



**SHIRE OF MENZIES**

## **MINUTES**

**OF THE ORDINARY MEETING OF COUNCIL  
HELD**

**Thursday 21 May 2015**

**Tjuntjuntjara**

**Commencing at 10:25am**

## **DISCLAIMER**

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

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

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

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

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

**Councillors should declare an interest:**

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

A member who has declared an interest must not:

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

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

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

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## 1. DECLARATION OF OPENING

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

## 2. ANNOUNCEMENT OF VISITORS

Marge, Marlene, Kimberley and Mr Walker from the Tjuntjuntjara community

## 3. RECORD OF ATTENDANCE

### 3.1 PRESENT:

<b>Councillors:</b>	Cr G Dwyer	President
	Cr J Mazza	Councillor (by telephone)
	Cr J Lee	Councillor (by telephone)
	Cr J Dwyer	Councillor

<b>Staff:</b>	M Fitzgerald	A/CEO
	K Oborn	DCEO (by telephone)
	R Pepper	MWS (by telephone)
	L Downie	Minutes (by telephone)

<b>Observers:</b>	Rick Wilson MP	Member for O'Connor
	Fiona Pemberton	General Manager, PTAC

### 3.2 APOLOGIES

<b>Councillors:</b>	Cr P Twigg	Deputy President
	Cr I Tucker	Councillor

### 3.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr Tucker to attend by electronic means  
Cr Mazza to attend by electronic means  
Cr Lee to attend by electronic means  
Cr Twigg to attend by electronic means

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

Nil

## 5. PUBLIC QUESTION TIME

Nil

## 6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

## 7. DECLARATIONS OF INTEREST

Nil

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

Nil

## 9. CONFIRMATION OF MINUTES

### 9.1 CONFIRMATION OF MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON THURSDAY 30 APRIL 2015

**VOTING REQUIREMENTS:  
Simple Majority Decision required**

**Moved: Cr J Dwyer**

**Seconded: Cr Lee**

**COUNCIL DECISION:**

**No: 0798**

**That the Minutes of the Ordinary Meeting of Council held on 30 April 2015 be confirmed as a true and accurate record.**

**10:41am**

**CARRIED 4/0**

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS**

Rick Wilson, Federal Member for O'Connor, thanked the Shire President and Councillors of the Shire of Menzies for the opportunity to come out to Tjuntjuntjara and see this unique part of the world.

Mr Wilson acknowledged that the reduction in FAG funding had made the provision of services in the Shire of Menzies more difficult and went on to say that additional funding for the Shire Menzies had been allocated from Roads to Recovery. Changes to the eligible criteria for Black Spot funding will also assist with road maintenance.

Mr Wilson experienced firsthand the communications technical difficulties faced by remote communities and advised that NBN Co was launching satellites next year to provide a 25mb/sec download capability to remote Western Australia (twice the speed of ADSL in Perth).

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

Nil

**11.1 PRESIDENT'S REPORT (to be tabled at the meeting)**

- |                                |  |
|--------------------------------|--|
| Monday 4 <sup>th</sup> May     | With CEO, Peter Crawford attended the GVROC meeting in Kalgoorlie.   |
| Wednesday 6 <sup>th</sup> May  | 1:00pm met with Robert Sterry from Plaza Medical Centre re Nurse for Menzies. Further discussions may result pending the outcome of the current advertised position.<br><br>4:00pm with Cr J Dwyer attended the GTNA Board Meeting in Kalgoorlie, which became a general discussion due to the lack of a quorum. |
| Monday 11 <sup>th</sup> May    | With the available Councillors met with the A/CEO for a meet and greet/briefing session and with the inclusion of the DCEO a discussion on the 2015/16 upcoming Budget.<br><br>Later that afternoon met with Councillors, Staff and Community Members for a "Vision for the Future for Menzies" forum.           |
| Wednesday 13 <sup>th</sup> May | Attended a briefing for Staff and Councillors on the LED Street Lighting prepared by Lisa Cunningham, mango Consulting and Ryan Wilson from CKB.   |

Friday 15<sup>th</sup> May

With Cr J Dwyer attended Budget Launch in Kalgoorlie, presented by Wendy Duncan, hosted by Kalgoorlie Boulder Chamber of Commerce.

**VOTING REQUIREMENTS:  
Simple Majority Decision required**

**Moved: Cr Lee**

**Seconded: Cr J Dwyer**

**COUNCIL DECISION:**

**No: 0799**

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

**10:50am**

**CARRIED 4/0**

**12. REPORTS OF COMMITTEES AND OFFICERS**

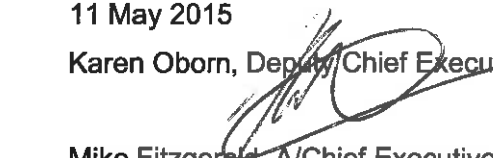

**12.1 HEALTH, BUILDING & TOWN PLANNING BUSINESS**

**Nil**

## 12. REPORTS OF COMMITTEES AND OFFICERS

### 12.2 FINANCE AND ADMINISTRATION BUSINESS

#### 12.2.1 MONTHLY FINANCIAL REPORT – APRIL 2015

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 21 May 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>	11 May 2015
<b>AUTHOR:</b>	Karen Oborn, Deputy Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>SENIOR OFFICER:</b>	Mike Fitzgerald, A/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 April 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 30 April 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.

**Moved:** Cr J Dwyer

**Seconded:** Cr Lee



**COUNCIL DECISION:**

**No: 0800**

**That Council acknowledge receipt of the Statements of Financial Activity and associated reports for the period to 30 April 2015.**

**10:55am**

**CARRIED 4/0**



## SHIRE OF MENZIES

### MONTHLY FINANCIAL REPORT

**For the Period Ended 30th April 2015**

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

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Budget vs. Actual - graphs

Net Current Funding Position

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Grants & Contributions

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:** 16/05/2015

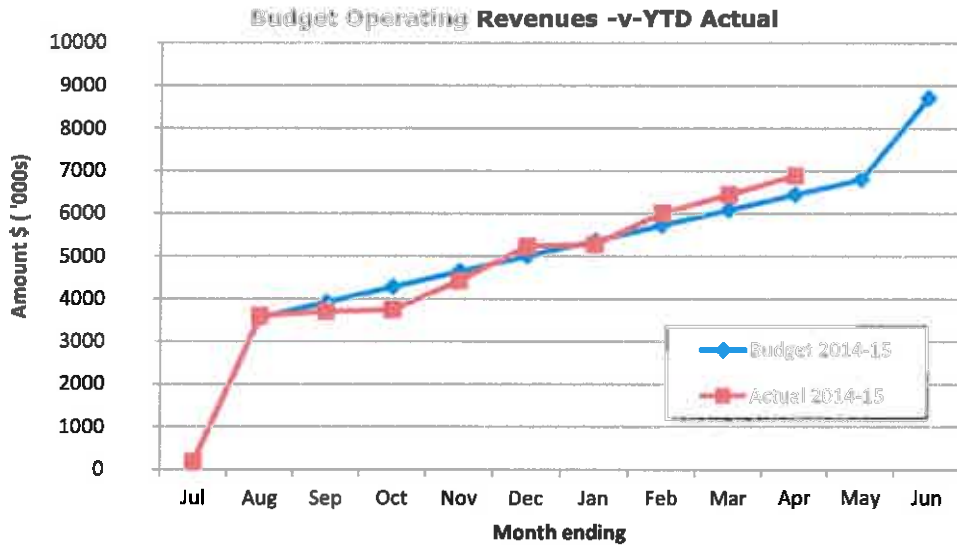
**SHIRE OF MENZIES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30th April 2015**

	Adopted Budget 2014-15	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var.
<b>Operating Revenues</b>	\$	\$	\$	\$	%	
Governance	3,000	2,500	2,593	93	3.59%	
General Purpose Funding	1,220,253	1,016,878	378,552	(638,326)	(168.62%)	▼
Law, Order and Public Safety	8,089	6,741	8,804	2,064	23.44%	
Health	500	417	0	(417)	(100.00%)	
Housing	545,115	454,263	522,855	68,592	13.12%	▲
Community Amenities	6,350	5,292	6,345	1,053	16.60%	
Recreation and Culture	317,125	264,271	295,970	31,699	10.71%	▲
Transport	3,981,064	3,317,553	966,971	(2,350,592)	(243.09%)	▼
Economic Services	216,123	180,103	190,850	10,748	5.63%	
Other Property and Services	33,780	28,150	37,427	9,277	24.79%	
<b>Total (Ex. Rates)</b>	<b>6,331,399</b>	<b>5,276,166</b>	<b>2,410,367</b>	<b>(2,865,799)</b>		
<b>Operating Expense</b>						
Governance	(664,835)	(554,029)	(620,206)	(66,177)	(10.67%)	▼
General Purpose Funding	(179,264)	(149,387)	(155,027)	(5,640)	(3.64%)	
Law, Order and Public Safety	(100,172)	(83,477)	(112,028)	(28,552)	(25.49%)	▼
Health	(79,682)	(66,402)	(22,235)	44,167	198.64%	▲
Education and Welfare	(9,500)	(7,917)	0	7,917	100.00%	
Housing	(37,237)	(31,031)	(78,846)	(47,815)	(60.64%)	▼
Community Amenities	(214,426)	(178,888)	(125,889)	52,799	41.94%	▲
Recreation and Culture	(515,408)	(429,507)	(302,925)	126,582	41.79%	▲
Transport	(5,703,867)	(4,753,223)	(3,643,885)	1,109,338	30.44%	▲
Economic Services	(1,438,302)	(1,198,585)	(1,062,626)	135,959	12.79%	▲
Other Property and Services	0	0	261,928	261,928	(100.00%)	
<b>Total</b>	<b>(8,942,693)</b>	<b>(7,452,244)</b>	<b>(5,861,739)</b>	<b>1,590,505</b>		
<b>Funding Balance Adjustment</b>						
Add back Depreciation	2,232,300	1,860,250	3,161,755	1,301,505	41.16%	▲
Adjust (Profit)/Loss on Asset Disposal	13,000	10,833	0	(10,833)	(100.00%)	▼
Adjust Provisions and Accruals	0	0	0	0		
<b>Net Operating (Ex. Rates)</b>	<b>(365,994)</b>	<b>(304,995)</b>	<b>(289,617)</b>	<b>15,378</b>		
<b>Capital Revenues</b>						
Grants, Subsidies and Contributions	1,539,502	1,282,918	1,592,998	310,079	19.47%	
Proceeds from Disposal of Assets	80,000	66,867	0	(66,667)	(100.00%)	▼
Transfer from Reserves	438,000	365,000	364,639	(361)	(0.10%)	
<b>Total</b>	<b>2,057,502</b>	<b>1,714,585</b>	<b>1,957,637</b>	<b>243,052</b>		
<b>Capital Expenses</b>						
Land and Buildings	(1,026,175)	(855,146)	(570,561)	284,585	49.88%	▲
Plant and Equipment	(790,300)	(658,583)	(235,327)	423,256	179.86%	▲
Furniture and Equipment	(28,000)	(23,333)	(13,099)	10,235	78.14%	▲
Infrastructure Assets - Roads	(2,792,087)	(2,326,739)	(1,139,899)	1,186,840	104.12%	▲
Infrastructure Assets - Other	(625,000)	(520,833)	(376,409)	144,425	38.37%	▲
Loan Principal	0	0	0	0		
Transfer to Reserves	(92,759)	(77,299)	(23,407)	53,892	230.23%	▲
<b>Total</b>	<b>(5,354,321)</b>	<b>(4,461,934)</b>	<b>(2,358,702)</b>	<b>2,103,233</b>		
<b>Net Capital</b>	<b>(3,296,819)</b>	<b>(2,747,349)</b>	<b>(401,065)</b>	<b>2,346,284</b>		
<b>Total Net Operating + Capital</b>	<b>(3,662,813)</b>	<b>(3,052,344)</b>	<b>(690,682)</b>	<b>2,361,662</b>		
Opening Funding Surplus(Deficit)	1,573,372	1,328,886	1,328,886	0	0.00%	
Rate Revenue	2,680,707	2,680,707	2,882,756	202,049	7.01%	
<b>Closing Funding Surplus(Deficit)</b>	<b>591,266</b>	<b>957,249</b>	<b>3,520,960</b>	<b>2,563,711</b>		

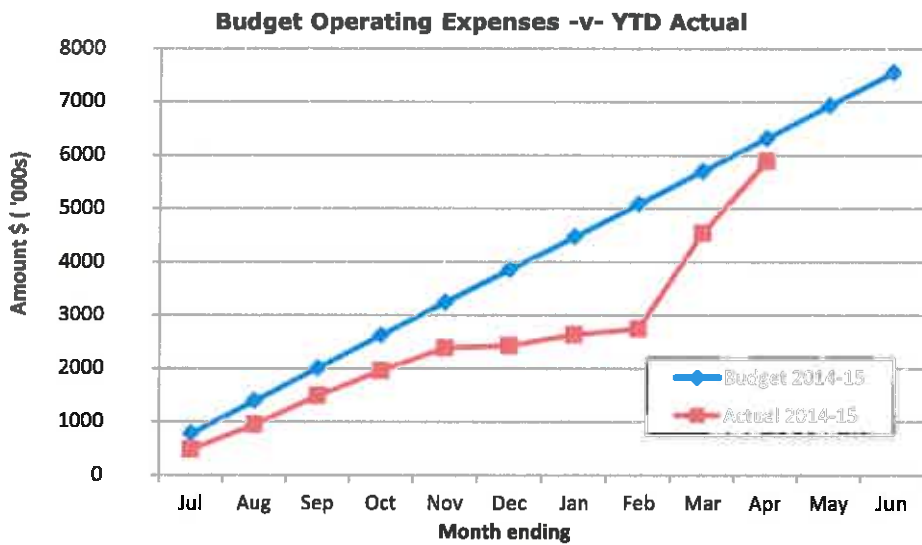
Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

▲  
▼

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2015**

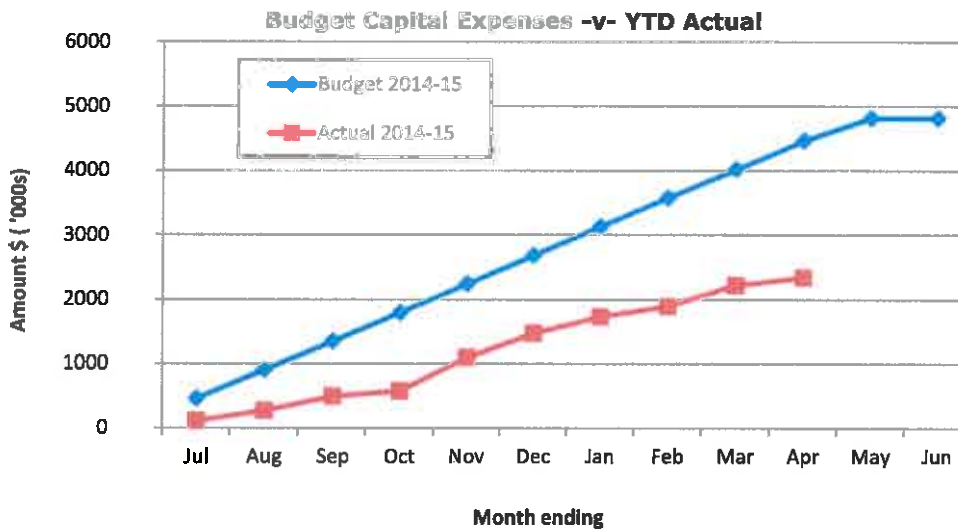
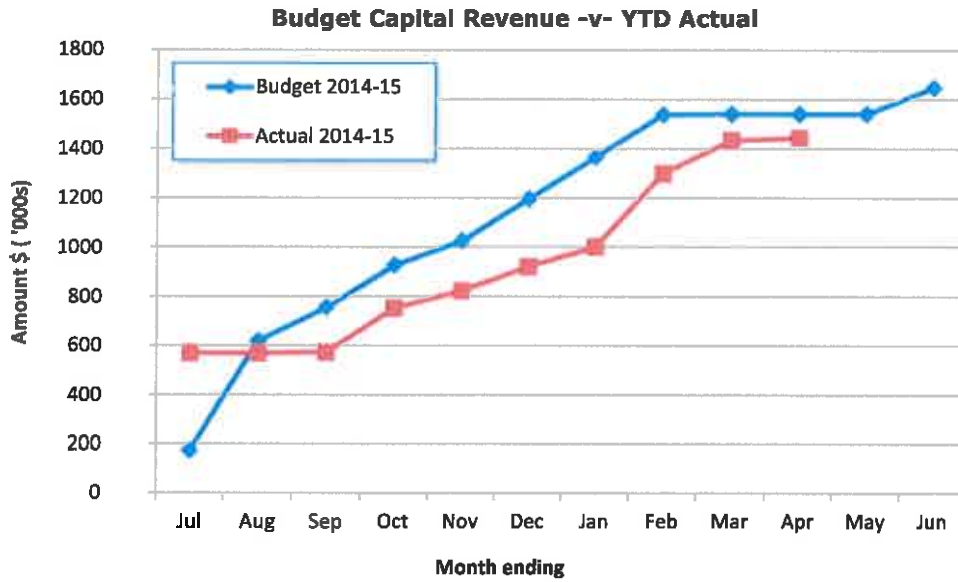


**Graphical Representation - Source Statement of Financial Activity**



**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2015**

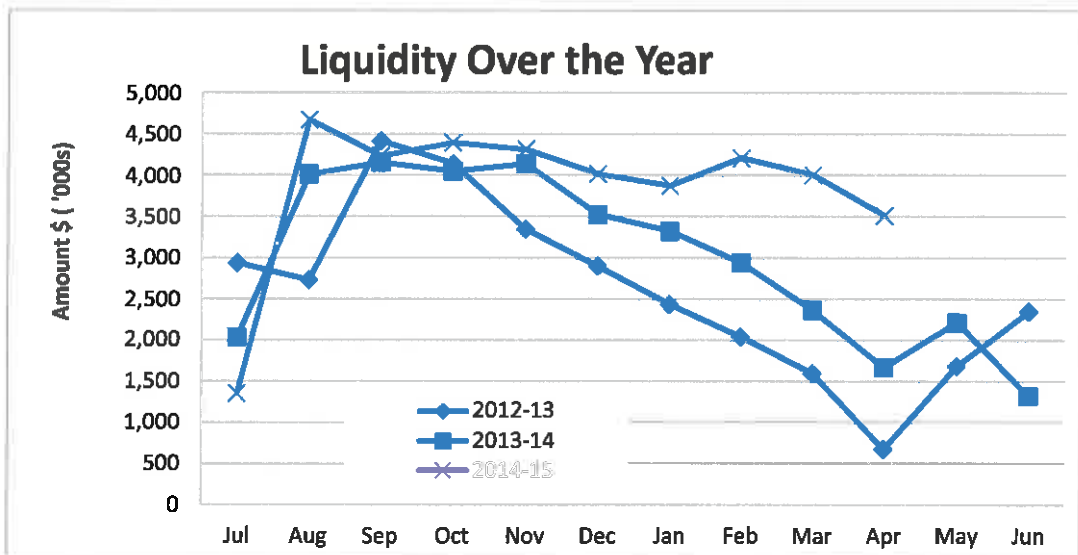
**Graphical Representation - Source Statement of Financial Activity**



**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2015**

**NET CURRENT FUNDING POSITION**

	Positive=Surplus (Negative=Deficit)		
	YTD	B/F	YTD
	For the Period Ended 30th April 2015	30th June 2014	Same Period Previous Year
	\$	\$	\$
<b>Current Assets</b>			
Cash Unrestricted	2,980,434	1,140,123	2,152,769
Cash Restricted	2,211,483	2,556,161	2,530,972
Receivables - Rates	1,004,553	524,474	2,212,361
Receivables -Other	205,538	305,436	744,003
Provision for Doubtful Debts	(200,000)	(200,000)	(581,962)
Inventories <i>(timing of bulk inv processing)</i>	1,649	4,587	13,425
	<b>6,203,656</b>	<b>4,330,781</b>	<b>7,071,568</b>
<b>Less: Current Liabilities</b>			
Payables	(471,213)	(445,734)	(379,952)
Provisions	(89,873)	(89,873)	(92,700)
	<b>(561,086)</b>	<b>(535,607)</b>	<b>(472,652)</b>
Less: Cash Reserves	(2,211,483)	(2,556,161)	(2,530,972)
Add: Cash Backed Leave Provisions	89,873	89,873	92,700
<b>Net Current Funding Position</b>	<b>3,520,960</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 30th April 2015**

**CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Account	Variable	359,384			359,384	NAB	Cheque Acc.
Cash Maximiser Account	Variable	89,993			89,993	NAB	Cheque Acc.
Trust	Nil		4,400		4,400	N/A	On Hand
Cash On Hand		580			580		
<b>(b) Term Deposits</b>							
Municipal Investment Reserves		2,527,030			2,527,030	NAB	Various
<b>(c) Other Investments</b>							
N/A			2,211,483		2,211,483	NAB	Various
<b>Total</b>		<b>2,976,987</b>	<b>2,211,483</b>	<b>4,400</b>	<b>5,192,870</b>		

SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30th April 2015

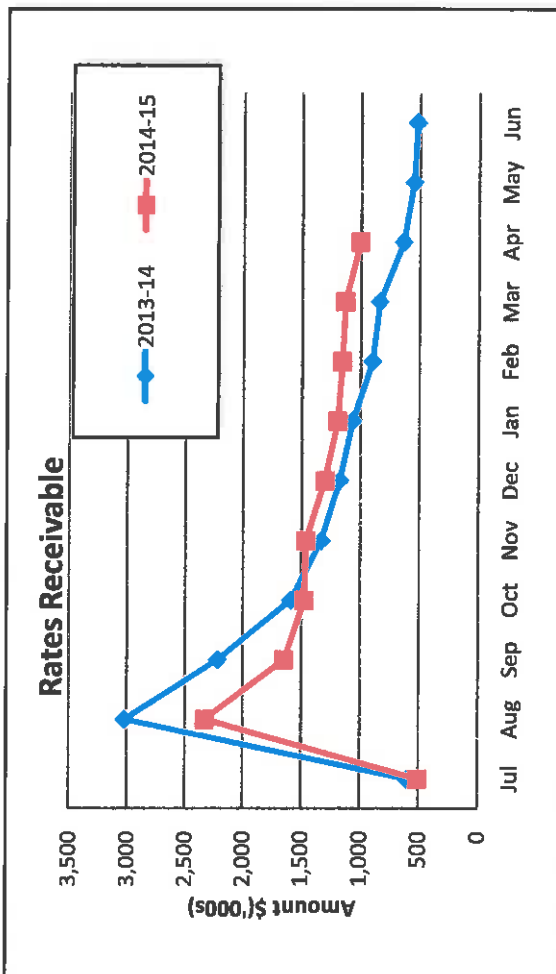
**RECEIVABLES**

**Receivables - Rates Receivable**

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

**Net Rates Collectable**  
% Collected

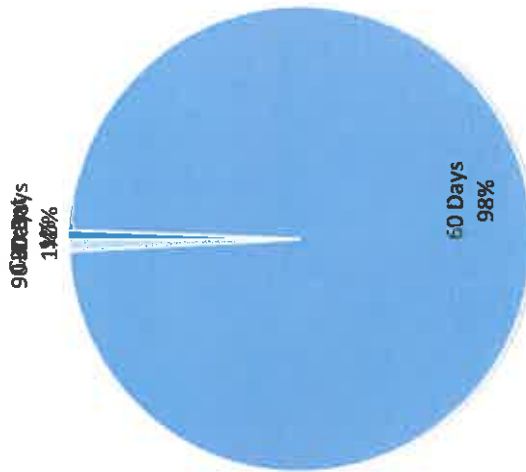
For the Period Ended	YTD 30th
30th April 2015	June 2014
\$ 524,474	\$ 770,454
2,882,756	2,418,257
(1,878,203)	(2,664,237)
<b>1,004,553</b>	<b>524,474</b>
<b>1,004,553</b>	<b>524,474</b>
55.12%	83.55%



Receivables - General	Current	30 Days	60 Days	90+Days
Receivables - General	\$ 990	\$ 0	\$ 165,000	\$ 1,426
<b>Total Receivables General Outstanding</b>				<b>167,426</b>

Amounts shown above include GST (where applicable)

**Accounts Receivable (non-rates)**



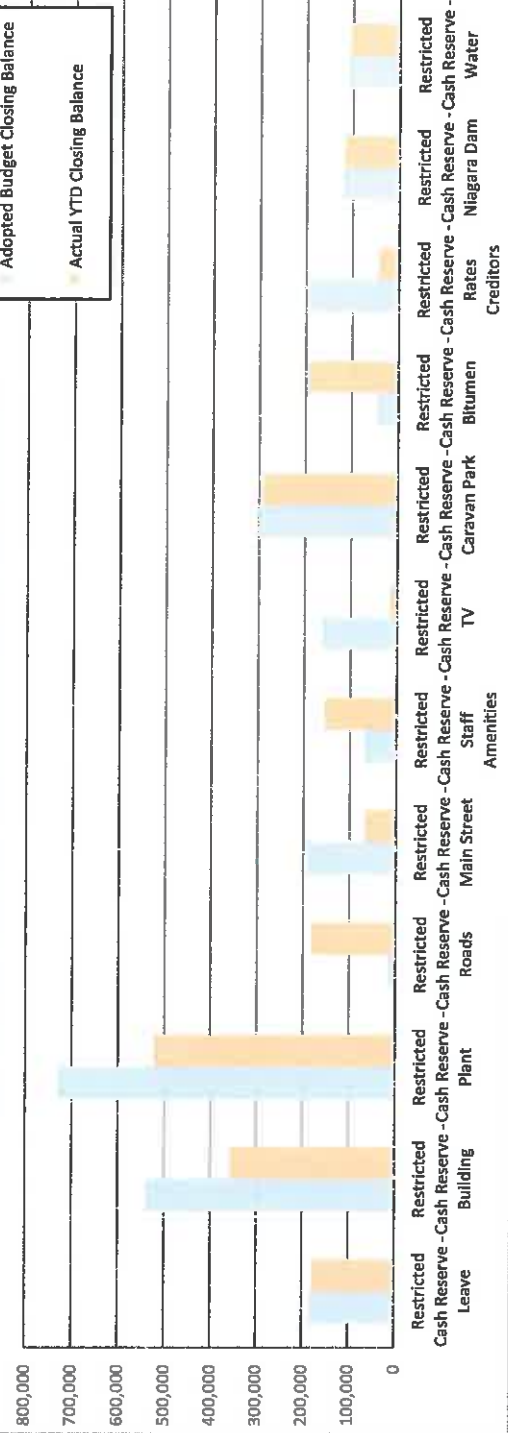


**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 For the Period Ended 30th April 2015

**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	1,863	0	0	0	0	0	0	0	0	0	0	181,735	175,982
Restricted Cash Reserve - Building	521,122	17,839	3,763	0	0	0	0	0	0	0	0	0	0	538,961	355,526
Restricted Cash Reserve - Plant	702,996	24,064	5,524	0	0	0	0	0	0	(438,000)	(364,639)	0	0	727,060	521,927
Restricted Cash Reserve - Roads	14,353	491	1,917	0	0	0	0	0	0	0	0	0	0	14,844	181,097
Restricted Cash Reserve - Main Street	180,828	6,190	686	5,259	5,229	0	0	0	0	0	0	0	0	192,277	64,844
Restricted Cash Reserve - Staff Amenities	64,747	2,216	1,637	0	0	0	0	0	0	0	0	0	0	66,963	154,623
Restricted Cash Reserve - TV	154,392	5,285	152	0	0	0	0	0	0	0	0	0	0	159,677	14,375
Restricted Cash Reserve - Caravan Park	289,192	9,899	3,066	0	0	0	0	0	0	0	0	0	0	299,091	289,623
Restricted Cash Reserve - Bitumen	42,272	1,447	2,031	0	0	0	0	0	0	0	0	0	0	43,719	191,891
Restricted Cash Reserve - Rates Creditors	191,605	6,559	448	0	0	0	0	0	0	0	0	0	0	198,164	42,335
Restricted Cash Reserve - Niagara Dam	115,103	3,940	1,220	0	0	0	0	0	0	0	0	0	0	119,043	115,274
Restricted Cash Reserve - Water	103,831	3,555	1,101	0	0	0	0	0	0	0	0	0	0	107,386	103,986
	<b>2,556,161</b>	<b>87,500</b>	<b>23,407</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 30th April 2015

**Note 8: CAPITAL DISPOSALS AND ACQUISITIONS**

Actual YTD Profit/(Loss) of Asset Disposal				Adopted Budget For the Period Ended 30th April 2015			
Cost	Accum Depr	Proceeds	Profit (Loss)	Disposals	Adopted Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
\$	\$	\$	\$		\$	\$	\$
				<b>Plant and Equipment</b>			
14,000	834	2,727	(10,439)	Ute 1 - Plant P0154 A213	7,600	(10,439)	(18,039)
12,000	715	1,818	(9,467)	Ute 2 - Plant 0133 A211	7,600	(9,467)	(17,067)
50,000	1,667	35,000	(16,667)	MWS - Plant P0174 A327	(4,000)	(16,667)	(12,667)
37,000	3,083	19,500	(20,583)	Crew Cab - Plant P0130 A299	(9,000)	(20,583)	(11,583)
			0			0	0
			0			0	0
			0			0	0
			0			0	0
<b>113,000</b>	<b>6,299</b>	<b>59,045</b>	<b>(57,156)</b>		<b>2,200</b>	<b>(57,156)</b>	<b>(59,356)</b>

**Comments - Capital Disposal/Replacements**

Summary Acquisitions		Adopted Budget For the Period Ended 30th April 2015		
Comments		Amended Budget	Actual	Variance
		\$	\$	\$
	Land and Buildings	1,026,175	570,561	(455,614)
	Plant and Equipment	790,300	235,327	(554,973)
	Furniture and Equipment	28,000	13,099	(14,901)
	Infrastructure - Roads	2,792,087	965,075	(1,827,012)
	Infrastructure - Other	625,000	0	(625,000)
	<b>Capital Totals</b>	<b>5,261,562</b>	<b>1,784,062</b>	<b>(3,477,500)</b>

**Comments - Capital Acquisitions**

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
 For the Period Ended 30th April 2015

**Note 8: CAPITAL DISPOSALS AND ACQUISITIONS**

Comments	Land and Buildings	Adopted Budget For the Period Ended 30th April 2015		
		Adopted Budget	Actual	Variance
		\$	\$	\$
	Buy Land	20,000	0	(20,000)
	2 New Houses	650,000	430,730	(219,270)
	Solar Panels for Houses	50,000	0	(50,000)
	Fencing for New Houses	40,000	44,572	4,572
	Landscaping for New Houses (was 2 now 4)	48,000	50,386	2,386
	Sheds	112,000	39,602	(72,398)
	Landscaping for Shenton Units	10,500	0	(10,500)
	Remove Asbestos from 10 Shenton	30,675	0	(30,675)
	CEO XA and MW new fencing	5,000	4,070	(930)
	Depot Extension	60,000	402	(59,598)
	Solar Panels GVRDC project	0	800	800
	<b>Capital Totals</b>	<b>1,026,175</b>	<b>570,561</b>	<b>(455,614)</b>

Comments	Plant & Equipment	Adopted Budget For the Period Ended 30th April 2015		
		Adopted Budget	Actual	Variance (Under)Over
		\$	\$	\$
	Crew Cab Truck	85,000	65,558	(19,442)
	MWS Vehicle	86,300	75,276	(11,024)
	Ute 1	40,000	38,446	(1,554)
	Ute 2	40,000	0	(40,000)
	Grader	360,000	0	(360,000)
	Mtce Grader Accommodation	140,000	49,447	(90,553)
	Loadrite	12,000	0	(12,000)
	5' Single Rotor Slasher	7,000	6,600	(400)
	Traffic Counters	20,000	0	(20,000)
	<b>Capital Totals</b>	<b>790,300</b>	<b>235,327</b>	<b>(554,973)</b>

**SHIRE OF MENZIES**  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 30th April 2015

**Note 8: CAPITAL DISPOSALS AND ACQUISITIONS**

Comments	Furniture & Equipment	Adopted Budget For the Period Ended 30th April 2015		
		Adopted Budget	Actual	Variance (Under)Over
		\$	\$	\$
	Council Table	18,000	13,099	(4,901)
	New Locking System	10,000	0	(10,000)
				0
	<b>Capital Totals</b>	<b>28,000</b>	<b>13,099</b>	<b>(14,901)</b>

Comments	Roads	Adopted Budget For the Period Ended 30th April 2015		
		Adopted Budget	Actual	Variance (Under)Over
		\$	\$	\$
	Evanston-Menzies Road CRSF	307,000	144,774	(162,226)
	Menzies Northwest Road RRG	130,043	141,976	11,933
	Evanston-Menzies Road RRG	280,000	243,730	(36,270)
	Yarri Road RRG	130,000	136,178	6,178
	Shire House Crossovers	165,544	13,532	(152,012)
	Menzies Northwest Road R2R	329,500	810	(328,690)
	Menzies Northwest Road	700,000	32,177	(667,823)
	Foot Paths - Walsh & Kensington	100,000	6,714	(93,286)
	Tjutjun Access - muni	219,000	145,474	(73,526)
	Main Street Upgrade-muni	350,000	93,256	(256,744)
	Connie Sue - muni funds	31,000	0	(31,000)
	Connie Sue - R2R remote labor access rds	50,000	6,454	(43,546)
	<b>Capital Totals</b>	<b>2,792,087</b>	<b>965,075</b>	<b>(1,827,012)</b>

Comments	Other Infrastructure	Adopted Budget For the Period Ended 30th April 2015		
		Adopted Budget	Actual	Variance (Under)Over
		\$	\$	\$
	Hall Toilets	180,000		(180,000)
	Upgrade Old Catholic Church	25,000		(25,000)
	New Pound (Mobile)	20,000		(20,000)
	Water Park	350,000		(350,000)
	War Memorial Park	50,000	0	(50,000)
	<b>Capital Totals</b>	<b>625,000</b>	<b>0</b>	<b>(625,000)</b>

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 2015**

**GRANTS AND CONTRIBUTIONS**

Confirmed Minutes  
 Ordinary Council Meeting  
 18 May 2015

Program/Details GL	Grant Provider	Approval (Y/N)	2014-15 Adopted Budget \$	Variations Additions (Deletions) \$	Operating	Capital	Recoup Status		Confirmed Minutes
							Received	Not Received	
<b>GENERAL PURPOSE GRANTS</b>									
03201-Grants Commission	WALGGC	y	1,714,415	11,126	1,725,541		1,294,156	431,385	0
03202-Federal Roads	WALGGC	y	0	759,021	759,021		569,266	189,755	0
<b>HOUSING</b>									
09190 - 2 new houses 14/15	Dept Regional Develop (11/12)	y	0	482,615	482,615		482,615	0	0
<b>LAW, ORDER, PUBLIC SAFETY</b>									
05107-Fire Prevention Grant	DFES	y	2,000	0	2,000		1,490	510	0
<b>RECREATION AND CULTURE</b>									
11308-Menzies Water Park	CSRFF	y	150,000	15,000	165,000	150,000	150,000	0	0
11308-Menzies Water Park	Lotterywest	y	120,000	10,000	130,000	135,000	135,000	0	0
11309-Menzies Water Park	CSRFF	y	0	10,000	10,000	0	10,000	0	0
11799-War Memorial Grants	Lotterywest	defer	20,000	(20,000)	0	0	0	0	0
11799-War Memorial Grants	Dept of Veteran's Affairs	defer	15,000	(15,000)	0	0	0	0	0
11799-War Memorial Grants	Minara	defer	15,000	(15,000)	0	0	0	0	0
<b>TRANSPORT</b>									
<b>MRWA ROAD FUNDING</b>									
12226-Direct Grants	MRWA Direct	y	140,000	8,800	148,800		148,800	0	0
12227-MRWA Subsidies	MRWA	y	0	1,713	1,713		1,713	0	0
12225-Commodity Route Evanston-Menzies	MRWA	y	190,000		190,000	190,000	76,000	114,000	0
0005G-Yarri Rd - RRG	RRG	y	86,667		86,667	86,667	86,667	0	0
0004G-Evanston Menzies RRG	RRG	y	186,667		186,667	186,667	186,667	0	0
0013G-Menzies NW - RRG	RRG	y	86,667		86,667	86,667	86,667	0	0
<b>OTHER ROAD/STREETS GRANTS</b>									
FAGs Sch.3. 12237-Local Roads Grant	WALGGC	y	340,000	(340,000)	340,000			0	0
0001G-Menzies North - R2R	Building Program	y	329,500	50,000	379,500	329,500	379,500	0	0
12222-Other - Footpaths	Bicycle Network	N	50,000	(50,000)	0	0	0	0	0
12242-Flood Damage WANDRRA	DFES	y	2,028,865	900,000	2,928,865			2,928,865	0
<b>ECONOMIC SERVICES</b>									
13750-Grant Income CRC	CRC	y	111,000		111,000		86,025	24,975	0
<b>TOTALS</b>			<b>5,585,781</b>	<b>1,798,275</b>	<b>6,509,555</b>	<b>1,164,501</b>	<b>3,544,566</b>	<b>3,839,491</b>	

Operating	4,046,280	2,584,065
Non-operating	1,539,501	950,501
	<u>5,585,781</u>	<u>3,534,566</u>

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 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
	<b>5,000</b>	<b>160</b>	<b>(760)</b>	<b>4,400</b>

**SHIRE OF MENZIES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30th April 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. FAG's Road component not included in 14/15 Budget. FAGS due 18/05/15 \$700k
- 4 Variation in current trend for allocations
- 5 Variation in current trend for allocations
- 7 Variation in current trend for allocations
- 8 Variation in current trend for allocations
- 9 The \$482,615 11/12 R\$R housing grant for the two new houses was received, not included in 14/15 budget. Variation in current trend for allocations
- 10 Variation in current trend for allocations
- 11 Variation in current trend for allocations
- 12 DFES funding is expected to be higher as Flood Damage repair costs are expected to be \$2.9m. Variation in current trend for allocations. Have not received any WANDRRA \$ to date.
- 13 Variation in current trend for allocations
- 14 Increases and decreases are mostly due to new CoA and allocations in new system. Variation in current trend for allocations

**OPERATING EXPENSE**

*SCH*

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

**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  
 30/04/2015

Confirmed Minutes  
 Ordinary Council Meeting 21 May 2015

GL NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET as Review		ACTUAL TO 30/04/2015		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		500		(34)		500	0	
03101	Rate Notice Stationery expense		1,000		1,423		1,000	0	
03102	Valuation Expenses and Title Searches Expense		10,000		8,844		10,000	0	
03103	Debt Collection Expenses		5,000		3,139		5,000	0	
03106	General Rates Levied	2,800,577		2,800,577		2,800,577		0	<i>single line items from Reckon</i>
03107	General Rates Levied UV Mining	0		0		0		0	all in GL 03106
03108	General Rates Levied UV Pastoral	0		0		0		0	all in GL 03106
03109	General Rates Levied GRV Residential	0		0		0		0	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	0		0		0		0	all in GL 03106
03114	General Rates Levied UV Other - Min Rates	0		0		0		0	all in GL 03106
03115	Interim Rates	47,619		81,948		47,619		0	Maybe subject to refund (DMP vs LG)
03116	Interim Rates GRV	0		0		0		0	all in GL 03106
03117	Interim Rates UV Mining	0		0		0		0	all in GL 03106
03118	GRV Minimum Rates Raised	0		0		0		0	all in GL 03106
03119	GRV	0		0		0		0	all in GL 03106
03121	Rates Written-off & Adjustments	0	10,000	0	2,720	0	10,000	0	Adjis to date - Dead Assessments
03130	Rates Suspense Account	0	162,420	230		0		0	
03199	Admin Allocated to Rates	0	188,920	138,369		0	182,420	0	Non cash admin account
		<b>2,848,196</b>	<b>188,920</b>	<b>2,882,756</b>	<b>154,461</b>	<b>2,848,196</b>	<b>188,920</b>	<b>0</b>	
	<i>Other General Purpose Funding</i>								
03120	Penalty Interest Raised on Rates	36,000		37,946		36,000		0	Increased income
03123	Instalment Interest Received	750		0		750		0	
03125	Pens Deferred Rates Interest Grant	0		0		0		0	
03126	Legal Charges recovered	500		0		500		0	
03127	ESL Penalty levied	363		961		1,153		-790	Increased income
03200	Expenses relating to Other General Purpose Funding		344		258		309	-35	
03201	Grants Commission Grant Received - General	1,725,541		1,294,156		1,725,541		0	FAGs POOL WA Adjusted July 2014
03202	Grant Commission - Ops Road Component	759,021		569,266		759,021		0	FAGs POOL WA Adjusted July 2014
03203	Grants Commission Grants Received - Special	0		0		0		0	
03204	ESL Penalty Interest	1,222		1,222		1,222		0	Increased income
03205	Interest Received - Municipal	36,242		27,182		36,242		0	Different Interest Rates & Timing
03206	Interest Received - Reserves	31,210		23,407		31,210		0	Different Interest Rates & Timing
03207	Other General Purpose funding received	9,417		17,102		17,102		-7,685	
		<b>2,602,266</b>	<b>344</b>	<b>1,971,242</b>	<b>258</b>	<b>2,610,740</b>	<b>309</b>	<b>(8,509)</b>	
	<b>3 TOTAL GENERAL PURPOSE INCOME</b>	<b>5,450,462</b>	<b>189,264</b>	<b>4,853,997</b>	<b>154,719</b>	<b>5,468,936</b>	<b>189,229</b>		



SCHEDULE 4 GENERAL ADMINISTRATION									
<i>Members of Council</i>									
04100	Members Travelling Expenses paid	19,917	25,000		19,917		25,000		0
04101	Members Conference Expenses	10,788	15,000		10,788		15,000		0
04102	Council Election Expenses	5,322	5,500		5,322		5,500		0
04103	President's Allowance paid	11,154	12,000		11,154		12,000		0
04104	Members Meeting Expenses	46,688	69,000		46,688		56,026		-12,974 allocations
04105	Members -Donations	1,000	7,500		1,000		7,500		0
04106	Members - Subscriptions	0	2,000		0		2,000		0
04107	Deputy President's Allowance paid	2,863	3,000		2,863		3,435		435
04108	Members Communication Allowance	5,050	5,000		5,050		6,060		1,060
04110	Civic Receptions & Functions Expense	3,227	5,000		3,227		3,873		-1,127
04113	Members Printing	33	500		33		39		-461
04114	Members Advertising	322	300		322		386		86
04115	Members Citizenship Award	0	500		0		500		0
04116	Insurance Reimbursements	2,593		2,593				2,593	
04117	Members - Depreciation of Fixed Assets	0	1,282		0		1,282		0
04119	Other Income Relating to Members	0		0				500	0
04199	Admin Allocated to Members	460,810	406,050		460,810		406,050		0
		<b>567,175</b>	<b>557,632</b>	<b>2,593</b>	<b>567,175</b>	<b>3,083</b>	<b>544,652</b>	<b>(13,073)</b>	<b>0</b>
<i>Other Governance</i>									
04201	Travel Expenses	1,451	3,000		1,451		3,000		0
04202	Printing & Stationary	263	2,250		263		315		-1,935
04203	Legal Expenses Governance	5,105	7,500		5,105		6,126		-1,374
04204	Subscription Expenses Governance	33,703	33,703		33,703		33,703		0
04205	Advertising Expenses Governance	6,685	10,000		6,685		8,022		-1,978
04206	Meeting Expenses Governance	1,224	1,250		1,224		1,468		218
04207	Refreshment Expenses Governance	1,827	1,000		1,827		2,192		1,192
04208	Communication Expenses Governance	0	2,500		0		2,500		0
04209	Bad & Doubtful Debts	0	1,000		0		1,000		0
04210	Records Expenses Governance	123	20,000		123		20,000		0
04215	Other Expenses Governance	2,651	25,000		2,651		3,181		-21,819
		<b>53,031</b>	<b>107,203</b>	<b>0</b>	<b>53,031</b>	<b>0</b>	<b>81,507</b>	<b>(25,696)</b>	<b>0</b>
<b>4 TOTAL GOVERNANCE</b>		<b>620,206</b>	<b>664,835</b>	<b>2,593</b>	<b>620,206</b>	<b>3,083</b>	<b>626,159</b>		

SCHEDULE 5 LAW, ORDER & PUBLIC SAFETY													
<i>Fire Prevention</i>													
05100	Fire Advertising	500	794				953	453					
05101	Fire Prevention - Utilities	500	82				500	0					
05102	Fire Prevention - Insurance	4,306	4,306				4,306	0					increased premium
05103	Fire Fighting Expenses	18,785	11,064				13,277	-5,508					
05104	ESL Levy Council Property	250	11,171				13,277	10,921					
05106	Fire Prevention - Other Revenue & Admin Fees			7,278			11,171	-1,639					
05107	FESA Operating Grant Income			1,490			0	0					
05177	Loss on Disposal of Assets	0	0	0			0	0					
05188	Fire Prevention - Depreciation	14,509	39,206				47,047	32,538					deprn non cash acct
05199	Admin Allocated to Fire Prevention	8,121	9,216				11,060	0					Non cash admin account
		7,639	75,839	8,768		9,278	88,313	36,764					
<i>Animal Control</i>													
05201	Ranger Consultant	10,000	0				10,000	0					
05202	Wild Dog Control	0	0				0	0					
05203	Cactus Control	22,208	24,288				24,288	2,080					
05204	Dog Expenses	300	44				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				3,954	-4,167					Non cash admin account
		450	27,627	36		450	44,042	(2,087)					
<i>Emergency Services</i>													
05301	Emergency Services Programs Expenses	1,000	798				1,000	0					
05307	Police Station Costs	2,572	1,843				2,212	-380					
05399	Other Expenses Related to Law Order Safety	3,500	5,921				5,921	2,421					
		0	8,562	0		0	9,133	2,061					
	<b>5 TOTAL LAW ORDER &amp; PUBLIC SAFETY</b>	<b>8,089</b>	<b>112,028</b>	<b>8,804</b>		<b>9,728</b>	<b>141,488</b>						
SCHEDULE 7 HEALTH													
<i>Health Expenses</i>													
07700	EHO Contract	17,500	8,411				10,093	-7,407					
07701	Nurse Expenses	50,000	0				25,000	-25,000					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	0					
07706	Purchase Furniture & Equipment - Health	0	0				0	0					
07799	Admin Allocation - Health	12,182	13,824				12,182	0					Non cash admin account
		500	22,235	0		500	47,275	(32,407)					
	<b>7 TOTAL HEALTH</b>	<b>500</b>	<b>22,235</b>	<b>0</b>		<b>500</b>	<b>47,275</b>						



<b>SCHEDULE 10</b>									
<b>COMMUNITY AMENITIES</b>									
<i>Domestic Refuse</i>									
10100	Domestic Refuse Expenses	19,068	6,345	18,827	6,350	22,592	3,524	increased exps trend	
10101	Income Relating to Sanitation - Household Bins & Refu						0		
10188	Refuse Collection - Depreciation	7,109	7,886	7,886	0	7,109	0	Deprn non cash account	
10199	Overheads Allocated to Sanitation	0	0	0	0	0	0	Non cash admin account	
		26,177	6,345	26,712	6,350	29,701	3,524		
<i>Other Sanitation</i>									
10200	Maintenance Tip Site	76,000		43,288		51,946	-24,064	allocation	
10201	Litter & Graffiti Control Expenses	500		601		721	221	allocation	
10204	Purchase Rubbish Bins - Sanitation - Other	2,500		0		2,500	0		
		79,000	0	43,889	0	55,167	(23,833)		
<i>Protection of the Environment</i>									
10500	Expenses Relating to Protection of Environment	0	0	0	0	0	0		
10501	Income Relating to Protection Of Environment	0	0	0	0	0	0		
<i>Regional Development</i>									
10600	Costs Relating to Town Planning & Regional Development	35,000	0	23,097	0	27,717	-7,283	timing	
10601	Income Relating to Town Planning & Regional Develop	0	0	0	0	0	0		
		35,000	0	23,097	0	27,717	(7,283)		
<i>Community Amenity</i>									
10700	Expenses Relating to Other Community Amenities	14,794		0		14,794	0		
10701	Menzies Public Conveniences	26,250		15,915		18,098	-7,152		
10702	Maintenance - Cemetery	17,555		7,787		9,344	-8,211		
10704	Public Conveniences Kookynie	15,650		8,203		9,844	-5,806		
10799	Deprn	0		285		342	342	Deprn non cash account	
10708	Grants for Other Community Amenities	0	0	0	0	0	0		
		74,249	0	32,190	0	53,422	(20,827)		
		6,350	6,345	125,889	6,350	166,007			
<b>10 TOTAL COMMUNITY AMENITIES</b>									

SCHEDULE 11 RECREATION & CULTURE															
<i>Public Halls and Civic Centres</i>															
11101	Maintenance - Hall														
11103	Hall Hire Fees	100	37,396	0	2,478	100	20,000	0	-17,396	0	0	0	0	0	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		288		350		0		0					
		475	37,396	288	2,478	475	20,000	0	(17,396)	0					
<i>Recreation &amp; Sports</i>															
11300	Sports Courts Utilities		7,000		4,165		4,997		-2,003						
11301	Other Recreation Expenses		16,000		12,216		14,659		-1,341						
11303	Parks & Gardens - Jobs		125,000		81,271		97,525		-27,475						Improved allocations to jobs etc
11304	Playground Equipment Maintenance		5,979		107		5,979		0						
11306	Golf Club Expenses		19,500		11,855		14,225		-5,275						
11307	Water Park Operations		28,344		18,398		22,078		-8,266						Opened end of DEC 2014
11308	Grant Received- Menzies Water Park	285,000		285,682		285,682									LW \$135k & DSR \$150k (INV SENT)
11309	DSR Grant Water Park Lights	10,000		10,000		10,000									
11388	Depreciation Other Sport & Recreation														
11399	Other Expenses - Other Sport & Recreation														
		295,000	349,967	295,682	270,373	295,682	330,298		(20,351)						Deprn Non Cash account Non cash admin account
<i>Rebroadcasting</i>															
11400	Expenses Relating to Television Radio	21,650	24,150	0	10,015	21,650	24,150		0						
11402	SBS TV Digital Service Subsidy Received	21,650	24,150	0	10,015	21,650	465,042		0						
<i>Libraries</i>															
11500	Training Libraries		2,000		0		2,000		0						
11501	Postage & Freight Libraries		1,000		318		1,000		0						
11502	Printing Libraries		0		0		0		0						
11503	AMLIB Fees Libraries		1,200		1,115		1,200		0						
11505	Books & Programs Libraries		0		0		0		0						
11599	Admin Allocated Libraries		8,121		9,216		11,090		2,939						Non cash admin account
		0	12,321	0	10,649	0	15,280		2,939						
<i>Heritage &amp; Culture</i>															
11600	Heritage Consultants Costs		20,000		2,220		5,000		-15,000						
11601	Heritage Utilities Costs		0		0		0		0						
11602	Niagara Dam Review		25,000		0		10,000		-15,000						
11603	Old Post Office Maintenance		2,833		1,201		2,833		0						
11605	Old Butcher Shop Maintenance		2,000		1,953		2,000		0						
11606	Museum Shed Maintenance		8,200		710		852		-7,348						
11618	CLGF Grants - Other Culture	0		0		0			0						
11619	Lottery West Grants- Other Culture	0		0		0			0						
		0	58,033	0	6,083	0	20,685		(37,348)						
<i>Museum</i>															
11701	Anzac War Memorial Maintenance		2,041		2,865		3,437		1,396						
11702	Anzac War Memorial Utilities		500		177		500		0						
11703	Anzac War Memorial Events		20,000				2,000		-18,000						
11799	Anzac War Memorial Grant	0		0		0			0						Maybe possible 15/16
		0	22,541	0	3,042	0	5,937		(16,604)						
<b>11 TOTAL RECREATION &amp; CULTURE</b>		<b>317,125</b>	<b>504,408</b>	<b>295,970</b>	<b>302,639</b>	<b>317,807</b>	<b>857,222</b>								









13 TOTAL ECONOMIC SERVICES		216,123	1,438,302	190,850	1,062,626	223,810	1,482,095	
<b>SCHEDULE 14</b>								
<b>OTHER PROPERTY AND SERVICES</b>								
<i>Private Works</i>								
14100 Private Works Expenses		5,000	5,000	242	1,765		5,000	0
14101 Private Works Income						5,000		0
		<b>5,000</b>	<b>5,000</b>	<b>242</b>	<b>1,765</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>
<i>Public works Overheads</i>								
14200 Supervision Wages - Public Works Overheads		312,244			321,561		385,873	73,629 allocations see 14600
14201 Superannuation - Public Works Overheads		90,477			70,241		84,290	-6,187 allocations see 14600
14202 Reimbursements PWOH		5,000			270		324	-4,676 allocations see 14600
14203 Leave Annual - Public Works Overheads		16,080			7,560		9,071	-7,009 allocations see 14600
14204 Leave Personal - Public Works Overheads		8,803			4,279		5,134	-3,669 allocations see 14600
14205 Long Service Leave - Public Works Overheads		0			0		0	
14206 Public Holidays - Public Works Overheads		3,804			1,542		1,850	-1,954 allocations see 14600
14207 Leave Accruals - Public Works Overheads		0			1,003		1,203	1,203
14208 Allowances - Public Works Overheads		36,000			18,156		21,787	-14,213 allocations see 14600
14209 Protective Clothing & PPE - Public Works Overheads		5,000			1,245		1,494	-3,506 decreased costs
14210 Training & Conferences - Public Works Overheads		15,000			16,088		18,305	4,305 decreased costs
14211 Recruitment Costs - Public Works Overheads		1,000			389		467	-533
14212 Meeting Expenses - Public Works Overheads		2,000			1,524		1,828	-172
14213 Workers Comp - Public works Overheads		0			0		0	0
14214 Depot Insurance - Public Works Overheads		7,500			3,733		4,479	-3,021 allocations
14215 Other Exps - Public Works Overheads		500			1,024		1,229	729 allocations
14216 Staff Housing Allocated - Public Works Overheads		41,402			23,327		27,992	-13,410
14217 Depot Mice (to be allocated as PWOH)		10,000			4,951		5,941	-4,059 allocations
14218 MWS vehicle exps		500			256		307	-193 allocations
14219 Telephone - Public Works Overheads		4,500			5,989		7,187	2,687
14220 Utilities - Public Works Overheads		1,000			0		1,000	0
14221 PWOH Allocated to Works and Services		(909,990)			(1,416,573)		(1,048,986)	-139,058 Non cash admin account
14225 Depn - Public Works Overheads		24,000			11,961		14,353	-9,647 Depn Non cash admin account
14226 Depot Operational & Misc Tasks - Labour Costs		280			9,528		11,434	11,154 allocations
14299 Admin Allocated to Works - Public Works Overheads		324,840			368,698		442,438	117,598 Non cash admin account
		<b>0</b>	<b>0</b>	<b>0</b>	<b>(543,250)</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>
<i>Plant Operations</i>								
14301 Mech's Wages - Internal Repairs to P&E		132,398			116,651		139,981	7,583 new acct for clarity in GL postings
14302 Other Plant Costs		24,673			18,732		22,478	-2,185 allocations to 14301
14303 Fuel & Oils - Plant Operations		165,916			132,392		158,871	-7,045
14304 Tyres and Tubes - Plant Operations		29,880			22,410		26,892	-2,988
14305 Parts & Repairs - Plant Operations		238,442			183,142		219,770	-16,672 increased costs to date
14307 Vehicle Registrations & Insurance - Plant Operations		36,000			21,230		36,000	0
14308 Plant Operations Reimbursements				18,547				-9,976 allocations
14309 Less Plant Costs Allocated		(1,072,032)			(605,746)		(1,056,561)	15,471 Non cash admin account
14370 Loss on Asset Sale		0			19,906		0	0 Non cash admin account
14388 Depreciation - Plant Operations		291,217			248,114		297,737	6,520 Depn Non cash admin account
14399 Admin Allocated - Plant Operations		155,506			129,027		154,832	-674 Non cash admin account
		<b>12,280</b>	<b>0</b>	<b>18,547</b>	<b>285,857</b>	<b>22,256</b>	<b>(0)</b>	<b>(17,569)</b>
		<b>12,280</b>	<b>0</b>	<b>18,547</b>	<b>285,857</b>	<b>22,256</b>	<b>(0)</b>	<b>(17,569)</b>



<i>Salaries &amp; Wages</i>													
14600 Gross Salaries & Wages		1,673,101		1,379,697		1,655,636							
14601 Workers Compensation Paid	0	0	0	0	0	0	0						
14602 Workers Compensation Received													
14603 Less Sal & Wages Allocated		(1,673,101)		(1,379,697)		(1,655,636)							
14699 Admin Allocated to Salaries & Wages	0	0	0	0	0	0	0						
	0	0	0	0	0	0	0						
<i>Unclassified</i>													
14700 Expenses Relating to Unclassified		0		0		0							
14701 Income Relating to Unclassified	0	0	0	0	0	0	0						
	0	0	0	0	0	0	0						
<i>Town Planning</i>													
14800 Expenses Relating to Town Planning Schemes		0		0		0							
14801 Income Relating to Town Planning Schemes	0	0	0	0	0	0	0						
	0	0	0	0	0	0	0						
<b>14 TOTAL OTHER PROPERTY AND SERVICES</b>	<b>38,780</b>	<b>5,000</b>	<b>37,427</b>	<b>(261,928)</b>	<b>48,756</b>	<b>5,000</b>	<b>48,756</b>						

Totals	10,566,808	8,946,693	8,885,812	5,879,756	10,595,160	10,293,873
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Operating (Surplus) / Deficit	(1,619,915)	(1,006,056)	(301,287)
As Budget Review			
YTD (Surplus) / Deficit			
Projected (Surplus) / Deficit			

**SHIRE OF MENZIES CAPITAL TRANSACTIONS**

G/L NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 30/04/2015		CURRENT YEAR ACTUALS PROJECTED TO THE EOFY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
<b>Capital Grants</b>									
11308	Grant Received - Menzies Water Park	285,000		285,682		285,682		-682	LW \$135000 & DSR \$150000
11309	DSR Grant Water Park Lights	10,000		10,000		10,000		0	LW \$135000 & DSR \$150000
11799	Anzac War Memorial Grant	0		0		0		0	Possibly 15/16
12222	Bikewest Grants - Dual Use Paths	0		0		0		0	Not awarded
12225	Grant - MRWA Projects - Evanstone Menzies	190,000		76,000		190,000		0	
12228	Grant - Roads to Recovery	379,500		379,500		379,500		0	
12232	Grant - RRG (jobs)	360,001		360,001		360,001		0	
12236	Grant - MRWA Blackspot	0		0		0		0	
12237	Grant - WALGGC Local Roads	0		0		0		0	
12238	Grant - Other: Tjinn Access Indigenous Access	0		0		0		0	FAGs Road - Schedule 3 General Ops
14575	Solar Power Units - GYROC Project	0		(800)		0		0	
09122	Staff Housing Grants	482,615		482,615		482,615		0	TBA
		<b>1,707,115</b>	<b>0</b>	<b>1,592,998</b>	<b>0</b>	<b>1,707,798</b>	<b>0</b>	<b>-682</b>	R4R Funds from 11/12 budget
<b>Capital Expenses</b>									
<b>Land &amp; Buildings</b>									
14710	Purchase of land lots for town development	20,000					20,000	0	
14575	Solar Power Units - GYROC Project	0		800		0	0	0	TBA
12120	Depot Extension - Asset Upgrade	60,000		402		60,000		0	
09190	Construction of 2 New Houses Menzies CLGF 12-13 R4R	440,000		430,730		440,000		0	\$198,000 was expended in 13/14
09192	Installation of Solar Panels New Houses	50,000		0		50,000		0	
09191	Installation of Fencing - New Houses	44,572		44,572		44,572		0	11% over budget at completion
09193	Installation Landscaping New Houses	88,000		50,386		88,000		0	budget 14/15 est. to be under allocated
09194	Installation of Sheds for New Houses	112,000		38,602		112,000		0	
09195	Installation landscaping - Shenton St Units	15,500		0		15,500		0	budget 14/15 est. to be under allocated
09196	Asbestos removal - 10 Shenton Street	30,675		0		0		-30,675	House is to be removed- no cost
09250	Installation New Fencing - Walsh Street Units	4,070		4,070		4,070		0	under budget
<b>Furniture &amp; Equipment</b>									
04240	Council Table	14,000		13,099		14,000		0	under budget
04241	New Locking System	10,000		0		10,000		0	
<b>Infrastructure Other</b>									
05501	New Pound	20,000		11,570		20,000		0	
11201	Water Park Construction Project	330,000		328,763		330,000		0	under budget
11202	Water Park Lighting	11,000		0		11,000		0	
11150	Construction Project Shire Hall Toilets	180,000		9,900		180,000		0	
11750	War Memorial Construction Project	50,000		25,186		50,000		0	
11650	Upgrade of Old Church Menzies	25,000		0		25,000		0	
<b>Infrastructure Roads</b>									
12101	Road Construction CRSF - jobs	307,000		177,084		307,000		0	Evanstone Menzies Rd CRSF
CR0002									\$144,774.00



**OVERVIEW 2014 / 2015**

	BUDGET	30/04/2015	PROJECTED to The EOFY
<b>EXPENDITURE</b>			
Total Operating Expenditure	8,946,693	5,861,739	10,293,873
Total Capital Expenditure	4,854,761	2,335,294	4,824,086
<i>(figures used in RSSbudget (p10) do not match project list (p50))</i>			
LESS	<u>13,801,454</u>	<u>8,197,033</u>	<u>15,117,959</u>
Depreciation	2,232,300	3,161,755	3,252,013
PLUS	<u>11,569,154</u>	<u>5,035,278</u>	<u>11,865,947</u>
Transfer to Reserves	31,210 interest rec	23,407 interest rec	31,210 interest rec
	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>
	<u>11,900,364</u>	<u>5,058,686</u>	<u>12,197,157</u>
<b>TOTAL CASH EXPENDITURE</b>			
<b>INCOME</b>			
Balance B/F	1,328,886	1,328,886	1,328,886
Total Operating Revenue excluding Rates	6,011,296	2,410,367	6,038,166
Rates Revenue	2,848,196	2,882,756	2,848,196
Proceeds from Sale of assets	0	0	0
NON operating Capital Revenue	1,707,116	1,592,998	1,707,798
PLUS	<u>11,895,494</u>	<u>8,215,006</u>	<u>11,924,046</u>
Transfer from Reserves	438,000	364,639	438,000
<b>TOTAL CASH EXPENDITURE</b>	<u>12,333,494</u>	<u>8,579,645</u>	<u>12,362,046</u>
<b>(Surplus)/Deficit</b>	<u>(433,130)</u>	<u>(3,520,960)</u>	<u>(164,890)</u>



**SUMMARY**

	BUDGET REVIEW	YTD	PREDICTED PA
Operating Expenditure	8,946,693	5,861,739	10,293,873
Capital Expenditure	4,854,761	2,335,294	4,824,086
SUB	<u>13,801,454</u>	<u>8,197,033</u>	<u>15,117,959</u>
Operating Revenue	(6,959,492)	(5,293,123)	(8,887,362)
Sale of asset	(80,000)	(1,592,998)	(1,707,798)
Capital Revenue	(1,707,116)	(6,886,120)	(10,595,160)
SUB	<u>(10,646,608)</u>	<u>(13,101,913)</u>	<u>(19,190,320)</u>
(Surplus)/Deficit	3,154,846	(3,520,960)	(164,890)
Transfer to Reserves	31,210	23,407	331,210
Transfer from Reserve	(438,000)	(364,639)	(438,000)
Add back DEPN	(2,232,300)	(3,161,755)	(3,252,013)
Surplus B/F	(1,328,886)	(1,328,886)	(1,328,886)
(Surplus)/Deficit	<u>(813,130)</u>	<u>(3,520,960)</u>	<u>(164,890)</u>

Cash and Cash Equivalents

## 12.2 FINANCE AND ADMINISTRATION BUSINESS

### 12.2.2 LISTING OF PAYMENTS MADE IN APRIL 2015

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 21 May 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>	11 May 2015
<b>AUTHOR:</b>	Karen Oborn, Deputy Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>SENIOR OFFICER:</b>	Mike Fitzgerald, 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 April 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 April 2015 include cheques numbered 10224 to 10232 and direct transactions totalling \$238,058.76. The list of payments is submitted to each member of the Council on Thursday 21 May 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 Lee**

**Seconded: Cr J Dwyer**

**COUNCIL DECISION:**

**No: 0801**

**That Council approves the payments identified in the list of payments made from the Shire of Menzies Municipal Bank account in April 2015 including cheques numbered 10224 to 10232 and direct transactions totalling \$238,058.76 submitted to each member of the Council on Thursday 21 May 2015.**

**10:57am**

**CARRIED 4/0**


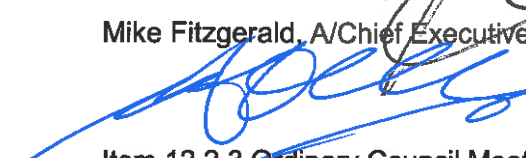


SHIRE OF MENZIES - LIST OF PAYMENTS APRIL 2015					
Ref No	Cheque /EFT No	Date	Name	Invoice Description	Amount
1	6	01/04/2015	NAB Fees & Charges	NAB Fees & Charges	\$128.50
2	6	17/04/2015	NAB Fees & Charges	NAB Fees & Charges	-\$0.18
3	6	30/04/2015	NAB Fees & Charges	NAB Fees & Charges	\$199.97
4	EFT267	15/04/2015	Goldfields Crane Hire	20t crane to move old winch	\$845.46
5	EFT268	15/04/2015	RW Sheds & Rigging	Supply and erect 3 x Suburban Garages & 1 Country Classic	\$43,562.00
6	EFT269	15/04/2015	Leanne Downie	Record Disposal Course 27/3/15	\$144.56
7	EFT270	15/04/2015	WA Local Govt Association	Advertisement	\$2,337.83
8	EFT271	15/04/2015	Arrowmiss	75 sqm Kikuyu Lawn	\$750.00
9	EFT272	15/04/2015	Brad Pepper	Grader hire	\$52,909.50
10	EFT273	15/04/2015	Bunnings	Checkerplate tool box Rhino	\$1,586.50
11	EFT274	15/04/2015	C Direct	Telstra Prepaid Recharge	\$1,152.00
12	EFT275	15/04/2015	Conway Highbury	Local Law Stage 2	\$2,007.50
13	EFT276	15/04/2015	Courier Australia	Freight State Library, Westrac, Office National, Tudor House, Bunnings	\$198.62
14	EFT277	15/04/2015	Cutting Edges Equipment Parts	1x4.0 Bolt	\$192.54
15	EFT278	15/04/2015	Cybersecure	Backup Service March 15	\$129.00
16	EFT279	15/04/2015	D & B Solutions	Solicitors fees ( Maxwell Peter Strindberg)	\$2,688.70
17	EFT280	15/04/2015	Jillian Dwyer	March Meeting 2015	\$1,402.47
18	EFT281	15/04/2015	Eagle Petroleum (W.A) Pty Ltd	Fuel for Depot	\$113.19
19	EFT282	15/04/2015	Goldline Distributors	Refreshments for councillors	\$53.90
20	EFT283	15/04/2015	Goldfields Toyota	Element Assy Fuel, Oil filter	\$154.24
21	EFT284	15/04/2015	Goldfields Truck Power	Charge Hose	\$207.33
22	EFT285	15/04/2015	Menzies Hotel	Lunch for 7 people 16/3/15 & Councillor Lunch 19/3/15	\$867.20
23	EFT286	15/04/2015	Tucker, Ian Cr	Meeting March 2015	\$872.50
24	EFT287	15/04/2015	IRIS Consulting	Original account did not have the GST added when paid.	\$35.91
25	EFT288	15/04/2015	Jamie Mazza	Meeting fees March 2015	\$872.50
26	EFT289	15/04/2015	Breakaway C/- Key Factors	Dozer Hire	\$43,346.60
27	EFT290	15/04/2015	Kooda Contracting Pty Ltd	Wet Hire - Sidetipper 1/3-1/-3/15	\$27,115.00
28	EFT291	15/04/2015	Justin Lee	Monthly meeting March 2015	\$872.50
29	EFT292	15/04/2015	Netlogic Information Technology	Remote consulting 23/3-27/3/15	\$600.00
30	EFT293	15/04/2015	Office National	Service on copier Konica C554E	\$1,068.64
31	EFT294	15/04/2015	Planwest	Stage 3 - Finalisation of scheme amendment and strategy	\$9,900.00
32	EFT295	15/04/2015	Peter Twigg	March 2015 Monthly meeting fee	\$318.58
33	EFT296	15/04/2015	Shire of Leonora	Health & Building Report March 2015	\$2,484.40
34	EFT297	15/04/2015	Staterest Group	Starter Motor	\$337.56
35	EFT298	15/04/2015	Tracey Casley	New mobile phone for caravan park	\$49.00
36	EFT299	15/04/2015	UHY Haines Norton	Accounting service fee for February 2015 & lodgement of January 2015	\$3,135.00
37	EFT300	15/04/2015	Vivian Greenmount	Sweets & Drink for councillors	\$43.70
38	EFT301	15/04/2015	WA Hino	Parts & repairs	\$1,623.84
39	EFT302	15/04/2015	WesTrac Pty Ltd	Part & repairs	\$74.46
40	EFT303	15/04/2015	Wurth Australia	Parts & repairs	\$63.39
41	EFT304	20/04/2015	Bunnings	Circular fixture	\$94.85
42	EFT305	20/04/2015	Cook's Tours	Full page advertisement	\$1,300.00
43	EFT306	20/04/2015	Everett Butchers	Cooked meat & salads	\$570.00
44	EFT307	20/04/2015	Goldline Distributors	Refreshments & cleaning products	\$355.35
45	EFT308	20/04/2015	Goldfields Toyota	Direct debit vehicle sub lease Golden Quest	\$991.90
46	EFT309	20/04/2015	Landgate	Mining Tenements Schedule No.M2015/3	\$554.80
47	EFT310	20/04/2015	McGinty & Co Pty Ltd	Carry out works to infill wall to office and modify front reception door	\$5,786.00
48	EFT311	20/04/2015	Oclc (UK)	Amlib Annual Maintenance	\$1,226.42
49	EFT312	20/04/2015	Office National	Stationery	\$367.04
50	EFT313	21/04/2015	Leanne Downie	Reimbursement	\$15.00
51	EFT314	22/04/2015	McGrath Homes	Deposit as per TENDER payment agreement	\$9,500.00
52	DD166.1	07/04/2015	BOQ Finance	Copier Charges Direct	\$874.29
53	DD169.1	21/04/2015	Westnet	CRC internet 1/3-1/4/15	\$90.45
54	DD176.1	16/04/2015	NAB	Credit card CEO & DCEO March 2015	\$624.03
55	DD180.1	29/04/2015	BOQ Finance	Copier charges Direct Debit	\$1,380.49
56	DD192.1	29/04/2015	Wright Express Australia Pty Ltd	Direct Bank from MOTOR PASS	\$536.51

SHIRE OF MENZIES - LIST OF PAYMENTS APRIL 2015					
Ref No	Cheque /EFT No	Date	Name	Invoice Description	Amount
57	10224	15/04/2015	Resource Centre Shire Of Menzies	Renewal of Post Office Box	\$46.00
58	10225	15/04/2015	Andrew Poppleton	Third payment - Sculpture commission	\$3,100.00
59	10226	15/04/2015	Dept of Transport & Licensing	Registration 000MN 2015	\$297.25
60	10227	15/04/2015	Horizon Power	Streetlights 01/03-31/03/2015	\$666.66
61	10228	15/04/2015	Telstra	3671243388 Mar15	\$2,401.11
62	10229	15/04/2015	Water Corporation	Water consumption 9/12/14-9/2/15 36 Mercer St	\$79.43
63	10230	20/04/2015	A & C Mining Investments Pty Ltd	Rates refund for assessment A3807 E40/00233 Mining Tenement	\$182.88
64	10231	20/04/2015	Landgate - Document Acceptance	Lodgement of transfer of land	\$160.00
65	10232	20/04/2015	Water Corporation	Water consumption 9/2-8/4/2015	\$2,413.89
				<b>TOTAL</b>	<b>\$238,058.76</b>

## 12.2 FINANCE & ADMINISTRATION BUSINESS

### 12.2.3 INVESTMENTS FOR APRIL 2015

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 21 May 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>	11 May 2015
<b>AUTHOR:</b>	Karen Oborn, Deputy Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>SENIOR OFFICER:</b>	Mike Fitzgerald, A/Chief Executive Officer
<b>SIGNATURE OF SENIOR OFFICER:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 12.2.3 Ordinary Council Meeting 30 April 2015

#### ATTACHMENTS:

12.2.3 Attachment #1 – Notice from National Australia Bank

#### SUMMARY:

For Council to receive the investment report for the month of April 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:

#### NEW TERM DEPOSIT

#### 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 J Dwyer**

**Seconded: Cr Lee**

**COUNCIL DECISION:**

**No: 0802**



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

**10:58am**

**CARRIED 4/0**

## 12.2 FINANCE AND ADMINISTRATION BUSINESS

### 12.2.4 FEES & CHARGES FOR 2015/2016

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, Thursday 21 May 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM043
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	11 May 2015
<b>AUTHOR:</b>	Karen Oborn, Deputy Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>SENIOR OFFICER:</b>	Mike Fitzgerald, Acting Chief Executive Officer
<b>SIGNATURE OF SENIOR OFFICER:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

#### ATTACHMENTS:

12.2.4 Attachment #1 - Proposed Fees and Charges for 2015-16.

#### SUMMARY:

For Council to consider a schedule of proposed Fees and Charges for the 2015-16 financial year

#### BACKGROUND:

Each year during the preparation of the Budget, the Fees and Charges must be reviewed as a preliminary to Adopting the Budget.

#### COMMENT:

It is proposed that the Fees and Charges for the coming Financial Year will remain unchanged or rise by a margin similar to CPI. The following changes have been recommended:

#### **CARAVAN PARK**

*Non-Powered Site – Day Rate up from \$12.00 to \$20.00 per day*

*Non-Powered Site – Weekly Rate up from \$80.00 per week to \$100.00 per week*

*Over 2 people up from \$5.00 per head to \$10.00 per head*

*Showers up from \$3.00 per person to \$5.00 per person*

These changes are proposed to reflect regional averages.

#### CONSULTATION:

Various staff members

#### STATUTORY ENVIRONMENT:

Local Government Act 1995

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

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

Section 6.2 – Requires that each year a local government prepare and adopt an annual budget.

Section 6.2(4)(c) – The annual budget is to incorporate a schedule of fees and charges.

**POLICY IMPLICATIONS:**

Policy 3.5 – Provides for Budget preparation which includes a review and Adoption of the annual Fees and Charges.

**FINANCIAL IMPLICATIONS:**

The Adopted Fees and Charges for 2015-16 Financial Year is utilised to develop a projected amount of income to be received during the year from those services.

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Absolute Majority Decision required

Moved: Cr Mazza

Seconded: Cr J Dwyer

<b>COUNCIL DECISION:</b>
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<b>No: 0803</b>
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**That Council approves the amended schedule of Fees and Charges for the 2015-16 financial year.**

11:03am

**CARRIED BY ABSOLUTE MAJORITY 4/0**

**12.3 WORKS & SERVICES BUSINESS**


**Nil**

**12.4 COMMUNITY DEVELOPMENT BUSINESS**

**Nil**

## 12.5 MANAGEMENT & POLICY BUSINESS

### 12.5.1 MENZIES MEDICAL CENTRE

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 21 May 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM012
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	4 May 2015
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

**ATTACHMENTS:** None

#### **SUMMARY:**

For Council to consider the concept of building a Medical Centre in Menzies.

#### **BACKGROUND:**

The concept of the Shire building a Medical Centre and leasing part of the centre back to the Health Dept was raised during discussions with the Western Australian Country Health Scheme (WACHS) some months ago. Subsequent dialogue with the WACHS since that time resulted in a meeting on Wednesday, 15 April 2015 in Kalgoorlie with WACHS and Council to further pursue the concept.

#### **COMMENT:**

Present at that meeting were the Shire President Greg Dwyer, Councillor Jamie Mazza, CEO Peter Crawford and Ms Geraldine Ennis, Anne Mahoney and Paul Fuller from the WACHS.

Ms Ennis advised that WACHS are very interested in the concept of the Shire building a medical centre in Menzies and them (WACHS) leasing a portion of the building. Various issues were discussed regarding number of rooms and type, internal requirements and length of lease. Location was also discussed but due to the size of Menzies where nearly everything is central, this was not a real concern.

The next move will be for Council to decide whether they are interested in proceeding further with the idea and this decision will be dependent on a number of criteria:

- Where would the medical centre be built
- Would the Shire be able to attract other medical service providers to utilise the building as well
- Funding avenues

#### **LOCATION:**

There are several locations that could be considered for the medical centre:

1. On lots 9 & 10 Shenton Street
2. In the old Butcher Shop and Tea Rooms

3. On the corner of Brown and Reid/Mercer Streets

1. The Shire currently owns Lot 10 Shenton Street and has a Management Order over Lot 9 Shenton Street. This would enable the Shire to build the medical centre on Lot 10 and use Lot 9 for off road parking.
2. The Shire owns the old Butcher Shop and Tea Rooms and some time ago, carried out some renovations to the building. A further injection of funds could see this building renovated and converted into a suitable venue.
3. The Shire owns the two end lots in both Reid and Mercer Streets that intersect with Brown Street. None of these lots has power connected to them at the moment and by securing power to the site, it would open up this area for other land owners to build on. Water is part way to the lots and would need extending from Lot 94.

**MULTI USER FACILITY:**

If the Shire does go ahead with the proposal, it would be incumbent on securing a commitment from other medical service providers that they would also use the facility. Without this commitment, the project would appear to be unjustifiable. Meetings with other areas of the Health Department to discuss their specialists' visits would make the concept quite viable. Also discussions with the Leonora and Laverton hospitals would assist in being able to engage their visiting specialists would need to be undertaken.

**FUNDING:**

The all important piece of the puzzle whenever contemplating a project of this magnitude. It is almost certain that funding could be forthcoming from Lotterywest, possibly from Royalties 4 Regions and, in the case of renovating the old Butcher Shop and Tea Rooms, some heritage avenues due to the building being on the Municipal Heritage Register. An approach should also be made to AngolGold Ashanti Australia (Tropicana) and Minara Resources (Foundation) for support.

**SUMMARY:**

This project needs to have a great deal of debate and consultation with other parties regarding the feasibility of providing the facility before any actual planning begins. To this end, a Working Group should be formed with the express purpose of researching this project and providing direction to Council at the October Meeting.

While this might appear to be a long lead time, Council must take into consideration that the staff will be under a lot of pressure with an Acting CEO and the Budget preparation (which is expected to be adopted in July) taking priority during this period.

**CONSULTATION:**

Ms G. Ennis, Mr P Fuller and Ms A Mahoney – WACHS  
Councillors and staff of Shire of Menzies

**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:**





- e. **Research what avenues of funding would be available to support the project; and**
- f. **Report back to Council with their findings at the first Ordinary Meeting following the conclusion of the investigation.**

11:14am



CARRIED 4/0

***Reasons for the changes to the recommendation were to allow flexibility of Councillor membership and to bring any findings back to Council at an earlier date.***

Rick Wilson advised the meeting that the old Medicare Locals are now Primary Health Networks providing additional medical services like podiatrists and dieticians. He suggested that the Shire discuss the provision of services for Menzies with Primary Health Networks.

## 12.5 MANAGEMENT & POLICY BUSINESS

### 12.5.2 PROPOSED BUSH FIRE BRIGADES LOCAL LAW 2015

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 21 May 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>	4 May 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:

- 12.5.2 Attachment #1 Proposed Bush Fire Brigades Local Law 2015
- 12.5.2 Attachment #2 Summary of submissions received

#### SUMMARY:

The purpose of this report is to:

- 1) consider the submissions (if any) received on the proposed Shire of Menzies Bush Fire Brigades Local Law 2015 and determine if any drafting amendment(s) are required to the Amendment local law as a result of the submissions received;
- 2) give notice of the purpose and effect of the Shire of Menzies Bush Fire Brigades Local Law 2015;
- 3) make the Shire of Menzies Bush Fire Brigades Local Law 2015, incorporating all amendments;
- 4) authorise the local law's publication in the *Government Gazette*;
- 5) give local public notice, (after Gazettal), of the date the Shire of Menzies Bush Fire Brigades Local Law 2015 will come into effect; and
- 6) authorise the affixing of the Common Seal to the local law.

#### BACKGROUND:

At its ordinary meeting held on the 26 February 2015 Council resolved to commence the process to make a Shire of Menzies Bush Fire Brigades Local Law 2015.

The procedure for making local laws requires Council to advertise state-wide, advising of its intention to make a local law, and invite submissions to be made on the proposed local law for a six-week period. At the closure of the submission period, Council is to consider all submissions before making a local law.

#### COMMENT:

Council advertised, both locally and state-wide, for public comment on the proposed Bush Fire Brigades Local Law 2015.

An advertisement was placed in the Kalgoorlie Miner on 7 March 2015 and the West Australian on 8 March 2015, with the submission period for public comment closing on Monday, 27 April 2015.

At the close of the submission period, no public submissions had been received. Submissions were received from Dept of Local Government & Communities, and from Dept of Fire and Emergency Services, as per the attached summary.

Both submissions covered multiple areas, however, no substantive matters were raised by either department with the items being of a context or technical nature, punctuation and grammar. Some of the suggested changes do require minor consequential amendments, however none have altered the intent of the provision amended. Several additional definitions were inserted as were several subclauses to clarify matters referred to.

The one instance of divergence with DFES was in relation to comments on clause 4.1 membership. DFES consider BFCOs should not be members of a Brigade, but have only responsibility for oversight etc. In considering their comments, and recognising the potential for ambiguity and possibly some disagreement, it was felt that despite potentially removing some volunteers from membership of the Brigade, thereby reducing the pool of people available to the brigade for support or administrative roles, it was advisable to comply with DFES preference. Accordingly, the membership of a Brigade is limited to volunteers and does not include BFCOs.

Despite the number of corrections, it is considered that the amendments are not of a significant nature that requires re-advertising.

Once formally adopted by Council, the Local Law –

- is to be published in the Government Gazette
- copies are sent to the Parliamentary Joint Standing Committee on Delegated Legislation together with other required documentation, within 10 days of publication,
- signed copy is sent to Minister for Local Government and Minister for Emergency Services,
- local public notice given of adoption (as opposed to proposal previously advertised).

Please note –

- disallowance of the local law may be made by Parliament, and could take some time depending on sitting days
- does not take effect until 14 days after Gazettal.

**CONSULTATION:**

Peter Crawford, CEO Shire of Menzies

Steven de la Nougerede, Legislation Officer, Dept Local Government & Communities

Paul Simpson, Manager Legal and Legislation, Dept Fire and Emergency Services

**STATUTORY ENVIRONMENT:**

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 1954

**POLICY IMPLICATIONS:**

There are no policy implications for this item.

**FINANCIAL IMPLICATIONS:**

Advertising costs associated with placement of the amendment local law in the Government Gazette and giving local notice of the date the local law takes effect.

**STRATEGIC IMPLICATIONS:**

Provisions for management of volunteer bush fire brigades

**VOTING REQUIREMENTS:**

Absolute Majority Decision required

**Moved: Cr J Dwyer**

**Seconded: Cr Lee**

<b>COUNCIL DECISION:</b>	<b>No: 0805</b>
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**That Council:**

- 1. Notes the submissions from the Department of Local Government and Department of Fire and Emergency Services in relation to the proposed Shire of Menzies Bush Fire Brigades Local Law 2015;**
- 2. Notes the minor change to correct the clause reference to 2.2(1)(j) in Schedule 1;**
- 3. Resolves to make the Shire of Menzies Bush Fire Brigades Local Law 2015, as per the Attachment, incorporating amendments outlined by the Department of Local Government;**
- 4. Publish the Shire of Menzies Bush Fire Brigades Local Law 2015, as per (2) above, in the Government Gazette and provide copies of the local law to the Minister for Local Government;**
- 5. Forward a copy of the gazetted local law, explanatory memoranda and associated documentation to the Joint Standing Committee on Delegated Legislation for review; and**
- 6. Authorise the affixing of the Common Seal of the Shire of Menzies to the Shire of Menzies Bush Fire Brigades Local Law 2015.**

11:23am

**CARRIED BY ABSOLUTE MAJORITY 4/0**

**BUSH FIRES ACT 1954**  
**SHIRE OF MENZIES**  
**BUSH FIRE BRIGADES LOCAL LAW 2015**

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## 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;

**CBFCO** means the Chief Bush Fire Control Officer;

**CEO** means the chief executive officer of the local government;

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

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

**district** means the district of the local government;

**fire fighting activities** means all normal brigade activities relating to an live bush fire which is active in the district, and includes burning off, creating fire breaks and other methods for the control of bush fires;

**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 .

## **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) All other volunteer fire fighters.
- (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 local government 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 only one person is appointed as a bush fire control officer, that person is a Chief Bush Fire Control Officer for the purposes of this local law.
- (3) 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.
- (4) 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 Training of officers**

- (1) The local government is to supply each bush fire control officer and 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) Bush fire control officers are to complete a Bush 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 bush fire control officer.
- (3) Bush 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 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 Bush 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 volunteer fire fighters.
- (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 by –
  - (a) either the Captain or CBFCE; jointly with
  - (b) either the CEO or local government president.
- (3) DFES is to be notified of acceptance of an application, and provided with a copy of the application.

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

- (1) No later than 31 March in each year, the Captain is to review the membership and report to the CEO the name and contact details of each brigade member.

- (2) If circumstances warrant, membership of the bush fire brigade may be refused or suspended at any time for a period considered appropriate in the opinion of –
  - (i) either the Captain or CBFCO; jointly with
  - (ii) either the CEO or Shire President.
- (3) 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 opinion of –
    - (i) either the Captain or CBFCO; jointly with
    - (ii) either the CEO or Shire President;
  - (d) has been removed from the membership list as being no longer resident, or for other sufficient reason in the opinion of –
    - (i) either the Captain or CBFCO; jointly with
    - (ii) either the CEO or Shire President.
- (4) Where a decision under subclause (2), (3)(c) or (3)(d) is unable to be agreed, the matter is to be referred to Council, whose decision shall be final.
- (5) Members are eligible to reapply where membership has ceased for any reason.
- (6) DFES is to be notified of the outcome of review of membership .

#### **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, suspension or termination of a member under clause 4.3 does not affect any liability of the brigade member arising prior to the date of resignation, suspension or termination of membership.

#### **4.6 Disagreements**

- (1) Any disagreement between brigade members regarding normal brigade activities 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 between 1 April and 30 June.
- (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) Notice of all meetings of a brigade is to be given 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 8 – 3 members;
  - (c) Where membership is 8 or more, but less than 12 – 4 members;
  - (d) Where membership is 12 or more, but less than 20 – 5 members; or
  - (e) Where membership is 20 or more– 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 CEO for decision.
- (4) If a meeting ceases to have a quorum at any time, the presiding member is to immediately –
- (a) close the meeting; or
  - (b) adjourn the meeting for not more than 30 minutes, after which the meeting is to be closed if a quorum is not achieved within that time.

#### **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 majority of the members then present at the meeting.
- (4) Proxy voting is not permitted.

#### **5.5 Business of meetings**

- (1) The business of bush fire brigade meetings is –
- (a) At the first brigade meeting held in accordance with clause 5.1 (1), elect –
    - (i) a Captain;
    - (ii) First Lieutenant;
    - (iii) Second Lieutenant;
    - (iv) Any additional officers as necessary for the effective management of normal brigade activities;
  - (b) where a vacancy has occurred in a position elected under subclause (1)(a), elect persons to the positions necessary;
  - (c) to consider the nomination of persons to the local government for appointment as bush fire control officers by the local government;
  - (d) to arrange for normal brigade activities as authorised by the Act or by the local government;
  - (e) to discuss any matter considered appropriate; and
  - (f) to 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
- (b) sent to the local government and to DFES.

### **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.

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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 –

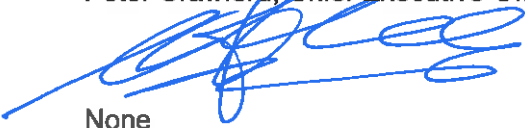
G. DWYER, President.

M. FITZ GERALD, Acting Chief Executive Officer.

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## 12.5 MANAGEMENT & POLICY BUSINESS

### 12.5.3 2015 WA LOCAL GOVERNMENT CONVENTION

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 21 May 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM107
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	6 May 2015
<b>AUTHOR:</b>	Peter Crawford, Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	None

#### ATTACHMENTS:

12.5.3 Attachment #1	Information brochure
12.5.3 Attachment #2	Registration form
12.5.3 Attachment #3	Notice of Annual General Meeting

#### SUMMARY:

For Council to consider the attendance of Members at the WA Local Government Convention in August 2015.

#### BACKGROUND:

Each year, the Western Australian Local Government Association (WALGA) holds a convention at which most local governments in WA have representatives attend on their behalf.

This year, the convention is being held from Wednesday, 5 August to Friday 7 August inclusive (See 12.5.3 Attachment #1).

Council is being asked to nominate Members to attend this convention and to also appoint voting delegates and proxies amongst those attending Members to vote at the WALGA Annual General Meeting.

#### COMMENT:

The program for this year's convention is themed "Local Government: Switched On" aims to inspire new ways of thinking, innovative ways of working and to assist the Local Government sector in shaping its own future. Keynote speaker former world chess champion and current Chairman of the Human Rights Foundation International Council, Garry Kasparov. The major benefits from attending the convention is the information and experience gained from networking with Members from other local governments.

Accommodation has been reserved at the Novotel Hotel in Adelaide Terrace, Perth. Airfares will be provided by the Shire or the Member may take their own vehicle and receive reimbursement for mileage.

As well, there is a program for Members' partners to participate in whilst the Member is at the convention.



Moved: Cr J Dwyer

Seconded: Cr Lee

**COUNCIL DECISION:**

**No: 0806**

**That Council:**

- 1. Approves the attendance of Crs G Dwyer, J Dwyer, Lee, the CEO and their partners at the 2015 WA Local Government Convention from Wednesday 5 August 2014 to Friday 7 August 2014;**
- 2. Authorises the Chief Executive Officer to approve of the travel arrangements for the aforementioned appointees and their partners to attend the WA Local Government Convention;**
- 3. Approves accommodation arrangements for the appointees and partners attending the WA Local Government Convention be finalised with the Novotel Hotel in Adelaide Terrace, Perth;**
- 4. Directs those appointees attending the 2015 WA Local Government Convention prepare a written report for the Information Bulletin for September 2015 on the sessions they attended and what benefits they gained from the experience;**
- 5. Directs Cr G Dwyer be nominated as voting delegate to the WALGA Annual General Meeting with Cr J Dwyer as proxy delegate; and**
- 6. Allow Crs Twigg and Tucker the opportunity to nominate for attendance at the Convention and/or as voting delegates or proxy delegates for the Annual General Meeting.**

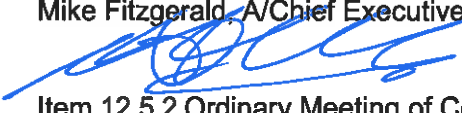
11:25am

**CARRIED 4/0**

***Reason for the change was to give absent Councillors the opportunity to nominate for participation in the Local Government Week.***

## 12.5 MANAGEMENT AND POLICY BUSINESS

### 12.5.4 COUNCIL MEETING DATES – JULY 2015 TO JUNE 2016

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 21 May 2015
<b>LOCATION:</b>	Shire of Menzies
<b>APPLICANT:</b>	Shire of Menzies
<b>FILE REF:</b>	ADM073
<b>DISCLOSURE OF INTEREST:</b>	None
<b>DATE:</b>	11 May 2015
<b>AUTHOR:</b>	Mike Fitzgerald, A/Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 12.5.2 Ordinary Meeting of Council 26 June 2014

#### ATTACHMENTS:

12.5.4 Attachment #1 2015/16 Meeting Dates

#### SUMMARY:

For Council to consider setting the dates for Ordinary Meetings of Council from July 2015 until July 2016 and to grant permission for attendance at Meetings by electronic means.

#### BACKGROUND:

Council currently holds their Ordinary Meetings on the last Thursday of each month with a few exceptions. At the Ordinary Meeting of Council held Thursday, 26 June 2014 Council set Ordinary Meeting dates up until 25 June 2015.

#### COMMENT:

*Local Government (Administration) Regulations 1996* requires the local government to give local public notice of the dates, times and place at which meetings are to be held. The regulations also detail the conditions under which a local government may allow the attendance at meetings by electronic means.

Unless there are compelling reasons for changing the day of the Meetings, it will be recommended that they remain on the last Thursday of each month except where noted.

#### 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.

Local Government (Administration) Regulations 1996

- Regulation 12(1)(a) – Requires the local government to give local public notice of the dates, times and places at which meetings are to be held
- Regulation 14A – Provides conditions by which a Member may attend a meeting by instantaneous communications



**POLICY IMPLICATIONS:**

Council has no Policies in relation to this matter.

**FINANCIAL IMPLICATIONS:**

None

**STRATEGIC IMPLICATIONS:**

None

**VOTING REQUIREMENTS:**

Recommendation 1 and 2 - Simple Majority Decision required

Recommendation 3 - Absolute Majority Decision required

**OFFICER'S RECOMMENDATION:**

That Council resolves:

1. The last Thursday in each month be designated as the day of the Ordinary Council Meeting except as where noted;
2. The following dates, times and locations be appointed as the Ordinary Council Meeting dates:

Thursday 30 July 2015	10.00 am	Teleconference
Thursday 27 August 2015	10.00 am	Menzies
Thursday 28 September 2015	10.00 am	Tjuntjuntjara
Thursday 29 October 2015	10.00 am	Teleconference
Thursday 26 November 2015	10.00 am	Menzies
Thursday 17 December 2015	10.00 am	Menzies
Thursday 25 February 2016	10.00 am	Teleconference
Thursday 31 March 2016	10.00 am	Menzies
Thursday 28 April 2016	10.00 am	Teleconference
Thursday 26 May 2016	10.00 am	Tjuntjuntjara
Thursday 30 June 2016	10.00 am	Teleconference

3. That Councillor Peter Twigg be granted approval to attend the following Ordinary Meetings of Council by means of instantaneous communications:

Thursday 30 July 2015  
Thursday 29 October 2015  
Thursday 25 February 2016  
Thursday 28 April 2016  
Thursday 30 June 2016

**Moved: Cr Lee**

**Seconded: Cr J Dwyer**

**COUNCIL DECISION:**

**No: 0807**

That Council resolves:

1. The last Thursday in each month be designated as the day of the Ordinary Council Meeting except as where noted;
2. The following dates, times and locations be appointed as the Ordinary Council Meeting dates:

<b>Thursday 30 July 2015</b>	<b>10.00 am</b>	<b>Teleconference</b>
<b>Thursday 27 August 2015</b>	<b>10.00 am</b>	<b>Menzies</b>
<b>Thursday 28 September 2015</b>	<b>10.00 am</b>	<b>Tjuntjuntjara</b>
<b>Thursday 29 October 2015</b>	<b>10.00 am</b>	<b>Teleconference</b>
<b>Thursday 26 November 2015</b>	<b>10.00 am</b>	<b>Menzies</b>
<b>Thursday 17 December 2015</b>	<b>10.00 am</b>	<b>Menzies</b>
<b>Thursday 25 February 2016</b>	<b>10.00 am</b>	<b>Teleconference</b>
<b>Thursday 31 March 2016</b>	<b>10.00 am</b>	<b>Menzies</b>
<b>Thursday 28 April 2016</b>	<b>10.00 am</b>	<b>Teleconference</b>
<b>Thursday 19 May 2016</b>	<b>10.00 am</b>	<b>Tjuntjuntjara</b>
<b>Thursday 30 June 2016</b>	<b>10.00 am</b>	<b>Teleconference</b>

3. That Councillor Peter Twigg be granted approval to attend the following Ordinary Meetings of Council by means of instantaneous communications:

**Thursday 30 July 2015**

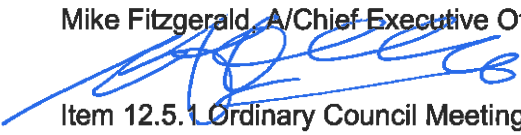
**11:29am**

**CARRIED BY ABSOLUTE MAJORITY 4/0**

***Reason for the change was to make allowance in the meeting schedule for the 2016 Cyclassic and October 2015 Local Government elections.***

## 12.5 MANAGEMENT AND POLICY BUSINESS

### 12.5.5 MIINUTES OF GVROC MEETING – 4 MAY 2015

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 21 May 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>	14 May 2015
<b>AUTHOR:</b>	Mike Fitzgerald, A/Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 12.5.1 Ordinary Council Meeting 27 February 2015

#### **ATTACHMENTS:**

12.5.5 Attachment #1 – Minutes of GVROC Meeting 4 May 2015

#### **SUMMARY:**

For Council to receive the Minutes of the GVROC In Person Meeting held in Kalgoorlie on Monday 4 May 2015 (See 12.5.5 Attachment #1)

#### **BACKGROUND:**

The last meeting of the GVROC Group was held in Kalgoorlie on Monday 4 May 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: 0808**


**That Council receive the Minutes of the GVROC Officers Group meeting held in person in Kalgoorlie on Monday 4 May 2015.**

**11:36am**

**CARRIED 4/0**

## 12.5 MANAGEMENT & POLICY BUSINESS

### 12.5.6 COUNCILLOR'S INFORMATION BULLETINS 04/15

<b>SUBMISSION TO:</b>	Ordinary Meeting of Council, 21 May 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>	11 May 2015
<b>AUTHOR:</b>	Mike Fitzgerald, A/Chief Executive Officer
<b>SIGNATURE OF AUTHOR:</b>	
<b>PREVIOUS MEETING REFERENCE:</b>	Item 12.5.4 Ordinary Council Meeting 30 April 2015

**ATTACHMENTS:**  
None

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

**BACKGROUND:**  
The Information Bulletin 04/15 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 J Dwyer**

**Seconded: Cr Lee**

**COUNCIL DECISION:**

**No: 0809**

**That Council acknowledges receipt of Information Bulletin 04/15 for the period ended 30 April 2015.**

**11:37am**

**CARRIED 4/0**

- 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**  
Nil
- 16. **NEXT MEETING**

The next Ordinary Meeting of Council will be held on Thursday 25<sup>th</sup> June 2015 at the Shire of Menzies commencing at 10:00am.

17. **CLOSURE OF MEETING**

There being no further business the President closed the meeting at 11:38am.

I, *Gregory* hereby certify that the Minutes of the Ordinary Meeting of Council held 21 May 2015 are confirmed as a true and correct record, as per the Council Resolution of the Ordinary Meeting of Council held on 25 June 2015.

Signed *[Signature]*

Dated: *25<sup>th</sup> JUNE* 2015