



**SHIRE OF MENZIES**

## **MINUTES**

**OF THE ORDINARY MEETING OF COUNCIL  
HELD**

**Thursday 26 February 2015**

**Shire of Menzies**

**Commencing at 10:04am**

## **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

## TABLE OF CONTENTS

<b>1.</b>	<b>DECLARATION OF OPENING</b>	<b>5</b>
<b>2.</b>	<b>ANNOUNCEMENT OF VISITORS</b>	<b>5</b>
<b>3.</b>	<b>RECORD OF ATTENDANCE</b>	<b>5</b>
<b>4.</b>	<b>RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE</b>	<b>5</b>
<b>5.</b>	<b>PUBLIC QUESTION TIME</b>	<b>5</b>
<b>6.</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE</b>	<b>5</b>
<b>7.</b>	<b>DECLARATIONS OF INTEREST</b>	<b>6</b>
<b>8.</b>	<b>NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS</b>	<b>6</b>
<b>9.</b>	<b>CONFIRMATION/RECEIVAL OF MINUTES</b>	
9.1	Confirmation of Minutes of the Ordinary Council Meeting held on 18 December 2014	6
9.2	Receive the Minutes of the Annual Electors Meeting held on 18 December 2014	6
<b>10.</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS</b>	
10.1	Premier's Australia Day Active Citizenship Award presentation to Josaline Williams	8
<b>11.</b>	<b>ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION</b>	
11.1	President's Report (to be tabled at meeting)	8
<b>12.</b>	<b>REPORTS OF COMMITTEES AND OFFICERS</b>	
12.1	Health, Building and Town Planning Business	
12.1.1	Application for Planning Approval (ADM218)	9
12.1.2	Application for Planning Approval (ADM245)	11
12.2	Finance and Administration Business	
12.2.1	Monthly Financial Report – December 2014 & January 2015 (ADM052)	13
12.2.2	Listing of Payments made in December 2014 & January 2015(ADM017)	63
12.2.3	Investments for January 2015 (ADM034)	69
12.3	Works and Services Business	
	Nil	
12.4	Community Development Business	
	Nil	
12.5	Management and Policy Business	
12.5.1	Minutes of GVROC Officers Meeting – 30 January 2015 (ADM126)	71
12.5.2	Development Assessment Panels – Local Government Nominations (ADM428)	73
12.5.3	Proposed Local Laws – Intention to Adopt (ADM005)	75
12.5.4	Proposed Delegation – Planning (ADM046)	89

	<b>12.5.5 Use of Common Seal – Transfer of Land (ASS8005)</b>	<b>91</b>
	<b>12.5.6 Tender 01/15 Design, Supply, Transport and Erect Transportable Ablution Facilities – Menzies (ADM449)</b>	<b>93</b>
	<b>12.5.7 Councillor's Information Bulletin 1/15 January 2015 (ADM029)</b>	<b>96</b>
<b>13.</b>	<b>ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b>	<b>98</b>
<b>14.</b>	<b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING</b>	<b>98</b>
<b>15.</b>	<b>ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS</b>	
	<b>15.1 Resignation – Chief Executive Officer</b>	<b>98</b>
<b>16.</b>	<b>NEXT MEETING</b>	<b>100</b>
<b>17.</b>	<b>CLOSURE OF MEETING</b>	<b>100</b>

## MINUTES OF THE ORDINARY MEETING OF COUNCIL

### 1. DECLARATION OF OPENING

The Shire President, Cr Greg Dwyer, declared the meeting open at 10:04am, welcomed the attendees, visitors, guests and proceeded with the Agenda as planned.

### 2. ANNOUNCEMENT OF VISITORS

Josaline Williams

### 3. RECORD OF ATTENDANCE

#### 3.1 PRESENT:

<b>Councillors:</b>	Cr G Dwyer	President
	Cr P Twigg	Deputy President
	Cr I R Tucker	Councillor
	Cr J Mazza	Councillor
	Cr J Lee	Councillor
	Cr J Dwyer	Councillor

<b>Staff:</b>	P Crawford	CEO
	K Oborn	DCEO
	L Downie	Minutes

**Observers:** Nil

#### 3.2 APOLOGIES

<b>Councillors:</b>	Cr J Graham	
<b>Staff:</b>	R Pepper	MWS

#### 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

Cr Peter Twigg requested a leave of absence for the Ordinary Council Meeting to be held on 26<sup>th</sup> March 2015.

**Moved: Cr Tucker**

**Seconded: Cr Mazza**

**COUNCIL DECISION:**

**No: 0650**

**That Council approve a leave of absence for Cr Twigg for the Ordinary Council Meeting to be held on Thursday 26<sup>th</sup> March 2015.**

**10:09am**

**CARRIED 5/0**

**7. DECLARATIONS OF INTEREST**

Peter Crawford, CEO declared an impartial interest in Item 15.1 Resignation of the CEO.

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

15.1 Resignation of the CEO.

**9. CONFIRMATION OF MINUTES**

**9.1 CONFIRMATION OF MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON THURSDAY 18 DECEMBER 2014**

**VOTING REQUIREMENTS:**

Simple Majority Decision required

Moved: Cr Mazza

Seconded: Cr Twigg

**COUNCIL DECISION:**

**No: 0651**


That the Minutes of the Ordinary Meeting of Council held on 18 December 2014 be confirmed as a true and accurate record.

10:11am

**CARRIED 6/0**

**9.2 RECEIVE THE MINUTES OF THE ANNUAL ELECTORS MEETING HELD ON THURSDAY 18 DECEMBER 2014**

**9.2 MINUTES OF ANNUAL ELECTORS MEETING HELD 18 DECEMBER 2014**

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 26 February 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	ADM072
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	19 January 2015
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Nil

**ATTACHMENTS:**

9.2 Attachment #1 Minutes of Annual Electors Meeting held on 18 December 2014

**SUMMARY:**

For Council to receive the Minutes of the Annual Electors Meeting held on 18 December 2014.

**BACKGROUND:**

The Annual Meeting of Electors of the Shire of Menzies was held on Thursday 18 December 2014 and the Unconfirmed Minutes of the meeting are appended as 9.2 Attachment #1.

**COMMENT:**

The Annual Meeting of Electors was held on Thursday, 18 December 2014. No members of the public were in attendance.

No decisions were made at the meeting.

**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.
- Section 5.33 – Provides for any decisions made at the electors meeting to be considered by Council.

**POLICY IMPLICATIONS:**

Council has no Policies in relation to this matter

**FINANCIAL IMPLICATIONS:**

None

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Simple Majority Decision required

**Moved: Cr Mazza**

**Seconded: Cr Tucker**

<b>COUNCIL DECISION:</b>
--------------------------

<b>No: 0652</b>
-----------------

**That Council Receives the Minutes of the Annual Meeting of Electors held Thursday, 18 December 2014.**

**10:12am**

**CARRIED 6/0**

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

Prior to the commencement of the meeting the Shire President presented the Premier's Australia Day Active Citizenship Award to Josaline Williams for fostering Australian pride and spirit through active citizenship and outstanding contribution to community.

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

### **11.1 PRESIDENT'S REPORT**

Thursday 18<sup>th</sup> December      Official Opening of the "Sister Sam" Water Playground in recognition of Nurse Janet Mazza's commitment and long service to the Community of the Shire of Menzies and those passing through Menzies Town.

Attended the Shire Community Christmas Party.

Thursday 29<sup>th</sup> January      With Cr Jill Dwyer attended a guided tour conducted by the Esperance CEO and President of the redeveloped foreshore, then to the Loose Goose for the GVROC Dinner.

Friday 30<sup>th</sup> January      With Cr Jill Dwyer and Acting CEO Karen Oborn attended the GVROC Ordinary Meeting with special guests, Rick Wilson, Federal Member for O'Connor, Wendy Duncan MLA, Member for Kalgoorlie, Dave Grills MLC, Stephen Dawson MLC, Members for Mining and Pastoral and Graham Jacobs MLA, Member for Eyre.

Monday 23<sup>rd</sup> February      Attended the Tender Evaluation for the Town Hall Toilets.

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

**Moved: Cr Mazza**

**Seconded: Cr J Dwyer**

**COUNCIL DECISION:**

**No: 0653**

**That the President's Report as tabled, be received.**

**10:16am**


**CARRIED 6/0**



## 12. REPORTS OF COMMITTEES AND OFFICERS

### 12.1 HEALTH, BUILDING & TOWN PLANNING BUSINESS

#### 12.1.1 APPLICATION FOR PLANNING APPROVAL

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 26 February 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	APC Equipment Hire (G Martino Family Trust Pty Ltd)
<b>FILE REF:</b>	ADM218
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	9 February 2015
<b>AUTHOR:</b>	Dave Hadden, Environmental Health Officer/Building Surveyor
<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:

12.1.1 Attachment #1 Site Plan

#### SUMMARY:

Planning Approval is sought for a temporary accommodation village to service the needs of the gas pipeline construction.

#### BACKGROUND:

Council is asked to consider an application for approval to place a 180 person Accommodation Village and Associated Infrastructure at the existing Anglogold Ashanti Gold Mine accommodation camp site at Latitude 29°11'30.03"S, Longitude 123°27'6.72E (Miscellaneous Licence L39/226) in the Shire of Menzies.

#### COMMENT:

The accommodation village will incorporate the following infrastructure:

Qty	Description
45	Accommodation units
1	Kitchen/Dining complex (9 units)
1	Gymnasium
1	Administration building
1	First Aid building
1	Recreation building
1	Ablution building
1	Laundry building
1	200 EP waste water treatment plant
1	Ice machine (20ft container)
3	Food storage containers (Fridge/Freezer/Dry Storage)

This construction village has been designed to accommodate 180 persons required on the gas pipeline project that is expected to be completed within approximately six months commencing 8<sup>th</sup> May 2015. The proposed camp complies with the Health Construction Camp Regulations in its design while the Waste Water Treatment Plant requires Health Department of WA approval, which staff expect an application for shortly. This Village is proposed to be located alongside existing accommodation facilities at the Anglogold Ashanti Gold Mine and as such is noted as compliant with the Shire of Menzies Town Planning Scheme No. 1.

A building permit for buildings is not required in this instance due to exemption provisions in Schedule 4 of the Building Regulations 2012.

**CONSULTATION:** Nil

**STATUTORY ENVIRONMENT:**

Shire of Menzies Town Planning Scheme No. 1 and Health Act 1911.

**POLICY IMPLICATIONS:**

There are no policy implications resulting from the recommendation of this report.

**FINANCIAL IMPLICATIONS:** Nil

**STRATEGIC IMPLICATIONS:** Nil

**VOTING REQUIREMENTS:**

Simple Majority Decision required

**Moved:** Cr Mazza

**Seconded:** Cr Lee

**COUNCIL DECISION:**

**No: 0654**

**That Council:**


1. Approve the placement of the proposed 180 person temporary construction village at Latitude 29°11'30.03"S, Longitude 123°27'6.72E, Anglogold Ashanti Gold Mine; and
2. Advise the applicant that the proposed Waste Water Treatment Plant requires approval from the Health Department of WA prior to installation of the system.

**10:19am**

**CARRIED 6/0**

## 12.1 HEALTH, BUILDING & TOWN PLANNING BUSINESS

### 12.1.2 APPLICATION FOR PLANNING APPROVAL

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 26 February 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Mark Dougan (Goldfields Argonaut Pty Ltd)
<b>FILE REF:</b>	ADM245
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	17 February 2015
<b>AUTHOR:</b>	Dave Hadden, Environmental Health Officer/Building Surveyor
<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:

12.1.2 Attachment #1 Site Plan

#### SUMMARY:

Planning Approval is sought for a small prospecting exploration camp to support a small scale development on mining licenses M30/119 and M30/145 on the old Mulwarrie Mine, Credo Station in the Shire of Menzies.

#### BACKGROUND:

Council is asked to consider an application for approval to place a 10 person Accommodation camp at the old Mulwarrie Mine site in the Shire of Menzies.

#### COMMENT:

The accommodation camp will incorporate the following infrastructure:

Qty	Description
2	Administration building
1	Ablution building
1	Septic system

This exploration camp has been designed to cater for 10 persons required during exploration works in 2015.

A building permit for buildings is not required in this instance due to exemption provisions in Schedule 4 of the Building Regulations 2012.

**CONSULTATION:** Nil

#### STATUTORY ENVIRONMENT:

Shire of Menzies Town Planning Scheme No. 1 and Health Act 1911.

#### POLICY IMPLICATIONS:

There are no policy implications resulting from the recommendation of this report.

**FINANCIAL IMPLICATIONS:** Nil

**STRATEGIC IMPLICATIONS:** Nil

**VOTING REQUIREMENTS:**

Simple Majority Decision required

**Moved:** Cr Tucker

**Seconded:** Cr Lee

**COUNCIL DECISION:**

**No: 0655**

**That Council:**

1. Approve the placement of the proposed 10 person exploration camp at the old Mulwarrie Mine site on mining licenses M30/119 and M30/145, and
2. Advise the applicant that the proposed ablution building will require connection to an approved septic system that will require approval from Council.

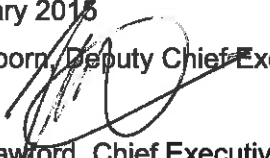

**10:20am**

**CARRIED 6/0**

## 12. REPORTS OF COMMITTEES AND OFFICERS

### 12.2 FINANCE AND ADMINISTRATION BUSINESS

#### 12.2.1 MONTHLY FINANCIAL REPORT – DECEMBER 2014 & JANUARY 2015

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 26 February 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	ADM052
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	19 January 2015
<b>AUTHOR:</b>	Karen Oborn, 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>	None

#### ATTACHMENTS:

12.2.1 Attachment #1 Monthly Statement of Financial Activity and associated reports for December 2014

12.2.1 Attachment #2 Monthly Statement of Financial Activity and associated reports for January 2015

#### 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 Shire Officers to reflect revenue and expenditure transactions for the period to 31 January 2015.

#### COMMENT:

The Shire of Menzies is now using Synergy to compile the Monthly Financial reports.

**CONSULTATION:** N/A

#### STATUTORY ENVIRONMENT:

Local Government (Financial Management) Regulations – Regulation 34

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATION:** Nil

**STRATEGIC IMPLICATIONS:** Nil

#### VOTING REQUIREMENTS:

Simple Majority decision is required.

Deputy CEO, Karen Oborn, responded to Members' queries on the differences between December and January financials explaining that the change in financial accounting packages was being resolved over time.

***Peter Crawford left the meeting at 10:28am and returned at 10:29am.***

**Moved: Cr Mazza**

**Seconded: Cr J Dwyer**

<b>COUNCIL DECISION:</b>
--------------------------

<b>No: 0656</b>
-----------------

**That Council acknowledge receipt of the Statements of Financial Activity and associated reports for the period to 31 January 2015.**

**10:38am**

**CARRIED 6/0**



## **SHIRE OF MENZIES**

### **MONTHLY FINANCIAL REPORT**

**For the Period Ended 31st DEC 2014**

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

#### **TABLE OF CONTENTS**

Statement of Financial Activity

Budget vs. Actual - graphs

Net Current Funding Position

Cash and Investments

Receivables

Cash Backed Reserves

Trust

Major Variation Notes

Schedules 3 To 14 ( By Program)

#### **Includes**

Grants and Contributions

Capital Expenditure

EOFY / Budget Predictions

Financial Overview for the EOFY

**Prepared By: Karen Oborn, Deputy CEO**

**Date: 12/02/2015**

**SHIRE OF MENZIES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31st DEC 2014**

	Annual Budget 2014-15	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var.
<b>Operating Revenues</b>	\$	\$	\$	\$	%	
Governance	3,000	1,500	0	(1,500)	(100.00%)	
General Purpose Funding	4,666,522	2,284,781	1,121,254	(1,168,507)	(103.77%)	▼
Law, Order and Public Safety	6,450	3,225	5,508	2,283	41.48%	
Health	500	250	0	(250)	(100.00%)	
Housing	62,600	31,250	514,712	483,462	93.93%	▲
Community Amenities	6,350	3,175	6,345	2,170	49.96%	
Recreation and Culture	320,475	160,238	208	(160,030)	(77093.13%)	▼
Transport	3,463,686	1,726,783	561,084	(1,165,689)	(307.75%)	▼
Economic Services	214,403	107,202	106,023	821	0.76%	
Other Property and Services	81,600	30,750	26,724	(4,026)	(15.07%)	
<b>Total (Ex. Rates)</b>	<b>8,888,286</b>	<b>4,348,133</b>	<b>2,343,867</b>	<b>(2,005,266)</b>		
<b>Operating Expenses</b>						
Governance	(651,832)	(325,916)	(302,184)	23,632	7.82%	
General Purpose Funding	(218,920)	(109,460)	(78,888)	30,571	28.75%	▲
Law, Order and Public Safety	(93,358)	(46,679)	(67,443)	(20,764)	(30.79%)	▼
Health	(179,882)	(89,941)	(11,676)	78,165	669.43%	▲
Education and Welfare	(8,500)	(4,250)	0	4,750	100.00%	
Housing	(20,000)	(10,000)	(29,731)	(19,731)	(66.36%)	▼
Community Amenities	(180,751)	(90,376)	(78,280)	14,096	18.48%	▲
Recreation and Culture	(466,468)	(233,234)	(172,688)	55,726	32.30%	▲
Transport	(4,561,888)	(2,280,944)	(1,016,652)	1,264,332	134.36%	▲
Economic Services	(1,159,980)	(579,990)	(683,820)	(3,940)	(0.67%)	
Other Property and Services	(5,000)	(2,500)	(128,935)	(126,435)	(98.06%)	▼
<b>Total</b>	<b>(7,537,239)</b>	<b>(3,768,820)</b>	<b>(2,486,217)</b>	<b>1,300,403</b>		
<b>Funding Balance Adjustment</b>						
Add back Depreciation	2,184,121	1,052,051	1,827,806	(24,453)	(2.38%)	
Adjust (Profit)/Loss on Asset Disposal	(2,200)	(1,100)	0	1,100	(100.00%)	
Adjust Provisions and Accruals	0	0	0	0		
<b>Net Operating (Ex. Rates)</b>	<b>3,262,848</b>	<b>1,631,474</b>	<b>983,258</b>	<b>(728,216)</b>		
<b>Capital Revenues</b>						
Grants, Subsidies and Contributions	1,538,502	788,751	336,802	(432,949)	(128.55%)	
Proceeds from Disposal of Assets	80,000	40,000	0	(40,000)	(100.00%)	▼
Transfer from Reserves	438,000	219,000	364,639	145,629	39.94%	▲
<b>Total</b>	<b>2,056,502</b>	<b>1,028,751</b>	<b>701,441</b>	<b>(327,210)</b>		
<b>Capital Expenses</b>						
Land and Buildings	(1,231,175)	(615,588)	(490,888)	124,979	25.47%	▲
Plant and Equipment	(810,300)	(405,150)	(83,183)	351,957	661.66%	▲
Furniture and Equipment	(28,000)	(14,000)	(11,945)	2,055	17.20%	
Infrastructure Assets - Roads	(2,792,067)	(1,396,044)	(661,962)	714,091	104.71%	▲
Infrastructure Assets - Other	(400,000)	(200,000)	(226,523)	(26,523)	(11.71%)	▼
Loan Principal	0	0	0	0		
Transfer to Reserves	(82,750)	(41,375)	(18,881)	26,419	132.36%	▲
<b>Total</b>	<b>(5,264,321)</b>	<b>(2,677,187)</b>	<b>(1,484,183)</b>	<b>1,192,978</b>		
<b>Net Capital</b>	<b>(3,208,619)</b>	<b>(1,648,436)</b>	<b>(782,742)</b>	<b>866,667</b>		
<b>Total Net Operating + Capital</b>	<b>(33,871)</b>	<b>(18,338)</b>	<b>120,516</b>	<b>187,461</b>		
<b>Opening Funding Surplus(Deficit)</b>	<b>1,673,372</b>	<b>1,328,886</b>	<b>1,328,886</b>	<b>0</b>	<b>0.00%</b>	
<b>Rate Revenue</b>	<b>2,680,707</b>	<b>2,680,707</b>	<b>2,875,225</b>	<b>194,518</b>	<b>6.77%</b>	
<b>Closing Funding Surplus(Deficit)</b>	<b>4,220,208</b>	<b>3,982,657</b>	<b>4,324,627</b>	<b>331,969</b>		

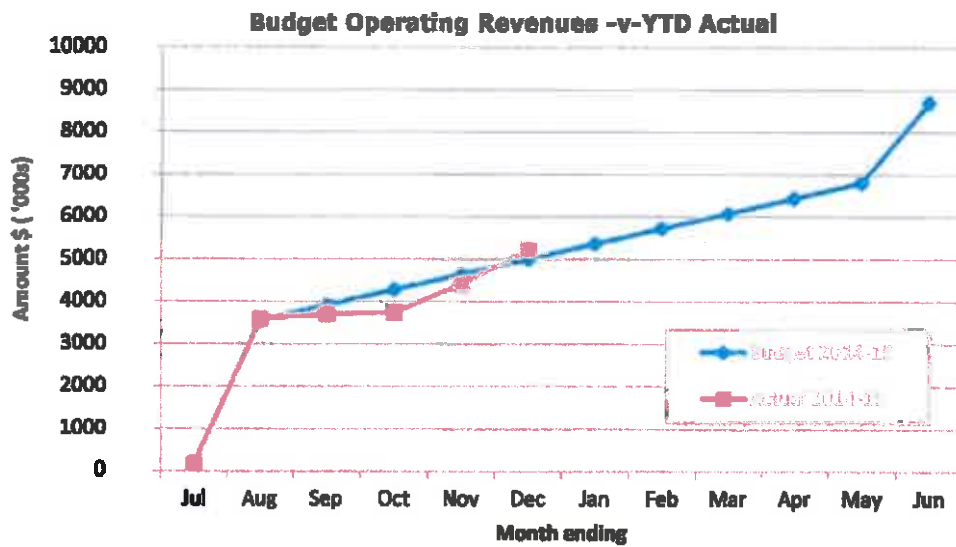
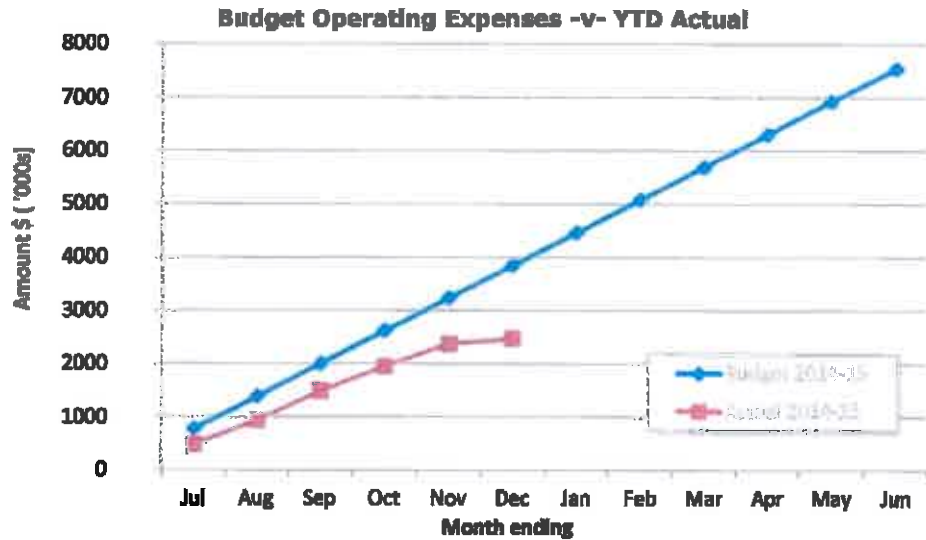
Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

▲  
▼



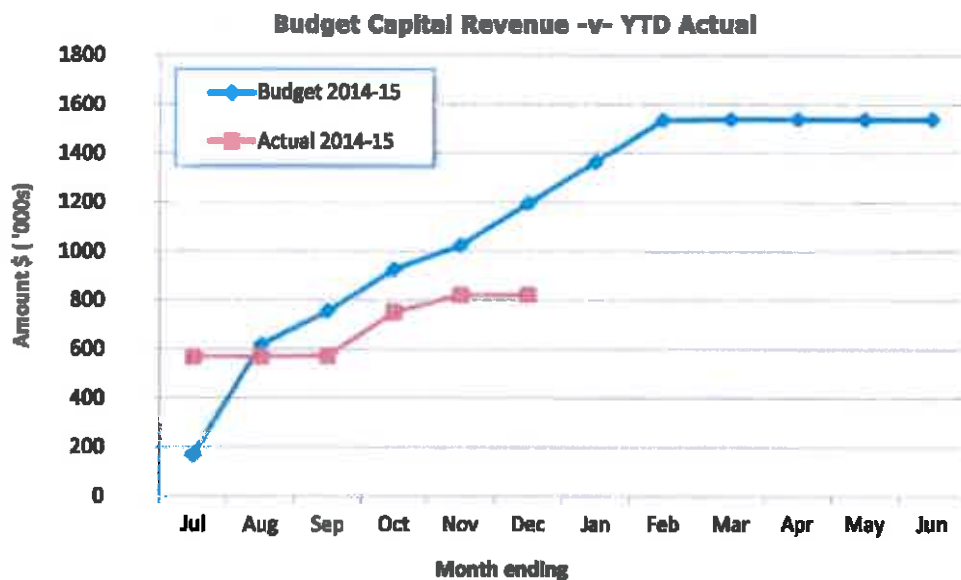
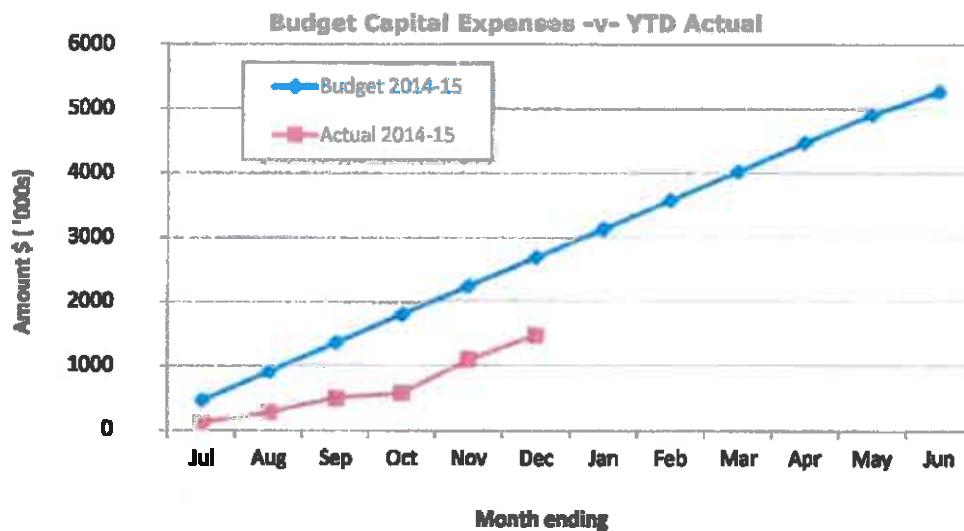
**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31st DEC 2014**

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



**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31st DEC 2014**

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



**SHIRE OF MENZIES****NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31st DEC 2014****NET CURRENT FUNDING POSITION****Current Assets**

Cash Unrestricted

Cash Restricted

Receivables - Rates

Receivables -Other

Provision for Doubtful Debts

Inventories

**Less: Current Liabilities**

Payables

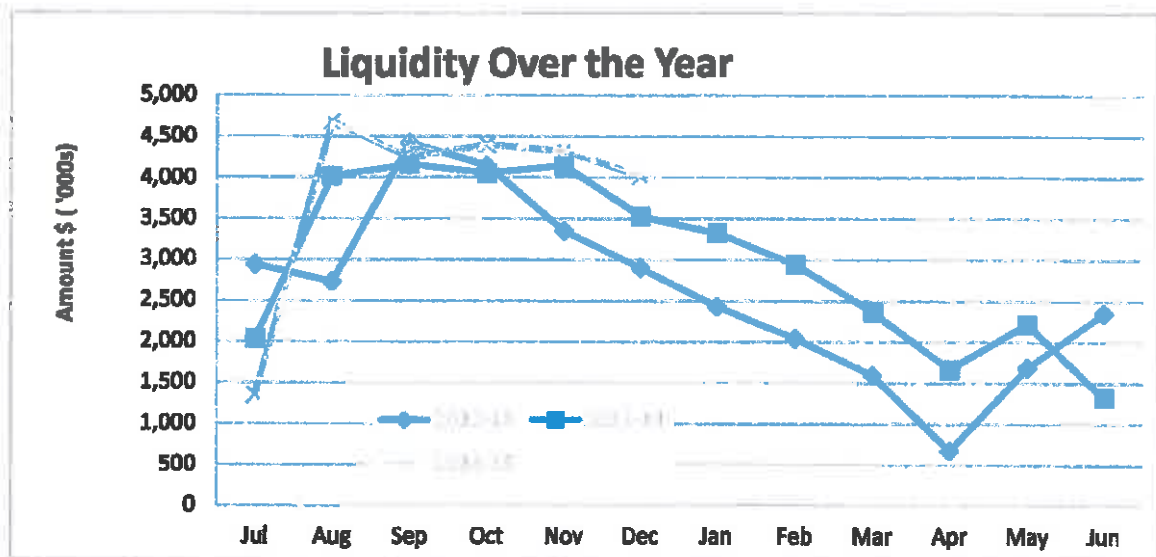
Provisions

Less: Cash Reserves

Add: Cash Backed Leave Provisions

**Net Current Funding Position**

Positive=Surplus (Negative=Deficit)			
Note	YTD	B/F	YTD
	For the Period Ended 31st DEC 2014	30th June 2014	Same Period Previous Year
	\$	\$	\$
4	2,904,226	1,140,123	2,152,769
4	2,211,483	2,556,161	2,530,972
6	1,376,683	524,474	2,212,361
6	2,195	305,436	744,003
	(200,000)	(200,000)	(581,962)
	13,177	4,587	13,425
	<b>6,307,764</b>	<b>4,330,781</b>	<b>7,071,568</b>
	(73,264)	(445,734)	(379,952)
	(89,873)	(89,873)	(92,700)
	<b>(163,137)</b>	<b>(535,607)</b>	<b>(472,652)</b>
7	(2,211,483)	(2,556,161)	(2,530,972)
	89,873	89,873	92,700
	<b>4,023,017</b>	<b>1,328,886</b>	<b>4,160,644</b>



## SHIRE OF MENZIES

### NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31st DEC 2014

#### CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Account	Variable	284,082			284,082	NAB	Cheque Acc.
Cash Maximiser Account	Variable	85,236		4,400	85,236	NAB	Cheque Acc.
Trust	Nil	580			4,400	NAB	On Hand
Cash On Hand					580	N/A	
(b) Term Deposits							
Municipal Investment		2,534,327			2,534,327	NAB	Various
Reserves			2,211,483		2,211,483	NAB	Various
(c) Other Investments							
N/A					0		
<b>Total</b>		<b>2,904,226</b>	<b>2,211,483</b>	<b>4,400</b>	<b>5,120,109</b>		

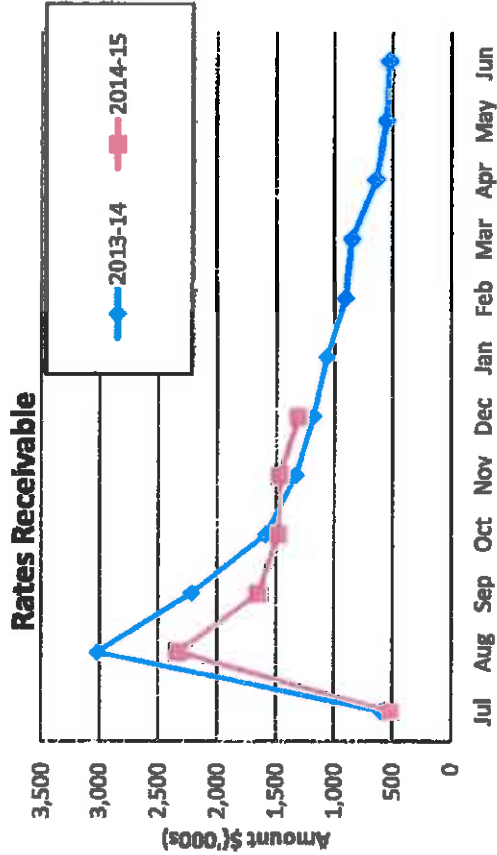
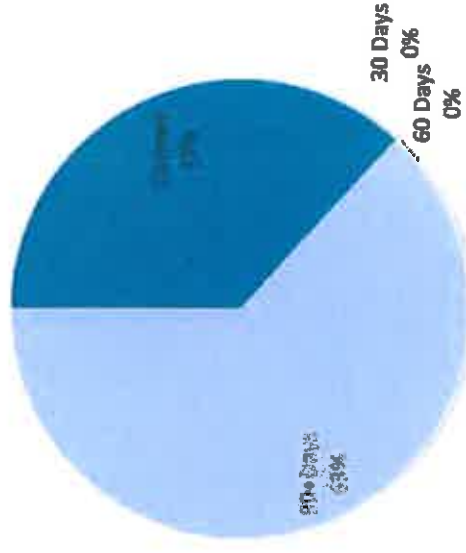
## SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31st DEC 2014**RECEIVABLES****Receivables - Rates Receivable**

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

For the Period Ended 31st DEC 2014	YTD 30th June 2014
\$	\$
524,474	770,454
2,800,577	2,418,257
(1,423,894)	(2,664,237)
1,376,683	524,474
1,376,683	524,474
42.82%	83.55%

**Net Rates Collectable**  
**% Collected**

**Rates Receivable****Accounts Receivable (non-rates)**

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	809	0	0	1,386
<b>Total Receivables General Outstanding</b>				<b>2,195</b>

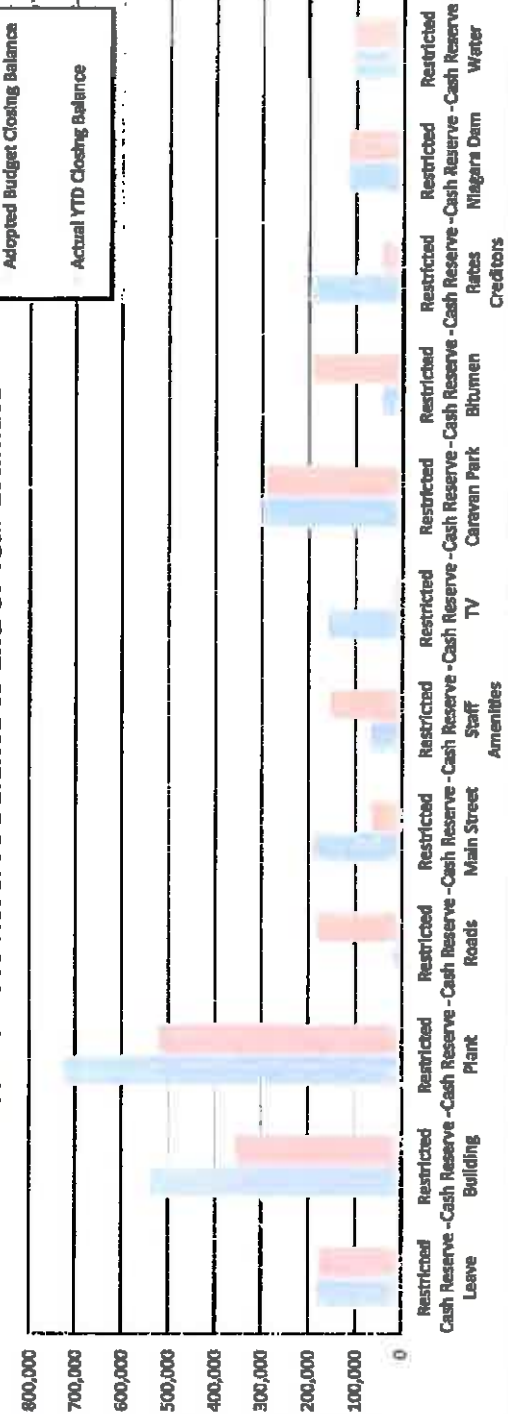
Amounts shown above include GST (where applicable)

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31st DEC 2014**

**Cash Backed Reserves**

2014-15 Name	Opening Balance	Adopted Budget Interest Earned	Actual Interest Earned	Adopted Budget Transfers In (+)	Actual Transfers In (+)	Adopted Budget Transfers Out (-)	Actual Transfers Out (-)	Adopted Budget Closing Balance	Actual YTD Closing Balance
Restricted Cash Reserve - Leave	\$ 175,720	\$ 6,015	\$ 1,588	\$ 0	\$ 0	\$ 0	\$ 0	\$ 181,735	\$ 175,982
Restricted Cash Reserve - Building	521,122	17,839	3,209	0	0	0	0	538,961	355,526
Restricted Cash Reserve - Plant	702,996	24,064	4,711	0	0	(438,000)	(364,639)	727,060	521,927
Restricted Cash Reserve - Roads	14,353	491	1,635	0	0	0	0	14,844	181,097
Restricted Cash Reserve - Main Street	180,828	6,190	585	5,259	5,229	0	0	192,277	64,844
Restricted Cash Reserve - Staff Amenities	64,747	2,216	1,396	0	0	0	0	66,963	154,623
Restricted Cash Reserve - TV	154,392	5,285	130	0	0	0	0	159,677	14,375
Restricted Cash Reserve - Caravan Park	289,192	9,899	2,614	0	0	0	0	299,091	289,623
Restricted Cash Reserve - Blumen	42,272	1,447	1,732	0	0	0	0	43,719	191,891
Restricted Cash Reserve - Rates Creditors	191,605	6,559	382	0	0	0	0	198,164	42,335
Restricted Cash Reserve - Niagara Dam	115,103	3,940	1,040	0	0	0	0	119,043	115,274
Restricted Cash Reserve - Water	103,831	3,555	939	0	0	0	0	107,386	103,986
	2,556,161	87,500	19,961	5,259	5,229	(438,000)	(364,639)	2,648,920	2,211,483

**Year To Date Reserve Balance to End of Year Estimate**



**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31st DEC 2014**

**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-14	Amount Received	Amount Paid	Closing Balance 30-Sep-14
	\$	\$	\$	\$
Nomination Fees	0	160	(160)	0
Housing Bonds	3,600	0	(400)	3,200
Pet Bonds	1,400	0	(200)	1,200
	5,000	160	(760)	4,400

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31st DEC 2014**

**MAJOR VARIANCES - reasons**

**OPERATING REVENUES**

**SCH**

- 3 Rates were budgeted for \$2.6m, Rates Levied were \$2.8M. And the Shire is earning lower interest rates on TD's.
- 4 n/a
- 5 n/a
- 7 n/a
- 8 n/a
- 9 The \$482,615 11/12 R&R housing grant for the two new houses was received, not included in 14/15 budget
- 10 n/a
- 11 n/a
- 12 DFES funding is expected to be higher as Flood Damage repair costs are expected to be \$2.9m
- 13 n/a
- 14 Increases and decreases are mostly due to new CoA and allocations in new system

**OPERATING EXPENSE**

**SCH**

- 3 n/a
- 4 Members conference costs over due to LG convention AUG14 & Subscription costs over- pd. LGA & Goldfields Vol. Org.
- 5 n/a
- 7 Reduced expenditure as Nurse not engaged yet
- 8 n/a
- 9 Housing Mtce costs have increased -fair wear and tear, this trend is expected to continue
- 10 Domestic refuse & Public Con. costs have increased -labour & plant O/Hs, due to improved job allocation
- 11 Mtce & ops exps have increased whilst P&G have decreased due to improved job allocations
- 12 DFES funding is expected to be higher as Flood Damage repair costs are expected to be \$2.9m
- 13 Mtce and Ops. costs have increased -labour & plant O/Hs, this trend is expected to continue
- 14 Increases and decreases are mostly due to new CoA and allocations in new system

**CAPITAL REVENUE**

- > The Shire was not successful in securing the Bike west grant \$50,000 for 14/15 (will redo 15/16)
- > The \$482,615 11/12 R&R housing grant for the two new houses was received, not included in 14/15 budget
- > DFES funding is expected to be higher as Flood Damage repair costs are expected to be \$2.9m

**CAPITAL EXPENSES**

- > The cost of the 2 new houses is less as \$199,000 was expended in 13/14
- > Landscaping costs will be significantly over budget due to the very high cost of materials transported to Menzies
- > Road construction costs are showing signs of being 10-15% over budget and this trend is expected to continue
- > DFES funding is expected to be higher as Flood Damage repair costs are expected to be \$2.9m

**OTHER ITEMS**

- > The 14/15 budget had a carried forward cash balance of \$1.5m, however this was corrected by the audit to \$1.3m;  
As \$214,000 was expended in 13/14 but recorded as 01/07/2014





# SHIRE OF MENZIES OPERATING INCOME & EXPENSES BY PROGRAM

For the Reporting Period ended  
31/12/2014

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 30/12/2014		CURRENT YEAR ACTUALS PROJECTED TO THE EOY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 3 GENERAL PURPOSE INCOME									
Rates Income									
03100	Rates Accounting Enquiry		500				500	0	
03101	Rates Notices Stationery expenses		1,000		480		1,000	0	
03102	Valuation Expenses and Title Searches Expenses		10,000		5,398		10,000	0	
03103	Debt Collection Expenses		5,000		3,139		5,000	0	
03106	General Rates Levied	0		2,800,577		2,800,577		-2,800,577	single line items from Reckon
03107	General Rates Levied UV Mining	2,399,633		0		0		2,399,633	all in GL 03106
03108	General Rates Levied UV Pastoral	39,599		0		0		39,599	all in GL 03106
03109	General Rates Levied GRV Residential	14,235		0		0		14,235	all in GL 03106
03110	General Rates Levied GRV Commercial	0		0		0		0	all in GL 03106
03111	General Rates Levied GRV Vacant	0		0		0		0	all in GL 03106
03112	General Rates Levied UV Mining - Min Rates	136,200		0		0		136,200	all in GL 03106
03113	General Rates Levied UV Pastoral - Min Rates	1,400		0		0		1,400	all in GL 03106
03114	General Rates Levied UV Other - Min Rates	24,000		0		0		24,000	all in GL 03106
03115	Interest Rates	0		72,201		72,201		-72,201	all in GL 03106
03116	Interest Rates GRV	(15,000)		0		0		15,000	all in GL 03106
03117	Interest Rates UV Mining	35,000		0		0		35,000	all in GL 03106
03118	GRV Minimum Rates Related	47,000		0		0		47,000	all in GL 03106
03119	GRV	(2,000)		0		0		2,000	all in GL 03106
03121	Rates Written-off & Adjustments		40,000		2,828		40,000	0	Aggs to date - Dead Assessments
03130	Rates Suspense Account			2,447		0		0	
03199	Admin Allocated to Rates	0	182,420		67,248		182,420	0	Non cash admin account
		2,890,797	218,920	2,872,225	78,896	2,872,225	218,920	(182,071)	
Other General Purpose Funding									
03120	Penalty Interest Related on Rates	30,000		14,219		30,000		0	
03123	Interest Related Received	750		0		750		0	
03125	Penalty Deferred Rates Interest Grant	0		0		0		0	
03128	Legal Charges recovered	500		400		500		0	
03127	ESL Penalty levied	0		363		363		-363	Increased income
03200	Expenses relating to Other General Purpose Funding		0		0		0	0	
03201	Grants Commission Grant Received - General	1,714,415		1,052,526		1,714,415		-661,889	Increased income
03203	Grants Commission Grants Received - Special	850		0		0		850	
03204	ESL Penalty Interest	550		1,222		1,222		0	
03205	Interest Received - Municipal	55,000		32,330		64,539		-8,539	Different Interest Rates & Timing
03206	Interest Received - Reserves	87,500		19,951		39,951		47,549	Different Interest Rates & Timing
03207	Other General Purpose funding received	0		244		244		-244	Increased income
		1,853,915	0	1,121,254	0	1,852,054	0	181,861	
		4,049,922	218,920	3,993,479	78,896	4,724,332	218,920	734,403	
3 TOTAL GENERAL PURPOSE INCOME									

## Confirmed Minutes

Ordinary Council Meeting 26 February 2015

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 30/12/2014		CURRENT YEAR ACTUALS PROJECTED to The EQFY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 4									
GENERAL ADMINISTRATION									
Members of Council									
04100	Members Travelling Expenses paid		25,000		16,764			25,000	Local Govt. Convention Aug 2014
04101	Members Conference Expenses		4,000		9,609			10,000	
04102	Council Election Expenses		1,000		0			1,000	
04103	President's Allowance paid		12,000		7,003			12,000	
04104	Members Meeting Expenses		80,000		34,123			80,000	
04105	Members - Donations		7,500		0			7,500	
04106	Members - Subscriptions		2,000		0			2,000	
04107	Deputy President's Allowance paid		3,000		2,207			3,000	
04108	Members Communication Allowance		5,000		3,359			5,000	
04110	Civic Receptions & Functions Expense		5,000		1,081			5,000	
04113	Members Printing		500		33			500	
04114	Members Advertising		300		322			300	
04116	Members Citizenship Award		500		0			500	
04116	Insurance Reimbursements		500		0			500	
04117	Members - Depreciation of Fixed Assets	2,500	1,282		0	2,500		1,282	
04119	Other Income Relating to Members	500			0	500			
04199	Admin Allocated to Members		406,050		184,138			406,050	depr non cash acct
		3,000	563,132	0	289,119	3,000		569,132	Non cash admin account
Other Governance									
04201	Travel Expenses		3,000		1,451			3,000	LGA & Goldfields Assoc
04202	Printing & Stationary		2,250		283			2,250	
04203	Legal Expenses Governance		7,500		2,269			7,500	
04204	Subscriptions Expenses Governance		25,000		33,703			35,000	
04206	Advertising Expenses Governance		10,000		3,868			10,000	
04206	Meeting Expenses Governance		1,250		1,007			1,250	
04207	Refreshment Expenses Governance		1,000		763			1,000	
04208	Communication Expenses Governance		2,500		0			2,500	
04208	Bid & Doubtful Debts		1,000		0			1,000	
04210	Records Expenses Governance		20,000		0			20,000	
04215	Other Expenses Governance		25,000		0			25,000	
		0	98,500	0	43,374	0		100,300	
								10,000	
4 TOTAL GOVERNANCE									
		3,000	661,632	0	302,184	3,000		667,632	

## Confirmed Minutes

Ordinary Council Meeting 26 February 2015

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/12/2014		CURRENT YEAR ACTUALS PROJECTED TO THE EOPY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 5									
LAW, ORDER & PUBLIC SAFETY									
Fire Prevention									
05100	Fire Advertising		500		0		500	0	
05101	Fire Prevention - Utilities		600		65		600	0	
05102	Fire Prevention - Insurance		3,200		4,308		4,308	1,108	increased premium
05103	Fire Fighting Expenses		18,785		10,063		18,785	0	
05104	EBL Levy Council Property		250		(0)		250	0	
05106	Fire Prevention - Other Revenue & Admin Fees	4,000		4,000			4,000	0	
05107	FESA Operating Grant Income	2,000		1,480			2,000	0	
05120	FESA Capital Grant	0		0			0	0	
05177	Loss on Disposal of Assets		0		0		0	0	
05188	Fire Prevention - Depreciation		14,508		25,142		14,508	0	depr non cash acct
05198	Admin Allocated to Fire Prevention		8,121		3,683		8,121	0	Non cash admin account
		6,000	45,085	5,480	41,809	6,000	46,871	1,108	
Animal Control									
05201	Ranger Consultant		10,000		0		10,000	0	
05202	Wild Dog Control		0		0		0	0	
05203	Catcure Control		20,000		20,000		20,000	0	
05204	Dog Expenses		300		0		300	0	
05205	Cat Expenses		500		0		500	0	
05206	Ranger Expenses		5,000		0		5,000	0	
05207	Fines and Penalties - Animal Control	0		0			0	0	
05208	Dog Registration Fees	350		18			350	0	
05209	Cat Registration Fees	100		0			100	0	
05209	Admin Allocated to Animal Control		8,121		3,285		8,121	0	Non cash admin account
		450	43,821	18	23,285	460	43,821	0	
Emergency Services									
05301	Emergency Services Programs Expenses		1,000		514		1,000	0	
05307	Police Station Costs		2,572		1,377		2,572	0	
05398	Other Expenses Related to Law Order Safety		0		387		776	776	
		0	3,572	0	2,276	0	4,347	776	
		8,450	93,398	5,508	87,443	8,460	95,238		
5 TOTAL LAW ORDER & PUBLIC SAFETY									

<b>SCHEDULE 7</b>									
<b>HEALTH</b>									
<i>Health Expenses</i>									
07700	EHO Contract		17,500		6,162		17,500	0	
07701	Nurse Expenses		150,000		0		62,500	-87,500	Nurse not engaged yet
07702	Other Expenses Related to Health		0		0		0	0	
07704	Income Related to Health	0		0	0	0		0	
07705	Septic Tank Application fees collected	500		0	0	500		0	
07708	Purchase Furniture & Equipment - Health		12,182		5,524		12,182	0	
07798	Admin Allocation - Health	300	178,682	0	11,876	300	92,182	(87,500)	Non cash admin account
		800	178,682	0	11,876	800	92,182		
		500	179,682	0	11,876	500	92,182		
<b>7 TOTAL HEALTH</b>									

GL NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/12/2014		CURRENT YEAR ACTUALS PROJECTED TO THE EOY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 8									
EDUCATION AND WELFARE									
Welfare & Education									
06200	Other Expenses Relating to Welfare & Education		0		0		0	0	
06201	Mendes School - Donations Paid		9,500		0		9,500	0	
06204	Collectors Goldfields Care Donations		0		0		0	0	
		0	9,500	0	0	9	9,500	0	
		0	9,500	0	0	9	9,500		
8 TOTAL EDUCATION AND WELFARE									
		0	9,500	0	0	9	9,500		
SCHEDULE 9									
HOUSING									
Staff Housing									
09101	Maintenance Staff Housing		35,263		16,764		40,203	5,000	Increased exps to date
09102	Staff Housing Furniture - non capital		5,000		7,801		15,000	10,000	Increased exps to date
09105	Staff House Costs Allocated to Services		(116,954)		(65,995)		(116,954)	0	Non cash admin account
09121	Staff Housing Rent Income	15,000		7,888		15,000		0	
09122	Staff Housing Grants	0		482,815		482,815		-482,815	RAR GRANT from 11/12 Budget
09123	Staff Housing Reimbursements	750		0		750		0	
09124	Staff Housing Other Revenue	250		0		250		0	
09168	Depn Staff Housing		76,691		46,233		76,691	0	Depn non cash account
		16,000	0	490,591	7,802	499,815	15,000	(487,815)	

Confirmed Minutes  
Ordinary Council Meeting 26 February 2015

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/12/2014		CURRENT YEAR ACTUALS PROJECTED to The EOY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 10									
COMMUNITY AMENITIES									
Domestic Refuse									
10100	Domestic Refuse Expenses		14,066		9,229		19,066	5,000	Increased exps
10101	Income Relating to Sanitation - Household Bins & Refuse	6,350		6,345		6,350		0	0
10188	Refuse Collection - Depreciation		7,109		5,662		7,109	0	Depn non cash account
10199	Overheads Allocated to Sanitation		0		0		0	0	Non cash admin account
		6,350	21,177	6,345	15,110	6,350	26,177	5,000	
Other Sanitation									
10200	Maintenance Tip Site		44,666		33,371		66,666	22,000	allocation
10201	Litter & Garfield Control Expenses		30,166		0		8,166	-22,000	allocation
10204	Purchase Rubbish Bins - Sanitation - Other		2,500		0		2,500	0	
		0	77,335	0	33,371	0	77,335	0	
Protection of the Environment									
10500	Expenses Relating to Protection of Environment		0		0		0	0	
10501	Income Relating to Protection Of Environment		0	0		0	0	0	
		0	0	0	0	0	0	0	
Regional Development									
10600	Costs Relating to Town Planning & Regional Development		36,000		50		36,000	0	limiting
10601	Income Relating to Town Planning & Regional Development			0		0		0	
		0	36,000	0	50	0	36,000	0	
Community Amenities									
10700	Expenses Relating to Other Community Amenities		14,784		191		14,784	0	
10701	Menzies Public Conveniences		11,250		12,373		26,250	15,000	Increased exps
10702	Maintenance - Cemetery		17,565		7,109		17,565	0	
10704	Public Conveniences Koolbynle		3,860		7,691		16,950	12,000	Increased exps
10799	Depn	0	0	0	265	0	0	0	Depn non cash account
10706	Grants for Other Community Amenities								
		0	47,249	0	27,146	0	74,249	27,000	
		6,350	180,761	6,345	76,280	6,350	212,761		
10 TOTAL COMMUNITY AMENITIES									

Confirmed Minutes  
Ordinary Council Meeting 26 February 2015

GL NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/12/2014		CURRENT YEAR ACTUALS PROJECTED TO THE BODY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 11									
RECREATION & CULTURE									
Public Halls and Civic Centres									
11101	Maintenance - Hall	100	37,398	0	574	100	37,398	0	Dining
11103	Hall Hire Fees	0	0	0	0	0	0	0	
11104	CLGF Grant - Toilet Upgrades - Halls	0	0	0	0	0	0	0	
11105	Hire Fees - Chairs & Tables	25	0	0	0	25	0	0	
11107	Sale of Water - Hall Standpipes	350	0	208	0	350	0	0	
		475	37,398	208	574	475	37,398	0	
Recreation & Sports									
11300	Sports Courts Utilities		1,500		202		1,000	0	
11301	Other Recreation Expenses		2,000		5,040		7,000	5,000	Increased exps
11303	Parks & Gardens - Jobs		170,000		81,138		125,000	-45,000	Improved allocations to jobs etc
11304	Playground Equipment Maintenance		5,978		107		5,979	0	
11306	Golf Club Expenses		10,500		11,955		19,500	9,000	Increased exps
11307	Water Park Operations		18,344		0		18,344	0	Opened end of DEC 2014
11308	Grant Received- Mandoo Water Park	270,000	34,144	0	50,200	270,000	34,144	0	Open Non Cash account
11388	Depreciation Other Sport & Recreation		81,210		39,928		81,210	0	Non cash admin account
11389	Other Expenses - Other Sport & Recreation		383,677	0	189,420	270,000	183,198	(31,000)	
		270,000							
Railroad/aviatrix									
11400	Expenses Relating to Television Radio		2,500		180		2,500	0	
11402	SBS TV Digital Service Subsidy Received	0	0	0	0	0	0	0	
		0	2,500	0	180		2,320,908		
Literaries									
11500	Training Libraries		2,000		0		2,000	0	
11501	Postage & Freight Libraries		1,000		238		1,000	0	
11502	Printing Libraries		0		0		0	0	
11503	AMLEB Fees Libraries		1,200		0		1,200	0	
11505	Books & Programs Libraries		0		0		0	0	
11599	Admin Allocated Libraries		8,121		3,689		8,121	0	Non cash admin account
		0	12,321	0	3,689		12,321	0	
Heritage & Culture									
11600	Heritage Consultants Costs		20,000		2,220		20,000	0	
11601	Heritage Utilities Costs		0		0		0	0	
11602	Niagara Dam Review		25,000		0		25,000	0	
11603	Old Post Office Maintenance		2,833		0		2,833	0	
11605	Old Butcher Shop Maintenance		2,000		0		2,000	0	
11606	Museum Shed Maintenance		8,200		0		8,200	0	
11607	Railway Station Maintenance		0		68		100	100	Increased exps
11618	CLGF Grants - Other Culture	0	0	0	0	0	0	0	
11619	Lottery West Grants- Other Culture	0	0	0	0	0	0	0	
		0	58,033	0	2,288	0	58,133	100	
Museum									
11701	Anzac War Memorial Maintenance		2,041		0		2,041	0	
11702	Anzac War Memorial Utilities		500		108		500	0	
11703	Anzac War Memorial Events		20,000		0		20,000	0	
11798	Anzac War Memorial Grant	50,000	22,541	0	108	50,000	22,541	0	
		50,000		0		50,000		0	
		320,476	456,468	268	172,508	320,476	520,497		
11 TOTAL RECREATION & CULTURE									

## Confirmed Minutes

Ordinary Council Meeting 26 February 2015

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/12/2014		CURRENT YEAR ACTUALS PROJECTED TO THE EOY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
TRANSPORT									
	Maintenance Streets, Roads, Bridges, Driveways								
12102	Contract Grading		200,000		0		200,000	0	
12108	Fuel for Resale		0		0		0	0	
12105	Blackspot funding Construction		0		0		0	0	
12107	Drainage Construction		0		0		0	0	
12200	Maintenance - Muni Fund Roads - Jobs		234,062		142,375		234,062	0	
12201	Maintenance - Depot		25,642		16,037		25,642	0	
12202	Maintenance - Footpaths & Kerbs		5,338		10,828		5,338	0	
12203	Abuklon Blocks Removal		2,500		0		2,500	0	
12204	Town Streets Clean Up & Sweeping		11,060		10,069		21,060	10,000 allocations	
12205	Sweeping - Town Streets		12,632		1,834		2,832	-10,000 allocations	
12207	Main Street Development - non capital		0		697		1,400	Increased costs to date	
12208	Installation for Records Sea Container		0		0		4,000	0	
12209	Street Lighting		0		0		9,500	0	
12210	Street Furniture		0		0		21,500	0	
12211	Street Trees Gardens & Watering		0		0		17,520	0	
12212	Sundry Tools & Materials		17,320		3,294		15,000	0	
12213	Maintenance - Sewer Ponds		16,000		1,995		3,072	0	
12214	Rehabilitation of Gravel & Sand Pit (e)		3,072		0		50,000	0	
12215	Repairs - Floods Storms etc.		50,000		0		2,900,000	871,135 expected increased cost- DFES to Repay	
12220	Fuel Sales	0	2,028,665	48	0	50	2,900,000	-50 increased income	
12221	Income Relating to Streets, Roads, Bridges & Depot Maintenance	0	0	0	0	0	50,316	0	
12223	Roadside Furniture and Signage	0	50,316		0		1,000	-1,000 increased income	
12224	Miso Permit Fees	0	0	809		1,000	148,800	-8,800 increased income	
12228	Grant - MRWA Direct	140,000	0	148,800		148,800	74,535	-74,535 increased income	
12227	Grant - MRWA Specific	0	0	74,535		74,535	0	0	
12230	Grant - Roadside	0	0	0		0	2,900,000	-871,135 expected increased cost- DFES to Repay	
12242	WANDERRA Flood Damage Grant	2,028,665	0	0		2,900,000	50,000 not approved		
12222	Bikowest Grants - Dual Use Paths	50,000	0	0		0	0	0	
12225	Grant - MRWA Projects	190,000	0	77,719		190,000	0	0	
12228	Grant - Roads to Recovery	320,500	0	0		320,500	0	0	
12232	Grant - FRG (jobs)	360,001	0	69,334		360,001	0	0	
12236	Grant - MRWA Blackspot	0	0	169,755		340,000	0	0	
12237	Grant - WALGOC Local Roads	340,000	0	0		0	0	0	
12238	Grant - Other: Tjun Access Indigenous Access	0	13,000	0	14,000	13,980	14,000	1,990 to be corrected with ITV	
12277	Loss on Sale of Asset	15,200	1,636,093	0	714,594	0	1,636,093	0 to be corrected with ITV	
12278	Profit on Sale of Asset - Transport		215,207		97,593		215,207	0 Depn Non cash admin account	
12298	Depreciation Transport		4,555,331		1,916,257		6,428,859	0 Non cash admin account	
12299	Admin Allocated - Transport	3,453,966	0	561,094	390	4,359,088	0	(\$1,398)	
			6,947		390		6,947	0	
		0	0	0	390	0	6,947	0	
12640 Manabos Airship Maintenance									
12641 Koolbyn Airship Maintenance									
12 TOTAL TRANSPORT		3,453,966	4,561,966	561,094	1,916,392	4,359,088	5,435,503		

GL NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/12/2014		CURRENT YEAR ACTUALS PROJECTED TO THE EOFY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 13									
ECONOMIC SERVICES									
Rural Services									
13100	Expenses Relating to Rural Services & Pest Control	0	0	0	22	0	50	50	
13101	Income Relating to Rural Services	0	0	0	0	0	0	0	
Tourism & Area Promotion									
13240	Events - Rodao	0	0	0	0	0	0	0	
13241	Events - Rodao	85,000	85,000	0	0	0	85,000	0	
13242	Events - Mendes Awareness Day	0	0	0	0	0	0	0	
13243	Events - Holiday Programs	25,000	25,000	0	0	0	25,000	0	
13244	Events - Community	18,500	4,407	0	0	0	20,900	0	
13250	Promotional Materials Advertising & Marketing Costs	25,000	1,309	0	0	0	25,000	0	
13251	Goldfields Network Tourism Expenses	36,500	36,500	0	0	0	36,500	0	
13252	Golden Quest Vehicle Leases	11,800	5,410	0	0	0	11,800	0	
13253	Old Butcher Shop Utilities and Insurance	2,500	173	0	0	0	2,500	0	
13254	Kookynie Info Bay & Townsite	0	362	0	0	0	750	750	new GL for clarity of costs
13255	Kookynie Walk Trail	350	0	0	0	0	350	0	
13256	Urrung Tourist Facility	250	631	0	0	0	1,200	950	increased exps to date
13257	Leica Ballad	11,800	12,748	0	0	0	23,600	14,000	increased exps to date
13258	Nagara Dam	10,349	11,325	0	0	0	22,949	12,500	increased exps to date
13259	Goongarrie Cottages	10,000	10,805	0	0	0	21,300	11,000	increased exps to date
13260	Tourism Signage	10,000	0	0	0	0	10,000	0	
13261	Lady Shenton Maintenance	2,841	217	0	0	0	2,841	0	
13262	Tourism Advertising	10,000	0	0	0	0	10,000	0	
13271	Grants - Tourism	0	0	0	0	0	0	0	
13272	Tourism Reimbursements	500	0	0	0	500	0	0	
13273	Tourism Lease Income	11,803	4,500	0	0	11,803	0	0	
13275	Tourism Other Income	0	118	0	0	240	0	0	
13276	Tourism Other Income	83,248	28,834	0	0	0	83,248	0	no budget enlarged for 14/15
13298	Depreciation - Tourism and Area Promotion	162,420	73,855	0	0	0	162,420	0	Depot Non cash admin account
13299	Admin Allocation - Tourism and Area Promotion	12,403	589,455	4,527	185,009	12,943	549,656	38,900	Non cash admin account
Building Control									
13300	Building Surveyor Costs	12,500	12,500	0	0	0	12,500	0	
13301	Building Licence Fees	3,500	468	0	0	3,500	0	0	
13310	Other Expenses Relating to Building Control	250	0	0	0	0	250	0	
13360	Admin Allocation - Building	40,605	18,414	0	0	0	40,605	0	Non cash admin account
13369	Admin Allocation - Building	3,200	53,335	468	24,080	3,500	53,335	0	
Township									
13400	Tjunjanjara Sculpture Course	17,500	9,000	0	0	0	17,500	0	
13401	Tjunjanjara Maintenance	0	0	0	0	0	0	0	
13402	Tjunjanjara Signage	0	0	0	0	0	0	0	
13403	Tjunjanjara Contributions	0	0	0	0	0	0	0	
13404	Tjunjanjara Consultants	5,000	0	0	0	0	5,000	0	
13405	Tjunjanjara Holiday Program	50,000	24,397	0	0	0	50,000	0	
13406	Tjunjanjara Research Costs	30,000	30,000	0	0	0	30,000	0	
13407	Tjunjanjara Football Carnival	15,000	0	0	0	0	15,000	0	
13408	Tjunjanjara Dog Health Program	4,500	0	0	0	0	4,500	0	
13409	Tjunjanjara Road Construction	81,210	35,225	0	0	0	81,210	0	Non cash admin account
13499	Admin Allocation - Tjunjanjara	0	100,225	0	0	0	203,216	0	



## Confirmed Minutes

Ordinary Council Meeting 26 February 2015

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/12/2014		CURRENT YEAR ACTUALS PROJECTED to the EOPY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
Nursery									
13501	Nursery Operational Expenses		7,144		0		7,144	0	
		0	7,144	0	0	0	7,144	0	
13630 Purchase Furniture & Equipment - Other Economic Services									
		0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
CRC									
13701	Community Development Manager		80,000		45,949		92,000	12,000	allocations see 14600
13702	CRC Salaries & Wages		122,179		74,983		150,000	27,821	allocations see 14600
13703	CRC Insurance		6,000		5,954		6,000	0	
13704	CRC Maintenance		10,000		2,368		10,000	0	
13705	CRC Travel Expenses		1,000		249		1,000	0	
13708	CRC Postage & Freight		1,750		124		1,750	0	
13707	CRC Print & Stationary		11,000		6,321		11,000	0	
13709	CRC Other admin expenses		600		198		600	0	
13708	CRC Membership Fees		1,000		800		1,000	0	
13710	CRC Computing Costs		10,000		5,259		10,000	0	
13711	CRC Furniture NON Capital		20,000		1,476		20,000	0	
13712	CRC Uniforms		1,500		0		1,500	0	
13719	CRC Telephone Card Purchases		10,000		795		10,000	0	
13714	CRC Cost of Goods For Resale		14,500		11,188		14,500	0	
13715	CRC Marketing & Promotion		10,000		5,200		10,000	0	
13716	CRC Utilities		8,000		2,588		5,000	0	
13717	CRC Refreshments		1,000		4		1,000	0	
13718	CRC Cleaning		13,500		16,584		32,728	18,228	allocations see 14600
13716	CRC Training & Conference Expenses		3,000		245		3,000	0	
13720	CRC Programs		10,000		0	0	10,000	0	
13721	CRC Reimbursements		0		0	0	0	0	
13722	CRC superannuation		0		4,638		9,500	9,500	allocations see 14600
13750	CRC Operating Grant	111,000		58,275		111,000		0	
13761	CRC All Sales	16,000		9,073		15,000		0	
13752	CRC Phone Card Sales	16,000		8,095		15,000		0	
13753	CRC Room Hire	500		0		500		0	
13764	Cost of Phone Cards for resale	0		0	455		900	900	allocations see 13714
		141,500	331,529	73,443	184,940	141,500	491,379	68,480	
Caravan Park									
13801	Caravan Park Grants	0		404		410		0	0 to be reallocations
13802	Caravan Park Income from Charges	55,000		29,046		55,000		0	0
13803	Caravan Park Income from Washer & Dryers	2,000		35		2,000		0	0
13810	Caravan Park Salaries & Wages		0		37,887		78,000	75,000	allocations see 14600
13811	Caravan Park Maintenance		28,888		12,818		29,888	0	
13812	Caravan Park Landscaping and Gardening		15,000		23,888		30,000	15,000	increased costs to date
13813	Caravan Park Other Costs		0		0		0	0	
13814	Caravan Park Insurance		10,000		2,182		2,200	-7,900	decreased cost- to be clarified
13815	Caravan Park Utilities		0		12,037		24,075	24,075	
13816	Caravan Park Superannuation		0		395		1,000	1,000	allocations
		67,000	54,888	29,483	86,784	57,410	182,141	108,958	
13 TOTAL ECONOMIC SERVICES									
		214,403	1,139,898	168,923	583,920	215,913	1,376,934		

GL NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/12/2014		CURRENT YEAR ACTUALS PROJECTED to The EOPF		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 14									
OTHER PROPERTY AND SERVICES									
Private Works									
14100	Private Works Expenses	5,000	5,000	523	1,834	5,000	5,000	0	
14101	Private Works Income	5,000	5,000	823	1,834	8,000	5,000	0	
Public works Overheads									
14200	Supervision Wages - Public Works Overheads		207,244		155,958		312,244	105,000	allocations see 14800
14201	Superannuation - Public Works Overheads		146,477		44,889		90,477	-58,000	allocations see 14800
14202	Reimbursements PWOH		45,000		195		5,000	-40,000	allocations see 14800
14203	Leave Annual - Public Works Overheads		87,980		7,590		18,000	-61,000	allocations see 14800
14204	Leave Personal - Public Works Overheads		28,803		4,278		8,803	-30,000	allocations see 14800
14205	Long Service Leave - Public Works Overheads		0		0		0	0	
14206	Public Holidays - Public Works Overheads		28,804		1,542		3,804	-25,000	allocations see 14800
14207	Leave Accruals - Public Works Overheads		0		1,093		0	0	
14208	Allowances - Public Works Overheads		62,000		18,158		36,000	-26,000	allocations see 14800
14209	Protective Clothing & PPE - Public Works Overheads		6,000		785		5,000	-1,000	decreased costs
14210	Training & Conferences - Public Works Overheads		20,000		5,673		15,000	-5,000	decreased costs
14211	Recruitment Costs - Public Works Overheads		1,000		171		1,000	0	
14212	Meeting Expenses - Public Works Overheads		2,000		1,202		2,000	0	
14213	Workers Comp - Public Works Overheads		0		0		0	0	
14214	Depot Insurance - Public Works Overheads		10,000		3,733		7,600	-2,500	allocations
14215	Other Exp - Public Works Overheads		10,000		280		500	-8,500	allocations
14216	Staff Housing Allocated - Public Works Overheads		41,402		23,327		41,402	0	
14217	Depot Mose (to be allocated as PWOH)		0		4,951		10,000	10,000	allocations
14218	MWS vehicle exps		0		258		500	500	allocations
14219	Telephone - Public Works Overheads		4,500		2,817		4,500	0	
14220	Utilities - Public Works Overheads		1,000		0		1,000	0	
14221	PWOH Allocated to Works and Services		(1,012,862)		(651,004)		(861,772)	121,120	Non cash admin account
14225	Depot - Public Works Overheads		5,842		11,851		24,000	18,158	Depot Non cash admin account
14226	Depot Operational & Misc Tariffs - Labour Costs		0		141		280	280	allocations
14255	Admin Allocated to Works - Public Works Overheads		324,840		147,380		324,840	0	Non cash admin account
		0	0	0	(214,998)	0	15,195	15,195	
Plant Operations									
14301	Mech's Wages - Internal Repairs to P&E		0		29,508		60,000	60,000	new acct for clarity in GL postings
14302	Other Plant Costs		60,000		10,132		25,000	-35,000	allocations to 14301
14303	Fuel & Oil - Plant Operations		200,000		77,071		200,000	0	
14304	Tyres and Tubes - Plant Operations		40,000		9,483		40,000	0	
14305	Parts & Repairs - Plant Operations		260,000		134,712		260,424	9,424	increased costs to date
14307	Vehicle Registrations & Insurance - Plant Operations		36,000		20,340		36,000	0	
14308	Plant Operations Reimbursements		(623,860)	9,210	(348,602)	18,420	(863,104)	16,580	allocations
14309	Less Plant Costs Allocated	35,000	0		0		0	25,578	Non cash admin account
14370	Loss on Asset Sale		0		19,306		0	0	Depot Non cash admin account
14366	Depreciation - Plant Operations		213,986		134,276		213,986	0	Depot Non cash admin account
14369	Admin Allocated - Plant Operations		113,894		51,558		113,894	0	Non cash admin account
		35,000	0	9,210	135,682	18,420	0	16,680	Non cash admin account
Administration									
14501	Admin Memberships	0	2,500	590	1,309	0	2,500	0	
14502	Clearing acct - Social Club Contributions		0		0		0	0	
14507	Employee Contributions - Sal. Sac. Superannuation		16,750		13,922		16,750	0	
14508	Allowances		15,000		419		15,000	0	
14509	Records Mgt Costs								

## Confirmed Minutes

Ordinary Council Meeting 26 February 2015

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/12/2014		CURRENT YEAR ACTUALS PROJECTED TO THE EOPY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
14510	Admin Salaries & Wages		659,827		401,019		605,000	143,073	allocations see 14600
14511	Superannuation		94,594		58,809		114,000	19,006	allocations see 14600
14512	Reimbursements							0	
14513	Other Admin Costs		5,000		4,538	21,500	5,000	0	
14514	Admin FBT		37,600		5,671		57,900	0	
14515	Audit Fees		45,000		31,486		45,000	0	
14516	Admin Travel Costs		2,000		1,578		2,000	0	
14518	Admin Uniforms		5,000		188		5,000	0	
14519	Housing Allowance		0		6,784		13,000	13,000	no budget was entered for 14/15
14524	Admin Other Employee Costs		250		74		250	0	
14525	RDO Accrual		0		7,248		15,000	15,000	Non cash admin account
14528	Workers Compensation Premiums		60,000		49,417		50,000	0	
14527	Professional Development Study - Administration		12,000		3,233		12,000	0	
14529	Recruitment Costs		3,500		865		3,500	0	
14532	Recruitment Relocation		7,500		3,298		7,500	0	
14533	Legal Fees		7,500		2,527		7,500	0	
14534	Fat Valve Valuations & Revelations		2,500		0		2,500	0	
14535	Accounting Services		120,000		60,101		120,000	0	
14536	Contractors & Consultants		125,000		72,184		125,000	0	
14537	Admin Printing & Stationery		30,000		14,551		30,000	0	
14538	Bank Charges		3,000		1,888		3,000	0	
14539	Insurance		75,000		73,653		75,000	0	
14540	Internet		20,000		0		20,000	0	
14541	Utilities		22,500		14,258		22,500	0	
14542	Phones / Mobiles		30,000		7,806		30,000	0	
14544	Computing Costs & Support - Administration		27,500		12,934		27,500	0	
14546	Training Expenses - Administration		0		480		900	900	no budget was entered for 14/15
14555	Postage & Freight - General Administration		250		594		3,000	0	
14557	Meeting Costs - Administration		2,000		574		1,000	750	increased expenditure to date
14558	Advertising - Administration		750		483		750	0	
14559	Newspapers & Periodicals		6,500		3,250		6,500	0	
14560	Admin Vehicle Expenses		70,000		28,121		70,000	0	
14561	Office Maintenance		75,552		42,568		76,852	0	
14562	Staff Housing Expense- Administration		7,500		0		7,500	0	
14573	Purchase Plant & Equip - Administration		31,227		4,478		7,500	0	
14574	Purchase Furniture & Equipment Administration		0		12,411		31,227	0	Depr Non cash admin account
14586	Depr Admin		(1,694,200)		(730,143)		(1,694,200)	0	Non cash admin account
14599	Administration Costs Allocated to Other Programs	21,500	0	19,433	262,787	21,500	191,728	191,728	
	<b>Salaries &amp; Wages</b>								
14600	Gross Salaries & Wages		1,982,877		854,551		1,708,101	-143,776	Based on mitty average of actual
14601	Workers Compensation Paid		0		0		0	0	
14602	Workers Compensation Received	0	0	0	0	0	0	0	
14603	Less Sal & Wages Allocated		(1,982,877)		(854,551)		(1,708,101)	143,776	Based on mitty average of actual
14666	Admin Allocated to Salaries & Wages	0	0	0	0	0	0	0	Non cash admin account
	<b>Unclassified</b>								
14700	Expenses Relating to Unclassified	0	0	0	0	0	0	0	
14701	Income Relating to Unclassified	0	0	0	0	0	0	0	

## Confirmed Minutes

Operating (Surplus) / Deficit  
2014-15

## SHIRE OF MENZIES CAPITAL TRANSACTIONS

C/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/12/2014		CURRENT YEAR ACTUALS PROJECTED TO THE EOY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
Capital Grants									
11308	Grant Received- Menzies Water Park	270,000		0		270,000		0	Not awarded
12222	Bikewest Grants - Dual Use Paths	50,000		0		0		0	
12225	Grant - MRWA Projects	190,000		77,718		190,000		0	
12228	Grant - Roads to Recovery	328,500		0		328,500		0	
12232	Grant - RRG (jobs)	590,001		68,334		590,001		0	
12237	Grant - WALOGC Local Roads	340,000		189,755		340,000		0	
		1,539,501	0	336,892	0	1,489,591	0	50,000	Not awarded
Capital Expenses									
14710	Purchase of land lots for town development		20,000		0		20,000	0	1985,000 was expended in 13/14
12120	Depot Extension -Asset Upgrade		60,000		402		60,000	0	
09190	Construction of 2 New Houses Menzies CLGF 12-13 RAR		950,000		441,595		450,000	-200,000	
09192	Installation of Solar Panels New Houses		50,000		0		50,000	0	
09191	Installation of Fencing - New Houses		40,000		44,572		44,572	4,572	
09193	Installation Landscaping New Houses		48,000		0		123,000	75,000	11% over budget at completion under allocated in budget 14/15 allocations
09194	Installation of Sheds for New Houses		112,000		0		112,000	0	
09195	Installation landscaping - Shenton St Units		10,500		0		10,500	0	
09196	Asbestos removal - 10 Shenton Street		30,875		4,970		30,875	0	
09250	Installation New Fencing - Walsh Street Units		5,000		0		5,000	0	
04240	Council Table		18,000		11,946		14,000	-4,000	under budget
04241	New Locking System		10,000		0		10,000	0	
05501	New Pound		20,000		0		20,000	0	
11201	Water Park Construction Project		350,000		228,623		350,000	0	
11150	Construction Project Shire Hall Toilets		180,000		0		180,000	0	
11750	War Memorial Construction Project		60,000		0		60,000	0	Increased costs to experienced to date
11650	Upgrade of Old Church Menzies		25,000		0		25,000	0	
12101	Road Construction CRSF - jobs		307,000		1,022		307,000	0	
12108	Road Construction Marl - jobs		1,300,000		230,824		570,043	50,000	
12109	Road Construction RRG - jobs		640,043		431,855		166,544	0	
12110	Shire House - Crossover Construction		185,544		13,332		379,500	0	Increased costs to experienced to date
12104	Roads to Recovery Construction - jobs		378,500		0		100,000	0	
12106	Footpath Construction		100,000		4,718		85,000	0	
12301	Crew Cab Truck		85,000		0		86,300	0	
12302	MHS Vehicle		86,300		0		40,000	0	
12303	Ute (1)		40,000		259		40,000	0	Increased costs to experienced to date
12304	Ute (2)		40,000		0		390,000	0	
12305	Grader		390,000		0		140,000	0	
12306	Misc. Grader Accommodation		140,000		46,334		12,000	0	
12307	Loadlits		12,000		0		7,000	0	
12308	5" Single rotor Squeezer		7,000		0		20,000	0	
12309	Traffic Counters		20,000		0				
		0	5,281,552	0	1,484,223	0	5,167,134	-94,429	

## OVERVIEW 2014 / 2015

### PROJECTED to The EOFY

31/12/2014

### BUDGET

#### EXPENDITURE

Total Operating Expenditure  
Total Capital Expenditure

#### LESS

Depreciation

#### PLUS

Transfer to Reserve

#### TOTAL CASH EXPENDITURE

#### INCOME

Balance B/F

Total Operating Revenue excluding Rates

Rates Revenue

NON operating Capital Revenue

#### PLUS

Transfer from Reserves

#### TOTAL CASH EXPENDITURE

(Surplus)/Deficit

### SUMMARY

#### NOTE:

The Audited Sum B/F is :

\$1,328,886

Due to the inclusion of accrued  
expenses not received until 01/07/2014

DIFF \$244,488

Cash and Cash Equivalents

OVERVIEW IN BUDGET DOCUMENTS	
7624238	8,885,045
8281582	5,187,134
12,785,800	14,082,179
2,104,121	2,122,278
10,681,679	11,959,901
92,789	438,000
10,774,438	11,997,901
1,873,372	1,873,372
4,485,088	4,485,088
2,690,707	2,690,707
1,617,381	1,617,381
10,246,438	10,246,438
438,000	438,000
10,784,438	10,784,438
16,000	16,000
Addition error	

PRESENTED PA	
8,885,045	8,885,045
5,187,134	5,187,134
14,082,179	14,082,179
(8,736,280)	(8,736,280)
(1,489,501)	(1,489,501)
(10,225,781)	(10,225,781)
3,858,398	3,858,398
39,921	39,921
(438,000)	(438,000)
(2,122,278)	(2,122,278)
(1,328,886)	(1,328,886)
(22,846)	(22,846)

YTD	
2,488,217	2,488,217
1,484,223	1,484,223
3,932,440	3,932,440
(5,218,882)	(5,218,882)
(338,802)	(338,802)
(8,053,884)	(8,053,884)
(1,823,454)	(1,823,454)
18,981	18,981
(384,839)	(384,839)
(1,027,803)	(1,027,803)
(1,328,886)	(1,328,886)
(4,324,627)	(4,324,627)

BUDGET	
Operating Expenditure	7,837,239
Capital Expenditure	5,251,882
SUB	12,789,121
Operating Revenue	(7,159,765)
Capital Revenue	(1,819,501)
SUB	(8,979,266)
(Surplus)/Deficit	4,020,355
Transfer to Reserves	87,500
Transfer from Reserve	(438,000)
Add back DEPN	(2,104,121)
Surplus B/F	(1,573,372)
(Surplus)/Deficit	(7,456)



## **SHIRE OF MENZIES**

### **MONTHLY FINANCIAL REPORT**

**For the Period Ended 31st JAN 2015**

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

#### **TABLE OF CONTENTS**

Statement of Financial Activity

Budget vs. Actual - graphs

Net Current Funding Position

Cash and Investments

Receivables

Cash Backed Reserves

Trust

Major Variation Notes

Schedules 3 To 14 ( By Program)

#### **includes**

Grants and Contributions

Capital Expenditure

EOFY / Budget Predictions

Financial Overview for the EOFY

**Prepared By: Karen Oborn, Deputy CEO**

**Date: 16/02/2015**

**SHIRE OF MENZIES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31st JAN 2015**

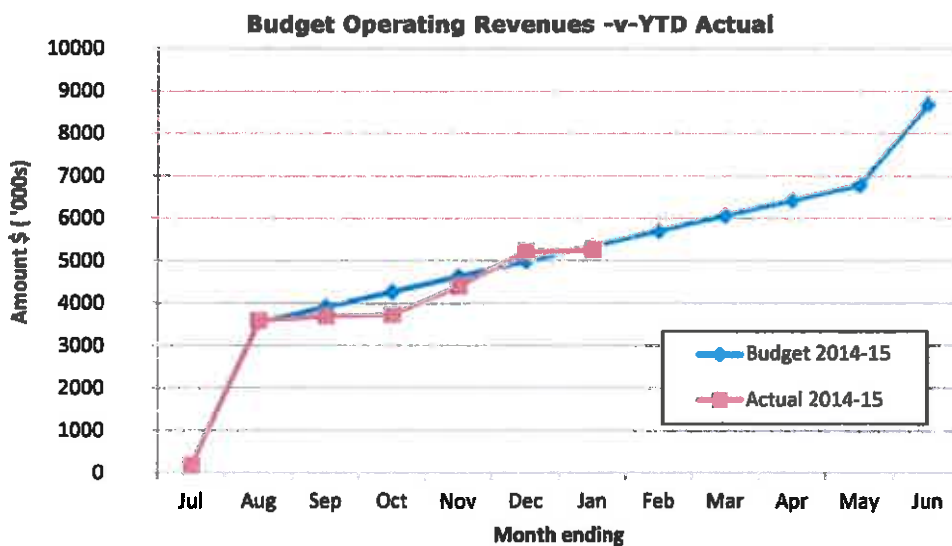
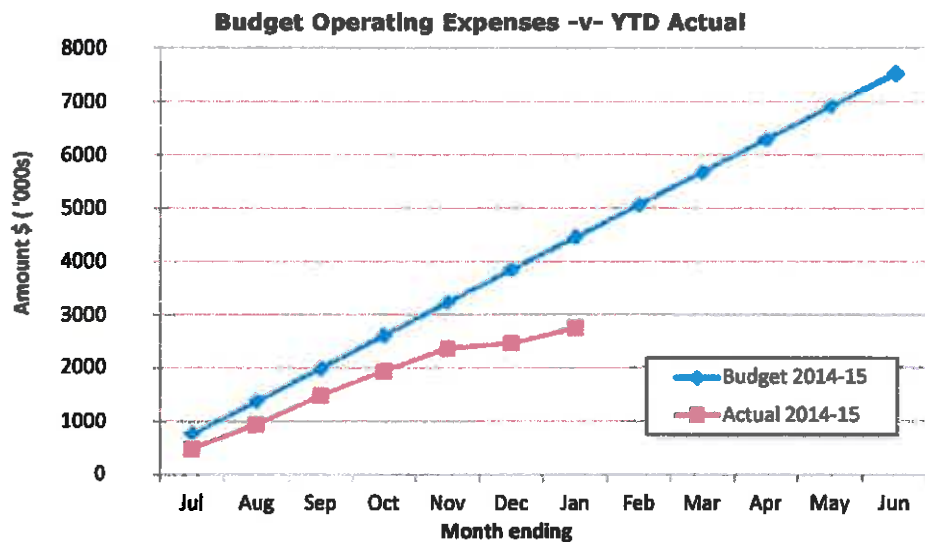
	Annual Budget 2014-15	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var.
<b>Operating Revenues</b>	\$	\$	\$	\$	%	
Governance	3,000	1,750	0	(1,750)	(100.00%)	
General Purpose Funding	4,589,522	2,865,555	1,124,810	(1,540,745)	(33.60%)	▼
Law, Order and Public Safety	6,450	3,763	7,165	3,403	47.49%	▲
Health	500	292	0	(292)	(100.00%)	
Housing	62,500	36,458	518,615	482,156	92.97%	▲
Community Amenities	6,350	3,704	6,345	2,641	41.62%	▲
Recreation and Culture	320,475	186,944	270	(186,674)	(58.28%)	▼
Transport	3,453,566	2,014,580	561,094	(1,453,486)	(42.04%)	▼
Economic Services	214,403	125,068	142,170	17,102	12.03%	▲
Other Property and Services	61,500	35,875	26,549	(9,324)	(26.12%)	
<b>Total (Ex. Rates)</b>	<b>8,698,266</b>	<b>5,073,989</b>	<b>2,387,018</b>	<b>(2,696,970)</b>		
<b>Operating Expense</b>						
Governance	(651,632)	(380,119)	(424,791)	(44,672)	(10.52%)	▼
General Purpose Funding	(216,920)	(127,133)	(88,357)	41,346	47.88%	▲
Law, Order and Public Safety	(93,358)	(54,459)	(76,190)	(21,731)	(23.51%)	▼
Health	(179,682)	(104,815)	(15,142)	89,672	592.20%	▲
Education and Welfare	(9,500)	(5,542)	0	5,542	100.00%	
Housing	(20,000)	(11,867)	(36,296)	(24,632)	(67.86%)	▼
Community Amenities	(180,751)	(105,438)	(80,307)	25,131	31.29%	▲
Recreation and Culture	(456,466)	(288,171)	(210,393)	55,881	26.56%	▲
Transport	(4,561,966)	(2,661,146)	(1,889,563)	1,571,565	144.24%	▲
Economic Services	(1,159,960)	(676,843)	(706,723)	(29,080)	(4.12%)	
Other Property and Services	(5,000)	(2,117)	(29,824)	(26,907)	(90.22%)	▼
<b>Total</b>	<b>(7,537,239)</b>	<b>(4,396,723)</b>	<b>(2,754,577)</b>	<b>1,642,146</b>		
<b>Funding Balance Adjustment</b>						
Add back Depreciation	2,104,121	1,227,404	1,085,350	(1,422,994)	(13.09%)	▼
Adjust (Profit)/Loss on Asset Disposal	(2,200)	(1,283)	0	1,283	(100.00%)	
Adjust Provisions and Accruals	0	0	0	0		
<b>Net Operating (Ex. Rates)</b>	<b>3,262,948</b>	<b>1,903,386</b>	<b>717,792</b>	<b>(1,185,595)</b>		
<b>Capital Revenues</b>						
Grants, Subsidies and Contributions	1,539,502	896,043	336,802	(561,241)	(36.64%)	▼
Proceeds from Disposal of Assets	80,000	46,667	0	(46,667)	(100.00%)	▼
Transfer from Reserves	438,000	255,500	364,639	109,139	29.93%	▲
<b>Total</b>	<b>2,057,502</b>	<b>1,200,210</b>	<b>701,441</b>	<b>(499,769)</b>		
<b>Capital Expenses</b>						
Land and Buildings	(1,231,175)	(716,165)	(499,811)	218,375	43.69%	▲
Plant and Equipment	(610,300)	(472,674)	(169,789)	302,906	178.42%	▲
Furniture and Equipment	(28,000)	(16,333)	(13,099)	3,235	24.69%	
Infrastructure Assets - Roads	(2,792,087)	(1,420,117)	(769,754)	918,963	129.48%	▲
Infrastructure Assets - Other	(400,000)	(333,333)	(329,713)	(66,379)	(20.13%)	▼
Loan Principal	0	0	0	0		
Transfer to Reserves	(92,750)	(54,109)	(19,961)	34,149	171.08%	▲
<b>Total</b>	<b>(5,354,321)</b>	<b>(3,123,354)</b>	<b>(1,742,105)</b>	<b>1,381,249</b>		
<b>Net Capital</b>	<b>(3,296,819)</b>	<b>(1,823,144)</b>	<b>(1,040,665)</b>	<b>882,480</b>		
<b>Total Net Operating + Capital</b>	<b>(33,871)</b>	<b>(19,758)</b>	<b>(322,873)</b>	<b>(303,115)</b>		
<b>Opening Funding Surplus(Deficit)</b>	<b>1,573,372</b>	<b>1,328,886</b>	<b>1,328,886</b>	<b>0</b>	<b>0.00%</b>	
<b>Rate Revenue</b>	<b>2,680,707</b>	<b>2,680,707</b>	<b>2,875,225</b>	<b>194,518</b>	<b>6.77%</b>	
<b>Closing Funding Surplus(Deficit)</b>	<b>4,220,208</b>	<b>3,989,835</b>	<b>3,881,238</b>	<b>(108,597)</b>		

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



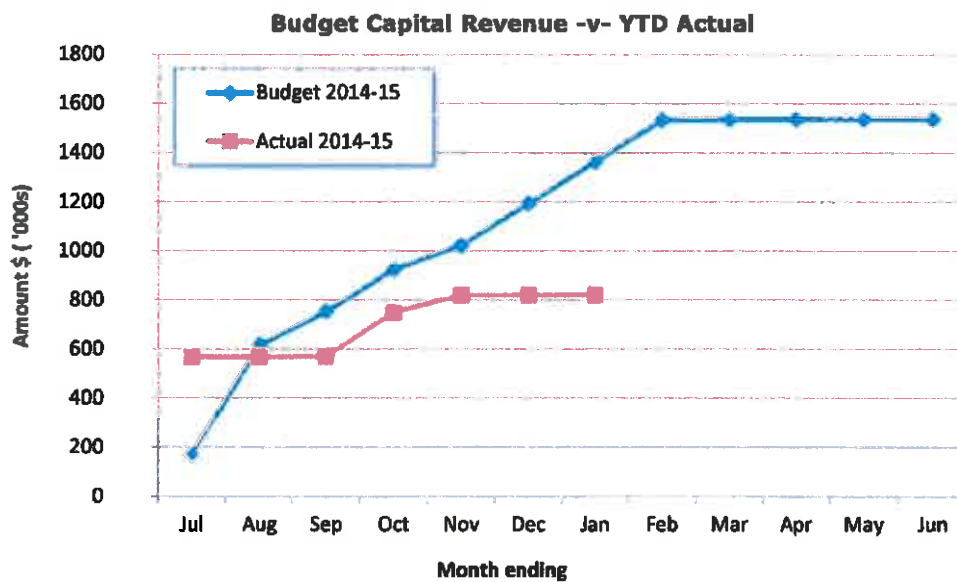
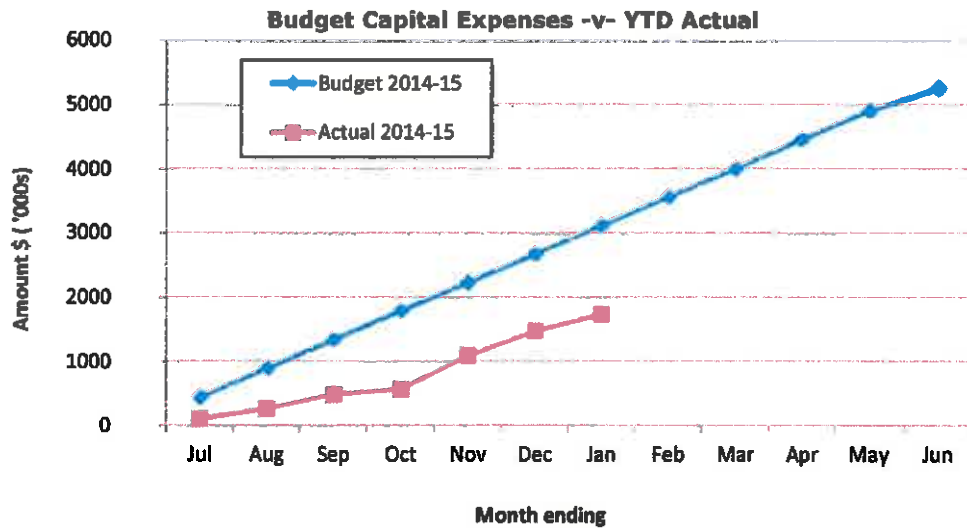
**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31st JAN 2015**

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



**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31st JAN 2015**

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

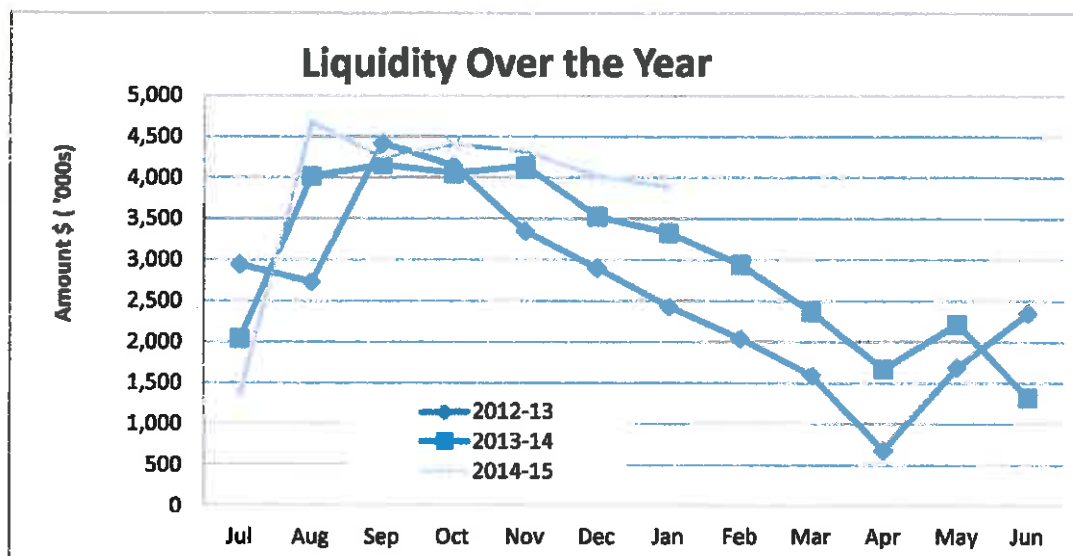


## SHIRE OF MENZIES

### NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31st JAN 2015

#### NET CURRENT FUNDING POSTION

	Positive=Surplus (Negative=Deficit)		
	YTD	B/F	YTD
	For the Period Ended 31st JAN 2015	30th June 2014	Same Period Previous Year
	\$	\$	\$
<b>Current Assets</b>			
Cash Unrestricted	2,669,438	1,140,123	2,152,769
Cash Restricted	2,211,483	2,556,161	2,530,972
Receivables - Rates	1,194,780	524,474	2,212,361
Receivables -Other	75,105	305,436	744,003
Provision for Doubtful Debts	(200,000)	(200,000)	(581,962)
Inventories	22,717	4,587	13,425
	<b>5,973,523</b>	<b>4,330,781</b>	<b>7,071,568</b>
<b>Less: Current Liabilities</b>			
Payables	(178,322)	(445,734)	(379,952)
Provisions	(89,873)	(89,873)	(92,700)
	<b>(268,195)</b>	<b>(535,607)</b>	<b>(472,652)</b>
<b>Less: Cash Reserves</b>	<b>(2,211,483)</b>	<b>(2,556,161)</b>	<b>(2,530,972)</b>
<b>Add: Cash Backed Leave Provisions</b>	<b>89,873</b>	<b>89,873</b>	<b>92,700</b>
<b>Net Current Funding Position</b>	<b>3,583,718</b>	<b>1,328,886</b>	<b>4,160,644</b>



## SHIRE OF MENZIES

### NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31st JAN 2015

#### CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) <b>Cash Deposits</b>							
Municipal Account	Variable	179,294			179,294	NAB	Cheque Acc.
Cash Maximiser Account	Variable	85,236			85,236	NAB	Cheque Acc.
Trust	Nil			4,400	4,400	NAB	On Hand
Cash On Hand		580			580	N/A	
(b) <b>Term Deposits</b>							
Municipal Investment		2,404,327			2,404,327	NAB	Various
Reserves			2,211,483		2,211,483	NAB	Various
(c) <b>Other Investments</b>							
N/A					0		
<b>Total</b>		<b>2,669,438</b>	<b>2,211,483</b>	<b>4,400</b>	<b>4,885,321</b>		

## SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31st JAN 2015**RECEIVABLES****Receivables - Rates Receivable**

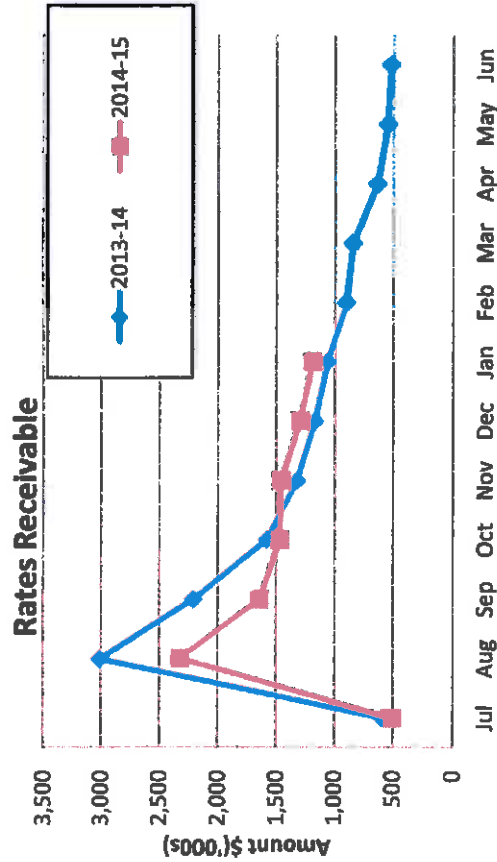
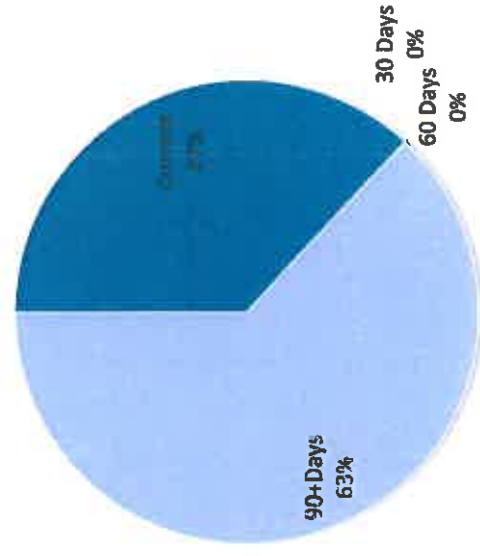
Opening Arrears Previous Years  
 Levied this year  
 Less Collections to date  
 Equals Current Outstanding

**Net Rates Collectable**  
 % Collected

For the Period Ended 31st JAN 2015	YTD 30th June 2014
\$	\$
524,474	770,454
2,875,225	2,418,257
(1,680,445)	(2,664,237)
<b>1,194,780</b>	<b>524,474</b>
<b>1,194,780</b>	<b>524,474</b>
49.43%	83.55%

Receivables - General	Current	30 Days	60 Days	90+Days
Receivables - General	\$ 809	\$ 0	\$ 0	\$ 1,386
<b>Total Receivables General Outstanding</b>				<b>2,195</b>

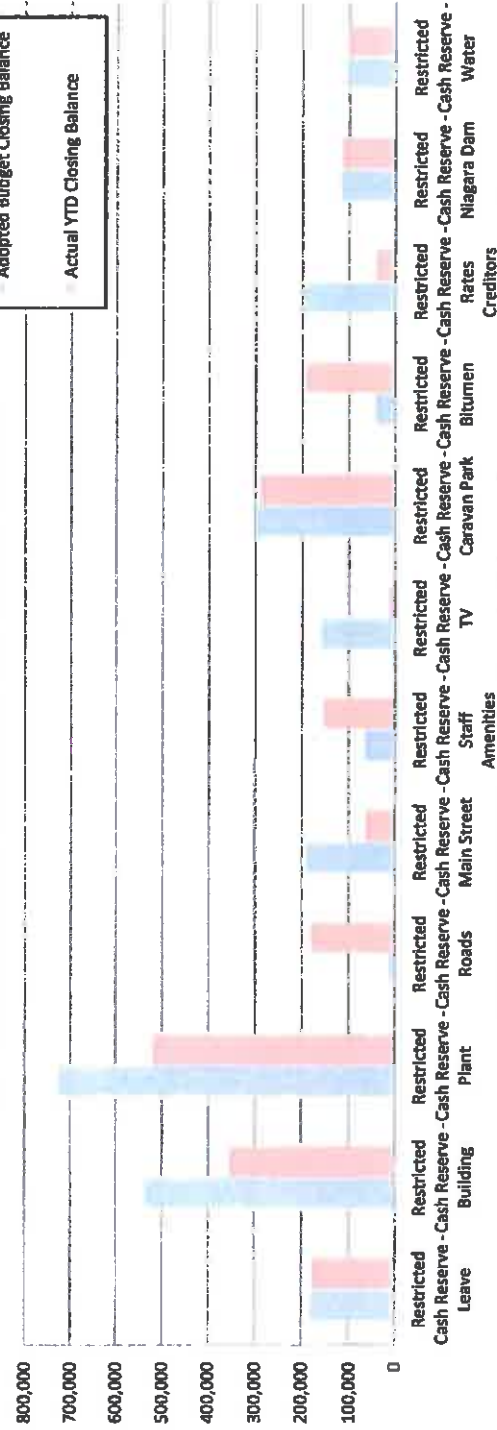
Amounts shown above include GST (where applicable)

**Accounts Receivable (non-rates)**

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31st JAN 2015**

**Cash Backed Reserves**

2014-15 Name	Opening Balance	Adopted Budget Interest Earned	Actual Interest Earned	Adopted Budget Transfers In (+)	Actual Transfers In (+)	Adopted Budget Transfers Out (-)	Actual Transfers Out (-)	Adopted Budget Closing Balance	Actual YTD Closing Balance
Restricted Cash Reserve - Leave	\$ 175,720	\$ 6,015	\$ 1,588	\$ 0	\$ 0	\$ 0	\$ 0	\$ 181,735	\$ 175,982
Restricted Cash Reserve - Building	521,122	17,839	3,209	0	0	0	0	538,961	355,526
Restricted Cash Reserve - Plant	702,996	24,064	4,711	0	0	(438,000)	(364,639)	727,060	521,927
Restricted Cash Reserve - Roads	14,353	491	1,635	0	0	0	0	14,844	181,097
Restricted Cash Reserve - Main Street	180,828	6,190	585	5,259	5,229	0	0	192,277	64,844
Restricted Cash Reserve - Staff Amenities	64,747	2,216	1,396	0	0	0	0	66,963	154,623
Restricted Cash Reserve - TV	154,392	5,285	130	0	0	0	0	159,677	14,375
Restricted Cash Reserve - Caravan Park	289,192	9,899	2,614	0	0	0	0	299,091	289,623
Restricted Cash Reserve - Bitumen	42,272	1,447	1,732	0	0	0	0	43,719	191,891
Restricted Cash Reserve - Rates Creditors	191,605	6,559	382	0	0	0	0	198,164	42,335
Restricted Cash Reserve - Niagara Dam	115,103	3,940	1,040	0	0	0	0	119,043	115,274
Restricted Cash Reserve - Water	103,831	3,555	939	0	0	0	0	107,386	103,986
	<b>2,556,161</b>	<b>87,500</b>	<b>19,961</b>	<b>5,259</b>	<b>5,229</b>	<b>(438,000)</b>	<b>(364,639)</b>	<b>2,648,920</b>	<b>2,211,483</b>

**Year To Date Reserve Balance to End of Year Estimate**

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31st JAN 2015**

**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-14	Amount Received	Amount Paid	Closing Balance 30-Sep-14
	\$	\$	\$	\$
Nomination Fees	0	160	(160)	0
Housing Bonds	3,600	0	(400)	3,200
Pet Bonds	1,400	0	(200)	1,200
	5,000	160	(760)	4,400

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31st JAN 2015**

**MAJOR VARIANCES - reasons**

**OPERATING REVENUES**

*SCH*

- 3 Rates were budgeted for \$2.6m, Rates Levied were \$2.8M. And the Shire is earning lower interest rates on TD's.
- 4 n/a
- 5 n/a
- 7 n/a
- 8 n/a
- 9 The \$482,615 11/12 R\$R housing grant for the two new houses was received, not included in 14/15 budget
- 10 n/a
- 11 n/a
- 12 DFES funding is expected to be higher as Flood Damage repair costs are expected to be \$2.9m
- 13 n/a
- 14 Increases and decreases are mostly due to new CoA and allocations in new system

**OPERATING EXPENSE**

*SCH*

- 3 n/a
- 4 Members conference costs over due to LG convention AUG14 & Subscription costs over- pd. LGA & Goldfields Vol. Org.
- 5 n/a
- 7 Reduced expenditure as Nurse not engaged yet
- 8 n/a
- 9 Housing Mtce costs have increased -fair wear and tear, this trend is expected to continue
- 10 Domestic refuse & Public Con. costs have increased -labour & plant O/Hs, due to improved Job allocation
- 11 Mtce & ops exps have increased whilst P&G have decreased due to improved Job allocations
- 12 DFES funding is expected to be higher as Flood Damage repair costs are expected to be \$2.9m
- 13 Mtce and Ops. costs have increased -labour & plant O/Hs, this trend is expected to continue
- 14 Increases and decreases are mostly due to new CoA and allocations in new system

**CAPITAL REVENUE**

- > The Shire was not successful in securing the Bike west grant \$50,000 for 14/15 (will redo 15/16)
- > The \$482,615 11/12 R\$R housing grant for the two new houses was received, not included in 14/15 budget
- > DFES funding is expected to be higher as Flood Damage repair costs are expected to be \$2.9m

**CAPITAL EXPENSES**

- > The cost of the 2 new houses is less as \$199,000 was expended in 13/14
- > Landscaping costs will be significantly over budget due to the very high cost of materials transported to Menzies
- > Road construction costs are showing signs of being 10-15% over budget and this trend is expected to continue
- > DFES funding is expected to be higher as Flood Damage repair costs are expected to be \$2.9m

**OTHER ITEMS**

- > The 14/15 budget had a carried forward cash balance of \$1.5m, however this was corrected by the audit to \$1.3m;  
As \$214,000 was expended in 13/14 but recorded as 01/07/2014





# SHIRE OF MENZIES

## OPERATING INCOME & EXPENSES BY PROGRAM

For the Reporting Period ended  
31/01/2015

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/01/2015		CURRENT YEAR ACTUALS PROJECTED to the EOFY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
	<b>SCHEDULE 3</b>	\$	\$	\$	\$	\$	\$	\$	
	<b>GENERAL PURPOSE INCOME</b>								
	<i>Rates Income</i>								
03100	Rates Accounting Enquiry	0	500				500	0	
03101	Rates Notice Stationery expense	2,399,633	1,000		400		1,000	0	
03102	Valuation Expenses and Title Searches Expense	39,598	10,000		8,186		10,000	0	
03103	Debt Collection Expenses	14,235	5,000		3,139		5,000	0	
03106	General Rates Levied	0		2,800,577		2,800,577		-2,800,577	
03107	General Rates Levied UV Mining	0		0		0		2,399,633	all in GL 03106
03108	General Rates Levied UV Pastoral	0		0		0		39,598	all in GL 03106
03109	General Rates Levied GRV Residential	0		0		0		14,235	all in GL 03106
03110	General Rates Levied GRV Commercial	0		0		0		0	all in GL 03106
03111	General Rates Levied GRV Vacant	0		0		0		0	all in GL 03106
03112	General Rates Levied UV Mining - Min Rates	0		0		0		0	all in GL 03106
03113	General Rates Levied UV Pastoral - Min Rates	136,250		0		0		136,250	all in GL 03106
03114	General Rates Levied UV Other - Min Rates	1,400		0		0		1,400	all in GL 03106
03115	Interim Rates	24,600		0		0		24,600	all in GL 03106
03116	Interim Rates GRV	0		72,201		72,201		-72,201	all in GL 03106
03117	Interim Rates UV Mining	(15,000)		0		0		-15,000	all in GL 03106
03118	GRV Minimum Rates Raised	35,000		0		0		35,000	all in GL 03106
03119	GRV	47,000		0		0		47,000	all in GL 03106
03121	Rates Written-off & Adjustments	(2,000)		0		0		-2,000	all in GL 03106
03130	Rates Suspense Account	0	40,000	2,447	2,628	0	40,000	0	Adjs to date - Depr Assessments
03198	Admin Allocated to Rates	0	182,420		73,914	0	182,420	0	Non cash admin account
		<b>2,680,707</b>	<b>218,820</b>	<b>2,875,225</b>	<b>86,357</b>	<b>2,872,776</b>	<b>218,920</b>	<b>(182,071)</b>	
	<i>Other General Purpose Funding</i>								
03120	Penalty Interest Raised on Rates	30,000		14,993		30,000		0	
03123	Insolvent Interest Received	750		0		750		0	
03125	Pens Deferred Rates Interest Grant	0		0		0		0	
03126	Legal Charges recovered	500		400		500		0	
03127	ESL Penalty levied	0		363		363		0	Increased income
03200	Expenses relating to Other General Purpose Funding	1,714,415	0	1,052,526	0	1,714,415	0	0	
03201	Grants Commission Grant Received - General	0		0		0		0	
03203	Grants Commission Grants Received - Special	650		1,222		1,222		-572	Increased income
03204	ESL Penalty Interest	55,000		33,343		60,588		-4,588	Different Interest Rates & Timing
03205	Interest Received - Municipal	87,500		19,961		34,216		53,282	Different Interest Rates & Timing
03206	Interest Received - Reserves	0		0		0		0	
03207	Other General Purpose funding received	1,898,815	0	1,124,810	0	1,842,586	0	46,799	Increased income
		<b>4,589,622</b>	<b>218,820</b>	<b>4,000,635</b>	<b>86,357</b>	<b>4,714,834</b>	<b>218,920</b>		
<b>3</b>	<b>TOTAL GENERAL PURPOSE INCOME</b>								

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/01/2015		CURRENT YEAR ACTUALS PROJECTED to The EOFY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 4									
GENERAL ADMINISTRATION									
Members of Council									
04100	Members Travelling Expenses paid		25,000		16,764		25,000	0	
04101	Members Conference Expenses		4,000		9,809		10,000	6,000	Local Govt. Convention Aug 2014
04102	Council Election Expenses		1,000		0		1,000	0	
04103	President's Allowance paid		12,000		7,003		12,000	0	
04104	Members Meeting Expenses		80,000		34,123		80,000	0	
04105	Members -Donations		7,500		1,000		7,500	0	
04106	Members - Subscriptions		2,000		0		2,000	0	
04107	Deputy President's Allowance paid		3,000		2,207		3,000	0	
04108	Members Communication Allowance		5,000		3,350		5,000	0	
04110	Civic Receptions & Functions Expense		5,000		1,086		5,000	0	
04113	Members Printing		500		33		500	0	
04114	Members Advertising		300		322		300	0	
04115	Members Citizenship Award		500		0		500	0	
04116	Insurance Reimbursements							0	
04117	Members - Depreciation of Fixed Assets	2,500		0		2,500		0	deprn non cash acct
04119	Other Income Relating to Members	500	1,282	0	0	500		0	
04199	Admin Allocated to Members		406,050		299,671		406,050	0	Non cash admin account
		3,000	553,132	0	375,368	3,000	559,132	6,000	
Other Governance									
04201	Travel Expenses		3,000		1,451		3,000	0	
04202	Printing & Stationary		2,250		263		2,250	0	
04203	Legal Expenses Governance		7,500		5,105		7,500	0	
04204	Subscription Expenses Governance		25,000		33,703		35,000	10,000	LGA & Goldfields Assoc
04205	Advertising Expenses Governance		10,000		4,428		10,000	0	
04206	Meeting Expenses Governance		1,250		1,007		1,250	0	
04207	Refreshment Expenses Governance		1,000		947		1,000	0	
04208	Communication Expenses Governance		2,500		0		2,500	0	
04209	Bad & Doubtful Debts		1,000		0		1,000	0	
04210	Records Expenses Governance		20,000		0		20,000	0	
04215	Other Expenses Governance		25,000		2,519		25,000	0	
		0	98,500	0	49,423	0	108,500	10,000	
4 TOTAL GOVERNANCE									
		3,000	651,632	0	424,791	3,000	667,832		

## Confirmed Minutes

Ordinary Council Meeting 26 February 2015

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/01/2015		CURRENT YEAR ACTUALS PROJECTED to The EOY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 6									
LAW, ORDER & PUBLIC SAFETY									
Fire Prevention									
05100	Fire Advertising		500		0		500	0	
05101	Fire Prevention - Utilities		500		55		500	0	
05102	Fire Prevention - Insurance		3,200		4,306		4,306	1,106	increased premium
05103	Fire Fighting Expenses		18,785		10,683		18,785	0	
05104	ESL Levy Council Property		250		(0)		250	0	
05106	Fire Prevention - Other Revenue & Admin Fees	4,000		5,639		5,639		-1,639	
05107	FESA Operating Grant Income	2,000		1,490		2,000		0	
05120	FESA Capital Grant	0		0		0		0	
05177	Loss on Disposal of Assets		0		0		0	0	
05188	Fire Prevention - Depreciation		14,509		27,258		14,509	0	depr non cash acct
05189	Admin Allocated to Fire Prevention		8,121		5,993		8,121	0	Non cash admin account
		6,000	45,865	7,129	48,295	7,639	48,971	(533)	
Animal Control									
05201	Ranger Consultant		10,000		0		10,000	0	
05202	Wild Dog Control		0		0		0	0	
05203	Cactus Control		20,000		20,000		20,000	0	
05204	Dog Expenses		300		0		300	0	
05205	Cat Expenses		500		0		500	0	
05206	Ranger Expenses		5,000		0		5,000	0	
05207	Fines and Penalties - Animal Control	0		0		0		0	
05208	Dog Registration Fees	350		36		350		0	
05209	Cat Registration Fees	100		0		100		0	
05299	Admin Allocated to Animal Control		8,121		3,295		8,121	0	Non cash admin account
		450	43,921	36	23,295	450	43,921	0	
Emergency Services									
05301	Emergency Services Programs Expenses		1,000		514		1,000	0	
05307	Police Station Costs		2,572		1,377		2,572	0	
05399	Other Expenses Related to Law Order Safety		0		2,898		4,825	4,825	
		0	3,572	0	4,669	0	8,187	4,625	
	6 TOTAL LAW ORDER & PUBLIC SAFETY	6,450	93,356	7,165	76,160	8,089	90,099		

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/04/2015		CURRENT YEAR ACTUALS PROJECTED to The EOY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 7									
HEALTH									
Health Expenses									
07700	EHO Contract		17,500		6,152		17,500	0	
07701	Nurse Expenses		150,000		0		62,500	-87,500	Nurse not engaged yet
07702	Other Expenses Relating to Health		0		0		0	0	
07704	Income Relating to Health	0		0		0		0	
07705	Septic Tank Application fees collected	500		0		500		0	
07706	Purchase Furniture & Equipment - Health		0		0		0	0	
07799	Admin Allocation - Health		12,182		8,960		12,182	0	Non cash admin account
		500	179,682	0	15,142	500	92,182	(87,500)	
7 TOTAL HEALTH		500	179,682	0	15,142	500	92,182		

Ordinary Council Meeting 26 February 2015

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/01/2015		CURRENT YEAR ACTUALS PROJECTED TO THE EOY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
<b>SCHEDULE 8</b>									
<b>EDUCATION AND WELFARE</b>									
<i>Welfare &amp; Education</i>									
08200	Other Expenses Relating to Welfare & Education		0		0		0	0	
08201	Menzies School - Donations Paid		9,500		0		9,500	0	
08204	Collections Goldfields Care Donations		0		0		0	0	
		0	9,500	0	0	0	9,500	0	
<b>\$ TOTAL EDUCATION AND WELFARE</b>		0	9,500	0	0	0	9,500		

GIL NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/01/2015		CURRENT YEAR ACTUALS PROJECTED TO THE EOY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
	<b>SCHEDULE 9 HOUSING</b>								
	<i>Staff Housing</i>								
09101	Maintenance Staff Housing		35,263		29,614		40,283	5,000	Increased exps to date
09102	Staff Housing Furniture - non capital		5,000		7,801		15,000	10,000	Increased exps to date
09105	Staff House Costs Allocated to Services		(118,954)		(76,756)		(118,954)	0	Non cash admin account
09121	Staff Housing Rent Income	15,000		8,528			15,000	0	
09122	Staff Housing Grants	0		482,615			482,615	-482,615	RAR GRANT from 11/12 Budget
09123	Staff Housing Reimbursements	750		0			750	0	
09124	Staff Housing Other Revenue	250		0			250	0	
09188	Depn Staff Housing		76,891		53,611			0	Depn non cash account
		18,000		481,141	14,470		488,615	(467,615)	
	<i>Other Housing</i>								
09201	Maintenance Non Staff Housing		2,500		3,621		7,000	4,500	Increased exps
09202	Interest Paid on Loans #17		0		0		0	0	
09203	Interest Paid on Loans #Other		0		0		0	0	
09204	Housing Lease Payments		17,500		18,208		20,000	2,500	Increased exps
09208	Other Housing Rental Fees	2,500		9,716			11,000	-8,500	allocations
09207	Dept of Housing Leases - Teachers	44,000		17,758			38,500	8,500	allocations
		46,500	20,000	27,474	21,828		46,500	7,000	
							27,000		
	<b>\$ TOTAL HOUSING</b>	82,500	20,000	618,616	36,298		645,115	42,000	

Confirmed Minutes  
Ordinary Council Meeting 26 February 2015

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/01/2015		CURRENT YEAR ACTUALS PROJECTED to The EOFY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 10									
COMMUNITY AMENITIES									
Domestic Refuse									
10100	Domestic Refuse Expenses		14,068				19,068	5,000	increased exps
10101	Income Relating to Sanitation - Household Bins & Refuse	6,350		6,345		6,350		0	
10188	Refuse Collection - Depreciation		7,109		6,398		7,109	0	Depn non cash account
10199	Overheads Allocated to Sanitation		0		0		0	0	Non cash admin account
		6,350	21,177	6,345	16,121	6,350	26,177	5,000	
Other Sanitation									
10200	Maintenance Tip Site		44,669		35,333		88,669	22,000	allocation
10201	Litter & Graffiti Control Expenses		30,156		0		8,156	-22,000	allocation
10204	Purchase Rubbish Bins - Sanitation - Other		2,500		0		2,500	0	
		0	77,325	0	35,333	0	77,325	0	
Protection of the Environment									
10500	Expenses Relating to Protection of Environment		0		0		0	0	
10501	Income Relating to Protection Of Environment	0		0		0		0	
		0	0	0	0	0	0	0	
Regional Development									
10600	Costs Relating to Town Planning & Regional Development		35,000		50		35,000	0	fining
10601	Income Relating to Town Planning & Regional Development	0		0		0		0	
		0	35,000	0	50	0	35,000	0	
Community Amenities									
10700	Expenses Relating to Other Community Amenities		14,794		151		14,794	0	
10701	Menzies Public Conveniences		11,250		12,708		26,250	15,000	increased exps
10702	Maintenance - Cemetery		17,555		7,767		17,555	0	
10704	Public Conveniences Kookynie		3,650		7,872		15,650	12,000	increased exps
10799	Depn	0	0	0	285	0	0	0	Depn non cash account
10706	Grants for Other Community Amenities	0				0		0	
		0	47,249	0	28,803	0	74,249	27,000	
		6,350	180,751	6,345	80,307	6,350	212,751		
10 TOTAL COMMUNITY AMENITIES									

## Confirmed Minutes

Ordinary Council Meeting 26 February 2015

GIL NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/01/2015		CURRENT YEAR ACTUALS PROJECTED to The EOFY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 11									
RECREATION & CULTURE									
Public Halls and Civic Centres									
11101	Maintenance - Hall		37,396		1,903				Timing
11103	Hall Hire Fees	100		0		100		37,396	0
11104	CLGF Grant - Toilet Upgrade - Halls	0		0		0		0	0
11105	Hire Fees - Chairs & Tables	25		0		25		0	0
11107	Sale of Water - Hall Standpipe	350		270		350		0	0
		475	37,396	270	1,903	475		37,396	0
Recreation & Sports									
11300	Sports Courts Utilities		1,500		3,328			1,500	0
11301	Other Recreation Expenses		2,000		8,414			7,000	Increased exps
11303	Parks & Gardens - Jobs		170,000		64,278			125,000	Improved allocations to jobs etc
11304	Playground Equipment Maintenance		5,979		107			5,979	0
11306	Golf Club Expenses		10,500		11,855			19,500	Increased exps
11307	Water Park Operations		18,344		2,398			18,344	Opened end of DEC 2014
11308	Grant Received- Mendoza Water Park	270,000		0		270,000		34,144	Depn Non Cash account
11388	Depreciation Other Sport & Recreation		34,144		50,200			81,210	Non cash admin account
11389	Other Expenses - Other Sport & Recreation		81,210		59,934			153,198	
		270,000	323,677	0	158,512	270,000		(31,000)	
Rebroadcasting									
11400	Expenses Relating to Television Radio		2,500		190			2,500	0
11402	SBS TV Digital Service Subsidy Received	0		0		0		236,908	0
		0	2,500	0	190	0			
Libraries									
11500	Training Libraries		2,000		0			2,000	0
11501	Postage & Freight Libraries		1,000		280			1,000	0
11502	Printing Libraries		0		0			0	0
11503	AMLIB Fees Libraries		1,200		0			1,200	0
11505	Books & Programs Libraries		0		0			0	0
11589	Admin Allocated Libraries		8,121		5,893			8,121	Non cash admin account
		0	12,321	0	6,273	0		12,321	0
Heritage & Culture									
11600	Heritage Consultants Costs		20,000		2,220			20,000	0
11601	Heritage Utilities Costs		0		0			0	0
11602	Niagara Dam Review		25,000		0			25,000	0
11603	Old Post Office Maintenance		2,633		802			2,833	0
11605	Old Butcher Shop Maintenance		2,000		0			2,000	0
11606	Museum Shed Maintenance		8,200		514			8,200	0
11607	Railway Station Maintenance		0		68			100	Increased exps
11618	CLGF Grants - Other Culture	0		0		0			0
11619	Lottery West Grants- Other Culture	0		0		0			0
		0	58,033	0	3,404	0		56,133	100
Museums									
11701	Anzac War Memorial Maintenance		2,041		0			2,041	0
11702	Anzac War Memorial Utilities		500		109			500	0
11703	Anzac War Memorial Events		20,000		0			20,000	0
11799	Anzac War Memorial Grant	50,000		0		50,000			0
		50,000	22,541	0	109	50,000		22,541	0
11	TOTAL RECREATION & CULTURE	320,475	456,468	270	210,382	320,475		520,497	

### Confirmed Minutes

## Ordinary Council Meeting

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET	ACTUAL TO 31/01/2015	CURRENT YEAR ACTUALS PROJECTED To The EO FY	Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	
SCHEDULE 12	Maintenance Streets, Roads, Bridges, Depots					
TRANSPORT						
12102 Contract Grading			200,000		200,000	
12103 Fuel for Resale			0		0	
12105 Blackspot funding Construction			0		0	
12107 Drainage Construction			0		0	
12200 Maintenance - Muni Fund Roads - Jobs			294,082		294,082	
12201 Maintenance - Depot			25,642		25,642	
12202 Maintenance - Footpaths & Kerbs			5,338		5,338	
12203 Abution Blocks Removal			2,800		2,500	
12204 Town Streets Clean Up & Sweeping			11,060		21,060	
12205 Slashing - Town Streets			12,832		2,832	
12207 Main Street Development - non capital			0		1,400	
12208 Insulation for Records Sea Container			4,000		4,000	
12209 Street Lighting			9,500		8,500	
12210 Street Furniture			21,500		21,500	
12211 Street Trees Gardens & Watering			17,320		17,320	
12212 Sundry Tools & Materials			15,000		15,000	
12213 Maintenance - Sewer Ponds			3,072		3,072	
12214 Rehabilitation of Gravel & Sand Pit (s)			50,000		50,000	
12215 Repairs - Floods Storms etc.			2,028,865		2,900,000	
12220 Fuel Sales			0	48	90	expected increased cost- DFES to repay
12221 Income Relating to Streets, Roads, Bridges & Depot Maintenance			0	0	-50	Increased income
12223 Roadside Furniture and Signage			50,318	0	50,318	
12224 Misc Permit Fees			0	909	1,000	Increased income
12226 Grant - MRWA Direct		140,000	0	148,800	0	Increased income
12227 Grant - MRWA Specific		0	0	74,535	0	Increased income
12230 Grant - Roadwise		0	0	0	0	
12242 WANDRRA Flood Damage Grant		2,028,865	0	2,800,000	0	expected increased cost- DFES to repay
12222 Bikeway Grants - Dual Use Paths		50,000	0	0	50,000	not approved
12225 Grant - MRWA Projects		180,000	0	190,000	0	
12228 Grant - Roads to Recovery		328,500	0	328,500	0	
12232 Grant - RRG (jobs)		380,001	0	360,001	0	
12236 Grant - MRWA Blackspot		0	0	340,000	0	
12237 Grant - WALGSC Local Roads		340,000	0	0	0	
12238 Grant - Other TJun Access Indigenous Access		0	0	0	0	
12277 Loss on Sale of Asset		13,000	(28,750)	0	-28,750	to be corrected with ITV
12278 Profit on Sale of Asset - Transport		15,200	0	15,200	0	to be corrected with ITV
12288 Depreciation Transport		1,636,085	718,698	0	1,636,085	Depn Non cash admin account
12298 Admin Allocated - Transport		215,207	183,828	0	215,207	Non cash admin account
		3,463,566	4,555,321	561,094	4,359,086	
			6,847		6,847	
		0	0	0	0	
			398		398	
			0		0	
			0		0	
			0		0	
			0		0	
12640 Menzies Airship Maintenance						
12641 Kookynie Airstrip Maintenance						
12 TOTAL TRANSPORT		3,463,566	4,561,968	581,094	1,086,563	5,392,753

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/01/2015		CURRENT YEAR ACTUALS PROJECTED TO THE EOY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 13									
ECONOMIC SERVICES									
Rural Services									
13100	Expenses Relating to Rural Services & Pest Control		0		22		50	50	
13101	Income Relating to Rural Services	0		0		0		0	
		0	0	0	22		50	50	
Tourism & Area Promotion									
13240	Events - Rodeo		0		0		0	0	
13241	Events - Classic		85,000				85,000	0	
13242	Events - Menzies Awareness Day		0		0		0	0	
13243	Events - Holiday Programs		29,000		0		29,000	0	
13244	Events - Community		18,500		4,538		18,500	0	
13250	Promotional Materials Advertising & Marketing Costs		25,000		1,309		25,000	0	
13251	Goldfields Network Tourism Expenses		36,500		36,500		36,500	0	
13252	Golden Quest Vehicle Lease		11,900		6,312		11,900	0	
13253	Old Butcher Shop Utilities and Insurance		2,500		173		2,500	0	
13254	Kookynie Info Bay & Townsite		0		717		750	750	new GL for clarity of costs
13255	Kookynie Walk Trail		350		0		350	0	
13256	Uttering Tourist Facility		250		831		1,200	950	increased exps to date
13257	Laika Ballard		11,600		13,856		23,600	14,000	increased exps to date
13258	Niagara Dam		10,349		11,719		22,649	12,500	increased exps to date
13259	Georgie Cottages		10,000		11,285		21,000	11,000	increased exps to date
13260	Tourism Signage		10,000		0		10,000	0	
13261	Lady Shenton Maintenance		2,841		764		2,841	0	
13262	Tourism Advertising		10,000		0		10,000	0	
13271	Grants - Tourism	0		0		0		0	
13272	Tourism Reimbursements	500		0		500		0	
13273	Tourism Lease Income	11,903		5,410		11,903		0	
13275	Tourism Other Income	0		118		240		0	
13288	Depreciation - Tourism and Area Promotion		83,248		35,000		83,248	0	no budget entered for 14/15
13289	Admin Allocated- Tourism and Area Promotion		162,420		119,888		162,420	0	Depn Non cash admin account
		12,403	809,488	5,529	242,632	12,643	540,656	38,980	Non cash admin account
Building Costs									
13300	Building Surveyor Costs		12,500		7,905		12,500	0	
13301	Building Licence Fees	3,500		468		3,500		0	
13310	Other Expenses Relating to Building Control		250		0		250	0	
13369	Admin Allocation - Building	3,500		468		3,500		0	Non cash admin account
			53,335		37,872		53,335	0	
Townships									
13400	Township Sculpture Course		17,500		9,000		17,500	0	
13401	Township Maintenance		0		0		0	0	
13402	Township Signage		0		0		0	0	
13403	Township Contractors		0		0		0	0	
13404	Township Consultants		5,000		0		5,000	0	
13405	Township Holiday Program		50,000		24,397		50,000	0	
13406	Township Research Costs		30,000		30,000		30,000	0	
13407	Township Football Carnival		15,000		0		15,000	0	
13408	Township Dog Health Program		4,500		0		4,500	0	
13409	Township Road Construction		0		0		0	0	
13486	Admin Allocation - Township	0	81,210		59,934		81,210	0	Non cash admin account
		0	203,210	0	123,331	0	203,210	0	



G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/01/2015		CURRENT YEAR ACTUALS PROJECTED TO THE EOY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
Nursery									
13501	Nursery Operational Expenses		7,144		0		7,144	0	
		0	7,144	0	0	0	7,144	0	
13630 Purchase Furniture & Equipment - Other Economic Services									
		0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	
CRC									
13701	Community Development Manager		80,000		49,285		92,000	12,000	allocations see 14600
13702	CRC Salaries & Wages		122,178		84,357		150,000	27,821	allocations see 14600
13703	CRC Insurances		6,000		5,954		6,000	0	
13704	CRC Maintenance		10,000		2,419		10,000	0	
13705	CRC Travel Expenses		1,000		249		1,000	0	
13706	CRC Postage & Freight		1,760		124		1,760	0	
13707	CRC Print & Stationary		11,000		7,296		11,000	0	
13708	CRC Other admin expenses		500		186		500	0	
13709	CRC Membership Fees		1,000		800		1,000	0	
13710	CRC Computing Costs		10,000		5,259		10,000	0	
13711	CRC Furniture NON Capital		20,000		4,205		20,000	0	
13712	CRC Uniforms		1,500		0		1,500	0	
13713	CRC Telephone Card Purchases		10,000		785		10,000	0	
13714	CRC Cost of Goods For Re-sale		14,500		12,281		14,500	0	
13715	CRC Marketing & Promotion		10,000		5,428		10,000	0	
13716	CRC Utilities		5,000		3,248		5,000	0	
13717	CRC Refreshments		1,000		4		1,000	0	
13718	CRC Cleaning		13,500		17,982		30,843	17,343	allocations see 14600
13719	CRC Training & Conference Expenses		3,000		245		3,000	0	
13720	CRC Programs		10,000		0		10,000	0	
13721	CRC Reimbursements	0	0	0	0	0	0	0	
13722	CRC superannuation		0		6,258		9,500	9,500	allocations see 14600
13750	CRC Operating Grant	111,000		86,025		111,000		0	
13751	CRC All Sales	15,000		12,638		15,000		0	
13752	CRC Phone Card Sales	15,000		8,095		15,000		0	
13753	CRC Room Hire	500		0		500		0	
13754	Cost of Phone Cards for resale		0		455		900	900	allocations see 13714
		141,500	331,828	104,768	206,848	141,500	398,483	67,684	
Caravan Park									
13801	Caravan Park Grants	0		404		410		0	to be reallocations
13802	Caravan Park Income from Charges	55,000		30,891		55,000		0	
13803	Caravan Park Income from Washer & Dryers	2,000		131		2,000		0	
13810	Caravan Park Salaries & Wages		0		41,882		75,000	75,000	allocations see 14600
13811	Caravan Park Maintenance		29,866		13,888		29,866	0	
13812	Caravan Park Landscaping and Gardening		15,000		24,125		30,000	15,000	increased costs to date
13813	Caravan Park Other Costs		0		0		0	0	
13814	Caravan Park Insurance		10,000		2,162		2,200	-7,800	decreased cost- to be clarified
13815	Caravan Park Utilities		0		12,808		21,957	21,957	
13816	Caravan Park Superannuation		0		523		1,000	1,000	allocations
		57,000	54,866	31,418	94,969	57,410	160,823	104,747	
13 TOTAL ECONOMIC SERVICES									
		214,403	1,159,980	142,170	705,723	215,063	1,371,931		

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/01/2015		CURRENT YEAR ACTUALS PROJECTED TO THE EOY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 14									
OTHER PROPERTY AND SERVICES									
Private Works									
14100	Private Works Expenses	5,000	5,000	349	1,634	5,000	5,000	0	
14101	Private Works Income	5,000	5,000	349	1,634	5,000	5,000	0	
Public works Overheads									
14200	Supervision Wages - Public Works Overheads		207,244		180,232		312,244	105,000	allocations see 14600
14201	Superannuation - Public Works Overheads		146,477		48,453		90,477	-56,000	allocations see 14600
14202	Reimbursements PWOH		45,000		195		5,000	-40,000	allocations see 14600
14203	Leave Annual - Public Works Overheads		67,080		7,590		16,080	-51,000	allocations see 14600
14204	Leave Personal - Public Works Overheads		28,003		4,279		8,803	-20,000	allocations see 14600
14205	Long Service Leave - Public Works Overheads		0		0		0	0	
14206	Public Holidays - Public Works Overheads		28,804		1,542		3,804	-25,000	allocations see 14600
14207	Leave Accruals - Public Works Overheads		0		1,003		0	0	
14208	Allowances - Public Works Overheads		62,000		18,158		36,000	-26,000	allocations see 14600
14209	Protective Clothing & PPE - Public Works Overheads		6,900		1,245		5,000	-1,900	decreased costs
14210	Training & Conferences - Public Works Overheads		20,000		5,873		15,000	-5,000	decreased costs
14211	Recruitment Costs - Public Works Overheads		1,000		171		1,000	0	
14212	Meeting Expenses - Public Works Overheads		2,000		1,252		2,000	0	
14213	Workers Comp - Public works Overheads		0		0		0	0	
14214	Depot Insurance - Public Works Overheads		10,000		3,733		7,500	-2,500	allocations
14215	Other Exps - Public Works Overheads		10,000		510		500	-9,500	allocations
14216	Staff Housing Allocated - Public Works Overheads		41,402		23,327		41,402	0	
14217	Depot Mice (to be allocated as PWOH)		0		4,951		10,000	10,000	allocations
14218	MWS vehicle exps		0		256		500	500	allocations
14219	Telephone - Public Works Overheads		4,500		3,885		4,500	0	
14220	Utilities - Public Works Overheads		1,000		0		1,000	0	
14221	PWOH Allocated to Works and Services		(1,012,892)		(736,207)		(891,772)	121,120	Non cash admin account
14225	Depn - Public Works Overheads		5,842		11,961		24,000	18,158	Depn Non cash admin account
14226	Depot Operational & Misc Tasks - Labour Costs		0		1,632		280	280	allocations
14296	Admin Allocated to Works - Public Works Overheads		324,840		239,787		324,840	0	Non cash admin account
		0	0	0	(178,207)	0	18,156	18,156	
Plant Operations									
14301	Mech's Wages - Internal Repairs to P&E		0		40,711		60,000	60,000	new acct for clarity in GL postings
14302	Other Plant Costs		60,000		10,132		25,000	-35,000	allocations to 14301
14303	Fuel & Oil - Plant Operations		200,000		92,410		200,000	0	
14304	Tyres and Tubes - Plant Operations		40,000		9,848		40,000	0	
14305	Parts & Repairs - Plant Operations		260,000		150,104		257,322	-2,678	Increased costs to date
14307	Vehicle Registrations & Insurance - Plant Operations		36,000		20,906		36,000	0	
14308	Plant Operations Reimbursements							19,211	allocations
14309	Less Plant Costs Allocated	35,000	(923,680)	9,210	(385,246)		(898,104)	25,576	Non cash admin account
14370	Loss on Asset Sale		0		19,906		0	0	Non cash admin account
14398	Depreciation - Plant Operations		213,988		182,513		213,988	0	Depn Non cash admin account
14399	Admin Allocated - Plant Operations		113,694		83,908		113,694	0	Non cash admin account
		35,000	0	9,210	285,193	15,786	(12,102)	7,109	Non cash admin account



**Ordinary Council Meeting 26 February 2015**

Page 60

## SHIRE OF MENZIES CAPITAL TRANSACTIONS

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/01/2015		CURRENT YEAR ACTUALS PROJECTED TO The EOY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
Capital Grants									
11308	Grant Received- Menzies Water Park	270,000		0		270,000		0	
12222	Bikewest Grants - Dual Use Paths	50,000		0		0		50,000	Not awarded
12225	Grant - MRWA Projects	190,000		77,713		190,000		0	
12228	Grant - Roads to Recovery	329,500		0		329,500		0	
12232	Grant - RRG (jobs)	390,001		69,334		390,001		0	
12237	Grant - WALGGC Local Roads	340,000		189,755		340,000		0	
		1,539,501	0	336,802	0	1,469,591	0	50,000	Not awarded
Capital Expenses									
14710	Purchase of land lots for town development		20,000		0		20,000	0	
12120	Depot Extension -Asset Upgrade		60,000		402		60,000	0	
09180	Construction of 2 New Houses Menzies CLGF 12-13 RAR		650,000		450,767		450,000	-200,000	\$169,000 was expended in 13/14
09192	Installation of Solar Panels New Houses		50,000		0		50,000	0	
09191	Installation of Fencing - New Houses		40,000		44,572		44,572	4,572	11% over budget at completion
09193	Installation Landscaping New Houses		48,000		0		123,000	75,000	under allocated in budget 14/15
09194	Installation of Sheds for New Houses		112,000		0		112,000	0	
09195	Installation landscaping - Shenton St Units		10,500		0		10,500	0	
09196	Asbestos removal - 10 Shenton Street		30,675		0		30,675	0	
09250	Installation New Fencing - Walsh Street Units		5,000		4,070		5,000	0	
04240	Council Table		18,000		13,069		14,000	-4,000	under budget
04241	New Locking System		10,000		0		10,000	0	
06501	New Pound		20,000		11,570		20,000	0	
11201	Water Park Construction Project		350,000		318,143		350,000	0	
11150	Construction Project Shire Hall Toilets		180,000		0		180,000	0	
11750	War Memorial Construction Project		50,000		0		50,000	0	
11650	Upgrade of Old Church Menzies		25,000		0		25,000	0	
12101	Road Construction CRSF - jobs		307,000		1,022		307,000	0	
12109	Road Construction Muni - jobs		1,300,000		243,106		1,300,000	0	
12108	Road Construction RRG - jobs		540,043		445,379		570,043	30,000	increased costs to experienced to date
12110	Shire House - Crossover Construction		165,544		13,532		165,544	0	
12104	Roads to Recovery Construction -jobs		379,500		0		379,500	0	
12108	Footpath Construction		100,000		6,714		100,000	0	
12301	Crew Cab Truck		85,000		0		85,000	0	
12302	MWS Vehicle		86,300		75,278		86,300	0	
12303	Ute (1)		40,000		38,446		40,000	0	
12304	Ute (2)		40,000		0		40,000	0	
12305	Grader		360,000		0		360,000	0	
12306	Mtce. Grader Accommodation		140,000		49,447		140,000	0	
12307	Loadlife		12,000		0		12,000	0	
12308	5" Single rotor Sleshar		7,000		6,800		7,000	0	
12306	Traffic Counters		20,000		0		20,000	0	
		0	5,261,562	0	1,722,145	0	5,167,134	-94,428	

## OVERVIEW 2014 / 2015

PROJECTED to The EOFY

31/01/2015

BUDGET

### EXPENDITURE

Total Operating Expenditure  
Total Capital Expenditure

LESS  
Depreciation

PLUS  
Transfer to Reserves

### TOTAL CASH EXPENDITURE

### INCOME

Balance B/F

Total Operating Revenue excluding Rates

Rates Revenue

NON operating Capital Revenue

PLUS

Transfer from Reserves

### TOTAL CASH EXPENDITURE

(Surplus) /Deficit

### SUMMARY

MB:

The Audited Sum B/F is :

\$1,328,886

Due to the inclusion of accrued  
expenses not recorded until 01/07/2014  
DIFF \$244,438

Cash and Cash Equivalents

OVERVIEW IN BUDGET DOCUMENTS	
7524238	
8291562	
12,785,800	
2,104,121	
10,681,679	
92,759	
10,774,438	
1,573,372	
4,465,058	
2,890,707	
1,617,301	
10,346,438	
438,000	
10,784,438	
10,000	
Addition error	



PREDICTED PA	
8,830,040	
5,167,134	
13,997,174	
(8,725,280)	
(1,488,901)	
(10,214,781)	
3,782,393	
34,218	
(438,000)	
(2,122,279)	
(1,328,886)	
(72,564)	

YTD	
2,754,577	
1,722,145	
4,476,722	
(5,282,243)	
(339,802)	
(5,599,045)	
(1,122,323)	
19,981	
(384,839)	
(1,085,350)	
(1,328,886)	
(3,881,238)	

BUDGET	
Operating Expenditure	7,537,239
Capital Expenditure	5,281,562
SUB	12,798,801
Operating Revenue	(7,158,765)
Capital Revenue	(1,619,501)
SUB	(8,778,266)
(Surplus) /Deficit	4,020,535
Transfer to Reserves	87,500
Transfer from Reserve	(438,000)
Add back DEPN	(2,104,121)
Surplus B/F	(1,573,372)
(Surplus) /Deficit	(7,458)

## 12.2 FINANCE AND ADMINISTRATION BUSINESS

### 12.2.2 LISTING OF PAYMENTS MADE IN DECEMBER 2014 & JANUARY 2015

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 26 February 2015
<b>LOCATION</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	ADM017
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	19 January 2015
<b>AUTHOR:</b>	Karen Oborn, 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>	None

#### ATTACHMENTS:

12.2.2 Attachment #1 List of payments made to Creditors in December 2014

12.2.2 Attachment #2 List of payments made to Creditors in January 2015

#### SUMMARY:

The list of payments made are being submitted to the Ordinary Council 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 December 2014 include cheques numbered 10168 to 10180 and direct transactions totalling \$250,342.64. Payments made in January 2015 include cheques numbered 10181 to 10185 and direct transactions totalling \$212,496.85. The list of payments is submitted to each member of the Council on Thursday 26 February 2015.

#### 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

**Moved:** Cr Mazza

**Seconded:** Cr Tucker

**COUNCIL DECISION:**

**No: 0657**

That Council approves the payments identified in the list of payments made from the Shire of Menzies Municipal Bank account in December 2014 including cheques numbered 10168 to 10180 and direct transactions totalling \$250,342.64 and in January 2015 including cheques numbered 10181 to 10185 and direct transactions totalling \$212,496.85 submitted to each member of the Council on Thursday 26 February 2015.

10:54am

**CARRIED 6/0**



List of Accounts Paid December 2014					
Ref No.	Chq/EFT	Date	Name	Description	Amount
1	EFT1	03/12/2014	Leanne Downie	Christmas cards	-\$35.97
2	EFT2	03/12/2014	WA Local Govt Association	Course Karen Oborn Local Govt Act	-\$495.00
3	EFT3	03/12/2014	Hydraulink	Hose fittings	-\$664.51
4	EFT4	03/12/2014	Global Sealing Services Pty Ltd	Fibreglass	-\$320.65
5	EFT5	03/12/2014	Rapallo Group	Full scope testing	-\$4,050.00
6	EFT6	03/12/2014	Bone Robert Glenn	Professional Services response Saracen, LEMA & Tropicana agenda item	-\$1,188.00
7	EFT7	03/12/2014	Coates Hire	Hire of Fuel Tank 1250L 25/10-25/11/14	-\$2,546.57
8	EFT8	03/12/2014	Courier Australia	Freight Charges	-\$795.05
9	EFT9	03/12/2014	Fire And Emergency Services Authority	2014/15 ESL Quarter 2	-\$12,628.80
10	EFT10	03/12/2014	Goldline Distributors	Toilet Rolls	-\$155.18
11	EFT11	03/12/2014	Goldfields Medicine (Hannan Street)	Pre employment medical Dylan Maynard	-\$120.01
12	EFT12	03/12/2014	Goldfields Truck Power		-\$1,068.80
13	2	01/12/2014	1 - NAB BANK FEES AND CHARGES	NAB BANK FEES AND CHARGES	-\$38.90
14	2	01/12/2014	1 - NAB BANK FEES AND CHARGES	NAB BANK FEES AND CHARGES	-\$36.90
15	EFT13	03/12/2014	Goldrush Tours	Jones travel Menzies to Laverton	-\$30.60
16	EFT14	03/12/2014	The Honda Shop	Fan for genset	-\$69.95
17	4	31/12/2014	1 - NAB BANK FEES AND CHARGES	NAB BANK FEES AND CHARGES	-\$63.30
18	4	22/12/2014	1 - NAB BANK FEES AND CHARGES	NAB BANK FEES AND CHARGES	-\$59.99
19	EFT15	03/12/2014	Netlogic Information Technology	Remote Consulting 12-13/11/14	-\$105.00
20	5	31/12/2014	1 - NAB BANK FEES AND CHARGES	NAB BANK FEES AND CHARGES	-\$123.29
21	EFT16	03/12/2014	Novotel Perth Langley	Accommodation Greg Dwyer	-\$297.65
22	EFT17	03/12/2014	National Tyres	Tyres	-\$1,320.00
23	EFT18	03/12/2014	Office National	Copier Charges	-\$780.62
24	EFT19	03/12/2014	Quality Railway Motel Kalgoorlie	Accommodation Justin Graham	-\$662.00
25	EFT20	19/12/2014	Initial C Holding Pty Ltd	Toners	-\$521.60
26	EFT21	19/12/2014	Digga West & Earthparts WA	Cutting Edges & Bolts	-\$568.48
27	EFT22	19/12/2014	WA Local Govt Association	Death Notice Marica Vaughan St John Ambulance	-\$70.84
28	EFT23	19/12/2014	Rapallo Group	GST on Invoice 0034	-\$405.00
29	EFT24	19/12/2014	Achievable Outback Cafe	Councillors Lunch Nov 2014	-\$130.00
30	EFT25	19/12/2014	Air Liquide Wa Pty Ltd	Cylinder Hire	-\$74.54
31	EFT26	19/12/2014	Australian Taxation Office	IAS November 2014	-\$32,375.79
32	EFT27	19/12/2014	Beaurepairs	MY N7OZZMF 4 x 4 Extra Duty	-\$142.90
33	EFT28	19/12/2014	Boord Constructions	Supply & labour of concrete	-\$14,609.10
34	EFT29	19/12/2014	Bunnings	Poly irrigation rural	-\$336.54
35	EFT30	19/12/2014	Cabcharge Australia Limited	Cab Charges	-\$50.40
36	EFT31	19/12/2014	Conway Highbury	Services of Niel Mitchell November 2014	-\$522.50
37	EFT32	19/12/2014	Courier Australia	Freight	-\$221.97
38	EFT33	19/12/2014	Daphne Crawford	Community Event Christmas	-\$627.81
39	EFT34	19/12/2014	Daimler Trucks Perth	Drum add blue	-\$311.85
40	EFT35	19/12/2014	Department of Housing	Rent 501 / 6 Wilson St	-\$4,640.00
41	EFT36	19/12/2014	Greg Cr Dwyer	November meeting 2014	-\$6,533.80
42	EFT37	19/12/2014	Jillian Dwyer	Nomination Fees	-\$80.00
43	EFT38	19/12/2014	Eagle Petroleum (W.A) Pty Ltd	Bulk Diesel	-\$12,813.00
44	EFT39	19/12/2014	Goldline Distributors	Supplies Caravan Park & Admin	-\$549.42
45	EFT40	19/12/2014	Beverley Goding	Travel Excel Course	-\$317.18
46	EFT41	19/12/2014	Goldfields Truck Power	Check Mitsubishi	-\$8,517.41
47	EFT42	19/12/2014	Hampton Transport Services Pty Ltd	Accommodation	-\$7,656.00
48	EFT43	19/12/2014	Hitachi	Parts & repairs	-\$2,493.60
49	EFT44	19/12/2014	Menzies Hotel	Gas Bottles for new houses	-\$2,365.00
50	EFT45	19/12/2014	Tucker, Ian Cr	November meeting 2014	-\$1,745.00
51	EFT46	19/12/2014	Ian D Mackay	Engineering Services	-\$1,320.00
52	EFT47	19/12/2014	In 2 Balance	Data extraction for RDO	-\$4,632.10
53	EFT48	19/12/2014	Justin Graham	November meeting 2014	-\$2,022.96
54	EFT49	19/12/2014	Jamie Mazza	November meeting 2014	-\$1,990.18
55	EFT50	19/12/2014	Kulbardi Hill Consulting	Graphic design Water Park	-\$3,008.50
56	EFT51	19/12/2014	Landgate	Mining Tenements Chargeable	-\$964.70
57	EFT52	19/12/2014	Justin Lee	November meeting 2014	-\$1,745.00
58	EFT53	19/12/2014	Menzies Aboriginal Corporation	Donation towards community christmas tree	-\$1,500.00
59	EFT54	19/12/2014	Momar Australia Pty Ltd	Blue Thunder	-\$1,129.70
60	EFT55	19/12/2014	Netlogic Information Technology	Trend WFB Security Advanced 1/8/14-31/7/15	-\$903.70
61	EFT56	19/12/2014	National Tyres	Tyres	-\$2,237.40
62	EFT57	19/12/2014	Oborn Mining And Electrical Consultants	RCD Fault 17 Onslow St	-\$100.00
63	EFT58	19/12/2014	Office National	Stationery	-\$386.48
64	EFT59	19/12/2014	Peter Twigg	November meeting 2014	-\$4,973.44

Confirmed Minutes  
Ordinary Council Meeting 26 February 2015



List of Accounts Paid December 2014					
Ref No.	Chq/EFT	Date	Name	Description	Amount
65	EFT60	19/12/2014	Keith Purchase	Nomination Fee Refund	-\$80.00
66	EFT61	19/12/2014	Quality Railway Motel Kalgoorlie	Accommodation Peter Twigg	-\$203.00
67	EFT62	19/12/2014	RSM Bird Cameron	Final Audit & LG Act Reg 17	-\$33,770.14
68	EFT63	19/12/2014	Sheridan's For Badges	Metal Plaque water park	-\$377.30
69	EFT64	19/12/2014	Shire of Leonora	Health & Building Report	-\$2,484.40
70	EFT65	19/12/2014	Stationery Plus	Stationery	-\$226.10
71	EFT66	19/12/2014	UHY Haines Norton	Preparation and Lodgement	-\$12,762.20
72	EFT67	19/12/2014	Wridgeways	Removal charges	-\$3,627.80
73	EFT68	19/12/2014	Wurth Australia	Cutting discs & brake cleaner	-\$78.10
74	DD14.1	04/12/2014	NAB	Direct Debit Master Card Payments NOV 2014	-\$4,969.49
75	DD16.1	01/12/2014	Wright Express Australia Pty Ltd	Direct debit Motorpass Payment	-\$710.92
76	DD19.1	09/12/2014	WA Local Govt Superannuation Plan	Payroll deductions	-\$4,309.96
77	DD19.2	09/12/2014	Australian Super	Superannuation contributions	-\$1,017.26
78	DD19.3	09/12/2014	BT Finanacial Group Superannuation	Superannuation contributions	-\$516.65
79	DD19.4	09/12/2014	Prime Super	Superannuation contributions	-\$599.88
80	DD19.5	09/12/2014	Portfoliofocus Superannuation Plan	Superannuation contributions	-\$412.42
81	DD19.6	09/12/2014	WA Local Govt Superannuation Plan	Superannuation contributions	-\$4,017.88
82	DD19.7	09/12/2014	Australian Ethical	Superannuation contributions	-\$244.99
83	DD19.8	09/12/2014	Rest Industry Superannuation	Superannuation contributions	-\$138.04
84	DD22.1	15/12/2014	WA Local Govt Superannuation Plan	Superannuation contributions	-\$209.99
85	DD22.2	15/12/2014	WA Local Govt Superannuation Plan	Superannuation contributions	-\$43.97
86	DD22.3	15/12/2014	Australian Super	Payroll deductions	-\$48.87
87	DD28.1	05/12/2014	Westnet	Auto Direct Debit	-\$92.53
88	DD31.1	29/12/2014	Goldfields Toyota	Golden Quest Vehicle Lease	-\$991.90
89	DD32.1	15/12/2014	BOQ Finance		-\$1,355.74
90	DD34.1	23/12/2014	WA Local Govt Superannuation Plan	Payroll deductions	-\$4,308.79
91	DD34.2	23/12/2014	Australian Super	Superannuation contributions	-\$914.83
92	DD34.3	23/12/2014	BT Finanacial Group Superannuation	Superannuation contributions	-\$512.97
93	DD34.4	23/12/2014	Prime Super	Superannuation contributions	-\$599.88
94	DD34.5	23/12/2014	Portfoliofocus Superannuation Plan	Superannuation contributions	-\$324.99
95	DD34.6	23/12/2014	WA Local Govt Superannuation Plan	Superannuation contributions	-\$3,982.51
96	DD34.7	23/12/2014	Australian Ethical	Superannuation contributions	-\$244.99
97	DD34.8	23/12/2014	Rest Industry Superannuation	Superannuation contributions	-\$130.92
98	DD40.1	09/12/2014	Australian Super	Superannuation contributions	-\$34.85
99	DD52.1	29/12/2014	Wright Express Australia Pty Ltd	Direct debit from muni bank 29/12/2014	-\$342.30
100	DD55.1	24/12/2014	Australia Post	Postal items and stamps	-\$1,059.73
101	DD57.1	24/12/2014	BOQ Finance	Auto Drawing BAFL	-\$484.89
102	10168	03/12/2014	Western Diagnostic	Drug screen for Sonia King	-\$35.04
103	10169	03/12/2014	Derek Morrison	Overhaul wooden clock Chambers	-\$250.00
104	10170	03/12/2014	Clinipath Pathology	Drug screen Desmond Woods	-\$33.00
105	10171	03/12/2014	Dept of Transport & Licensing	Licensing 003MN 2014	-\$544.60
106	10172	19/12/2014	Australian Taxation Office	Payroll deductions	-\$666.00
107	10173	19/12/2014	Helga Watson	Soap & Candles	-\$107.50
108	10174	19/12/2014	Horizon Power	Streetlight	-\$728.02
109	10175	19/12/2014	Hesperian Press	Books for resale	-\$447.60
110	10176	19/12/2014	Pivotal Satellite Pty Ltd	Sat Phones 0424219963 - 0424219964	-\$160.00
111	10177	19/12/2014	SGS Australia Pty Ltd	Material Testing	-\$2,693.90
112	10178	19/12/2014	Telstra	usage for Nov 14	-\$1,747.41
113	10179	19/12/2014	Water Corporation	Legal fees for period to 28/11/14	-\$3,196.92
114	10180	19/12/2014	Wright Express Australia Pty Ltd	Motorpass fuel	-\$342.30
					<b>-\$250,342.64</b>

List of Accounts Paid January 2015				
Ref No.	Chq/EFT	Date/Name	Description	Amount
1	3	02/01/2015 1 - NAB BANK FEES AND CHARGES	NAB BANK FEES AND CHARGES	--\$75.80
2	3	22/01/2015 1 - NAB BANK FEES AND CHARGES	NAB BANK FEES AND CHARGES	-\$59.99
3	EFT69	09/01/2015 Conway Highbury	Services for the Month of Dec 2014	--\$1,155.00
4	EFT70	09/01/2015 Courier Australia	Westrac,National Tyres,Hitachi	-\$1,605.41
5	EFT71	09/01/2015 Canning Pool & Pump Centre PTY	20 Ltrs of Chlorine,15 Ltrs Non Fuming Acid	--\$180.00
6	EFT72	09/01/2015 Esplanade Hotel Fremantle	LG Conference P & D Crawford	--\$363.00
7	EFT73	09/01/2015 Goldline Distributors	White Table Cloth for Councillors Lunches	--\$27.60
8	EFT74	09/01/2015 Goldfields Truck Power	Filters,Glad Hand Red & Blue,Coup Bkt,Air Brake Hose,Clamp ,Fitting	-\$577.57
9	EFT75	09/01/2015 Goldfields Volkswagen	2014 Volkswagen Amarrok 4X4 Cab (Replaced PO 174)	--\$33,449.90
10	EFT76	09/01/2015 g.sacilotto electrical	Inspection Order 55A & 55B Walsh Street	--\$7,025.70
11	EFT77	09/01/2015 Netlogic Information Technology	Office 365 Business Premium Subscription 1 Year, Consulting	--\$2,920.00
12	EFT78	09/01/2015 Office National	Furniture for CSO --Desk	--\$759.00
13	EFT79	09/01/2015 Penns Cartage	Transport of Isuzu Truck -Menzies to Goldfields Truck Power	--\$541.20
14	EFT80	09/01/2015 Shaws Cartage Contractors	Collect Accomadation Unit from Royal Wolfe Using Trailer from Rencto	--\$242.00
15	EFT81	09/01/2015 shire of leonora	Health & Building Report	--\$2,484.40
16	EFT82	09/01/2015 Truck Centre (WA) PTY.LTD	Travel to Mundaring and Back Plus Repaired Truck	-\$544.62
17	EFT83	09/01/2015 WesTrac Pty Ltd	Filters,D.15W-40.20L,SOS Kit I/R	-\$1,928.84
18	EFT84	13/01/2015 Coopers Carpet Cleaning	Carpet Cleaning Chambers/ CEO office/ 3 GROH houses	--\$1,080.00
19	EFT85	13/01/2015 Landgate	JOB 169553 Mining Tenements	-\$799.65
20	EFT86	13/01/2015 LM & MR McQuie & Sons	PO 5825 5826 5827 2938LDiesel, 20days water, 39 days accomm	-\$13,510.20
21	EFT87	13/01/2015 Paradise Pools	2 new houses - site works	--\$9,270.00
22	EFT88	13/01/2015 Westland Autos	PO 5346 parts	-\$599.08
23	EFT89	13/01/2015 Water Features by Design	Final payment for construction of Water Park	-\$100,652.00
24	EFT90	13/01/2015 WW Souvenirs Gifts & Homewares	PO 5656 Souvenirs for resale MEN001 06/11/2014	--\$1,148.10
25	DD25.1	06/01/2015 WA Local Govt Superannuation Plan	Payroll deductions	-\$4,256.24
26	DD25.2	06/01/2015 Australian Super	Superannuation contributions	-\$745.95
27	DD25.3	06/01/2015 BT Finanacial Group Superannuation	Superannuation contributions	-\$532.83
28	DD25.4	06/01/2015 Prime Super	Superannuation contributions	-\$635.91
29	DD25.5	06/01/2015 Portfoliofocus Superannuation Plan	Superannuation contributions	-\$257.04
30	DD25.6	06/01/2015 WA Local Govt Superannuation Plan	Superannuation contributions	-\$3,828.12
31	DD25.7	06/01/2015 Australian Ethical	Superannuation contributions	-\$244.99
32	DD25.8	06/01/2015 Rest Industry Superannuation	Superannuation contributions	-\$115.73
33	DD69.1	05/01/2015 WESTNET		-\$90.45

List of Accounts Paid January 2015				
Ref No.	Chq/EFT	Date/Name	Description	Amount
34	DD75.1	20/01/2015 WA Local Govt Superannuation Plan	Payroll deductions	-\$4,295.79
35	DD75.2	20/01/2015 Australian Super	Superannuation contributions	-\$1,030.71
36	DD75.3	20/01/2015 BT Finanacial Group Superannuation	Superannuation contributions	-\$473.85
37	DD75.4	20/01/2015 Prime Super	Superannuation contributions	-\$599.88
38	DD75.5	20/01/2015 Portfoliofocus Superannuation Plan	Superannuation contributions	-\$412.42
39	DD75.6	20/01/2015 WA Local Govt Superannuation Plan	Superannuation contributions	-\$3,947.81
40	DD75.7	20/01/2015 Australian Ethical	Superannuation contributions	-\$244.99
41	DD75.8	20/01/2015 Rest Industry Superannuation	Superannuation contributions	-\$138.04
42	DD77.1	15/01/2015 Goldfields Toyota		-\$991.90
43	DD77.2	15/01/2015 BOQ Finance	Auto Deduction from Bank - photocopiers	-\$1,273.75
44	DD81.1	27/01/2015 BOQ Finance	BAFL photocopier agreement DD	-\$484.89
45	10181	09/01/2015 Dept Of Transport & Licensing	PO 143--1TFU134	-\$406.35
46	10182	09/01/2015 Horizon Power	39 Mercer Street 29/10/2014 to 15/12/2014	-\$121.98
47	10183	09/01/2015 Lord Mayor's Distress Relief Fund	Donation 19.12.2014	-\$1,000.00
48	10184	09/01/2015 Squire Patton Boggs	Native Title Claim :Kaparn people 03/07/2014 to 18/12/2014	-\$3,086.25
49	10185	09/01/2015 Telstra	Dec-14	-\$2,281.92
				<b>-\$212,496.85</b>

## 12.2 FINANCE & ADMINISTRATION BUSINESS

### 12.2.3 INVESTMENTS FOR JANUARY 2015

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 26 February 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM034
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	6 February 2015
<b>AUTHOR:</b>	Karen Oborn, 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>	Ordinary Council Meeting 18 <sup>th</sup> December 2014 12.2.4 Investments for November 2014

#### ATTACHMENTS:

12.2.3 Attachment #1 – Notice from National Australia Bank

#### SUMMARY:

For Council to receive the investment report for the month of January 2015

#### BACKGROUND:

The Chief Executive Officer is currently delegated authority to invest funds into interest bearing accounts under Delegation 2.5 – Investment of Surplus Funds and also details the reporting requirements

#### COMMENT:

One current TD matured as at 28 January where surplus funds in the municipal account were invested for 90 days. Details of the investment are:

Place of investment	National Bank
Term of investment	90 days (Mature 27 January 2015)
Interest rate	3.51%pa
Amount	\$530,000
Interest at maturity	\$2,848.94

#### NEW TERM DEPOSIT

Place of investment	National Bank
Term of investment	30 days (Mature 26 February 2015)
Interest rate	2.9%pa
Amount	\$400,000
Interest at maturity	\$966.67

#### CONSULTATION:

Shire staff

#### 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.

**Shire of Menzies – Delegations Register**

- Delegation 2.5 – Investments of Surplus Funds – Details the constraints and reporting procedures

**POLICY IMPLICATIONS:**

Council has no Policies in relation to this matter

**FINANCIAL IMPLICATIONS:**

Reporting on Financial Activity

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Simple Majority Decision required

**Moved: Cr Mazza**

**Seconded: Cr J Dwyer**

<b>COUNCIL DECISION:</b>
--------------------------

<b>No: 0658</b>
-----------------

**That Council receive the report on Investments for the month of January 2015.**

**10:55am**

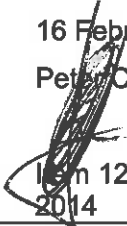
**CARRIED 6/0**

***The meeting was adjourned at 10:55am to allow Members to inspect the proposed site of the Menzies War Memorial.***

***Meeting reconvened at 11:18am with all present.***

## 12.5 MANAGEMENT AND POLICY BUSINESS

### 12.5.1 MIINUTES OF GVROC MEETING – 30 JANUARY 2015

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 26 February 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM126
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	16 February 2015
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 12.5.2 Ordinary Council Meeting 18 December 2014

#### ATTACHMENTS:

12.5.1 Attachment #1 – Minutes of GVROC Meeting 30 January 2015

#### SUMMARY:

For Council to receive the Minutes of the GVROC In Person Meeting held in Esperance on Friday 30 January 2015 (See 12.5.1 Attachment #1)

#### BACKGROUND:

The last meeting of the GVROC Group was held in Esperance on Friday 30 January 2015.

#### COMMENT:

The minutes of the GVROC meeting are tabled for Council's perusal and no implications for Council are evident at this point.

#### 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

**Moved: Cr J Dwyer**

**Seconded: Cr Lee**

**COUNCIL DECISION:**

**No: 0659**

**That Council receive the Minutes of the GVROC Officers Group meeting held in person in Esperance on Friday 30 January 2015.**


**11:22am**

**CARRIED 6/0**



## 12.5 MANAGEMENT & POLICY BUSINESS

### 12.5.2 DEVELOPMENT ASSESMENT PANELS – LOCAL GOVERNMENT NOMINATIONS

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council – 26 February 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM428
<b>DISCLOSURE OF INTEREST:</b>	The author has no interest to disclose
<b>DATE:</b>	2 February 2015
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Ordinary Council Meeting 27 October 2011 Item 9.6

#### ATTACHMENTS:

12.5.2 Attachment #1 Correspondence received from Development Assessment Panels

#### SUMMARY:

Appointments of all local government Development Assessment Panel (DAP) members expire on 26 April 2015.

#### BACKGROUND:

Under regulation 26 of the Planning and Development (Development Assessment Panels) Regulations 2011, Council is required to nominate four elected members of the Shire, comprising two local members and two alternate local members to sit on the local DAP as required.

#### COMMENT:

Nominee's attention is drawn to the fact that they will not be paid by the Council. The Local Development Assessment Panel members are entitled to be paid for their attendance at DAP training and at DAP meetings unless they fall within a class of persons excluded from payment.

**CONSULTATION:** Nil

**STATUTORY ENVIRONMENT:** Planning & Development (Development Assessment Panels) Regulations 2011.

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**VOTING REQUIREMENTS:** Simple Majority

**Moved:** Cr Mazza

**Seconded:** Cr Twigg

#### COUNCIL DECISION:

**No: 0660**

**That Council:**

1. Nominates the following Councillors to fill the following positions on the Development Assessment Panel:

**Local Member: Cr Jill Dwyer**

**Local Member: Cr Justin Lee**

**Alternate Local Member: No nominations received**

**Alternate Local Member: No nominations received**

**and;**


- 2. Authorise the Chief Executive Officer to complete Development Assessment Panel Nomination Forms and email to the Department of Planning prior to 27<sup>th</sup> February 2015.**

**11:29am**

**CARRIED 6/0**

## 12.5 MANAGEMENT & POLICY BUSINESS

### 12.5.3 PROPOSED LOCAL LAWS – INTENTION TO ADOPT

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 26 February 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	ADM005
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	7 February 2015
<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>	Item 12.5.6 Ordinary Council Meeting 18 December 2014

#### ATTACHMENTS:

- 12.5.3 Attachment #1 Proposed Bush Fire Brigade Local Law 2015
- 12.5.3 Attachment #2 Proposed Dogs Local Law 2015
- 12.5.3 Attachment #3 Proposed Meeting Procedures Local Law 2015
- 12.5.3 Attachment #4 Proposed Public Places and Local Government Property Local Law 2015

#### SUMMARY:

To commence the formal process for adoption of the proposed local laws.

#### BACKGROUND:

The purpose of this report is –

- 1) To allow the Presiding Person to give notice to the meeting of the proposal to make new local laws –
  - a) Bush Fire Brigade Local Law 2015
  - b) Dogs Local Law 2015
  - c) Meeting Procedures Local Law 2015
  - d) Public Places and Local Government Property Local Law 2015;
- 2) For Council to adopt the proposed local laws;
- 3) For Council to give notice of the purpose and effect of the proposed local laws; and
- 4) To allow for advertising of the proposed local laws for public comment.

#### COMMENT:

The proposed local laws are set out in the attachment to this report. In making a new local law, Council must comply with the provisions of section 3.12 of the Local Government Act.

The *Local Government (Functions and General) Regulations* (Regulation 3) states that for the purpose of Section 3.12(2) of the Act, the person presiding at a council meeting is to give notice of the purpose of the local law by ensuring that the purpose and effect of the

proposed local law is included in the agenda for that purpose and the minutes of the meeting of the council include the purpose and effect of the proposed local law.

The purpose of the local laws are as follows –

- a) Bush Fire Brigades Local Law
  - provide for the establishment, operation and management of volunteer bush fire brigades, and
  - provisions for registration and maintaining currency of registration for volunteers
- b) Dogs Local Law
  - provide for the management and control of dogs within the Shire
  - provide for the management of dogs throughout the district, and
  - implement modified penalties for breach of the local law
- c) Meeting Procedures Local Law
  - provide for the management and control of Council, committee and electors meetings
- d) Public Places and Local Government Property Local Law
  - manage activities in public places, thoroughfares and all property (land, buildings or other structures) under the care and control of the Shire, and
  - implement modified penalties for breach of the local law

The effect of the proposed local laws are –

- a) Bush Fire Brigades Local Law
  - repeal the existing Bush Fire Brigade Local Law,
  - stipulate the requirements for establishing a bush fire brigade, its area of operations, and its management structure,
  - provide for continuity in the absence of volunteers,
  - ensure current volunteer memberships are maintained, allowing for appeals against termination of membership etc,
  - simplify current governance and administrative requirements, and
  - ensuring Dept of Fire and Emergency Services is informed of bush fire brigade status and actions.
- b) Dogs Local Law
  - repeal the existing Dogs Local Law,
  - increase penalties for breach of the local law
- c) Meeting Procedures Local Law
  - ensure appropriate management and control of local government meetings
- d) Public Places and Local Government Property Local Law
  - repeal the existing Activities in Thoroughfares and Public Places Local Law
  - establish new provisions and ability for Council to manage local government property,
  - ensure consistency in provisions for care and control of public places, thoroughfares and local government property, and
  - provide for modified penalties for breach of the local law

As required by section 3.12 the Local Government Act 1995, the next steps include –

- Statewide public notice required inviting submissions
- Local public notice required inviting submissions
- copies of the proposed local laws, (gazettal copy), and the National Competition Policy review must be sent to the relevant Minister/s for comment within 10 days of advertising.

Notices are to invite the public to comment on the proposed local law, with submissions being open for a period of not less than 6 weeks (42 days).

The advertisement will be placed once Council has resolved its intent to make the local law.

Once the submission period is closed, Council is required to consider any submissions received. Minor amendments not affecting the intent of the provisions can be made, but if significant changes are needed, the proposal must be readvertised.

The proposed local law is then published in the Government Gazette, and comes into effect on the date specified. The Gazettal copy is then sent to the Parliamentary Committee on Delegated Legislation to review, which may then disallow or require changes, even though now Gazetted.

**CONSULTATION:**

Mr Peter Crawford, Chief Executive Officer  
Mr Dave Hadden, Environmental Health Officer  
Mr Julian Goldacre, EHO, Roe Health Group of Councils  
Ms Beibei Guo, Legislation Officer, Dept of Local Government & Communities  
Mr Mac Johnston, Mr Paul Simpson, Dept of Fire & Emergency Services

**STATUTORY ENVIRONMENT:**

Principal legislation –  
Local Government Act 1995:

*Section 3.12(2) of the Local Government Act 1995 and the Local Government (Functions and General) Regulations (Regulation 3) which states that for the purpose of Section 3.12(2) of the Local Government Act the person presiding at a council meeting is to give notice of the purpose of the local law by ensuring that the purpose and effect of the proposed local law is included in the agenda for that purpose and the minutes of the meeting of the council include the purpose and effect of the proposed local law.*

Bush Fires Act  
Dog Act

Other legislation referred to includes –  
Firearms Act 1973  
Liquor Control Act  
Planning and Development Act 2005  
Road Traffic Act

**POLICY IMPLICATIONS:**

There are no policy implications for this item.

**FINANCIAL IMPLICATIONS:**

Advertising costs associated with state-wide advertising.

**STRATEGIC IMPLICATIONS:**

Nil

**VOTING REQUIREMENTS:**

Absolute Majority Decision

**OFFICER'S RECOMMENDATION:**

That Council:

1. Approve the following local laws, as contained in the Attachments for the purposes of advertising –
  - a) Shire of Menzies Bush Fire Brigades Local Law 2015
  - b) Shire of Menzies Dog Local Law 2015
  - c) Shire of Menzies Meeting Procedures Local Law 2015
  - d) Shire of Menzies Public Places and Local Government Property Local Law 2015;
2. Pursuant to section 3.12 of the Local Government Act 1995, give Statewide public notice that it intends to make the Shire of Menzies Bush Fire Brigade Local Law 2015, as contained in the Attachment:
  - a) the purpose of which is to:
    - provide for the establishment, operation and management of volunteer bush fire brigades, and
    - provide for registration and maintaining currency of registration for volunteers;
  - b) the effect is that:
    - repeal the existing Bush Fire Brigade Local Law,
    - stipulate the requirements for establishing a bush fire brigade, its area of operations, and its management structure,
    - provide for continuity in the absence of volunteers,
    - ensure current volunteer memberships are maintained, allowing for appeals against termination of membership etc,
    - simplify current governance and administrative requirements, and ensuring Dept of Fire and Emergency Services is informed of bush
3. Pursuant to section 3.12 of the Local Government Act 1995, give Statewide public notice that it intends to make the Shire of Menzies Dogs Local Law 2015, as contained in the Attachment:
  - a) the purpose of which is to
    - provide for the management and control of dogs within the Shire
    - implement modified penalties for breach of the local law.
  - b) the effect is that
    - repeal the existing Dogs Local Law,
    - provide for the management of dogs throughout the district, and
    - increase penalties for breach of the local law;
4. Pursuant to section 3.12 of the Local Government Act 1995, give Statewide public notice that it intends to make the Shire of Menzies Meeting Procedures Local Law 2015, as contained in the Attachment:
  - a) the purpose of which is to provide for the management and control of Council, committee and electors meetings.
  - b) the effect is that ensure appropriate management and control of local government meetings; and
5. Pursuant to section 3.12 of the Local Government Act 1995, give Statewide public notice that it intends to make the Shire of Menzies Public Places and Local Government Property Local Law 2015, as contained in the Attachment:
  - a) the purpose of which is to:

- manage activities in public places, thoroughfares and all property (land, buildings or other structures) under the care and control of the Shire, and
  - implement modified penalties for breach of the local law.
- b) the effect is that:
- repeal the existing Activities in Thoroughfares and Public Places Local Law,
  - establish new provisions and ability for Council to manage local government property,
  - ensure consistency in provisions for care and control of public places, thoroughfares and local government property, and
  - provide for modified penalties for breach of the local law.

Moved: Cr Lee

Seconded: Cr Twigg

**COUNCIL DECISION:**

**No: 0662**

**That Council:**

1. Approve the following local laws, as contained in the Attachments for the purposes of advertising –

- a) Shire of Menzies Bush Fire Brigades Local Law 2015

12:10pm

**CARRIED 6/0**

Moved: Cr Lee

Seconded: Cr J Dwyer

**COUNCIL DECISION:**

**No: 0661**

2. Pursuant to section 3.12 of the Local Government Act 1995, give Statewide public notice that it intends to make the Shire of Menzies Bush Fire Brigade Local Law 2015, as contained in the Attachment:

- a) the purpose of which is to:
- provide for the establishment, operation and management of volunteer bush fire brigades, and
  - provide for registration and maintaining currency of registration for volunteers;
- b) the effect is that:
- repeal the existing Bush Fire Brigade Local Law,
  - stipulate the requirements for establishing a bush fire brigade, its area of operations, and its management structure,
  - provide for continuity in the absence of volunteers,
  - ensure current volunteer memberships are maintained, allowing for appeals against termination of membership etc,
  - simplify current governance and administrative requirements, and
  - ensuring Dept of Fire and Emergency Services is informed of bush fire brigade status and actions;

12:05pm

**CARRIED 6/0**

**Moved: None**

**Seconded: None**

- 3. Pursuant to section 3.12 of the Local Government Act 1995, give Statewide public notice that it intends to make the Shire of Menzies Dogs Local Law 2015, as contained in the Attachment:**

- a) the purpose of which is to**
  - provide for the management and control of dogs within the Shire**
  - implement modified penalties for breach of the local law.**
- b) the effect is that**
  - repeal the existing Dogs Local Law,**
  - provide for the management of dogs throughout the district, and**
  - increase penalties for breach of the local law;**

**12:08pm**

**MOTION LAPSED**

**Moved: None**

**Seconded: None**

- 4. Pursuant to section 3.12 of the Local Government Act 1995, give Statewide public notice that it intends to make the Shire of Menzies Meeting Procedures Local Law 2015, as contained in the Attachment:**

- a) the purpose of which is to provide for the management and control of Council, committee and electors meetings.**
- b) the effect is that ensure appropriate management and control of local government meetings; and**

**12:08pm**

**MOTION LAPSED**

**Moved: None**

**Seconded: None**

- 5. Pursuant to section 3.12 of the Local Government Act 1995, give Statewide public notice that it intends to make the Shire of Menzies Public Places and Local Government Property Local Law 2015, as contained in the Attachment:**

- a) the purpose of which is to:**
  - manage activities in public places, thoroughfares and all property (land, buildings or other structures) under the care and control of the Shire, and**
  - implement modified penalties for breach of the local law.**
- b) the effect is that:**
  - repeal the existing Activities in Thoroughfares and Public Places Local Law,**
  - establish new provisions and ability for Council to manage local government property,**
  - ensure consistency in provisions for care and control of public places, thoroughfares and local government property, and**
  - provide for modified penalties for breach of the local law.**

**12:09pm**

**MOTION LAPSED**

***Reason for the change was that Council did not feel inclined to proceed with the other Local Laws at this point in time.***



## **BUSH FIRES ACT 1954**

### **SHIRE OF MENZIES**

## **BUSH FIRE BRIGADES LOCAL LAW 2015**

### **ARRANGEMENT**

#### **PART 1 - PRELIMINARY**

- 1.1 Citation
- 1.2 Commencement
- 1.3 Application
- 1.4 Repeal
- 1.5 Interpretations

#### **PART 2 - ESTABLISHMENT OF BUSH FIRE BRIGADES**

- 2.1 Establishment of a bush fire brigade
- 2.2 Name and area of bush fire brigade
- 2.3 Objects of bush fire brigades
- 2.4 Chain of Command during Fire Fighting Activities
- 2.5 Existing Bush Fire Brigades
- 2.6 Dissolution of bush fire brigade
- 2.7 New arrangement after dissolution

#### **PART 3 - ORGANISATION OF BUSH FIRE BRIGADES**

- 3.1 Local government responsible for structure
- 3.2 Appointment of bush fire control officers
- 3.3 Fire control officers
- 3.4 Managerial role of Chief Bush Fire Control Officer
- 3.5 Duties of Chief Bush Fire Control Officer and Captain
- 3.6 Chief Fire Control Officer to act as Captain

#### **PART 4 - MEMBERSHIP**

- 4.1 Types of membership of bush fire brigade
- 4.2 Membership applications
- 4.3 Membership – review, refusal, suspension or termination
- 4.4 Member has right to review
- 4.5 Existing liabilities to continue
- 4.6 Disagreements

#### **PART 5 - MEETINGS**

- 5.1 Holding of meetings
- 5.2 Calling of meetings
- 5.3 Quorum at meetings
- 5.4 Voting at meetings
- 5.5 Business of meetings
- 5.6 Minutes of meetings

#### **PART 6 - GENERAL**

- 6.1 Administration
- 6.2 Finances
- 6.3 Equipment
- 6.4 Consideration in the local government budget

## BUSH FIRES ACT 1954

### SHIRE OF MENZIES

## BUSH FIRE BRIGADES LOCAL LAW 2015

Under the powers conferred by the *Bush Fires Act 1954* and under all other powers enabling it, the Council of the Shire of Menzies resolved on \_\_\_\_\_ to make the following local law.

### PART 1 - PRELIMINARY

#### 1.1 Citation

This local law may be cited as the *Shire of Menzies Bush Fire Brigades Local Law 2015*.

#### 1.2 Commencement

This local law will come into operation 14 days after its publication in the *Government Gazette*.

#### 1.3 Application

This local law applies throughout the district.

#### 1.4 Repeal

The *Shire of Menzies Bush Fire Brigades Local Law 2007* published in the *Government Gazette* on 6 July 2007 is repealed.

#### 1.5 Interpretations

In this local law unless the context otherwise requires –

**Act** means the Bush Fires Act 1954;

**brigade area** is defined in clause 2.2(b);

**brigade member** means a volunteer fire fighter of a bush fire brigade;

**brigade officer** means a person holding a position referred to in clause 5.5 (1)(a), irrespective of method of appointment to the position;

**bush fire brigade** is defined in section 7 of the Act;

**bush fire control officer** means a person appointed to that office by the local government;;

**Bush Fire Operating Procedures** means the Bush Fire Operating Procedures as may be adopted by the local government and amended from time to time;

**Captain** means the person holding or acting in that position in a bush fire brigade;

**CEO** means the chief executive officer of the Shire of Menzies;

**Council** means the Council of the local government;

**DFES** means the Department of Fire and Emergency Services;

**district** means the whole of the Shire of Menzies

**Lieutenant** means the person holding that position in a bush fire brigade;

**local government** means the Shire of Menzies;

**normal brigade activities** is defined in section 35A of the Act.

**Regulations** means Regulations made under the Act; and

**volunteer fire fighter** is defined in section 35A of the Act.

## **PART 2 - ESTABLISHMENT OF BUSH FIRE BRIGADES**

### **2.1 Establishment of a bush fire brigade**

- (1) The local government may establish a bush fire brigade for the purpose of carrying out normal brigade activities.
- (2) A bush fire brigade is established on the date of the local government's decision under subclause (1).

### **2.2 Name and area of bush fire brigade**

On establishing a bush fire brigade under clause 2.1(1) the local government is to –

- (a) give a name to the bush fire brigade;
- (b) specify the area in which the bush fire brigade is primarily responsible for carrying out the normal brigade activities (the "brigade area")

### **2.3 Objects of bush fire brigades**

The objects of the bush fire brigade are to carry out—

- (a) The normal brigade activities; and
- (b) The functions of the bush fire brigade which are specified in the Act, the Regulations and the local law.

### **2.4 Chain of Command during Fire Fighting Activities**

- (1) Subject to the Act, the chain of command to apply during fire fighting activities is –
  - (a) Bush fire control officers in order of seniority;
  - (b) Brigade officers in order of seniority;
  - (c) Volunteer fire fighter.
- (2) The person in command has full control over other persons fighting the fire, and is to issue instructions as to the methods to be adopted by the firefighters, and may exercise all the powers and duties provided for by the Act.

### **2.5 Existing Bush Fire Brigades**

A bush fire brigade established prior to the day on which this local law comes into operation—

- (a) is to be taken to be a bush fire brigade established under and in accordance with this local law;
- (b) the provisions of this local law apply to the bush fire brigade save for clause 2.1; and
- (c) any rules governing the operation of the bush fire brigade are repealed and substituted with the provisions of this local law.

### **2.6 Dissolution of bush fire brigade**

In accordance with section 41(3) of the Act, the local government may cancel the registration of a bush fire brigade if it is of the opinion that the bush fire brigade is not complying with the Act, this local law, or is not achieving the objectives for which it was established.

### **2.7 New arrangement after dissolution**

If a local government cancels the registration of a bush fire brigade, alternative fire control arrangements are to be made in respect of the brigade area.

## **PART 3 - ORGANISATION OF BUSH FIRE BRIGADES**

### **3.1 Local government responsible for structure**

The Council is to ensure that there is an appropriate structure through which the organisation of bush fire brigades is maintained.

### **3.2 Appointment of bush fire control officers**

- (1) The local government may appoint bushfire control officers in their absolute discretion, and apply conditions as considered appropriate.
- (2) Where more than one person is appointed as a fire control officer, the local government shall determine seniority as Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer, and further seniority as is considered appropriate.
- (3) When considering the appointment of a person as a bush fire control officer, the local government is to have regard to the qualifications and experience which may be advisable to fill the position.

### **3.3 Fire control officers**

- (1) The local government is to supply each brigade officer with a copy of the Act, the Regulations, any Bush Fire Operating Procedures adopted, this local law and any other written laws which may be relevant to the performance of the brigade officers' functions, and any amendments made from time to time.
- (2) Fire control officers are to complete a Fire Control Officers course conducted by DFES within 12 months of appointment, unless a course has been completed within the 4 years prior to appointment as a fire control officer.
- (3) Fire control officers are required to complete a Fire Control Officers course at least once every five years.

### **3.4 Managerial role of Chief Bush Fire Control Officer**

Subject to any directions by the local government the Chief Bush Fire Control Officer has primary managerial responsibility for the organisation and maintenance of bush fire brigades.

### **3.5 Duties of Chief Bush Fire Control Officer and Captain**

The duties of the Chief Bush Fire Control Officer and Captain include –

- (a) to provide leadership to volunteer bush fire brigades;
- (b) to monitor bush fire brigades' resourcing, equipment and training levels;
- (c) to liaise with the local government concerning fire prevention/suppression matters generally and directions to be issued by the local government to bush fire control officers (including those who issue permits to burn) bush fire brigades or brigade officers;
- (d) to ensure that bush fire brigades are registered with the local government and that lists of brigade members are maintained.
- (e) to report to the local government not later than 31 March each year, for consideration and appropriate provision being made in the next local government budget, the status of a bush fire brigade's–
  - (i) training and readiness;
  - (ii) protective clothing;
  - (iii) equipment; and
  - (iv) vehicles and appliances.

### **3.6 Chief Fire Control Officer to act as Captain**

In the absence of a person elected as the Captain of a bush fire brigade, or in order of seniority, willing to act in that position until a meeting of the bush fire brigade is held, the Chief Bush Fire Control Officer is to act as Captain until a meeting of the bush fire brigade is held and a person is elected to the position.

## **PART 4 - MEMBERSHIP**

### **4.1 Types of membership of bush fire brigade**

- (1) The membership of a bush fire brigade consists of –
  - (a) volunteer fire fighters; and
  - (b) bush fire control officers as appointed by council.
- (2) Registration as a volunteer fire fighter does not commit the person to participating in all normal brigade activities.

### **4.2 Membership applications**

- (1) An application for membership of a bush fire brigade as a volunteer fire fighter is to be made in writing in the form determined by DFES.
- (2) The decision on an application for admission of member, with or without conditions or restrictions, may be made jointly by –
  - (a) either of Captain or CBFCO; together with
  - (b) either of CEO or Shire President.
- (3) Acceptance of an application, together with a copy of the application, is to be notified to DFES.

### **4.3 Membership – review, refusal, suspension or termination**

- (1) No later than 31 March in each year, the Captain is to report to the CEO the name and contact details of each brigade member.
- (2) Membership of the bush fire brigade terminates if the member –
  - (a) dies;
  - (b) gives written notice of resignation to the Captain or CEO;
  - (c) is permanently incapacitated by mental or physical ill-health in the joint opinion of –
    - (i) either of Captain or CBFCO; together with
    - (ii) either of CEO or Shire President;
  - (d) has been removed from the membership list as being no longer resident, or for other sufficient reason in the joint opinion of –
    - (i) either of Captain or CBFCO; together with
    - (ii) either of CEO or Shire President; or
  - (e) appointment as a bush fire control officer is terminated by the local government.
- (3) If circumstances warrant, membership of the bush fire brigade may be suspended at any time for a period considered appropriate in the joint opinion of –
  - (i) either of Captain or CBFCO; together with
  - (ii) either of CEO or Shire President.
- (4) Members are eligible to reapply where membership has ceased for any reason, and must do so for continuing insurance coverage.
- (5) The outcome of review of membership is to be notified to DFES.

### **4.4 Member has right to review**

A brigade member may appeal to the Council, whose decision shall be final, any –

- (a) Refusal of membership;
- (b) Suspension of membership; or
- (c) Termination of membership.

### **4.5 Existing liabilities to continue**

The resignation or dismissal of a member under clause 4.3 does not affect any liability of the brigade member arising prior to the date of cessation or suspension of membership.

### **4.6 Disagreements**

- (1) Any disagreement between brigade members may be referred to the Captain.

- (2) Where a disagreement in sub-clause (1) is considered by the Captain to be of importance to the interests of the bush fire brigade, then the Captain is to refer the disagreement to the CEO.
- (3) The local government is the final authority on matters affecting the bush fire brigade, and may resolve any disagreement which is not resolved under sub-clause (1) or (2).

## **PART 5 - MEETINGS**

### **5.1 Holding of meetings**

- (1) A bush fire brigade is to hold a meeting at least annually prior to the commencement of the restricted burning period.
- (2) The person presiding at bush fire brigade meetings shall be the senior most brigade officer in attendance, or if of equal seniority, selected by the members then present.
- (3) All meetings of a brigade are to be notified to the local government and to DFES,

### **5.2 Calling of meetings**

- (1) Meetings may be called at any time by giving at least 7 days notice to all brigade members, by –
  - (a) the Captain;
  - (b) the CEO; or
  - (c) sufficient number of members to constitute a quorum of a meeting.
- (2) Business may be conducted at an ordinary meeting of the bush fire brigade notwithstanding that was not specified in a notice given under sub-clause (1) in relation to that meeting.

### **5.3 Quorum at meetings**

- (1) The quorum for a meeting of the a fire brigade is –
  - (a) Where membership is 3 or less – 100% of members;
  - (b) Where membership is 4 or more, but less than 7 – 3 members;
  - (c) Where membership is 8 or more, but less than 11 – 5 members;
  - (d) Where membership is 12 or more, but less than 20 – 6 members; or
  - (e) Where membership is more than 20 – 25% of members.
- (2) No business is to be transacted at a meeting of the bush fire brigade unless a quorum of brigade members is present in person.
- (3) Should a quorum not be present, all matters requiring urgent decision are to be referred to the Council for decision.

### **5.4 Voting at meetings**

- (1) Each brigade member is to have one vote.
- (2) In the event of an equality of votes, the person presiding may exercise a casting vote.
- (3) All decisions of the meeting are to be made by simple majority.
- (4) Proxy voting is not permitted.

### **5.5 Business of meetings**

- (1) The business of bush fire brigade meetings is to –
  - (a) Elect –
    - (i) a Captain;
    - (ii) Lieutenants in order of seniority;
    - (iii) Any other position deemed necessary for the effective management of brigade activities;
  - (b) consider the nomination of persons to the local government for appointment as bush fire control officers by the local government;
  - (c) arrange for normal brigade activities as authorised by the Act or by the local government;
  - (d) discuss any matter considered appropriate; and
  - (e) make recommendations to the local government for endorsement prior to implementation.
- (2) When considering the appointment of persons to the positions of Captain, Lieutenant or other position,

the brigade members are to have regard to the qualifications and experience which may be advisable to fill each position.

#### **5.6 Minutes of meetings**

Within 10 business days of a meeting of a bush fire brigade, the Captain is to ensure that minutes of each meeting of the brigade are –

- (a) available on request to brigade members and DFES, and
- (b) are sent to the local government.

### **PART 6 - GENERAL**

#### **6.1 Administration**

All administrative matters of a bush fire brigade are to be managed by the local government.

#### **6.2 Finances**

All financial matters of a bush fire brigade are to be managed by the local government.

#### **6.3 Equipment**

All equipment purchased by the local government is the property of, and shall be insured by, the local government.

#### **6.4 Consideration in the local government budget**

In addition to funding made available through emergency services grants, the local government may provide further funding depending upon the assessment of budget priorities for the year in question.

---

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2015

The Common Seal of the Shire of Menzies was affixed by authority of a resolution of Council in the presence of –

G. DWYER, President.  
N.P. CRAWFORD, Chief Executive Officer.

---

**Notes –**


***The meeting was adjourned at 12:11pm for lunch.***

***The meeting reconvened at 12:52 with all present.***



## 12.5 MANAGEMENT AND POLICY BUSINESS

### 12.5.4 PROPOSED DELEGATION – PLANNING

<b>SUBMISSION TO:</b>	Ordinary Council Meeting, 26 February 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	ADM046
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	16 February 2015
<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:

12.5.4 Attachment #1 Proposed Delegation for Planning Matters to CEO

#### SUMMARY:

To delegate to the CEO the authority to determine development applications in limited circumstances.

#### BACKGROUND:

Currently the Shire does not have a delegation relating to planning matters, and all applications must therefore be presented to Council for decision.

#### COMMENT:

The draft delegation authorises the CEO to approve development applications in limited circumstances –

- "P" has to comply in all respects with the Planning Scheme, and not require any conditions to be placed on the proposal
- "IP" must have an existing development on the land, which the proposed incidental use is linked to and consistent with. The requirement for an existing development on the land means that the framework for the proposed use is already set, and that the proposed incidental use, does not become a de-facto primary use.
- "AA" uses – while it may be a new development, approval is contingent on Council having either previously approved a similar or same use of the land or it be in close proximity on adjoining land. The land for the proposed development still has to permit the proposed use. The delegation requires Council to have created the precedent for use that the CEO may then extend to adjoining land through use of the delegation. The CEO cannot reduce the conditions stipulated by Council in the precedent, but may increase them. A reduction of conditions must be referred to Council.
- "SA" use – as with "AA" use, but is limited to being on the same land

In both "AA" and "SA" use, the proposed development has to be adjoining the actual existing development. This avoids the possibility of the two developments being on the same or adjoining land, but widely separated. In this instance, they should be treated as separate developments.

The delegation is further limited in that when proposal requires public consultation, even if the CEO has authority under clause 1 of the delegation to consider an approve the application, if any submission opposes or wishes the application to be modified in any way, it must be referred to Council for decision.

The delegation does permit the CEO to commence advertising of any application, prior to consideration by Council. This allows a proposal to go to public consultation earlier, while still not giving approval of the proposed development.

The delegation also permits the CEO to issue notices in 3 circumstances –

- To stop works where the development is unlawful
- To remove and reinstate original conditions if the works are unlawful
- To complete works where they have been delayed so that the operation of the Scheme is prejudiced.

**CONSULTATION:**

Internal            Mr Peter Crawford, CEO  
                         Mr Dave Hadden, EHO

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- 4.52 – delegation of authority to CEO by absolute majority

Planning and Development Act 2005 –

- 214 (2)(3)(5) – issue of notices to stop, remove unlawful works or to complete works

Shire of Menzies Planning Scheme –

- Cl.11.3.1 – delegation of functions

**POLICY IMPLICATIONS:**

Adoption of Delegation to CEO

**FINANCIAL IMPLICATIONS:**

None

**STRATEGIC IMPLICATIONS:**

Timely approval of development applications

**VOTING REQUIREMENTS:**

Absolute Majority Decision required

**Moved: Cr Mazza**

**Seconded: Cr Twigg**

**COUNCIL DECISION:**

**No: 0663**


**That Council adopt the draft Delegation of Authority to the CEO concerning Control of Planning Matters.**

**12:53pm**

**CARRIED 6/0**

## 12.5 MANAGEMENT & POLICY BUSINESS

### 12.5.5 USE OF COMMON SEAL – TRANSFER OF LAND AND RENEWAL OF CPA AGREEMENT

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 26 February 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ASS8005; ADM048
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	16 February 2015
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

#### ATTACHMENTS:

- 12.5.5 Attachment #1 Copy of Land Transfer Documents for Lot 87 Reid Street in Menzies
- 12.5.5 Attachment #2 Property Details
- 12.5.5 Attachment #3 Menzies Community Postal Agent Agreement

#### SUMMARY:

For Council to approve the affixing of the Common Seal to a Land Transfer Document and the Menzies Community Postal Agent Agreement.

#### BACKGROUND:

##### Transfer of Land

In 2008, Council conducted an auction for land on which rates had been owing for many years.

In the months following the auction, those lots which had not been disposed of were to be transferred into the Shire's name

##### Menzies Community Postal Agent Agreement

The Menzies Postal Agency operates under a two year agreement with Australia Post. The agreement is due for renewal for a further two years.

#### COMMENT:

##### Transfer of Land

The action of transferring the unsold lots to the Shire never eventuated for one reason or another and staff have been recently enquiring as to whether this transfer can now be carried out after such a time lapse.

An approach to the Department of Local Government and Communities resulted in them agreeing that such a transfer could take place but they also advised the Shire to obtain their own legal advice on the matter.

Legal advice from McLeods Barristers and Solicitors indicates that the Shire can legally now transfer the unsold lots into their name as the process of acquiring the land has been lawfully followed.

This particular lot in question is a "half" lot of which the Shire owns the adjoining half lot. When the two lots are owned by the Shire, it is proposed to amalgamate them into one lot on which a house may be built.

In order for the transfer documents to be lodged with Landgate, they need to have the Common Seal affixed to them. A transfer fee of \$160 will apply to this transfer.

Menzies Community Postal Agent Agreement

The Agreement sets out the terms and conditions under which the Postal Agency will operate.

**CONSULTATION:**

C McAllan – Rates officer

D Crawford – Manager Community Development

**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:**

Transfer of Land

There are some costs associated with the lodgement of the transfer of land but these are expected to be minimal.

Menzies Community Postal Agent Agreement

The Menzies Community Postal Agency will be eligible for a one of \$200+GST payment once all aspects of the CPA Agreement renewal have been finalised.

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Simple Majority Decision required

Moved: Cr Twigg

Seconded: Cr Tucker

**COUNCIL DECISION:**

No: 0664

That Council approve the Shire President and Chief Executive Officer affixing the Common Seal to:

1. The Transfer of Land documents for Lot 87 Reid Street, Menzies; and
2. The Community Postal Agency Agreement.

12:55pm


CARRIED 6/0

*Peter Crawford left the meeting at 1:00pm and returned at 1:01pm.*

*Peter Crawford left the meeting at 1:09 and returned at 1:09pm.*

## 12.5 MANAGEMENT & POLICY BUSINESS

### 12.5.6 Tender 01/15 Design, Supply, Transport and Erect Transportable Ablution Facilities – Menzies

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 26 February 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM449
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	17 February 2015
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 12.5.7 Ordinary Council Meeting 22 October 2014

**ATTACHMENTS:** To be tabled at the meeting

#### **SUMMARY:**

For Council to consider the results of the Evaluation Panel's assessment of Tender 01/15 – Design, supply, Transport and Erect Transportable Ablutions Facilities – Menzies.

#### **BACKGROUND:**

At the Ordinary meeting of Council held Thursday, 22 October 2014, Council resolved to approve the calling of tenders for the supply of new toilets at the Menzies town hall.

#### **COMMENT:**

Tender 01/15 - Design, Supply, Transport and Erect Transportable Ablutions Facilities – Menzies was advertised in the West Australian Newspaper on Saturday, 17 January 2015 and will close at 4:00pm on Friday 20 February 2015.

Tenders will be opened in the Chief Executive Officer's office at 4:30pm on Friday 20 February 2015. The Evaluation Panel will meet on Monday 23 February 2015 to conduct an assessment of the submissions.

A full summary of the tenders and the Evaluation Panel's assessment **will** be tabled at the Meeting.

#### **CONSULTATION:**

Tender Evaluation Panel

#### **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 Policy Manual

- Policy 4.2 – Purchasing and Tenders: details the procedures for the purchasing, thresholds and compliance associated with tender for goods and services

**FINANCIAL IMPLICATIONS:**

Provision for this tender is included in the Budget

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**


Simple Majority Decision required

**OFFICER'S RECOMMENDATION:**

That Council receive the above Item advising of the progress of Tender 01/15 – Design, Supply, Transport and Erect Transportable Ablutions Facilities – Menzies.

The Chief Executive Officer tabled the following supplementary report following the evaluation of tender submissions by the Housing Committee:

**12.5.6.1 SUMMARY OF SUBMISSIONS RECEIVED FOR TENDER 01/15 DESIGN, SUPPLY, TRANSPORT AND ERECT TRANSPORTABLE ABLUTION FACILITIES - MENZIES**

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 26 February 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM449
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	26 February 2015
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 12.5.7 Ordinary Meeting of Council 22 October 2014

**ATTACHMENTS:**

None

**COMMENT:**

Tender 01/15 - Design, Supply, Transport and Erect Transportable Ablution Facilities – Menzies was advertised in the West Australian Newspaper on Saturday, 17 January 2015 and closed at 4:00pm on Friday, 20 February 2015.

Tenders were opened in the Chief Executive Officer's office at 4:30pm on Friday, 20 February 2015 in the presence of:

Mr Ian Tucker	Councillor
Mr Ray Pepper	Manager Works and Services
Mr Peter Crawford	Chief Executive officer

and in the following order:

- Ausco Modular
- Aussie Modular Solutions

- McGrath Homes
- McNally Group Pty Ltd
- Total Transportables

All tenders were received within the advertised period.

A summary of the tenders received was not possible when the evaluation panel met on Monday, 23 February 2015 as further information was sought from a tenderer to clarify their tender.

An evaluation score will be tabled at the Meeting after this information becomes available.

**CONSULTATION:**

Tender Evaluation Panel

**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 Policy Manual

- Policy 4.2 – Purchasing and Tenders: details the procedures for the purchasing, thresholds and compliance associated with tender for goods and services

**FINANCIAL IMPLICATIONS:**

Provision for this tender is included in this Budget

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Simple Majority Decision required

**OFFICER'S RECOMMENDATION:**

That Council award Tender 01/15 - Design, Supply, Transport and Erect Transportable Ablution Facilities – Menzies to \_\_\_\_\_ for a price of \$\_\_\_\_\_ (Including GST).

Moved: Cr Tucker

Seconded: Cr Lee

**COUNCIL DECISION:**

No: 0665

That Council award Tender 01/15 – Design, Supply, Transport and Erect Transportable Ablution Facilities – Menzies to McGrath Homes for a price of \$147,451.13 (including GST) plus placement costs.


1:10pm

CARRIED 6/0

*Reason for the change was the allow for variances in crane hire costs.*

## 12.5 MANAGEMENT & POLICY BUSINESS

### 12.5.7 COUNCILLOR'S INFORMATION BULLETINS 01/15

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 26 February 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	N/A
<b>FILE REF:</b>	ADM029
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	2 February 2015
<b>AUTHOR:</b>	Pete Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 12.5.7 Ordinary Council Meeting 18 December 2014

**ATTACHMENTS:**  
None

**SUMMARY:**  
For Council to receive the Information Bulletin.

**BACKGROUND:**  
The Information Bulletin 01/15 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:** 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.

**POLICY IMPLICATIONS:**  
Council has no Policies in relation to this matter

**FINANCIAL IMPLICATIONS:** Nil

**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



**Moved: Cr Twigg**

**Seconded: Cr J Dwyer**

**COUNCIL DECISION:**

**No: 0666**

**That Council acknowledges receipt of Information Bulletin 01/15 for the period ended 31 January 2015.**

**1:11pm**

**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  
Nil
15. ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS

Moved: Cr J Dwyer

Seconded: Cr Mazza

COUNCIL DECISION:

No: 0667

That Council move behind closed doors to discuss Item 15.1 Resignation – Chief Executive Officer.

1:13pm

CARRIED 6/0

*Peter Crawford declared an impartial interest in Item 15.1 Resignation – Chief Executive Officer as the item relates to his resignation.*

*Leanne Downie left the meeting at 1:13pm and did not return.*

*Peter Crawford left the meeting at 1:13pm and returned at 2:46pm at the request of the Shire President.*

*Karen Oborn left the meeting at 1:13pm and returned at 1:45pm at the request of the Shire President.*


*Karen Oborn left the meeting at 1:53pm and did not return.*

*Cr Ian Tucker left the meeting at 2:18pm and did not return.*

*Cr Greg Dwyer left the meeting at 2:45pm and returned at 2:46pm.*

*Peter Crawford left the meeting at 3:10pm.*

**15.1 RESIGNATION – CHIEF EXECUTIVE OFFICER**

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 26 February 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Chief Executive Officer
<b>FILE REF:</b>	ADM125
<b>DISCLOSURE OF INTEREST:</b>	The author has an interest to the extent that the Item is in reference to his resignation
<b>DATE:</b>	18 February 2014
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

**ATTACHMENTS:**

## 15.1 Attachment #1 CEO Recruitment Procedure

### **SUMMARY:**

For Council to receive the Chief Executive Officer's letter of resignation and form a resolution on how to recruit a replacement for the CEO's role.

### **BACKGROUND:**

The Chief Executive Officer was employed in June 2012.

### **COMMENT:**

The Chief Executive Officer had previously advised the Shire President of his intention to retire on 31 July 2015 and now presents a letter of resignation.

The long time frame of the notice is to allow Council to deliberate on how they will replace the CEO and to put that process in place.

### **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:**

None

### **FINANCIAL IMPLICATIONS:**

Some impact will be imposed depending on how Council decide to conduct the recruitment process

### **STRATEGIC IMPLICATIONS:**

Will ensure a smooth transition from the current CEO to his replacement.

### **VOTING REQUIREMENTS:**

Simple Majority Decision required

### **OFFICER'S RECOMMENDATION:**

That Council accept the resignation of the Chief Executive Officer and direct the Chief Executive Officer to present an Agenda Item to the Ordinary Meeting of Council on 26 March 2015, detailing:

1. The options available to Council for sourcing a new Chief Executive Officer;
2. The procedures for appointing an Acting Chief Executive Officer; and
3. The time frame and costs for achieving all of the above options.

**Moved: Cr Mazza**

**Seconded: Cr J Dwyer**

<b>COUNCIL DECISION:</b>	<b>No: 0668</b>
--------------------------	-----------------

**That Council accept the resignation of the Chief Executive Officer and direct the Chief Executive Officer to present an Agenda Item to a Special Meeting of Council or the Ordinary Meeting of Council on 26 March 2015.**

**3:10pm**

**CARRIED 5/0**

***Reason for the change was to allow time for the CEO to prepare a report for a Special Meeting of Council.***

**Moved: Cr Twigg**

**Seconded: Cr Lee**

**COUNCIL DECISION:**

**No: 0669**

**That Council come out from behind closed doors.**

**3:16pm**

**CARRIED 5/0**

***As there were no members of the Public present, the President did not read out the Resolution made behind closed doors.***

***Peter Crawford returned to the meeting at 3:17pm.***

**16. NEXT MEETING**

The next Ordinary Meeting of Council will be held on Thursday 26<sup>th</sup> March 2015 at the Shire of Menzies commencing at 10:00am.

**17. CLOSURE OF MEETING**

There being no further business the President declared the meeting closed at 3:20pm.

I, *GREGORY DYER* hereby certify that the Minutes of the Ordinary Meeting of Council held 26 February 2015 are confirmed as a true and correct record, as per the Council Resolution of the Ordinary Meeting of Council held on 26 March 2015.

Signed



Dated:

*26<sup>th</sup> MARCH* 2015