prior to 31 August in that year.

**FINANCIAL IMPLICATIONS:**

In Adopting the Budget, Council is advising of the financial situation of the Shire including the revenue sources and expenditure items for the financial year 2013-14.

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Absolute Majority Decisions required

<b>COUNCIL DECISION/OFFICER'S RECOMMENDATION:</b>	<b>NO: 0396</b>
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**Moved: Cr J Dwyer**

**Seconded: Cr K Purchase**

**That Council:**

**1. Acknowledges that the following Resolutions of 17 of August 2013:**

- a. *That Council, in accordance with Section 6.32 of the Local Government Act 1995, imposes differential rates for the year ended 30 June 2014 as per the following:*

	<i>Rate</i>	<i>Minimum</i>
<u><i>Unimproved Value</i></u>		
<i>UV Other</i>	<i>2.25c in \$</i>	<i>\$220</i>
<i>Mining Leases</i>	<i>12.68c in \$</i>	<i>\$220</i>
<i>Exploration Leases</i>	<i>12.68 in \$</i>	<i>\$220</i>
<i>Prospecting Leases</i>	<i>12.68c in \$</i>	<i>\$220</i>
<u><i>Gross Rental Value</i></u>		
<i>GRV Improved</i>	<i>6.52c in \$</i>	<i>\$220</i>

- b. *That Council, in accordance with Section 6.45(1)(b) of the Local Government Act 1995, offers the following options for the payment of rates:*

*Option 1 – Payment is to be made in full by a single instalment by the due date of 2nd October, 2013.*

*Option 2 – Payment is to be made by four equal instalments at intervals of no less than 2 months.*

*Determines the four instalment dates for instalment payment options as follows:*

- *First instalment due by 2 October, 2013.*
- *Second instalment due by 4 December, 2013.*
- *Third instalment due by 5 February 2014.*
- *Fourth instalment due by 9 April 2014.*

*In accordance with Section 6.45(3), (FM Reg. 68) of the Local Government Act 1995, impose a 5.5% interest rate, to apply to the second, third and fourth instalments.*

*In accordance with Section 6.45(3), (FM Reg. 67) of the Local Government Act 1995, impose an administration fee of \$7.00 to the second, third and fourth instalments.*

*In accordance with Section 6.51(2), (FM Reg. 70) of the Local Government Act 1995, impose a late payment penalty interest rate of 11% on rates that have not been paid by the due date and where instalment option 2 has not been taken up.*

- c. *That Council, in accordance with section 6.2 of the Local Government Act 1995, Adopts the Annual Budget for the year ended 30 June 2014 as appended.*

**cannot be progressed further due to non-compliance of minimums imposed in the original Budget.**

**Time: ABSOLUTE MAJORITY DECISION**

- 2. That Council, in accordance with Section 6.32 of the Local Government Act 1995, imposes differential rates for the year ended 30 June 2014 as per the following:**

	<b>Rate</b>	<b>Minimum</b>
<b><u>Unimproved Value</u></b>		
<b>UV Other</b>	<b>2.25c in \$</b>	<b>\$200</b>
<b>Mining Leases</b>	<b>12.68c in \$</b>	<b>\$220</b>
<b>Exploration Leases</b>	<b>12.68c in \$</b>	<b>\$220</b>
<b>Prospecting Leases</b>	<b>12.68c in \$</b>	<b>\$220</b>
<b><u>Gross Rental Value</u></b>		
<b>GRV Improved</b>	<b>6.52c in \$</b>	<b>\$200</b>

- 3. That Council, in accordance with Section 6.45(1)(b) of the Local Government Act 1995, offer the following options for the payment of rates:**  
**Option 1 – Payment is to be made in full by a single instalment by the due date of 4th October, 2013.**

**Option 2 – Payment is to be made by four equal instalments at intervals of no less than 2 months.**

**Determine the four instalment dates for instalment payment options as follows:**

- **First instalment due by 4 October, 2013.**

- **Second instalment due by 6 December, 2013.**
- **Third instalment due by 7 February 2014.**
- **Fourth instalment due by 11 April 2014.**

**In accordance with Section 6.45(3), (FM Reg. 68) of the Local Government Act 1995, impose a 5.5% interest rate, to apply to the second, third and fourth instalments.**

**In accordance with Section 6.45(3), (FM Reg. 67) of the Local Government Act 1995, impose an administration fee of \$7.00 to the second, third and fourth instalments.**

**In accordance with Section 6.51(2), (FM Reg. 70) of the Local Government Act 1995, impose a late payment penalty interest rate of 11% on rates that have not been paid by the due date and where instalment option 2 has not been taken up.**

- 4. That Council, in accordance with section 6.2 of the Local Government Act 1995, Adopts the revised Annual Budget for the year ended 30 June 2014 as appended.**

**11.44am**

**6/0 ABSOLUTE MAJORITY DECISION**

## 12.4 MANAGEMENT AND POLICY BUSINESS

**11.44am:** Chief Executive Officer, Mr P Crawford declared an interest in this item to the extent that annual leave is a condition of his contract of employment and left the room.

**11.44am:** Executive Assistant to the Chief Executive Officer, Mrs D Crawford, declared an interest in this item to the extent that annual leave is a condition of her husband's contract of employment and left the room.

<b>12.4.2</b>	<b>CHIEF EXECUTIVE OFFICER – APPLICATION FOR ANNUAL LEAVE</b>
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<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 29 August 2013
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Chief Executive Officer
<b>FILE REF:</b>	S/4/3
<b>DISCLOSURE OF INTEREST:</b>	The author has an interest to the extent that annual leave is a condition of his contract of employment.
<b>DATE:</b>	14 August 2013
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

**ATTACHMENTS:**

None

**SUMMARY:**

For Council to consider the application from the CEO to take annual leave

**BACKGROUND:**

The contract of employment of the CEO states that he will take annual leave at a time when it is approved by Council.

**COMMENT:**

The CEO was granted permission to take the Shire vehicle outside the state of Western Australia when on annual leave in August and September 2013. The dates of that annual leave were however, not specific.

The CEO requests to take annual leave as from 5.00 pm on Thursday, 29 August 2013 until 8.00 am on Monday, 16 September 2013.

It is also requested that annual leave be granted from 5.00 pm on Thursday, 24 April 2014 until 8.00 am on Monday, 5 May 2014.

During these periods of absence, the Deputy Chief Executive Officer will assume the role of Acting CEO as per Policy No 5.1 of the Shire of Menzies Policy Manual.

**CONSULTATION:**

Cr G Dwyer – Shire President

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Shire of Menzies Policy Manual

- Policy No 5.1 – Provides for the Deputy CEO to assume the role of Acting CEO in the CEO's absence

**FINANCIAL IMPLICATIONS:**

None

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Simple Majority Decision required

<b>COUNCIL DECISION/OFFICER'S RECOMMENDATION:</b>	<b>NO: 0397</b>
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**Moved: Cr J Dwyer**

**Seconded: Cr I Tucker**

**That Council approves of annual leave being taken by the Chief Executive Officer for the following periods:**

1. **5.00 pm on Thursday, 29 August 2013 until 8.00 am on Monday, 16 September 2013**
2. **5.00 pm on Thursday, 24 April 2014 until 8.00 am on Monday, 5 May 2014.**

**11.48am**

**CARRIED: 6/0**

**11.48am: DCEO Ms R Jones left the room**

**11.48am: CEO Mr P Crawford returned to the room**

**11.48am: EA to CEO Mrs D Crawford returned to the room**

**11.52am DCEO Ms R Jones returned to the room**



## 12.4 MANAGEMENT AND POLICY BUSINESS

<b>12.4.3</b>	<b>COUNCILLORS INFORMATION BULLETIN 07/13</b>
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<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 29 August 2013
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	C/9/2
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	19 August 2013
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

**ATTACHMENTS:**

None

**SUMMARY:**

For Council to receive the Information Bulletin.

**BACKGROUND:**

The Information Bulletin 07/13 containing general and confidential information was previously circulated to Councillors.

**COMMENT:**

The intent of the Information Bulletin is to keep Council updated with the latest information relevant to the role of elected members.

Due to some confidential documents contained therein, the Information Bulletin is not for the general public's viewing and should be kept secure at all times.

**CONSULTATION:**

None

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine local government policies; and

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Council has no Policies in relation to this matter

**FINANCIAL IMPLICATIONS:**

None

**STRATEGIC IMPLICATIONS:**

The Information Bulletin is designed to keep Councillors updated with information relevant to their roles as elected members.

**VOTING REQUIREMENTS:**

Simple Majority Decision required

<b>COUNCIL DECISION/OFFICER'S RECOMMENDATION:</b>	<b>NO: 0398</b>
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**Moved: Cr J Dwyer**

**Seconded: Cr K Purchase**

**That Council acknowledges receipt of Information Bulletin 07/13 for the period ended 31 July 2013.**

**11.51am**

**CARRIED: 6/0**

## 12.4 MANAGEMENT AND POLICY BUSINESS

<b>12.4.4</b>	<b>CONSTITUTIONAL RECOGNITION OF LOCAL GOVERNMENT</b>
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<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 29 August 2013
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Australian Local Government Association
<b>FILE REF:</b>	ADM088
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	1 August 2013
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

**ATTACHMENTS:**

None

**SUMMARY:**

For Council to consider their position on the subject of Constitutional Recognition of Local Government

**BACKGROUND:**

There is a long history of debate on Constitutional recognition for Local Government in Australia, with referendums having previously been put before the voters in 1974 and 1988, with both being defeated.

During 2008 the ALGA actioned a strategic approach aimed at securing a referendum which involved:

- some initial resource materials to assist Local Governments to conduct a conversation at the local level on the need for Constitutional recognition
- Zone or region level discussions, where appropriate, based on WALGA agenda items
- Statewide forum to determine a state Local Government position (resolved at Local Government Convention)
- A national experts forum a National Constitution Summit (Melbourne December 2008)

In 2009/10 ALGA focused advocacy around national political forums, political parties and key influential academics, while State Associations built up state profiling campaigns to improve the image and perception of their local government jurisdictions.

The ALGA Board further refined the national position in 2010 to focus specifically on financial recognition and the WALGA position was also aligned to this focus.

**COMMENT:**

Whilst the Federal Government has said that it will run a referendum, their willingness to do so in any sort of reasonable time frame will be heavily influenced by their perceptions of its likely success. A major factor in their perceptions will be the degree to which the conversation reflects broad community engagement.

It is important that local community support is marshalled to ensure that community ownership is injected into the campaign. If the campaign is seen purely as one being run by and for the local government system, then success will be difficult to achieve.

**CONSULTATION:**

Mr Wayne Scheggia - WALGA

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Council has no Policies in relation to this matter

**FINANCIAL IMPLICATIONS:**

None at present but any change could have some impact in future years

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Simple Majority Decision required

<b>OFFICER'S RECOMMENDATION:</b>
----------------------------------

<b>No:</b>
------------

**That Council:**

1. **Supports the ALGA campaign for the Constitutional recognition of local government;**

- 2. Calls on the Federal Government to conduct a referendum to achieve the Constitutional recognition of local government at the 2013 federal election;**
- 3. Develops a local level campaign, in support of the national campaign, to inform the local community and garner its support;**
- 4. Acknowledges that funding implications need to be considered as part of the ongoing financial planning process.**

**RECOMMENDATION FAILED FOR LACK OF SUPPORT**

## 12.4 MANAGEMENT AND POLICY BUSINESS

<b>12.4.5</b>	<b>DISABILITY ACCESS INCLUSION PLAN – DRAFT REVIEW</b>
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<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 29 August 2013
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM128
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	20 August 2013
<b>AUTHOR:</b>	Niel Mitchell, Consultant
<b>SIGNATURE OF AUTHOR:</b>	
<b>SENIOR OFFICER:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF SENIOR OFFICER:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

**ATTACHMENTS:**

Attachment 12.4.5A: Draft Disability Access Inclusion Plan 2013-2018 as reviewed

**SUMMARY:**

The Disability Services Act 1993 requires all government bodies to prepare a Disability Access Inclusion Plan, and then review the DAIP at least every 5 years.

A review has now been completed, and the revised DAIP presented for adoption (See Attachment 12.4.5A).

**COMMENT:**

The review was undertaken externally, and senior staff, as well as specific people having expertise, were asked to comment. These have been incorporated into the DAIP.

Amendments to legislation require the addition of a 7<sup>th</sup> Outcome relating to employment opportunities. Although this outcome is not required to be implemented until 11 June 2014, it has been included now since the Shire is effectively complying with the requirements already, and to avoid the need to amend the DAIP in 12 months' time.

The draft was submitted to Disability Services Commission, and most of the very few amendments suggested by them have been included.

A number of tasks of previous outcomes have been removed from the DAIP as either completed or not relevant or unable/impractical to achieve

A new section is included detailing some areas where DAIP principles cannot be met for various reasons.

The Act requires public consultation for the review, and it has been advertised both in Menzies Matters published at the beginning of July 2013 and on the website. Closing date was 23 July 2013, and no submissions were received in the advertising period.

**CONSULTATION:**

Peter Crawford, CEO  
Garry Agnew, EHO  
Susan Henson, Disability Services Commission  
Ms Sam Mazza, formerly Menzies Nursing Post

**STATUTORY ENVIRONMENT:**

Disability Services Act 1993-

- s.28 – requirements –
  - o to prepare a DAIP,
  - o DAIP to meet specified standards
  - o for 5 year review,
  - o for public consultation
- s.29 – must report on DAIP to both to DSC and in the Shire's Annual Report
- s.29A – DAIP must be available to people
- s.29B – principles of DAIP must be implemented if practicable

Disability Services Regulations 2004 –

- r.8 –DAIP must include a review of past progress and strategies for the future
- r.9 – requirements for notice of adoption of DAIP, and for publication/access to the full document
- r.10 – procedure for public consultation
- Sch.1 (3) – application of Act and Regulations to local government
- Sch.2 – standards for DAIPs
- Sch.3 – outcomes required to be addressed by DAIPs

**POLICY IMPLICATIONS:**

None

**FINANCIAL IMPLICATIONS:**

None

**STRATEGIC IMPLICATIONS:**

Identification of locations or services that may need attention to comply with DAIP principles

**VOTING REQUIREMENTS:**

Simple Majority Decision required

<b>COUNCIL DECISION/OFFICER'S RECOMMENDATION:</b>	<b>NO: 0399</b>
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**Moved: Cr J Dwyer**

**Seconded: Cr I Tucker**

**That the draft Disability Access and Inclusion Plan 2013-2018 as presented, be adopted.**

**12.04pm**

**CARRIED: 6/0**



## 12.4 MANAGEMENT AND POLICY BUSINESS

### 12.4.6 GOLDFIELDS ESPERANCE TOURISM ALLIANCE

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 29 August 2013
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM281
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	6 August 2013
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

#### **ATTACHMENTS:**

Attachment 12.4.6A: Draft Goldfields Esperance Tourism Plan

#### **SUMMARY:**

For Council to consider endorsing the draft Goldfields Esperance Tourism Alliance.

#### **BACKGROUND:**

It is believed that the Goldfields Esperance Tourism Alliance (See Attachment 12.4.6A) was formed back 2011 by the Goldfields Esperance Development Commission. The purpose of the alliance was to promote the Goldfields Esperance region to the wider community and provide feedback to Tourism WA and the Tourism Council.

#### **COMMENT:**

The Shire of Menzies is currently aligned with a number of tourism bodies in the region, notable the Golden Quest Discovery Trail, Goldfields Tourism Network, Northern Goldfields Tourism Group and Australia's Golden Outback, all of which the Shire makes an annual contribution to. As well, the Shire contributes to other organisations by way of adverts etc in annual publications. It makes becoming a partner to another organisation somewhat stifling when it is not needed.

The Goldfields Esperance Tourism Alliance (GETA) does not have a local government representative on its board but does however, claim to be in partnership with GVROC, a claim that recently received somewhat dubious support. The alliance is recognised in

the GEDC Strategic Development Plan 2011-2021 and is stated to contribute to state government strategies.

Contained within GETA's draft plan are projects involving the Shire of Menzies and the district. It is unclear as to how the projects as noted in the plan were chosen, indeed, two of the projects do not have a nominated body listed as the key agency responsible for driving those particular projects.

As the list of projects itemised in the draft plan have never been presented to Council, it cannot be assumed that these projects are representative of Council's priorities.

As can be seen in Attachment 12.4.5A the status of the following items is such:

- #1 Will be commenced in the 2013/14 year
- #2 Not Council property
- #3 Not Council property
- #4 Works in progress
- #5 Building has been handed back to Brookfield Rail
- #6 No key agency identified
- #7 Works in progress
- #8 No key agency identified
- #9 Not Council property

Council has been proactive in getting involved in projects that are under their control but reluctant to become a partner to outside interests that may require funding from the Shire for third party controlled concern.

It is also possible that in the current environment where funding to the tourism industry has been cut in the state budget, contributions to GETA may well be requested in the future in order for them to survive.

When it is considered that the tourism industry does not contribute measurably to the benefit of businesses in this Shire, it may well be prudent to consider not becoming a partner to the Goldfields Esperance Tourism Alliance.

**CONSULTATION:**

None

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Council has no Policies in relation to this matter

**FINANCIAL IMPLICATIONS:**

None at present

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Simple Majority Decision required

<b>OFFICER'S RECOMMENDATION:</b>
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**For Council to consider the report and provide direction to the Chief Executive Officer**

**ITEM DEFERRED TO SEPTEMBER MEETING.**

**12.14pm Meeting adjourned for lunch**

**12.48pm Meeting resumed. All present with the exception of Cr C Bennell.**

**12.50pm CEO, Mr P Crawford, left the room**

**12.51pm CEO, Mr P Crawford, returned to the room**

**12.55pm Cr C Bennell returned to the meeting**

## 12.4 MANAGEMENT AND POLICY BUSINESS

### 12.4.7 PAUPIYALA TJARUTJA ABORIGINAL CORPORATION

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 29 August 2013
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Minister for Racing and Gaming
<b>FILE REF:</b>	ADM 124
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	14 August 2013
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

#### **ATTACHMENTS:**

Attachment 12.4.7A: Letter from Minister for Racing and Gaming

#### **SUMMARY:**

For Council to consider supporting the introduction of restricted area regulations to the Spinifex Native Title Determination Area.

#### **BACKGROUND:**

The Paupiyala Tjarutja Aboriginal Corporation (PTAC) has requested that the Minister for Racing and Gaming implement a restricted area regulation under Section 175(1a) of the *Liquor Control Act 1988* to the Spinifex Native Title Determination Area on behalf of the Tjuntjuntjarra Aboriginal Corporation (See attachment 12.4.7A).

#### **COMMENT:**

The implementation of this restriction would prohibit the bringing of liquor into this area with the exception of the road reserve and the designated camping areas at the Ikurlka Roadhouse.

Any breach of this regulation would result in a fine and be legally enforceable by the WA Police.

The comments from the Shire of Menzies are sought in regard to this proposal.

**CONSULTATION:**

None

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Council has no Policies in relation to this matter

**FINANCIAL IMPLICATIONS:**

None

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Simple Majority Decision required

<b>COUNCIL DECISION/OFFICER'S RECOMMENDATION:</b>
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<b>NO: 0400</b>
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**Moved: Cr I Tucker**

**Seconded: Cr J Dwyer**

**That Council advises the Minister for Racing and Gaming that they support the implementation of regulations restricting the bringing of liquor into the Spinifex Native Title Determination Area as proposed.**

**12.57pm**

**CARRIED: 6/0**

## 12.4 MANAGEMENT AND POLICY BUSINESS

### 12.4.8 MAIN STREET DEVELOPMENT

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 29 August 2013
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	R/5/3
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	22 August 2013
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

#### **ATTACHMENTS:**

Attachment 12.4.8A: Drawings of proposed main street median strip upgrade

#### **SUMMARY:**

For Council to consider the design for the upgrade of the main street median strip

#### **BACKGROUND:**

The partial upgrade of the main street has been completed with the footpaths paved and line marking installed. A number of small tasks remain outstanding but will be carried out when the median strip is constructed.

#### **COMMENT:**

Attached as Attachment 12.4.8A is a number of differing designs of how the median strip could look when finished. As the main street is under the care and control of Main Roads WA, they need to be consulted as to what they will or will not approve.

It is a MRWA condition that any upgrading works to the median strip entail the removal of trees as the trees do not fit the safety criteria. The GUIDE TO ROAD DESIGN published by Austroads 2009 sets the national standards which all state and federal road authorities adhere to and gives examples of planting clearances to road pavements. Their recommendation is that even small trees are not planted unless the tree has a minimum distance from pavements of 3 metres. The Menzies median strip would have to be some 7 metres wide before the existing trees could remain.

Trees such as are currently in the median strip are too big and would never get approval to be planted under any circumstances. Another factor is the safety issue and it is accepted that any structure in the median strip is of a frangible nature in the event of a vehicle coming into contact with such an object.

As none of the current designs will be acceptable to MRWA, new design will have to be drafted and submitted for endorsement, a process that may take some considerable time before approval is issued to commence work.

It is requested that Council provides some direction to the Chief Executive Officer in the design of the median strip so as to enable the necessary technical drawings and specifications to be prepared.

**CONSULTATION:**

Various staff – Main Roads WA

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Council has no Policies in relation to this matter

**FINANCIAL IMPLICATIONS:**

Provision for this project has been made in the current Budget

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Simple Majority Decision required

**OFFICER'S RECOMMENDATION:**

**That Council views the various median strip plans and selects a suitable design for the Main Street in Menzies.**

**ITEM DEFERRED TO SEPTEMBER MEETING**

## 12. REPORTS OF COMMITTEES AND OFFICERS

### 12.4 MANAGEMENT AND POLICY BUSINESS

<b>12.4.9</b>	<b>APPOINTMENT OF DEPUTY CHIEF EXECUTIVE OFFICER</b>
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<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 29 August 2013
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	S/4/3
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	22 August 2013
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 12.4.3 of the Ordinary Meeting of Council held Thursday, 27 June 2013

**ATTACHMENTS:**

None

**SUMMARY:**

For Council to approve the appointment of a Deputy Chief Executive Officer

**BACKGROUND:**

At the Ordinary Meeting of Council held Thursday, 27 June 2013, Council authorised the Chief Executive Officer to begin advertising for a person to replace the Deputy Chief Executive Officer due to her resignation.

**COMMENT:**

Advertising was carried out in the West Australian newspaper as well as on the websites CAREER ONE and SEEK.

A total of 26 position descriptions were requested and 11 applications were received. Of those applications, only two were shortlisted and the interview panel of Shire President Gregory Dwyer, the Chief Executive officer and Deputy Chief Executive Officer initially conducted telephone interviews with those two applicants.



Following the telephone interviews, Ms Brooke Povah was selected to attend an in person interview in Menzies. Ms Povah was flown in from Tasmania and arrived in Menzies on Tuesday, 20 August and interviewed on Wednesday, 21 August 2013 by the interview panel.

Ms Povah's local government experience was as a Human Resources Officer with the Tenterfield Shire in Queensland from 2000 to 2001, Manager Corporate and Community Services at Sorell Council in Tasmania from 2001 to 2006 and Deputy Chief Executive Officer at the Shire of Gingin from 2006 to 2009.

One referee from the Gingin Shire, a former Shire President, spoke highly of Ms Povah's competence. This was accompanied by a written reference from the CEO of the time.

It is the CEO and DCEO's opinion that Ms Povah is capable of carrying out the role as DCEO and that an offer of employment should be made to Ms Povah. A firm offer of employment would be subject to a satisfactory medical examination and drug and alcohol test. Ms Povah has submitted a Police Clearance certificate from the USA but will be required to present an Australian National Police Clearance to comply with Shire Employment Policy conditions

Ms Povah indicated that she would accept the role if it was offered to her and would be available to commence duties in mid to late September 2013.

**CONSULTATION:**

Ms Brooke Povah, Applicant  
Cr Gregory Dwyer, Shire President  
Mr Peter Crawford, Chief Executive Officer  
Ms Rose Jones, Deputy Chief Executive Officer

**STATUTORY ENVIRONMENT:**

Local Government Act 1995  
Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine local government policies; and  
Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.  
Section 5.37(1) – Provides for the local government may designate that a person may be classed as a senior employee  
Section 5.39(1) – Requires the local government to enter into a contract of employment with a senior employee

**POLICY IMPLICATIONS:**

Council has no policies in relation to this matter

**FINANCIAL IMPLICATIONS:**

All implications in regards to expenditure were provided for in the Budget

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Simple Majority Decision required

**COUNCIL DECISION/OFFICER'S RECOMMENDATION:**

**NO: 0401**

**Moved: Cr J Dwyer**

**Seconded: Cr K Purchase**

**That Council:**

- 1. Appoints Ms Brooke Povah to the position of Deputy Chief Executive Officer,**
- 2. Authorises the Chief Executive Officer to negotiate a Contract of Employment for a term of 4 years with Ms Povah and set the Key Performance Indicators,**
- 3. Authorises the Chief Executive Officer to negotiate a salary package with Ms Povah within the parameters as previously approved by Council.**

**1.45pm**

**CARRIED: 6/0**

## 12. REPORTS OF COMMITTEES AND OFFICERS

### 12.4 MANAGEMENT AND POLICY BUSINESS

<b>12.4.10 TENDER 02/13 - SUPPLY OF WATER PLAYGROUND</b>
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<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 29 August 2013
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM 117
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	23 August 2013
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

#### **ATTACHMENTS:**

Attachment 12.4.10A: Tender from Water features By Design  
Attachment 12.4.10B: Tender from Miracle Recreation Equipment  
Attachment 12.4.10C: Tender specifications

#### **SUMMARY:**

For Council to consider the summary of tenders received for Tender 02/13 - Supply of Water Playground.

#### **BACKGROUND:**

The subject of Council providing a water playground for Menzies has been ongoing for a number of years. Provision has been made in the 2013/2014 Budget to progress this plan to fruition.

#### **COMMENT:**

With Council's knowledge, Tender 02/13 - Supply of Water playground was advertised in the West Australian newspaper on Wednesday, 7 August 2013. Tenders closed at 4.00 pm on Thursday, 22 August 2013.

Tenders were opened at 7.55 am on Friday, 23 August 2013 in the Deputy Chief Executive Officer's in the presence of:

Mr P Crawford      CEO  
Ms R Jones         DCEO

and in the following order:

- Water Features By Design
- Miracle Recreation Equipment

See Attachment 12.4.10A and Attachment 12.4.10B.

A summary of tenders received is as follows:

<b>COMPANY</b>	<b>PRICE</b>	<b>TIME FRAME</b>	<b>SCORE</b>
Water Features By Design – Option #1	\$336,560	Mid Nov 2013	90
Water Features By Design – Option #2	\$409,810	Mid Nov 2013	90
Water Features By Design – Option #3	\$299,680	Mid Nov 2013	90
Miracle Recreation Equipment	\$315,000	16 Weeks	83

### **Prices are GST Exclusive**

Both tenderers were requested to allow for a poly rubber adhesive mat to be placed over the concrete floor, prices are:

- Water Features By Design                      \$40,040 Approx. (Excl)
- Miracle Recreation Equipment                Not available at time of this report

The tenders were assessed in accordance with the selection criteria as delineated in the tender specifications and the scores are as above.

Both tenderers have appeared to provide all items required and it does really come down to what Council is looking for in the final product. Water Features By Design (WFBD) have a construction period of only about six weeks to hand over which is very attractive in view of the summer season approaching. Miracle Recreation Equipment (MRE) are a little longer and run right up to Christmas.

Based on the fact that Council has a Budget of \$450,000 to construct the water playground, it will be recommended that the tender be awarded to Water features By Design's Option #1 and to include the installation of poly rubber matting over the entire area. This will give a contract price of around \$376,600 which leaves a small amount of contingency should the contractor encounter any unforeseen obstacle such as hard digging through rock, etc, which will be an additional cost to the Shire.

If option #3 were to be considered it would be a contract price of \$449,850 which leaves nothing for any unbudgeted issues to contend with.

These figures are excluding GST.

### **CONSULTATION:**

## Council

### **STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

Local Government (Functions and General) Regulations 1996

- Regulation 14 – details that the conditions under which the local government can call tenders

### **POLICY IMPLICATIONS:**

Shire of Menzies Policy Manual

- Policy 4.2 – Details the procedure to be used when purchasing goods and services

### **FINANCIAL IMPLICATIONS:**

Provision for this item has been included in the Budget

### **STRATEGIC IMPLICATIONS:**

None

### **VOTING REQUIREMENTS:**

Simple Majority Decision required

<b>OFFICER'S RECOMMENDATION:</b>
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#### **That Council:**

1. Ratifies the actions of the Chief Executive Officer in advertising Tender 02/13 - Supply of Water Playground,
2. Endorses the selection criteria as detailed in the specifications for Tender 02/13 - Supply of Water Playground,
3. Awards Tender 02/13 - Supply of Water Playground to Water Features By Design for Option #1 with poly soft rubber flooring for a price of \$414,260 GST included.

<b>COUNCIL DECISION:</b>
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No: 0402
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Moved: Cr J Dwyer

Seconded: Cr I Tucker

#### **That Council:**

1. Ratifies the actions of the Chief Executive Officer in advertising Tender 02/13 - Supply of Water Playground,
2. Endorses the selection criteria as detailed in the specifications for Tender 02/13 - Supply of Water Playground,
3. Awards Tender 02/13 - Supply of Water Playground to Water Features By Design for Option #1 for a price of \$336,560 GST included.

2.03pm

**CARRIED: 6/0**

*Reason for the change was that Council decided not to have the poly soft rubber*

***flooring installed due to potential ongoing maintenance issues***

- 1.46pm EA, Mrs D Crawford, left the meeting**
- 1.57pm MWS, Mr R Pepper, left the room**
- 1.59pm CEO, Mr P Crawford, left the room**
- 2.00pm MWS, Mr R Pepper, returned to the room**
- 2.00pm CEO, Mr P Crawford, returned to the room**

## 12. REPORTS OF COMMITTEES AND OFFICERS

### 12.4 MANAGEMENT AND POLICY BUSINESS

12.4.11	WATER PLAYGROUND
<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 29 August 2013
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM 117
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	7 August 2013
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

#### **ATTACHMENTS:**

Attachment 12.4.11A: Application to Department of Sport and Recreation for funding for the Water Playground.

#### **BACKGROUND:**

Council has Adopted the 2013/2014 Financial Budget. Contained in that budget is provision for the construction of a water playground.

#### **COMMENT:**

A consultant has been engaged to prepare an application for funding from the Department of Sport and Recreation through the Community Sporting and Recreation Facilities Fund (See Attachment 12.4.11 A).

One of the conditions of the application is that Council formally records their support for this project.

#### **CONSULTATION:**

Ms Erin Bond - DSR  
Ms Pip McCahon – GEDC

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Council has no Policies in relation to this matter

**FINANCIAL IMPLICATIONS:**

Provision for this project has been allocated for in the Budget

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Simple Majority Decision required

<b>COUNCIL DECISION/OFFICER'S RECOMMENDATION:</b>	<b>NO: 0403</b>
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**Moved: Cr J Dwyer**

**Seconded: Cr I Tucker**

**That Council verifies that an allocation of \$450,000 for the construction of a Water Park in Menzies has been provided for in the 2013/2014 Financial Budget**

**2.05pm**

**CARRIED: 6/0**



13. **ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**  
Nil
14. **NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**

<b>COUNCIL DECISION</b>	<b>NO: 0404</b>
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Moved: Cr J Dwyer

Seconded: Cr I Tucker

That Council agrees to introduce Late Item 14.1:

**MINUTES OF HOUSING COMMITTEE MEETING – THURSDAY,  
29 AUGUST 2013**

**CARRIED: 6/0**

<b>14.1 MINUTES OF HOUSING COMMITTEE MEETING – THURSDAY, 29 AUGUST 2013</b>
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<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 29 August 2013
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM 408
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	23 August 2013
<b>AUTHOR:</b>	Rose Jones, Deputy Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 12.4.7 of Ordinary Meeting of Council held 1 August 2013

**ATTACHMENTS:**

Appendix 14.1A: Minutes of Housing Committee Meeting held Thursday, 29 August 2013 to be tabled at the Meeting

**SUMMARY:**

For Council to consider the recommendations of the Housing Committee Meeting held 29 August 2013

**BACKGROUND:**

A Meeting of the Housing Committee was held at 9.30 am on Thursday, 29 August 2013.

A copy of the Minutes of that Committee Meeting will be tabled at this Meeting

**COMMENT:**

None

**CONSULTATION:**

Housing Committee

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Council has no Policies in relation to this matter

**FINANCIAL IMPLICATIONS:**

Expenditure for this project has been allowed for in the current Budget

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Simple Majority Decision required

<b>COUNCIL DECISION/OFFICER'S RECOMMENDATION:</b>	<b>NO: 0405</b>
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**Moved: Cr J Dwyer**

**Seconded: K Purchase**

**That Council:**

1. **Receive the Minutes of the Housing Committee Meeting held Thursday, 29 August 2013, and,**
2. **Adopt the recommendations of the Housing Committee Meeting held Thursday, 29 August 2013 as Resolutions of Council.**

**2.09pm**

**CARRIED: 6/0**

**15. ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS**

**15.1 CEO Performance Review**

Deferred to 19 September 2013 at 9.00am.

**16. NEXT MEETING**

The next Ordinary Meeting of Council will be held on Thursday 26 September 2013 at Tjuntjuntjara Community commencing at 10.00am.

**17. CLOSURE OF MEETING**

There being no further business, the Presiding Member closed the meeting at 2.12pm.

**18. CERTIFICATION BY CHAIRMAN**

*I, \_\_\_\_\_ hereby certify that the Minutes of the Ordinary Meeting of Council held 29 August 2013 are confirmed as a true and correct record, as per the Council Resolution of the Ordinary Meeting of Council held on 26 September 2013.*

Signed \_\_\_\_\_

Dated: \_\_\_\_\_ 2013