



SHIRE OF MENZIES

MINUTES

**OF THE ORDINARY MEETING OF COUNCIL
HELD**

Thursday 27 August 2015

Shire of Menzies

Commencing at 10:04am

DISCLAIMER

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

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

FINANCIAL INTEREST (EFFECTIVE 1 JULY 1996)

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

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

Councillors should declare an interest:

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

A member who has declared an interest must not:

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

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

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

TABLE OF CONTENTS

1.	DECLARATION OF OPENING	5
2.	ANNOUNCEMENT OF VISITORS	5
3.	RECORD OF ATTENDANCE	5
4.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	5
5.	PUBLIC QUESTION TIME	5
6.	APPLICATIONS FOR LEAVE OF ABSENCE	5
	Ordinary Council Meeting at Tjuntjuntjara 24 September 2015	
7.	DECLARATIONS OF INTEREST	7
8.	NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS	7
9.	CONFIRMATION/RECEIVAL OF MINUTES	
9.1	Confirmation of Minutes of the Ordinary Council Meeting held on 30 July 2015	7
9.2	Confirmation of Minutes of the Special Council Meeting held on 15 June 2015	7
9.3	Confirmation of Minutes of the Special Council Meeting held on 13 August 2015	8
10.	PETITIONS/DEPUTATIONS/PRESENTATIONS	8
	Mr Paul Trinidad via Skype – Item 12.5.2 Painting for Peace Community Project	
	Ian Kealley, Regional Manager, Department of Parks & Wildlife Goldfields Region	
11.	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	
11.1	President's Report (to be tabled at meeting)	8
12.	REPORTS OF COMMITTEES AND OFFICERS	
12.1	Health, Building and Town Planning Business	
	Nil	-
12.2	Finance and Administration Business	
12.2.1	Monthly Financial Report – July 2015 (ADM052)	10
12.2.2	Listing of Payments made in July 2015 (ADM017)	44
12.2.3	Investments for July 2015 (ADM034)	48
12.2.4	Rates Write Off (ADM020)	50
12.2.5	Budget Amendment – Housing Maintenance (ADM043)	57
12.3	Works and Services Business	-
	Nil	
12.4	Community Development Business	-
	Nil	
12.5	Management and Policy Business	
12.5.1	EOI – Community Resource Centre and Caravan	61

	Park, Menzies (ADM030)	
	12.5.2 Drawing for Peace Community Project (ADM166)	67
	12.5.3 Recruitment of Deputy CEO (ADM405)	70
	12.5.4 CEO Vehicle Replacement (ADM213)	77
	12.5.5 Councillor's Information Bulletin 7/15 July 2015 (ADM029)	79
13.	ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	81
14.	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING	
	14.1 WALGA State Council Meeting Agenda – Discussion on Items Listed (copy of Agenda previously supplied to Councillors)	81
15.	ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS	81
16.	NEXT MEETING	81
17.	CLOSURE OF MEETING	81

MINUTES OF ORDINARY MEETING OF COUNCIL

1. DECLARATION OF OPENING

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

2. ANNOUNCEMENT OF VISITORS

Paul Trinidad was to make a presentation via Skype, however, due to technical difficulties the presentation did not occur.

Ian Kealley, Department Parks & Wildlife was invited to join Council for lunch and made a presentation to Council concerning the redevelopment of Ullaring Rock Reserve #4574 between 12:36pm to 1:04pm.

3. RECORD OF ATTENDANCE

3.1 PRESENT:

Councillors:	Cr G Dwyer	President
	Cr I Tucker	Councillor
	Cr J Mazza	Councillor
	Cr J Lee	Councillor
	Cr J Dwyer	Councillor

Staff:	P Durtanovich	A/CEO
	R Pepper	MWS
	L Downie	Minutes

Observers: Nil

3.2 APOLOGIES

Councillors:	Cr Peter Twigg	Deputy President
Staff:	Nil	

3.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Crs Tucker, Mazza and Lee requested leave of absence to attend the next Ordinary Council Meeting to be held at Tjuntjuntjara by electronic means.

COUNCIL DECISION:	No: 0847
--------------------------	-----------------

Moved: Cr J Dwyer

Seconded: Cr Tucker

That in accordance with Regulation 14(a) of the Local Government (Administration) Regulations 1996 Crs Tucker, Mazza and Lee be granted leave of absence to attend the next Ordinary Council Meeting to be held in the Tjuntjuntjara Community Resource Centre by electronic means.

10:10am

CARRIED BY ABSOLUTE MAJORITY 5/0

7. DECLARATIONS OF INTEREST

Item 12.5.1 EOI CRC and Caravan Park

Cr Jill Dwyer declared an impartiality interest in Item 12.5.1

Cr Greg Dwyer declared an impartiality interest in Item 12.5.1

Cr Justin Lee declared a financial interest in Item 12.5.1

8. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Item 12.5.1 EOI CRC and Caravan Park

9. CONFIRMATION OF MINUTES

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

VOTING REQUIREMENTS:

Simple majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION:	No: 0848
---	-----------------

Moved: Cr J Dwyer

Seconded: Cr Mazza

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

10:12am

CARRIED 5/0

9.2 CONFIRMATION OF MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON MONDAY 15 JUNE 2015

VOTING REQUIREMENTS:

Simple majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION:	No: 0849
---	-----------------

Moved: Cr Mazza

Seconded: Cr J Dwyer

That the Minutes of the Special Meeting of Council held on 15 June 2015 be confirmed as a true and accurate record.

10:13am

CARRIED 5/0

9.3 CONFIRMATION OF MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON THURSDAY 13 AUGUST 2015

VOTING REQUIREMENTS:

Simple majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION:

No: 0850

Moved: Cr Mazza

Seconded: Cr J Dwyer

That the Minutes of the Special Meeting of Council held on 13 August 2015 be confirmed as a true and accurate record.

10:14am

CARRIED 5/0

10. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

11. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

11.1 PRESIDENT'S REPORT (Tabled at the meeting)

Tuesday 4 th August	With Cr Dwyer J and ACEO, met with Associate Professor Paul Trinidad and Simon Anderson UWA, for preliminary discussion on an art project involving Made Wianta an Indonesian (Bali) Artist.
Wednesday 5 th August	With Cr Dwyer J and ACEO, attended GVROC Meeting followed by the AGM WALGA in the afternoon. Attended GVROC dinner at the Burswood in the evening.
Thursday 6 th August	With Cr Dwyer J and the ACEO we attended "Switch on to Contemporary Health" session followed by a viewing of the Trade Exhibition.
Friday 7 th August	With Cr Dwyer J, we attended a meeting organised by Wendy Duncan MLA Kalgoorlie and Vince Catania MLA North West Central to discuss Electoral Boundary changes affecting the Northern Goldfields and Esperance.
Monday 10 th August	Attended a Community Meeting in Council Chambers of which the focus was on a Youth Centre and activities for youths.
Thursday 13 th August	Attended Special Meeting of Council, that afternoon with Cr Dwyer J and ACEO meeting in Kalgoorlie with Greg Clarke and Christine Newton re land sale of 2 blocks in Brown Street. Following at 3.30pm met with Tony Stephenson, Electoral Returning Officer re Local Government Elections October 2015. Following this meeting met with Fiona Pemberton and Ian Baird PTAC re Tjuntjuntjara Local Government self governing.
Wednesday 26 th August	Meeting with Mark Weller (Core Business) and Annabelle Wills (Architect) regarding Youth Centre and Landing Strip Kookynie.

VOTING REQUIREMENTS:

Simple majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION:

No: 0851

Moved: Cr Mazza

Seconded: Cr J Dwyer

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

10:29am

CARRIED 5/0

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 – JULY 2015

SUBMISSION TO:	Ordinary Meeting of Council, 27 August 2015
LOCATION:	Shire of Menzies
APPLICANT:	N/A
FILE REF:	ADM052
DISCLOSURE OF INTEREST:	None
DATE:	11 August 2015
AUTHOR:	Karen Oborn, Deputy Chief Executive Officer
SIGNATURE OF AUTHOR:	
SENIOR OFFICER:	Pascoe Durtanovich, A/Chief Executive Officer
SIGNATURE OF SENIOR OFFICER:	
PREVIOUS MEETING REFERENCE:	None

ATTACHMENTS:

12.2.1 Attachment #1 Monthly Statement of Financial Activity and associated reports for July 2015

SUMMARY:

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

BACKGROUND:

The monthly reports have been prepared by Shire Officers to reflect revenue and expenditure transactions for the period to 31 July 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:

14.3.5 Sustainable Resource Management

Ensure resources are managed effectively

Prepare timely accurate reports on the Shire's activities, budgets, plans and performance

VOTING REQUIREMENTS:
Simple majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION:

No: 0852

Moved: Cr Mazza

Seconded: Cr Lee

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

10:51am

CARRIED 5/0



SHIRE OF MENZIES

MONTHLY FINANCIAL REPORT

For the Period Ended 31st July 2015

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

TABLE OF CONTENTS

Statement of Financial Activity
Budget vs. Actual - graphs
Net Current Funding Position
Cash and Investments
Receivables
Cash Backed Reserves
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: 14/08/2015

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

	Annual Budget 2015-16	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var.
Operating Revenues	\$	\$	\$	\$	%	
Governance	2,500	208	0	(2,088)	(100.00%)	
General Purpose Funding	1,381,426	115,118	6,085	(1,09,034)	(1791.95%)	▼
Law, Order and Public Safety	7,450	621	0	(6,211)	(100.00%)	
Health	500	42	0	(42)	(100.00%)	
Housing	57,508	4,782	4,983	191	3.83%	
Community Amenities	8,350	529	0	(5,29)	(100.00%)	
Recreation and Culture	72,125	6,010	19,650	13,640	69.41%	▲
Transport	(49,050)	(4,088)	0	4,088	(100.00%)	
Economic Services	209,620	17,468	39,401	21,933	55.67%	▲
Other Property and Services	41,200	3,433	1,957	(1,476)	(75.41%)	
Total (Ex. Rates)	1,729,629	144,136	72,077	(72,059)		
Operating Expense						
Governance	(736,405)	(61,367)	(112,207)	(50,840)	(45.31%)	▼
General Purpose Funding	(244,613)	(20,384)	(34,324)	(13,939)	(40.61%)	▼
Law, Order and Public Safety	(178,333)	(14,861)	(8,825)	6,036	68.40%	
Health	(183,348)	(15,279)	(2,820)	12,459	441.88%	▲
Education and Welfare	(9,500)	(792)	0	792	100.00%	
Housing	(136,916)	(11,410)	(10,581)	819	7.73%	
Community Amenities	(129,578)	(10,798)	(6,543)	4,255	65.04%	
Recreation and Culture	(430,462)	(35,872)	(18,765)	17,107	91.17%	▲
Transport	(6,150,718)	(512,580)	(630,875)	(118,315)	(18.75%)	▼
Economic Services	(1,274,921)	(106,243)	(120,545)	(14,301)	(11.86%)	▼
Other Property and Services	(4,999)	(417)	(12,288)	(11,872)	(96.61%)	▼
Total	(9,479,793)	(789,983)	(957,781)	(1,67,798)		
Funding Balance Adjustment						
Add back Depreciation	3,270,269	272,522	446,240	173,717	38.93%	▲
Adjust (Profit)/Loss on Asset Disposal	0	0	0	0		
Adjust Provisions and Accruals	0	0	0	0		
Net Operating (Ex. Rates)	(4,479,895)	(373,325)	(439,465)	(66,140)		
Capital Revenues						
Grants, Subsidies and Contributions	4,324,873	360,406	0	(3,60,406)	(100.00%)	
Proceeds from Disposal of Assets	0	0	0	0		
Transfer from Reserves	0	0	0	0		
Total	4,324,873	360,406	0	(3,60,406)		
Capital Expenses						
Land and Buildings	(731,220)	(60,935)	(43,218)	17,717	40.99%	▲
Plant and Equipment	(696,700)	(58,358)	0	58,058	100.00%	▲
Furniture and Equipment	(44,500)	(3,708)	0	3,708	100.00%	
Infrastructure Assets - Roads	(3,386,228)	(282,186)	(384,869)	(1,02,683)	(26.68%)	▼
Infrastructure Assets - Other	(328,000)	(27,333)	0	27,333	100.00%	▲
Loan Principal	0	0	0	0		
Transfer to Reserves	(1,671,856)	(138,321)	0	139,321	100.00%	▲
Total	(6,858,504)	(571,542)	(428,087)	143,455		
Net Capital	(2,533,631)	(211,136)	(428,087)	(216,951)		
Total Net Operating + Capital	(7,013,526)	(584,461)	(867,552)	(283,091)		
Opening Funding Surplus(Deficit)	4,225,446	4,225,446	4,225,446	0	0.00%	
Rate Revenue	2,788,081	232,340	0	(232,340)	(100.00%)	▼
Closing Funding Surplus(Deficit)	1	3,873,326	3,357,894	(515,431)		

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

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

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Basis of Accounting

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

(b) The Local Government Reporting Entity

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

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

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

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

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

(j) Depreciation of Non-Current Assets

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

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

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

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

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

(m) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

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

(n) Provisions

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

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

(o) Current and Non-Current Classification

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

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

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

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

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Statement of Objectives

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

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

GOVERNANCE

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

GENERAL PURPOSE FUNDING

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

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

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(r) STATEMENT OF OBJECTIVE (Continued)

EDUCATION AND WELFARE

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

HOUSING

Provision and maintenance of staff housing.

COMMUNITY AMENITIES

Maintain a refuse site for the settlement.

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

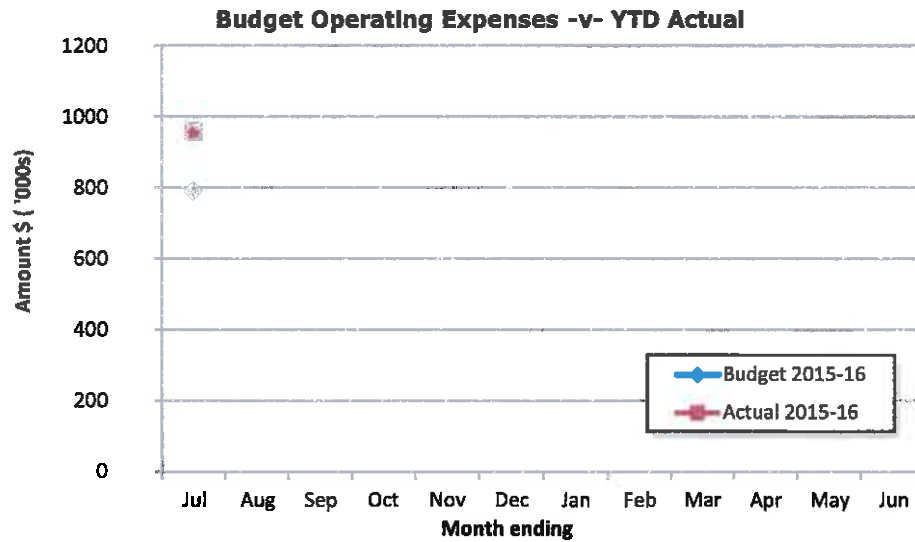
Building control, provision of power and water supplies. Supply and maintenance of television re-broadcast installation. Provision of radio communication. Maintenance of caravan park. Vermin control and area promotion.

OTHER PROPERTY & SERVICES

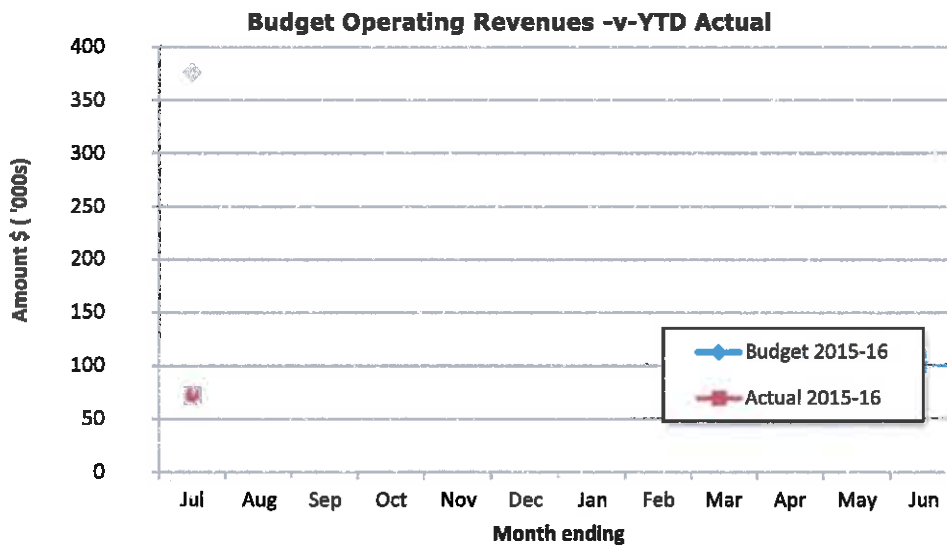
Private works operations, plant repairs and operations costs.

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

Graphical Representation - Source Statement of Financial Activity



Road Depreciation was corrected in MAY 2015

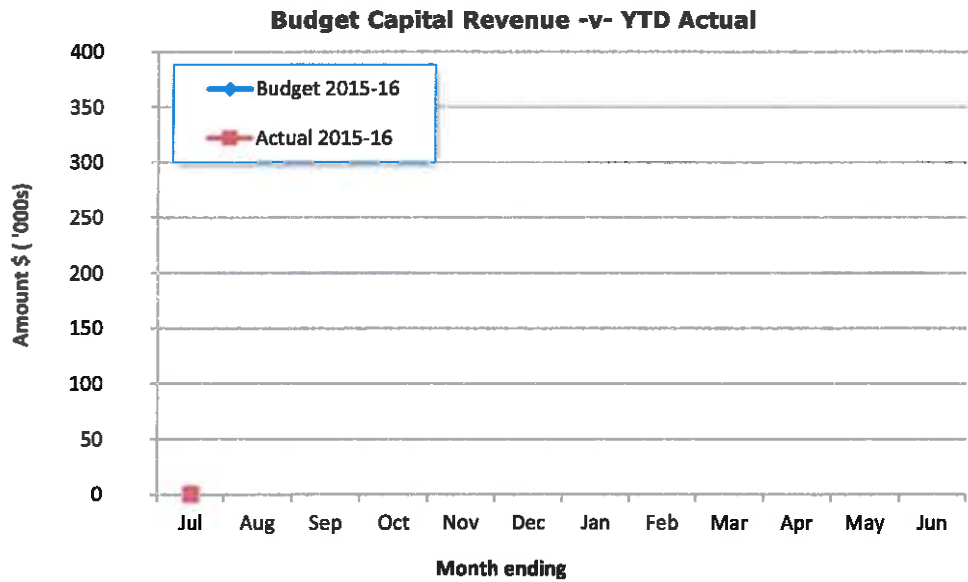
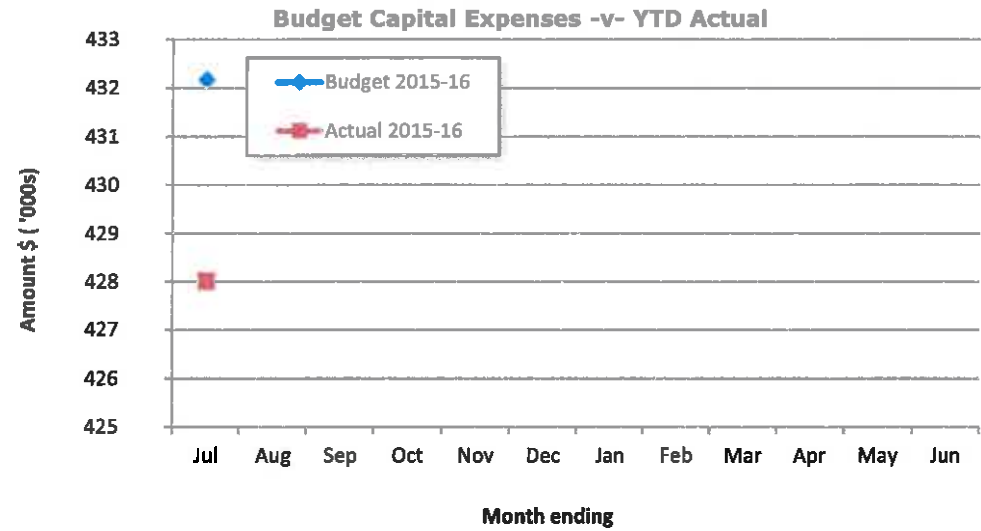


SHIRE OF MENZIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31st July 2015

Graphical Representation - Source Statement of Financial Activity



SHIRE OF MENZIES

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

NET CURRENT FUNDING POSTION

Current Assets

Cash Unrestricted	2,660,394	3,296,976	1,140,123
Cash Restricted	2,590,905	2,590,905	2,590,905
Receivables - Rates	856,747	902,001	524,474
Receivables -Other	450,180	491,753	305,436
Provision for Doubtful Debts	(200,000)	(200,000)	(200,000)
Inventories	8,541	7,204	4,587

Less: Current Liabilities

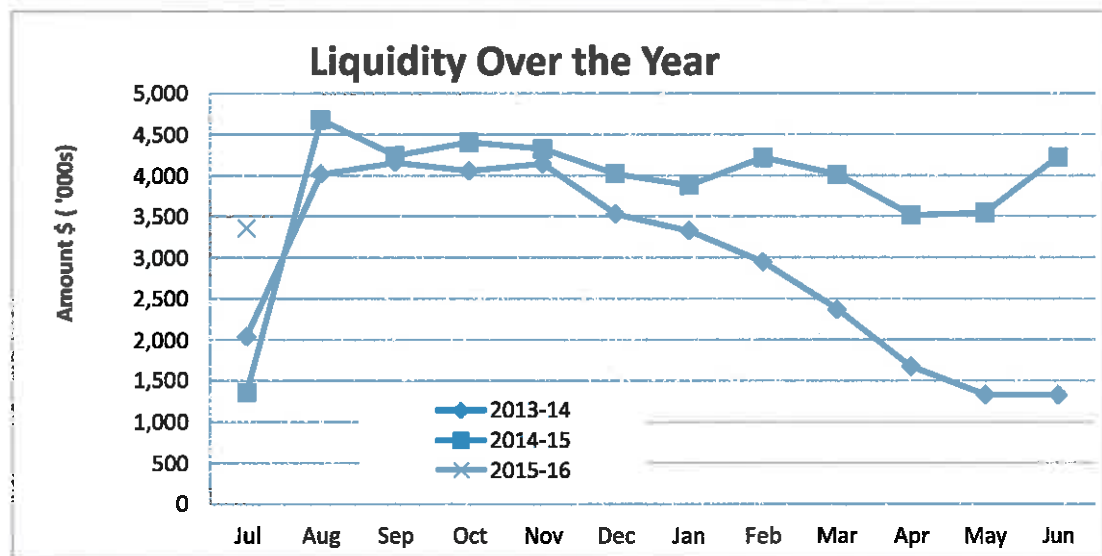
Payables	(535,543)	(153,213)	(445,734)
Income in Advance	0	0	0
Provisions	(57,259)	(89,873)	(89,873)

Less: Cash Reserves

Add: Cash Backed Leave Provisions

Net Current Funding Position

Positive=Surplus (Negative=Deficit)		
YTD	B/F	YTD
For the Period Ended 31st July 2015	30th June 2015	Same Period Previous Year
\$	\$	\$
6,366,768	7,088,840	4,365,525
(535,543)	(153,213)	(445,734)
0	0	0
(57,259)	(89,873)	(89,873)
(592,802)	(243,086)	(535,607)
(2,590,905)	(2,590,905)	(2,590,905)
226,453	89,873	89,873
3,409,513	4,344,721	1,328,886



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

CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Account	Variable	728,397			728,397	NAB	Cheque Acc.
Cash Maximiser Account	Variable	93,678		4,400	93,678	NAB	Cheque Acc.
Trust	Nil	580			4,400	NAB	On Hand
Cash On Hand					580	N/A	
(b) Term Deposits							
Municipal Investment		1,837,739			1,837,739	NAB	Various
Reserves			2,590,905		2,590,905	NAB	Various
(c) Other Investments							
N/A					0		
Total		2,660,394	2,590,905	4,400	5,255,700		

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

Note 5: BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Surplus/(Deficit) on Budget Adoption					0	0
03201	Grants Commission Grant Received - General		Opening Surplus(Deficit)	(862,171)		(862,171)	(862,171)
03202	Grant Commission - Ops Road Component		Opening Surplus(Deficit)	(405,665)		(405,665)	(1,267,836)
1404000	Income in Advance		Opening Surplus(Deficit)	1,267,836		1,267,836	0
13701	Community Develop Manager		Operating Expenses			(15,812)	(15,812)
13310	BCITF Levy due from 14/15		Operating Expenses			(2,488)	(18,300)
							(18,300)
							(18,300)
							(18,300)
							(18,300)
	Closing Funding Surplus (Deficit)			0	0	(18,300)	(18,300)

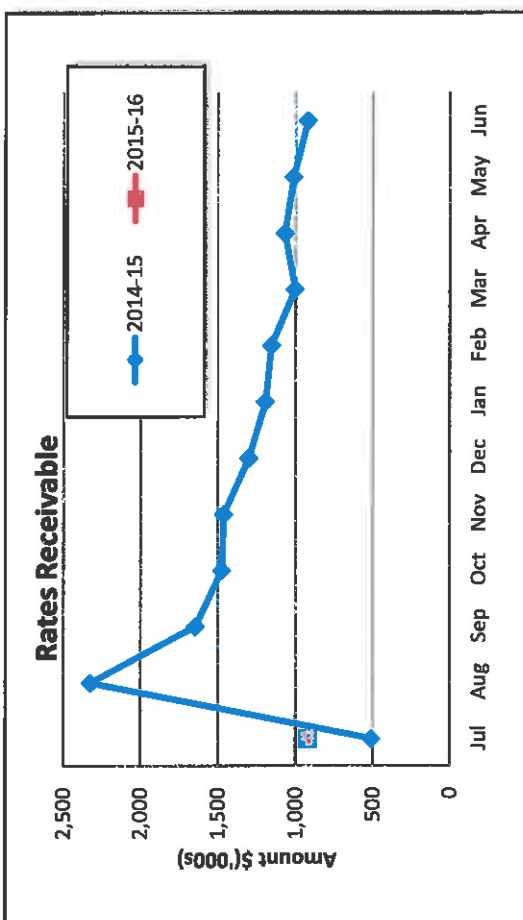
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31st July 2015

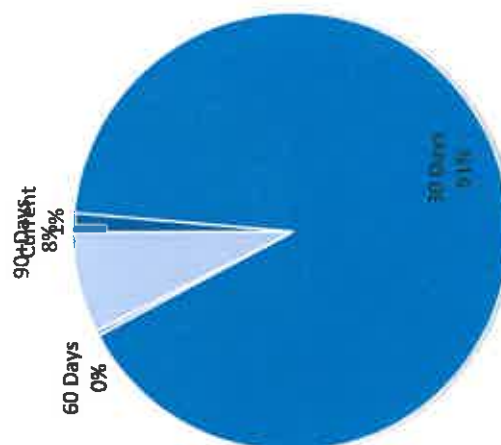
RECEIVABLES

	For the Period Ended 31st July 2015	YTD 30th June 2015
Receivables - Rates Receivable		
	\$	\$
Opening Arrears Previous Years	922,220	524,474
Levied this year	0	2,850,046
Less Collections to date	0	(1,927,826)
Equals Current Outstanding	922,220	922,220
Net Rates Collectable	922,220	922,220
% Collected	0.00%	57.13%

inics interims



Accounts Receivable (non-rates)

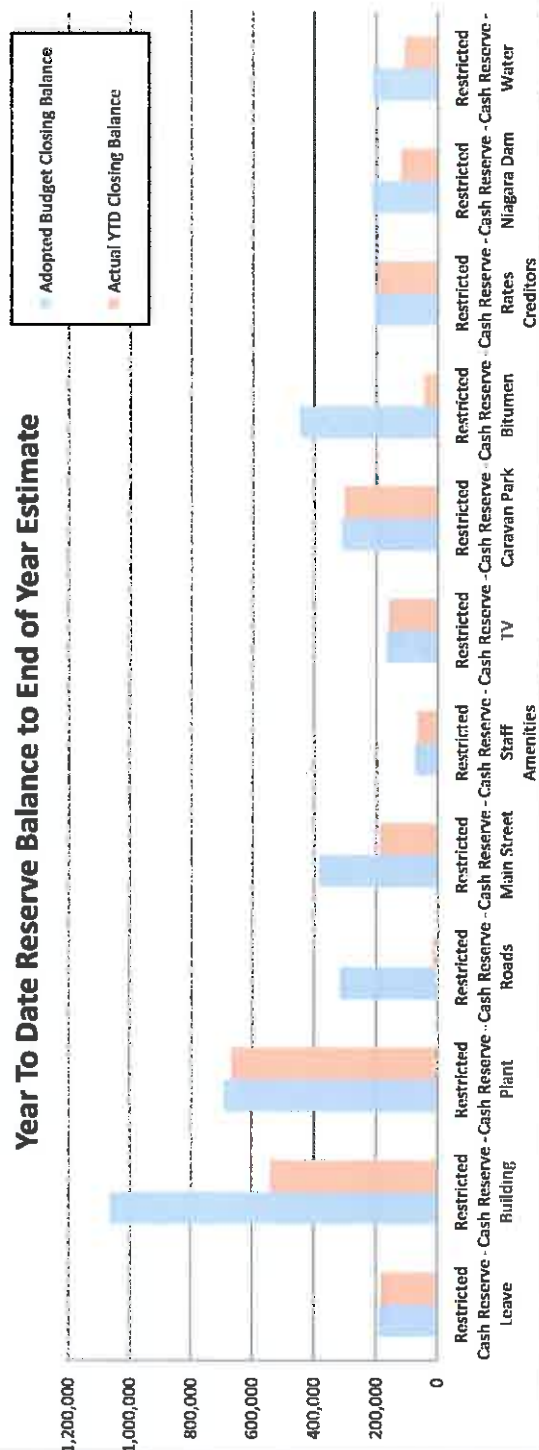


SHIRE OF MENZIES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st July 2015

Cash Backed Reserves

2015-16 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	\$ 182,552	\$ 6,341	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 188,893	\$ 182,552
Restricted Cash Reserve - Building	541,383	18,806	0	500,000	0	0	0	1,060,189	541,383
Restricted Cash Reserve - Plant	665,689	23,124	0	0	0	0	0	688,813	665,689
Restricted Cash Reserve - Roads	14,911	518	0	300,000	0	0	0	315,429	14,911
Restricted Cash Reserve - Main Street	187,858	6,526	0	188,000	0	0	0	382,384	187,858
Restricted Cash Reserve - Staff Amenities	67,265	2,337	0	3,856	0	0	0	73,458	67,265
Restricted Cash Reserve - TV	160,395	5,572	0	0	0	0	0	165,967	160,395
Restricted Cash Reserve - Caravan Park	300,436	10,436	0	0	0	0	0	310,872	300,436
Restricted Cash Reserve - Bitumen	43,916	1,526	0	400,000	0	0	0	445,442	43,916
Restricted Cash Reserve - Rates Creditors	199,054	6,915	0	0	0	0	0	205,969	199,054
Restricted Cash Reserve - Niagara Dam	119,578	4,154	0	90,000	0	0	0	213,732	119,578
Restricted Cash Reserve - Water	107,868	3,747	0	100,000	0	0	0	211,615	107,868
	2,590,905	90,000	0	1,581,856	0	0	0	4,262,761	2,590,905

Year To Date Reserve Balance to End of Year Estimate



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

Note 8: CAPITAL DISPOSALS AND ACQUISITIONS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Adopted Budget For the Period Ended 31st July 2015		
Cost	Accum Depr	Proceeds	Profit (Loss)		Adopted Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
\$	\$	\$	\$		\$	\$	\$
				Plant and Equipment			
			0	CEOs Car asset 342	2,333	0	(2,333)
			0	Rubbish Truck asset 297	1,000	0	(1,000)
			0			0	0
			0			0	0
			0			0	0
			0			0	0
			0			0	0
			0			0	0
0	0	0	0		3,333	0	(3,333)

Comments - Capital Disposal/Replacements

Comments	Summary Acquisitions	Adopted Budget For the Period Ended 31st July 2015		
		Amended Budget	Actual	Variance
	Land and Buildings	\$ 739,220	\$ 43,218	(696,002)
	Plant and Equipment	696,700	0	(696,700)
	Furniture and Equipment	44,500	0	(44,500)
	Infrastructure - Roads	3,386,229	8,409	(3,377,820)
	Infrastructure - Other	320,000	0	(320,000)
	Capital Totals	5,186,649	51,627	(5,135,022)

Comments - Capital Acquisitions

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

Note 8: CAPITAL DISPOSALS AND ACQUISITIONS

Comments	Land and Buildings	Adopted Budget For the Period Ended 31st July 2015		
		Adopted Budget	Actual	Variance
		\$	\$	\$
	Installation of Solar Panels New Houses	50,000	0	(50,000)
	Installation Landscaping New Houses	60,000	216	(59,784)
	Installation of Sheds for New Houses	52,653	39,798	(12,855)
	Installation landscaping - Shenton St Units	20,000	1,172	(18,828)
	CEO House Renewal	25,000	0	(25,000)
	Construction Project Shire Hall Toilets	69,567	1,233	(68,334)
	Upgrade of Old Church Menzies	50,000	0	(50,000)
	Stone Restoration & Repairs Historic Buildings	120,000	0	(120,000)
	Minor building renewals	10,000	0	(10,000)
	Depot Extension -Asset Upgrade	150,000	0	(150,000)
	TjTj Capital items Purchased	10,000	0	(10,000)
	Solar Power Units - GVROC Project	50,000	800	(49,200)
	Electrical Upgrades to Admin	52,000	0	(52,000)
	Purchase of land lots for town development	20,000	0	(20,000)
	Capital Totals	739,220	43,218	(696,002)

Comments	Plant & Equipment	Adopted Budget For the Period Ended 31st July 2015		
		Adopted Budget	Actual	Variance (Under)Over
		\$	\$	\$
	Purchase Vibrating Roller	219,100	0	(219,100)
	Purchase Small Tipper	80,800	0	(80,800)
	Purchase Rubbish Truck	191,500	0	(191,500)
	Purchase Pedestrian Roller	11,500	0	(11,500)
	Purchase Jacking Beam for Hoist	29,000	0	(29,000)
	Minor Plant Purchases	4,300	0	(4,300)
	Mtce. Grader Accommodation	90,500	0	(90,500)
	CEOs Vehicle Replacement	70,000	0	(70,000)
	Capital Totals	696,700	0	(696,700)

SHIRE OF MENZIES					
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY					
For the Period Ended 31st July 2015					
Note 8: CAPITAL DISPOSALS AND ACQUISITIONS					
Comments	Furniture & Equipment	Adopted Budget For the Period Ended 31st July 2015			
		Adopted Budget	Actual	Variance (Under)Over	
		\$	\$	\$	
	New Locking System	10,000	0	(10,000)	
	Admin Phone System Upgrade	10,000	0	(10,000)	
	Replacement Conference Phone System for Cham	10,000	0	(10,000)	
	dishwashers for the 3 staff houses	3,000	0	(3,000)	
	Water Tanks for 4 staff houses	11,500	0	(11,500)	
	Capital Totals	44,500	0	(44,500)	

Comments	Roads	Adopted Budget For the Period Ended 31st July 2015			
		Adopted Budget	Actual	Variance (Under)Over	
		\$	\$	\$	
	Evanstone Menzies Rd CRSF	360,009	0	(360,009)	
	Evanstone Menzies Rd BST	143,190	0	(143,190)	
	Menzies NW Rd BST	77,691	0	(77,691)	
	Menzies NW Rd MUNI	350,000	0	(350,000)	
	Menzies NW Rd MUNI 14/15	241,000	0	(241,000)	
	Tjtj Rd MUNI 14/15	60,302	0	(60,302)	
	Main Street MUNI	203,919	0	(203,919)	
	Connie Sue Rd MUNI	31,000	0	(31,000)	
	Kookynie rd MUNI	205,033	0	(205,033)	
	Kengington St MUNI	78,425	0	(78,425)	
	Evanstone Menzies Rd RRG	150,000	0	(150,000)	
	Yarri Rd RRG	135,000	0	(135,000)	
	Menzies NW Rd RRG	300,000	0	(300,000)	
	Menzies NW Rd R2R	659,000	0	(659,000)	
	Connie Sue RdR2R	50,000	0	(50,000)	
	Shire House - Crossover Construction	152,012	0	(152,012)	
	Footpath Construction	93,648	8,409	(85,239)	
	Bicycle Path Construction	96,000	0	(96,000)	
				0	
	Capital Totals	3,386,229	8,409	(3,377,820)	

Comments	Other Infrastructure	Adopted Budget For the Period Ended 31st July 2015			
		Adopted Budget	Actual	Variance (Under)Over	
		\$	\$	\$	
	New Pound	10,000	0	(10,000)	
	Waste Refuse Site Renewal Project	65,000	0	(65,000)	
	Aunty Nelly Water Reclaim Project	120,000	0	(120,000)	
	Play Ground Equipe Upgrade Project	30,000	0	(30,000)	
	Tourism Signage & events Board	15,000	0	(15,000)	
	Town Street Trees Planting & Care Program	50,000	0	(50,000)	
	Caravan Park Landscaping Project	30,000	0	(30,000)	
	Capital Totals	320,000	0	(320,000)	

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

Note 9: RATING INFORMATION		Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Adopted Budget Revenue \$	Adopted Budget Interim Rate \$	Adopted Budget Back Rate \$	Adopted Budget Total Revenue \$
RATE TYPE												
Differential General Rate												
GRV		0.07887	24	173,940	0	0	0	0	13,719			13,719
GRV	vacant	0.07999	1	4,420	0	0	0	0	354			354
UV	Pastoral	0.03747	17	1,067,719	0	0	0	0	40,007			40,007
UV	Other	0.02685	0	0	0	0	0	0	0			0
UV	Vacant	0.07887	5	22,600	0	0	0	0	1,782			1,782
UV	ops	0.14411	274	13,543,144	0	0	0	0	1,951,702	40,000		1,991,702
UV	exp	0.14205	260	4,515,792	0	0	0	0	641,468	0		641,468
UV	pros	0.13999	231	493,202	0	0	0	0	69,043			69,043
Sub-Totals			812	19,820,817	0	0	0	0	2,718,076	40,000		2,758,076
Minimum Rates		Minimum \$										
GRV		300	13	25,036	0	0	0	0	3,900			3,900
GRV	vacant	300	222	30,945	0	0	0	0	66,600			66,600
UV	Pastoral	300	9	35,384	0	0	0	0	2,700			2,700
UV	Other	300	0	0	0	0	0	0	0			0
UV	Vacant	300	119	321,280	0	0	0	0	35,700			35,700
UV	ops	300	63	48,560	0	0	0	0	18,900			18,900
UV	exp	265	169	152,075	0	0	0	0	44,785			44,785
UV	pros	235	211	176,801	0	0	0	0	49,585			49,585
Sub-Totals			806	377,436	0	0	0	0	113,270			113,270
Write offs												
Totals			1,618									
												2,871,346
												(83,265)
												2,788,081

Comments - Rating Information

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

The differential rates detailed above for the 2014/15 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

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

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

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Council has no borrowings.

(b) New Debentures

No new debentures were raised during the reporting period.

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

GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2015-16 Adopted Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status Received Not Received
GENERAL PURPOSE GRANTS							
03201-Grants Commission	WALGGC	(Y/N)	1,714,415	(862,171)	0	0	852,244
03202-Federal Roads	WALGGC	Y	759,021	(405,665)	0	0	353,356
HOUSING							
LAW, ORDER, PUBLIC SAFETY							
05107-Fire Prevention Grant	DFES	Y	2,000	(2,000)	0	0	0
RECREATION AND CULTURE							
11799-War Memorial Grants	Lotterywest	TBA	50,000	0	0	0	50,000
11799-War Memorial Grants	Dept of Veteran's Affairs	TBA	0	0	0	0	0
11799-War Memorial Grants	Minara	TBA	0	0	0	0	0
TRANSPORT							
MRWA ROAD FUNDING							
12226-Direct Grants	MRWA Direct	Y	148,800				148,800
12227-MRWA Subsidies	MRWA	Y	1,200				1,200
12225-Commodity Route Evanston-Menzies	MRWA	Y	360,009				360,009
12228 - R2R Grant	R2R	Y	659,000				659,000
12232 - RRG Grant	MRDWA	Y	390,000				390,000
12236 - Black Spot Funding	MRDWA	Y	147,254				147,254
OTHER ROAD/STREETS GRANTS							
12242-Flood Damage WANDRRA	DFES	Y	2,568,610				2,568,610
ECONOMIC SERVICES							
13750-Grant Income CRC	CRC	Y	111,000				111,000
TOTALS			6,911,309	(1,269,836)	0	0	5,641,473
Operating							0
Non-operating							0
							<u>0</u>
							<u>0</u>

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

TRUST FUND

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

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

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

MAJOR VARIANCES - reasons

OPERATING REVENUES

SCH

- 3 Part of FAGs 15/16 was paid 30.06.2015 in 14/15
- 4
- 5 All of FESA ops grant 15/16 was paid 30.06.2015 in 14/15
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14

OPERATING EXPENSE

SCH

- 3
- 4
- 5
- 7
- 8
- 9
- 10
- 11
- 12
- 13 Paid out pro rata LSL to retired CD Manager
- 14 A budget amend / correction - will be required for expenses in Schedule 14 as it is showing as being over allocated


CAPITAL REVENUE

- > Part of the 15/16 FAGs funding has been paid 30.06.2015 in 14/15
- > All of the 15/16 FESA operational funding has been paid 30.06.2015 in 14/15
- >

CAPITAL EXPENSES

- >
- >
- >
- >

OTHER ITEMS

<div><div>SHIRE OF MENZIES PROFIT & LOSS Budget Performance BY PROGRAM For the Reporting Period ended 31/07/2015</div></div>									
GL NUMBER	PARTICULARS DESCRIPTION	REVIEWED BUDGET		ACTUAL TO 31/07/2015		CURRENT YEAR ACTUALS PROJECTED TO THE EOFY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
SCHEDULE 3		\$	\$	\$	\$	\$	\$	\$	
GENERAL PURPOSE INCOME									
<u>Rates Income</u>									
03100	Rates Accounting Expense		500		0		600	0	
03101	Rate Notice Stationery expense		1,800		0		1,800	0	
03102	Valuation Expenses and Title Searches Expense		14,000		9,947		14,000	0	
03103	Debt Collection Expenses		15,000		0		15,000	0	
03106	General Rates Levied	2,798,081		0		2,798,081		0	
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	40,000		0		40,000		0	Maybe subject to refund (DM)
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	(50,000)		0	0	(50,000)	0	0	
03130	Rates Suspense Account	0		0		0		0	
03199	Admin Allocated to Rates		211,313		23,908		211,313	0	Non cash admin account
		2,798,081	242,613	0	33,853	2,798,081	242,613	0	
<u>Other General Purpose Funding</u>									
03120	Penalty Interest Raised on Rates	40,000		4,237		40,000		0	
03123	Instalment Interest Received	0		0		0		0	
03125	Penalty Deferred Rates Interest Grant	0		0		0		0	
03126	Legal Charges recovered	0		0		0		0	
03127	ESL Penalty levied	0		111		0		0	
03200	Expenses relating to Other General Purpose Funding		2,000		470		2,000	0	
03201	Grants Commission Grant Received - General	863,370		0		863,370		0	
03202	Grant Commission - Ops Road Component	353,356		0		353,356		0	
03203	Grants Commission Grants Received - Special	0		0		0		0	
03204	ESL Penalty Interest	1,200		0		1,200		0	
03205	Interest Received - Municipal	33,000		0		33,000		0	
03206	Interest Received - Reserves	90,000		0		90,000		0	
03207	Other General Purpose funding received	500		1,737		500		0	
		1,381,426	2,000	6,985	470	1,381,426	2,000	0	
3 TOTAL GENERAL PURPOSE INCOME		4,169,507	244,613	6,985	34,324	4,169,507	244,613		
SCHEDULE 4									
GENERAL ADMINISTRATION									
<u>Members of Council</u>									
04100	Members Travelling Expenses paid		27,145		1,052		27,145	0	
04101	Members Conference Expenses		11,112		0		11,112	0	
04102	Council Election Expenses		5,482		0		5,482	0	
04103	President's Allowance paid		16,395		874		16,395	0	
04104	Members Meeting Expenses		61,010		2,360		61,010	0	
04105	Members - Donations		2,575		2,000		2,575	0	
04106	Members - Subscriptions		1,500		0		1,500	0	
04107	Deputy President's Allowance paid		3,174		219		3,174	0	
04108	Members Communication Allowance		6,695		200		6,695	0	
04110	Civic Receptions & Functions Expense		3,343		0		3,343	0	
04113	Members Printing		100		0		100	0	
04114	Members Advertising		360		0		360	0	
04115	Members Citizenship Award		500		0		500	0	
04116	Insurance Reimbursements	2,500		0		2,500		0	
04117	Members - Depreciation of Fixed Assets		1,282		0		1,282	0	deprn non cash acct
04119	Other Income Relating to Members	0		0		0		0	
04199	Admin Allocated to Members		528,282		59,767		528,282	0	Non cash admin account
		2,500	668,955	0	66,472	2,500	668,955	0	
<u>Other Governance</u>									
04201	Travel Expenses		2,000		0		2,000	0	
04202	Printing & Stationary		400		0		400	0	
04203	Legal Expenses Governance		5,600		4,394		5,600	0	
04204	Subscription Expenses Governance		33,750		23,277		33,750	0	LGA & Goldfields Assoc
04205	Advertising Expenses Governance		7,800		445		7,800	0	
04206	Meeting Expenses Governance		1,350		410		1,350	0	
04207	Refreshment Expenses Governance		2,050		383		2,050	0	
04208	Communication Expenses Governance		500		0		500	0	
04209	Bad & Doubtful Debts		1,000		0		1,000	0	
04210	Records Expenses Governance		10,000		0		10,000	0	
04215	Other Expenses Governance		3,000		16,826		3,000	0	
		0	67,450	0	45,734	0	67,450	0	
4 TOTAL GOVERNANCE		2,500	736,405	0	112,207	2,500	736,405		

SCHEDULE 6 LAW, ORDER & PUBLIC SAFETY							
<u>Fire Prevention</u>							
05100 Fire Advertising		900		583		900	0
05101 Fire Prevention - Utilities		150		25		150	0
05102 Fire Prevention - Insurance		4,350		0		4,350	0
05103 Fire Fighting Expenses		12,100		372		12,100	0
05104 E&L Levy Council Property		15,341		0		15,341	0
05106 Fire Prevention - Other Revenue & Admin F	7,000		0		7,000	0	0
05107 FESA Operating Grant Income	0		0		0	0	0
05120 FESA Capital Grant	0		0		0	0	0
05177 Loss on Disposal of Assets		0		0		0	0
05188 Fire Prevention - Depreciation		47,280		4,116		47,280	0
05189 Admin Allocated to Fire Prevention		10,588		1,195		10,588	0
	7,000	90,867	0	5,292	7,000	90,867	0
<u>Animal Control</u>							
05201 Ranger Consultant		30,000		0		30,000	0
05202 Wild Dog Control		0		0		0	0
05203 Cattle Control		30,000		0		30,000	0
05204 Dog Expenses		300		22		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	0
05208 Dog Registration Fees	350		0		350	0	0
05209 Cat Registration Fees	100		0		100	0	0
05289 Admin Allocated to Animal Control		10,588		0		10,588	0
	450	76,388	0	22	450	76,388	0
<u>Emergency Services</u>							
05301 Emergency Services Programs Expenses		1,800		574		1,800	0
05307 Police Station Costs		2,500		742		2,500	0
05389 Other Expenses Related to Law Order Safety		7,000		1,195		7,000	0
	0	11,300	0	2,512	0	11,300	0
6 TOTAL LAW ORDER & PUBLIC SAFETY	7,450	178,333	0	8,825	7,450	178,333	

SCHEDULE 7 HEALTH							
<u>Health Expenses</u>							
07700 EHO Contract		17,500		1,027		17,500	0
07701 Nurse Expenses		150,000		0		150,000	0
07702 Other Expenses Relating to Health		0		0		0	0
07704 Income Relating to Health	0		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		15,848		1,793		15,848	0
	500	183,348	0	2,820	500	183,348	0
7 TOTAL HEALTH	500	183,348	0	2,820	500	183,348	

SCHEDULE 8 EDUCATION AND WELFARE							
<u>Welfare & Education</u>							
08200 Other Expenses Relating to Welfare & Education		0		0		0	0
08201 Menzies School - Donations Paid		9,500		0		9,500	0
08204 Collections Goldfields Care Donations		0		0		0	0
	0	9,500	0	0	0	9,500	0
8 TOTAL EDUCATION AND WELFARE	0	9,500	0	0	0	9,500	

SCHEDULE 9 HOUSING							
<u>Staff Housing</u>							
09101 Maintenance Staff Housing		100,000		7,295		100,000	0
09102 Staff Housing Furniture - non capital		8,500		0		8,500	0
09105 Staff House Costs Allocated to Services		(84,622)		(7,295)		(84,622)	0
09121 Staff Housing Rent Income	14,800		1,120		14,800	0	0
09122 Staff Housing Grants	0		0		0	0	0
09123 Staff Housing Reimbursements	750		0		750	0	0
09124 Staff Housing Other Revenue	250		0		250	0	0
09188 Depn Staff Housing		92,038		7,753		92,038	0
	15,800	106,916	1,120	7,753	15,800	106,916	0
<u>Other Housing</u>							
09201 Maintenance Non Staff Housing		15,000		2,836		15,000	0
09202 Interest Paid on Loans #17		0		0		0	0
09203 Interest Paid on Loans #Other		0		0		0	0
09204 Housing Lease Payments		16,000		0		16,000	0
09206 Other Housing Rental Fees	9,716		0		9,716	0	0
09207 Dept of Housing Lessee - Teachers	32,192		3,983		32,192	0	0
	41,908	31,000	3,983	2,836	41,908	31,000	0
9 TOTAL HOUSING	57,508	138,916	4,983	10,591	57,508	138,916	

SCHEDULE 10 COMMUNITY AMENITIES							
<u>Domestic Refuse</u>							
10100 Domestic Refuse Expenses		21,273		2,341		21,273	0
10101 Income Relating to Sanitation - Household B	6,350		0		6,350	0	0
10188 Refuse Collection - Depreciation		9,463		513		9,463	0
10189 Overheads Allocated to Sanitation		0		0		0	0
	6,350	30,736	0	2,854	6,350	30,736	0
<u>Other Sanitation</u>							
10200 Maintenance Tip Site		50,000		2,725		50,000	0
10201 Litter & Graffiti Control Expenses		1,000		237		1,000	0
10204 Purchase Rubbish Bins - Sanitation - Other		2,500		0		2,500	0
	0	53,500	0	2,962	0	53,500	0
<u>Protection of the Environment</u>							
10500 Expenses Relating to Protection of Environment		0		0		0	0
10501 Income Relating to Protection Of Environment	0		0		0		0
	0	0	0	0	0	0	0
<u>Regional Development</u>							
10600 Costs Relating to Town Planning & Regional Development		2,500		0		2,500	0
10601 Income Relating to Town Planning & Regional Development	0		0		0		0
	0	2,500	0	0	0	2,500	0
<u>Community Amenities</u>							
10700 Expenses Relating to Other Community Amenities		2,500		0		2,500	0
10701 Menzies Public Conveniences		20,000		726		20,000	0
10702 Maintenance - Cemetery		10,000		0		10,000	0
10704 Public Conveniences Koolyynie		10,000		0		10,000	0
10799 Depn		342		0		342	0
10706 Grants for Other Community Amenities	0		0		0		0
	0	42,842	0	726	0	42,842	0
10 TOTAL COMMUNITY AMENITIES	6,350	129,578	0	6,543	6,350	129,578	

SCHEDULE 11 RECREATION & CULTURE							
<u>Public Halls and Clubs Centres</u>							
11101 Maintenance - Hall		35,000		0		35,000	0
11103 Hall Hire Fees	100		0		0		100
11104 CLGF Grant - Toilet Upgrade - Halls	0		0		0		0
11105 Hire Fees - Chairs & Tables	25		0		0		25
11107 Supply of Water from Hall Standpipe	350		0		0		350
	475	35,000	0	0	0	35,000	475
<u>Recreation & Sports</u>							
11300 Sports Courts Utilities		5,500		889		5,500	0
11301 Other Recreation Expenses		15,000		552		15,000	0
11303 Parks & Gardens - Jobs		95,000		2,102		95,000	0
11304 Playground Equipment Maintenance		7,000		0		7,000	0
11306 Golf Club Expenses		20,000		0		20,000	0
11307 Water Park Operations		50,000		1,196		50,000	0
11308 Grant Received- Menzies Water Park	0		0		0		0
11309 DSR Grant Water Park Lights	0		0		0		0
11388 Depreciation Other Sport & Recreation		60,240		0		60,240	0
11389 Other Expenses - Other Sport & Recreation		105,656		11,953		105,656	0
	0	358,396	0	16,471	0	358,396	0
<u>Radiocasting</u>							
11400 Expenses Relating to Television Radio		2,500		1,069		2,500	0
11402 SBS TV Digital Service Subsidy Received	21,850		19,850		19,850		2,000
	21,850	2,500	19,850	1,069	19,850	2,500	2,000
<u>Libraries</u>							
11500 Training Libraries		1,500		0		1,500	0
11501 Postage & Freight Libraries		1,000		29		1,000	0
11502 Printing Libraries		500		0		500	0
11503 AMLIB Fees Libraries		1,500		0		1,500	0
11505 Books & Programs Libraries		500		0		500	0
11598 Admin Allocated Libraries		10,568		1,185		10,568	0
	0	16,068	0	1,224	0	16,068	0
<u>Heritage & Culture</u>							
11600 Heritage Consultants Costs		2,500		0		2,500	0
11601 Heritage Utilities Costs		0		0		0	0
11602 Niagara Dam Review		0		0		0	0
11603 Old Post Office Maintenance		1,500		0		1,500	0
11605 Old Butcher Shop Maintenance		2,500		0		2,500	0
11606 Museum Shed Maintenance		2,500		0		2,500	0
11608 Art & Culture Initiatives		5,000		0		5,000	0
11616 CLGF Grants - Other Culture	0		0		0		0
11619 Lottery West Grants- Other Culture	0		0		0		0
	0	14,000	0	0	0	14,000	0
<u>Museum</u>							
11701 Anzac War Memorial Maintenance		3,200		0		3,200	0
11702 Anzac War Memorial Utilities		300		0		300	0
11703 Anzac War Memorial Events		1,500		0		1,500	0
11799 Anzac War Memorial Grant	50,000		0		50,000		0
	50,000	5,000	0	0	50,000	5,000	0
11 TOTAL RECREATION & CULTURE	72,125	430,462	10,650	18,765	69,650	430,462	

SCHEDULE 12							
TRANSPORT							
Maintenance Streets, Roads, Bridges, Depots							
12102 Contract Grading		200,000		0		200,000	0
12115 ROMAN II Subscription		7,000		8,028		7,000	0
12103 Fuel for Resale		0		0		0	0
12107 Drainage Construction		0		0		0	0
12111 Town Dam Menzies		10,000		73		10,000	0
12200 Maintenance - Muni Fund Roads - Jobs		550,000		50,358		550,000	0
12201 Maintenance - Depot		22,000		151		22,000	0
12202 Maintenance - Footpaths & Kerbs		40,000		0		40,000	0
12203 Abutment Blocks Removal		0		0		0	0
12204 Town Streets Clean Up & Sweeping		25,000		0		25,000	0
12205 Sealing - Town Streets		10,000		0		10,000	0
12207 Main Street Development - non capital		15,000		0		15,000	0
12208 Insulation for Records Sea Container		4,000		0		4,000	0
12209 Street Lighting		7,200		703		7,200	0
12210 Street Furniture		10,000		0		10,000	0
12211 Street Trees Gardens & Watering		10,000		119		10,000	0
12212 Sundry Tools & Materials		20,000		1,089		20,000	0
12213 Maintenance - Sewer Ponds		5,000		0		5,000	0
12214 Rehabilitation of Gravel & Sand Pit (s)		30,000		0		30,000	0
12218 Road Repairs Flood & Storm Damage MUNI		4,000		2,113		4,000	0
12220 Fuel Sales	50		0		50		0
12221 Income Relating to Streets, Roads, Bridges	0		0		0		0
12223 Roadside Furniture and Signage		5,000		0		5,000	0
12224 Misc Permit Fees	900		0		900		0
12226 Grant - MRWA Direct Grant	148,800		0		148,800		0
12227 Grant - MRWA Subsidies	1,200		0		1,200		0
12230 Grant - Roadwise	0		0		0		0
12222 Bilwrest Grants - Dual Use Paths	0		0		0		0
12225 Grant - MRWA Projects - Evanstone Merzies	380,009		0		380,009		0
12226 Grant - Roads to Recovery	659,000		0		659,000		0
12232 Grant - RRG (Jobs)	380,000		0		380,000		0
12238 Grant - MRWA Blackspot	147,254		0		147,254		0
12237 Grant - WALGOC Local Roads	0		0		0		0
12238 Grant - Other: Tjan Access Indigenous Access	0		0		0		0
12242 WANDRRA Flood Damage Grant	2,588,610		0		2,588,610		0
12215 WANDRRA Repairs - Floods Storms etc		2,214,887		150,286		2,214,887	0
12277 Loss on Sale of Asset		50,000		0		50,000	0
12278 Profit on Sale of Asset - Transport	0		0		0		0
12288 Depreciation Transport		2,826,862		388,289		2,826,862	0 Depn Non cash admin account
12289 Admin Allocated - Transport		279,989		31,876		279,989	0 Non cash admin account
	4,275,823	6,145,718	0	639,875	4,275,823	6,145,718	0
12840 Menzies Airstrip Maintenance		5,000		0		5,000	0
12841 Koolyine Airstrip Maintenance		0		0		0	0
	0	5,000	0	0	0	5,000	0
12 TOTAL TRANSPORT	4,275,823	6,150,718	0	639,875	4,275,823	6,150,718	0

SCHEDULE 13 ECONOMIC SERVICES							
Rural Services							
13100 Expenses Relating to Rural Services & Pest Control		50		0		50	0
13101 Income Relating to Rural Services	0		0		0		0
	0	50	0	0	0	50	0
Tourism & Area Promotion							
13241 Events - Cynclastic		85,000		0		85,000	0
13242 Events - Menzies Awareness Day		5,000		0		5,000	0
13243 Events - Holiday Programs		30,000		0		30,000	0
13244 Events - Community		10,000		0		10,000	0
13250 Promotional Materials Advertising & Marketing Costs		8,000		902		8,000	0
13261 Goldfields Network Tourism Expenses		37,500		0		37,500	0
13252 Golden Quest Vehicle Lease		7,500		0		7,500	0
13253 Old Butcher Shop UCRS and Insurance		250		35		250	0
13254 Koolyine Info Bay & Townships		2,050		0		2,050	0
13255 Koolyine Walk Trail		350		0		350	0
13256 Warning Tourist Facility		1,800		1,218		1,800	0
13257 Lake Baird		22,800		1,858		22,800	0
13258 Niagara Dam		20,500		1,818		20,500	0
13259 Goongarrie Cottages		50,000		0		50,000	0
13260 Tourism Signage		1,000		0		1,000	0
13261 Lady Shenton Maintenance		15,000		889		15,000	0
13262 Tourism Advertising		5,000		0		5,000	0
13271 Grants - Tourism	0		0		0		0
13272 Tourism Reimbursements	500		0		500		0
13273 Tourism Lease Income	5,500		0		5,500		0
13275 Tourism Other Income	120		0		120		0
13288 Depreciation - Tourism and Area Promotion		64,892		6,584		64,892	0 Depn Non cash admin account
13289 Admin Allocated - Tourism and Area Promotion		211,313		23,907		211,313	0 Non cash admin account
	6,120	575,755	0	36,589	6,120	575,755	0
Building Control							
13300 Building Surveyor Costs		15,000		1,027		15,000	0
13301 Building Licence Fees	4,500		107		4,500		0
13310 Other Expenses Relating to Building Control		1,500		3,988		1,500	0 BCTF 14/15
13399 Admin Allocation - Building		52,828		5,977		52,828	0 Non cash admin account
	4,500	69,328	107	10,991	4,500	69,328	0

Confirmed Minutes
Ordinary Council Meeting 27 August 2015

<u>Tjunjunarra</u>							
13400 Tjunjunarra Sculpture Course		15,000		0		15,000	0
13404 Tjunjunarra Consultants		14,600		0		14,600	0
13405 Tjunjunarra Holiday Program		52,000		0		52,000	0
13406 Tjunjunarra Research Costs		0		0		0	0
13407 Tjunjunarra Football Carnival		12,000		0		12,000	0
13408 Tjunjunarra Dog Health Program		4,500		0		4,500	0
13499 Admin Allocation - Tjunjunarra		105,656		11,953		105,656	0
	0	203,756	0	11,953	0	203,756	0

Non cash admin account

<u>Nursery</u>							
13501 Nursery Operational Expenses		10,000		0		10,000	0
	0	10,000	0	0	0	10,000	0
13630 Purchase Furniture & Equipment - Other Economic Services		0		0		0	0
	0	0	0	0	0	0	0

<u>CRC</u>							
13701 Community Development Manager		0		15,812		0	0
13702 CRC Salaries & Wages		156,503		19,075		156,503	0
13703 CRC Insurances		6,000		0		6,000	0
13704 CRC Maintenance		6,000		330		6,000	0
13705 CRC Travel Expenses		500		0		500	0
13706 CRC Postage & Freight		500		0		500	0
13707 CRC Print & Stationary		8,000		0		8,000	0
13708 CRC Other admin expenses		500		0		500	0
13709 CRC Membership Fees		1,000		0		1,000	0
13710 CRC Computing Costs		6,500		82		6,500	0
13711 CRC Furniture NON Capital		5,000		345		5,000	0
13712 CRC Uniforms		500		0		500	0
13713 CRC Telephone Card Purchases		5,000		3,840		5,000	0
13714 CRC Cost of Goods For Re-sale		17,000		1,810		17,000	0
13715 CRC Marketing & Promotion		6,000		0		6,000	0
13716 CRC Utilities		6,400		747		6,400	0
13717 CRC Refreshments		400		0		400	0
13718 CRC Cleaning		25,000		0		25,000	0
13719 CRC Training & Conference Expenses		1,500		0		1,500	0
13720 CRC Programs		2,500		0		2,500	0
13721 CRC Reimbursements	1,500		0		1,500		0
13722 CRC superannuation		23,709		2,284		23,709	0
13750 CRC Operating Grant	111,000		28,610		111,000		0
13751 CRC All Sales	30,000		3,115		30,000		0
13752 CRC Phone Card Sales	6,000		0		6,000		0
13753 CRC Room Hire	0		0		0		0
13754 Cost of Phone Cards for resale		500		0		500	0
	146,500	279,012	31,725	44,326	146,500	279,012	0

LSL to Retired CDMgr.

<u>Caravan Park</u>							
13801 Caravan Park Grants	0		0		0		0
13802 Caravan Park Income from Charges	49,000		7,208		49,000		0
13803 Caravan Park Income from Washer & Dryers	1,500		361		1,500		0
13810 Caravan Park Salaries & Wages		64,676		6,872		64,676	0
13811 Caravan Park Maintenance		15,784		584		15,784	0
13812 Caravan Park Landscaping and Gardening		28,687		1,876		28,687	0
13813 Caravan Park Other Costs		2,647		1,356		2,647	0
13814 Caravan Park Insurance		2,270		0		2,270	0
13815 Caravan Park Utilities		21,475		5,180		21,475	0
13816 Caravan Park Superannuation		1,481		506		1,481	0
	50,500	137,020	7,569	15,386	50,500	137,020	0

13 TOTAL ECONOMIC SERVICES	209,620	1,274,921	39,401	120,545	209,620	1,274,921	0
----------------------------	---------	-----------	--------	---------	---------	-----------	---

SCHEDULE 14 OTHER PROPERTY AND SERVICES							
<u>Private Works</u>							
14100 Private Works Expenses		5,000		397		5,000	0
14101 Private Works Income	5,000		307		5,000		0
	5,000	5,000	307	397	5,000	5,000	0
<u>Public Works Overheads</u>							
14200 Supervision Wages - Public Works Overheads		353,721		21,755		353,721	0 allocations see 14600
14201 Superannuation - Public Works Overheads		90,985		7,416		90,985	0
14202 Reimbursements PWOH		950		0		950	0
14203 Leave Annual - Public Works Overheads		7,938		0		7,938	0
14204 Leave Personal - Public Works Overheads		4,493		0		4,493	0
14205 Long Service Leave - Public Works Overheads		0		0		0	0
14206 Public Holidays - Public Works Overheads		1,619		0		1,619	0
14207 Leave Accruals - Public Works Overheads		119,940		0		119,940	0
14208 Allowances - Public Works Overheads		19,064		0		19,064	0
14209 Protective Clothing & PPE - Public Works Overheads		2,500		3,408		2,500	0
14210 Training & Conferences - Public Works Overheads		22,700		1,958		22,700	0
14211 Recruitment Costs - Public Works Overheads		2,400		1,135		2,400	0
14212 Meeting Expenses - Public Works Overheads		2,250		0		2,250	0
14213 Workers Comp - Public Works Overheads		0		0		0	0
14214 Depot Insurance - Public Works Overheads		3,600		0		3,600	0
14215 Other Exps - Public Works Overheads		1,495		11		1,495	0
14216 Staff Housing Allocated - Public Works Overheads		24,493		0		24,493	0
14217 Depot Mice (to be allocated as PWOH)		2,401		0		2,401	0
14218 MWS vehicle exps		717		9		717	0
14219 Telephone - Public Works Overheads		7,630		352		7,630	0
14220 Utilities - Public Works Overheads		1,000		0		1,000	0
14221 PWOH Allocated to Works and Services		(1,115,022)		(98,204)		(1,115,022)	0 Non cash admin account
14225 Depn - Public Works Overheads		14,353		0		14,353	0 Depn Non cash admin account
14226 Depot Operational & Misc Tasks - Labour Costs		7,948		2,867		7,948	0
14299 Admin Allocated to Works - Public Works Overheads		422,625		47,813		422,625	0 Non cash admin account
	0	0	0	(12,481)	0	0	0 auto allocated by System

<u>Plant Operations</u>							
14301 Mech's Wages - Internal Repairs to P&E		119,851		17,705		119,851	0 new acct for clarity in GL postings
14302 Other Plant Costs		25,574		335		25,574	0
14303 Fuel & Oils - Plant Operations		178,295		16,854		178,295	0
14304 Tyres and Tubes - Plant Operations		25,301		5,340		25,301	0
14305 Parts & Repairs - Plant Operations		201,828		8,990		201,828	0
14307 Vehicle Registrations & Insurance - Plant Operations		22,291		0		22,291	0
14308 Plant Operations Reimbursements	18,500		0		18,500		0
14309 Less Plant Costs Allocated		(1,016,797)		(72,348)		(1,016,797)	0 Non cash admin account
14370 Loss on Asset Sale		0		0		0	0 Non cash admin account
14388 Depreciation - Plant Operations		297,737		29,111		297,737	0 Depn Non cash admin account
14399 Admin Allocated - Plant Operations		147,919		16,735		147,919	0 Non cash admin account
	18,500	(1)	0	22,722	18,500	(1)	0 auto allocated by System

Confirmed Minutes

Ordinary Council Meeting 27 August 2015

14501 Admin Memberships		1,600		1,745		1,745	145	
14502 Clearing acct - Social Club Contributions	0		0		0		0	
14507 Employee Contributions - Sal. Sac. Superannuation		0		0		0	0	
14508 Allowances		15,697		61		15,697	0	
14509 Records Mgt Costs		9,352		76		9,352	0	
14510 Admin Salaries & Wages		948,626		77,645		948,626	0	
14511 Superannuation		101,844		6,637		101,844	0	
14512 Reimbursements	17,700		1,650		17,700	0	0	
14513 Other Admin Costs		7,985		1,157		7,985	0	
14514 Admin FBT		21,524		7,691		21,524	0	
14515 Audit Fees		38,385		0		38,385	0	
14516 Admin Travel Costs		2,345		23		2,345	0	
14518 Admin Uniforms		3,577		71		3,577	0	
14519 Housing Allowance		7,123		0		7,123	0	
14524 Admin Other Employee Costs		435		0		435	0	
14525 Leave Accrual		137,020		0		137,020	0	Non cash admin account
14526 Workers Compensation Premiums		45,588		0		45,588	0	
14527 Professional Development Study - Administration		12,000		0		12,000	0	
14530 Recruitment Costs		5,000		8,214		5,000	0	
14532 Recruitment Relocation		10,000		0		10,000	0	
14533 Legal Fees		7,500		0		7,500	0	
14534 Fair Value Valuations & Revaluations		23,000		0		23,000	0	
14535 Accounting Services		115,000		950		115,000	0	
14536 Contractors & Consultants		115,000		1,325		115,000	0	
14537 Admin Printing & Stationary		33,080		6,658		33,080	0	
14538 Bank Charges		3,936		25		3,936	0	
14539 Insurance		72,853		80,618		72,853	0	
14540 Internet		12,947		0		12,947	0	
14541 Utilities		30,993		3,804		30,993	0	
14542 Phones / Mobiles		16,716		1,219		16,716	0	
14544 Computing Costs & Support - Administration		85,307		18,285		85,307	0	
14548 Training Expenses - Administration		2,357		0		2,357	0	
14555 Postage & Freight - General Administration		2,136		16		2,136	0	
14557 Meeting Costs - Administration		1,000		0		1,000	0	
14558 Advertising - Administration		2,500		0		2,500	0	
14559 Newspapers & Periodicals		1,000		69		1,000	0	
14560 Admin Vehicle Expenses		28,500		2,034		28,500	0	
14561 Office Maintenance		70,000		5,934		70,000	0	
14562 Staff Housing Expense- Administration		45,000		0		45,000	0	
14573 Purchase Plant & Equip - Administration		10,000		0		10,000	0	
14574 Purchase Furniture & Equipment Administration		10,000		235		10,000	0	
14588 Depn Admin		56,200		8,930		56,200	0	Depn Non cash admin account
14599 Administration Costs Allocated to Other Programs		(2,113,126)		(231,771)		-2,113,126	0	Non cash admin account
	17,700	0	1,650	1,650	17,700	145	145	auto allocated by System

<u>Salaries & Wages</u>								
14600 Gross Salaries & Wages		1,852,877		172,760		1,852,877	0	
14601 Workers Compensation Paid		0				0	0	
14602 Workers Compensation Received	0		0		0		0	
14603 Less Sal & Wages Allocated		(1,852,877)		(172,760)		(1,852,877)	0	
14699 Admin Allocated to Salaries & Wages		0		0		0	0	Non cash admin account
	0	0	0	0	0	0	0	
<u>Unclassified</u>								
14700 Expenses Relating to Unclassified		0		0		0	0	
14701 Income Relating to Unclassified	0		0		0		0	
	0	0	0	0	0	0	0	
<u>Town Planning</u>								
14800 Expenses Relating to Town Planning Schemes		0		0		0	0	
14801 Income Relating to Town Planning Schemes	0		0		0		0	
	0	0	0	0	0	0	0	
14 TOTAL OTHER PROPERTY AND SERVICE	41,200	4,999	1,957	12,288	41,200	5,144		

Totals

8,842,583

9,479,793

72,077

957,781

8,840,108

9,479,938

Operating (Surplus) / Deficit

637,210

885,705

639,830

Pd 14/16

2015-16

YTD (Surplus) / Deficit

Projected (Surplus) / Deficit

Plus 8,842,583

FAGs 862,171

FAGs 405,665

FESA 1,500

10,111,919

Surplus (632,126)

SHIRE OF MENZIES CAPITAL TRANSACTIONS									
GL NUMBER	PARTICULARS DESCRIPTION	CURRENT BUDGET		ACTUAL TO 31/07/2015		CURRENT YEAR ACTUALS PROJECTED TO THE EOY		Difference between Budget and Projected	COMMENTS
		INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND		
Capital Grants									
11799	Anzac War Memorial Grant	50,000		0		50,000		0	Possibly 15/16
12222	Bikewest Grants - Dual Use Paths	0		0		0		0	Not awarded
12226	Grant - MRWA Projects - Evanstone Me	360,009		0		360,009		0	
12228	Grant - Roads to Recovery	659,000		0		659,000		0	
12232	Grant - RRG (jobs)	390,000		0		390,000		0	
12236	Grant - MRWA Blackspot	147,254		0		147,254		0	
12228	Grant - MRWA Direct Grant	146,800		0		146,800		0	
12227	Grant - MRWA Subsidies	1,200		0		1,200		0	
12242	WANDRRA Flood Damage Grant	2,568,610		0		2,568,610		0	Timing of MRD payments
		4,324,673	0	0	0	4,324,673	0	0	
Capital Expenses									
Land & Buildings									
09192	Installation of Solar Panels New Houses		50,000		0		50,000	0	
09193	Installation Landscaping New Houses		60,000		216		60,000	0	
09194	Installation of Sheds for New Houses		52,853		39,798		52,853	0	
09195	Installation landscaping - Shenton St Units		20,000		1,172		20,000	0	
09197	CEO House Renewal		25,000		0		25,000	0	
11150	Construction Project Shire Hall Toilets		69,567		1,233		69,567	0	
11650	Upgrade of Old Church Menzies		50,000		0		50,000	0	
11651	Stone Restoration & Repairs Historic Buildings		120,000		0		120,000	0	
11652	Minor building renewals		10,000		0		10,000	0	
12120	Depot Extension -Asset Upgrade		150,000		0		150,000	0	
13488	TJT Capital Items Purchased		10,000		0		10,000	0	
14575	Solar Power Units - GYROG Project		50,000		800		50,000	0	
14576	Electrical Upgrades to Admin		52,000		0		52,000	0	
14710	Purchase of land lots for town development		20,000		0		20,000	0	
							0		736,220
Furniture & Equipment									
04241	New Locking System		10,000		0		10,000	0	
04242	Admin Phone System Upgrade		10,000		0		10,000	0	
04243	Replacement Conference Phone System for Chambers		10,000		0		10,000	0	
09188	dishwashers for the 3 staff houses		3,000		0		3,000	0	
09199	Water Tanks for 4 staff houses		11,500		0		11,500	0	
							0		44,500
Infrastructure Other									
05501	New Pound		10,000		0		10,000	0	
10205	Waste Refuse Site Renewal Project		65,000		0		65,000	0	
11350	Aunty Nelly Water Reclaim Project		120,000		0		120,000	0	
11351	Play Ground Equip Upgrade Project		30,000		0		30,000	0	
13270	Tourism Signage & events Board		15,000		0		15,000	0	
13260	Town Street Trees Planting & Care Program		50,000		0		50,000	0	
13820	Caravan Park Landscaping Project		30,000		0		30,000	0	
									320,000
Infrastructure Roads									
12101	Road Construction CRSF - jobs		360,009		0		0	-360,009	
CR0002	\$0.00								Evanstone Menzies Rd CRSF
12105	Blackspot funding Construction				0				
CR0018	\$0.00		143,190				143,190	0	Evanstone Menzies Rd BRT
CR0014	\$0.00		77,891				77,891	0	Menzies NW Rd BRT
								0	
12106	Road Construction Muni - jobs				76,278				
CR0097	\$0.00		360,009				360,000	0	Menzies NW Rd MUNI
CR0097	\$0.00		241,000				241,000	0	Menzies NW Rd MUNI 14/15
CR0098	\$0.00		60,302				60,302	0	TJT Rd MUNI 14/15
CR0018	\$0.00		203,919				203,919	0	Main Street MUNI
CR0011	\$0.00		31,096				31,000	0	Corrie Sun Rd MUNI
CR0018	\$0.00		205,033				205,033	0	Kookynie rd MUNI
CR0083	\$0.00		76,425				76,425	0	Kangalong St MUNI
12109	Road Construction RRG - jobs				37,892				
CR0084	\$0.00		160,000				150,000	0	Evanstone Menzies Rd RRG
CR0085	\$0.00		135,000				135,000	0	Yarrl Rd RRG
CR0013	\$0.00		300,000				300,000	0	Menzies NW Rd RRG
12110	Shire House - Crossover Construction		162,012		0		0	-162,012	
12104	Roads to Recovery Construction - jobs				262,492				
CR0001	\$0.00		659,000				659,000	0	Menzies NW Rd R2R
CR0012	\$0.00		50,000				50,000	0	Corrie Sun RdR2R
12108	Footpath Construction		93,848		8,409		93,848	0	
12112	Bicycle Path Construction		96,000		0		96,000	0	
									3,396,229
Plant & Equipment									
12311	Purchase Vibrating Roller		219,100		0		219,100	0	
12312	Purchase Small Tipper		80,800		0		80,800	0	
12313	Purchase Rubbish Truck		191,500		0		191,500	0	
12314	Purchase Pedestrian Roller		11,500		0		11,500	0	
12315	Purchase Jacking Beam for Hoist		29,000		0		29,000	0	
12310	Minor Plant Purchases		4,300		0		4,300	0	
12308	Misc. Grader Accommodation		90,500		0		90,500	0	
14577	CEOs Vehicle Replacement		70,000		0		70,000	0	
		0	5,185,648	0	428,987	0	4,674,629	-512,921	636,700

OVERVIEW 2015 / 2016

	BUDGET	31/07/2015	PROJECTED to The EOFY
EXPENDITURE			
Total Operating Expenditure	9,479,793	957,781	9,479,938
Total Capital Expenditure	5,186,649	428,087	4,674,628
	<u>14,666,442</u>	<u>1,385,868</u>	<u>14,154,566</u>
LESS			
Depreciation	3,270,269	446,240	3,271,212
	<u>11,396,173</u>	<u>939,629</u>	<u>10,883,354</u>
PLUS			
Transfer to Reserves	90,000 interest rec	0 interest rec	90,000 Interest rec
	<u>1,581,856</u>		
TOTAL CASH EXPENDITURE	<u>13,068,029</u>	<u>939,629</u>	<u>10,973,354</u>
INCOME			
Balance B/F	4,225,446	4,225,446	4,225,446
Total Operating Revenue excluding Rates	1,729,629	72,077	1,727,154
Rates Revenue	2,788,081	0	2,788,081
Proceeds from Sale of assets	0	0	0
NON operating Capital Revenue	4,324,873	0	4,324,873
	<u>13,068,029</u>	<u>4,297,523</u>	<u>13,065,554</u>
PLUS			
Transfer from Reserves	0	0	0
TOTAL CASH EXPENDITURE	<u>13,068,029</u>	<u>4,297,523</u>	<u>13,065,554</u>
(Surplus) / Deficit	<u>0</u>	<u>(3,367,894)</u>	<u>(2,092,200)</u>

SUMMARY

	Reviewed BUDGET	YTD	PREDICTED PA
Operating Expenditu	9,479,793	957,781	9,479,938
Capital Expenditure	5,186,649	428,087	4,674,628
SUB	<u>14,666,442</u>	<u>1,385,868</u>	<u>14,154,566</u>
Operating Revenue	(4,517,710)	(72,077)	(4,515,235)
Sale of asset	0	0	29,000
Capital Revenue	(4,324,873)	0	(4,324,873)
SUB	<u>(8,842,583)</u>	<u>(72,077)</u>	<u>(8,811,108)</u>
(Surplus) / Deficit	5,823,859	1,313,792	5,343,458
Transfer to Reserves	1,671,856	0	90,000
Transfer from Reser	0	0	0
Add back DEPN	(3,270,269)	(446,240)	(3,271,212)
Surplus B/F	(4,225,446)	(4,225,446)	(4,225,446)
Cash and Cash Equivalents	<u>(Surplus) / Deficit</u> 0	<u>(3,367,894)</u>	<u>(2,063,200)</u>

12.2.2 LISTING OF PAYMENTS MADE IN JULY 2015

SUBMISSION TO:	Ordinary Meeting of Council, 27 August 2015
LOCATION	Shire of Menzies
APPLICANT:	N/A
FILE REF:	ADM017
DISCLOSURE OF INTEREST:	None
DATE:	17 August 2015
AUTHOR:	Karen Oborn, Deputy Chief Executive Officer
SIGNATURE OF AUTHOR:	
SENIOR OFFICER:	Pascoe Durtanovich, A/Chief Executive Officer
SIGNATURE OF SENIOR OFFICER:	
PREVIOUS MEETING REFERENCE:	None

ATTACHMENTS:

12.2.2 Attachment #1 List of payments made to Creditors in July 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 July 2015 include cheques numbered 10282 to 10288 and direct transactions totalling \$699,266.22. The list of payments is submitted to each member of the Council on Thursday 27 August 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:

14.3.5 Sustainable Resource Management

Ensure resources are managed effectively
Prepare timely accurate reports on the Shire's activities, budgets, plans and performance

VOTING REQUIREMENTS:

Simple majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION:

No: 0853

Moved: Cr J Lee

Seconded: Cr Mazza

That Council approves the payments identified in the list of payments made from the Shire of Menzies Municipal Bank account in July 2015 including cheques numbered 10282 to 10288 and direct transactions totalling \$699,266.22 submitted to each member of the Council on Thursday 27 August 2015.

11:01am

CARRIED 5/0

SHIRE OF MENZIES					
List of Payments July 2015					
Ref No.	Cheque /EFT No	Date	Name	Invoice Description	Amount
1		07/07/2015	NAB Fees and Charges	NAB Fees and Charges	\$0.04
2		09/07/2015	NAB Fees and Charges	NAB Fees and Charges	-\$0.50
3		20/07/2015	NAB Fees and Charges	NAB Fees and Charges	\$77.73
4		27/07/2015	NAB Fees and Charges	NAB Fees and Charges	-\$0.05
5		30/07/2015	NAB Fees and Charges	NAB Fees and Charges	\$70.00
6		31/07/2015	NAB Fees and Charges	NAB Fees and Charges	\$168.63
7	EFT536	02/07/2015	Australian Communications & Media Authority	Renew Licence 19689730 Call sign 6SBSFM	\$673.00
8	EFT537	02/07/2015	St John Ambulance Menzies	Donation for upkeep of the ambulance stock	\$2,000.00
9	EFT538	16/07/2015	4 Cabling	Mobile TV display stand	\$379.50
10	EFT539	16/07/2015	WA Local Govt Association	Advertise Chief Executive Officer	\$11,414.75
11	EFT540	16/07/2015	Blackwoods	Asphalt Mix Cold	\$3,049.20
12	EFT541	16/07/2015	Air Liquide WA Pty Ltd	Rental - cylinder fees	\$74.54
13	EFT542	16/07/2015	Atom Supply	Flashing Lights, globes tie down ratchet etc.	\$914.17
14	EFT543	16/07/2015	Brad Pepper	Grader Hire 9/6-6/7/2015	\$36,517.50
15	EFT544	16/07/2015	Bunnings	Various items	\$168.89
16	EFT545	16/07/2015	Cabcharge Australia Limited	Account charges June 2015	\$6.00
17	EFT546	16/07/2015	Castledex	Ref Shelf UL/TD	\$258.50
18	EFT547	16/07/2015	C Direct	Phone cards	\$4,224.00
19	EFT548	16/07/2015	Colas West Australia	Supply and spray emulsion	\$237,283.33
20	EFT549	16/07/2015	Courier Australia	Office National	\$8.80
21	EFT550	16/07/2015	Cutting Edges Equipment Parts	Grader blades HT curve (green)	\$1,487.20
22	EFT551	16/07/2015	Greg Cr Dwyer	Meeting fee, pres allow, communication, & travel	\$3,614.51
23	EFT552	16/07/2015	Eagle Petroleum (W.A) Pty Ltd	8000 litres bulk diesel	\$24,924.37
24	EFT553	16/07/2015	FitzGerald Strategies	Industrial Relations Services	\$3,010.15
25	EFT554	16/07/2015	Forman Bros	57 Walsh St / 36 Mercer St Menzies	\$416.35
26	EFT555	16/07/2015	Goldline Distributors	Cleaning products	\$604.58
27	EFT556	16/07/2015	Goldfields Voluntary Regional Organisation of Councils	Annual subscription 2015/2016, Contribution to General projects 2015/2016, Contribution Royal Show Display 2015/2016	\$17,490.00
28	EFT557	16/07/2015	Heatley's safety and industrial	Uniforms Depot	\$193.77
29	EFT558	16/07/2015	Menzies Hotel	Newspapers June 15	\$76.10
30	EFT559	16/07/2015	IT Vision	Provide support & assistance in reconciling asset	\$1,029.60
31	EFT560	16/07/2015	Breakaway C/O Key Factors	Hire of Loader 19/6-30/6/2015	\$15,345.00
32	EFT561	16/07/2015	Kooda Contracting Pty Ltd	Plant Hire 1/6-28/6/2015	\$160,088.01
33	EFT562	16/07/2015	Landgate	GRV General Valuations	\$7,746.80
34	EFT563	16/07/2015	LGIS	Insurance	\$106,360.74
35	EFT564	16/07/2015	Netlogic Information Technology	Scanning not working Ricoh June 15	\$450.00
36	EFT565	16/07/2015	North End Tavern	Council meeting Roast lamb & cheesecake	\$300.00
37	EFT566	16/07/2015	Oborn Mining And Electrical Consultants	Redirect elec ducting office & exhaust fan to males Admin	\$1,393.70
38	EFT567	16/07/2015	Office National	Stationery	\$1,231.76
39	EFT568	16/07/2015	Shire of Leonora	Health & Building Report June 2015	\$2,258.56
40	EFT569	16/07/2015	WW Souvenirs Gifts & Homewares	Stock for resale	\$1,638.77
41	DD260.1	06/07/2015	BOQ Finance	Direct Debit 22/06/2015	\$484.89
42	DD263.1	08/07/2015	Australia Post	CRC Stamps for resale	\$581.87
43	DD263.2	08/07/2015	BOQ Finance	Direct Debit Copier charges	\$389.40
44	DD279.1	36/07/2015	WESTNET	Monthly Direct Debt CRC Internet	\$90.45
45	DD285.1	15/07/2015	BOQ Finance	Direct Debit Copier Charges	\$3,890.86
46	DD285.2	29/07/2015	Goldfields Toyota	Direct Debit Copier Charges June 15	\$991.90
47	DD292.1	06/07/2015	NAB	Direct Debit Credit Card ACEO, DCEO, & Peter Crawford	\$876.98
48	DD293.1	07/07/2015	WA Local Govt Superannuation Plan	Payroll deductions	\$6,031.78
49	DD293.2	07/07/2015	BT Financial Group Superannuation	Superannuation contributions	\$517.64
50	DD293.3	07/07/2015	WA Local Govt Superannuation Plan	Superannuation contributions	\$4,366.66
51	DD293.4	07/07/2015	Australian Super	Payroll deductions	\$727.89
52	DD296.1	21/07/2015	WA Local Govt Superannuation Plan	Payroll deductions	\$5,405.60
53	DD296.2	21/07/2015	Australian Super	Superannuation contributions	\$858.07
54	DD296.3	21/07/2015	BT Financial Group Superannuation	Superannuation contributions	\$536.78
55	DD296.4	21/07/2015	WA Local Govt Superannuation Plan	Superannuation contributions	\$4,999.57
56	DD296.5	21/07/2015	Australian Ethical	Superannuation contributions	\$431.93
57	DD301.1	23/07/2015	Heatley's safety and industrial	Uniforms David Bull	\$386.48
58	DD304.1	29/07/2015	Wright Express Australia Pty Ltd	Direct Debit from Motorpass June 2015	\$1,084.00
59	DD307.1	21/07/2015	Australian Super	Superannuation contributions	\$78.70
60	DD307.2	31/07/2015	Australian Super	Payroll deductions	\$23.15
61	DD308.1	21/07/2015	Australian Super	Superannuation contributions	\$10.01
62	DD310.1	24/07/2015	BOQ Finance	Direct Debit copier charges July 2015	\$389.40
63	DD310.2	24/07/2015	Australia Post	Direct Debit July 2015	\$172.84
64	10282	16/07/2015	Dept Of Transport & Licensing	MN572 2015	\$25.20

Confirmed Minutes
Ordinary Council Meeting 27 August 2015

Ref No.	Cheque /EFT No	Date	Name	Invoice Description	Amount
65	10283	16/07/2015	Glenn Baker	Rates refund for assessment A5020 E40/00335 Mining Tenement	\$500.73
66	10284	16/07/2015	Gold Road Resources	Rates refund for assessment A4249 E39/01554 Mining Tenement	\$2,700.72
67	10285	16/07/2015	Horizon Power	Power consumption 30/4-26/6/15	\$12,020.25
68	10286	16/07/2015	Image Resources NI	Rates refund for assessment A2515 E30/00310 Mining Tenement	\$1,976.68
69	10287	16/07/2015	Telstra	367 1243 388 June 2015	\$1,689.69
70	10288	16/07/2015	Pacific Brands Workwear	Uniform Beverley Golding	\$78.10
				TOTAL	\$699,266.22

12.2.3 INVESTMENTS FOR JULY 2015

SUBMISSION TO:	Ordinary Meeting of Council, 27 August 2015
LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
FILE REF:	ADM034
DISCLOSURE OF INTEREST:	None
DATE:	13 August 2015
AUTHOR:	Karen Oborn, Deputy Chief Executive Officer
SIGNATURE OF AUTHOR:	
SENIOR OFFICER:	Pascoe Durtanovich, A/Chief Executive Officer
SIGNATURE OF SENIOR OFFICER:	
PREVIOUS MEETING REFERENCE:	Ordinary Council Meeting 30 July 2015 12.2.3 Investments for May/ June 2015

ATTACHMENTS:

None

SUMMARY:

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

74-139-9821 TD matured as at 28 July 2015 where surplus funds in the municipal account were invested for 28 days. Details of the investment are:

Place of investment	National Bank
Term of investment	30 days (Matures 27 July 2015)
Interest rate	2.25%pa
Amount	\$1,025,859.47
Interest at maturity	\$1,923.49

NEW TERM DEPOSIT

Place of investment	National Bank
Term of investment	60 days (Matures 27 Sept 2015)
Interest rate	2.63%pa
Amount	\$1,027,748.18
Interest at maturity	\$4,591.36

74-139-2216 TD matured as at 28 July 2015 where surplus funds in the municipal account were invested for 28 days. Details of the investment are:

Place of investment	National Bank
Term of investment	30 days (Matures 27 July 2015)
Interest rate	2.25%pa
Amount	\$513,477.91
Interest at maturity	\$ 962.77

NEW TERM DEPOSIT

Place of investment	National Bank
Term of investment	30 days (Matures 27 August 2015)
Interest rate	2.24%pa
Amount	\$813, 907.78
Interest at maturity	\$ 1,548.44

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:

The 2015/16 budget includes an amount of \$123,000 for Income from Investments.

STRATEGIC IMPLICATIONS:

None

VOTING REQUIREMENTS:

Simple majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION:	No: 0854
---	-----------------

Moved: Cr J Dwyer

Seconded: Cr Mazza

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

11:01am

CARRIED 5/0

12.2.4 RATES WRITE OFF	
SUBMISSION TO:	Ordinary Meeting of Council 27 August 2015
LOCATION:	Shire of Menzies
APPLICANT:	N/A
FILE REF:	ADM020
DISCLOSURE OF INTEREST:	None
DATE:	11 August 2015
AUTHOR:	Carol McAllan, Rates Officer
SIGNATURE OF AUTHOR:	
SENIOR OFFICER:	Karen Oborn, Deputy Chief Executive Officer
SIGNATURE OF SENIOR OFFICER:	
PREVIOUS MEETING REFERENCE:	None

ATTACHMENTS:

- 12.2.4 Attachment #1 – Letter from KordaMentha appointing Liquidators
- 12.2.4 Attachment #2 – Certificate of Title for Lot 1080 Shenton Street
- 12.2.4 Attachment #3 – Notice of de-registration

SUMMARY:

To seek Council approval to write off the sum of \$2,262.50 in rates and interest owing on Assessment 1398 (Lot 1109 Shenton Street, Menzies) and Assessment 1506 (Lot 1080 Shenton Street, Menzies), as the agency responsible for the debt is no longer in existence. This amount is calculated including Penalty Interest to 27th August 2015, the day of the Ordinary Meeting of Council.

BACKGROUND:

These two properties are in the name of Nooda Ngulegoo Aboriginal Corporation. This Aboriginal Corporation went into liquidation in 2010. The Shire of Menzies was not notified of this. With the aid of Goldfields Indigenous Housing Organisation employees, the Shire has been in contact with the liquidator, Mr Jack James. The liquidator has advised that the Shire of Menzies was not listed as a creditor at the time of Liquidation. The Liquidator relies on the Company to inform them of all liabilities. One of the blocks of land (Lot 1109) has been handed back to The State of WA and as such is unrateable. The other block (Lot 1080) is leased from Landgate to Eastern Goldfields Aboriginal Corporation Resource Agency. This Aboriginal Corporation was deregistered on 22 June 2010, as per attached document.

COMMENT:

There are no buildings on the land. The building that was there was moved to Menzies Aboriginal Corporation some time ago.

CONSULTATION:

Karen Oborn, Deputy Chief Executive Officer
Jovanka Vicentic, Landgate.
Jack James, KordaMentha, (Liquidator)

STATUTORY ENVIRONMENT:

6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may —
- (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money,

which is owed to the local government.

** Absolute majority required.*

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.
[Section 6.12 amended by No. 64 of 1998 s. 39.]

POLICY IMPLICATIONS:

The Council has no Policy relating to this matter.

FINANCIAL IMPLICATION:

Loss of \$2,262.50 in rates revenue which is budgeted for.

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENTS:

Simple majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION:

No: 0855

Moved: Cr Mazza

Seconded: Cr J Dwyer

That the sum of \$821.04 in Rates and Interest owing on Assessment 1506 for the property known as Lot 1080 Shenton Street, Menzies and \$1,441.46 in Rates and Interest owing on Assessment 1398 for the property known as Lot 1109 Shenton Street Menzies, be written off.

11:02am

CARRIED 5/0

9 SEP 2011



KordaMentha

15 September 2011

[REDACTED]
[REDACTED]
[REDACTED]

Dear Sir/Madam

Nooda Ngulegoo Aboriginal Corporation (In Liquidation) ICN 3003 (Corporation)

Reference: Invoice [REDACTED]

We refer to the appointment of Brian McMaster and Jack James as joint and several liquidators of the Corporation on 27 April 2010.

Prior to our appointment, Mr Tony Grieves was appointed special administrator of the Corporation, for the period 14 December 2009 to 27 April 2010 ("Special Administration Period").


The Liquidators have agreed to make payment of certain debts incurred by Mr Grieves on behalf of the Corporation during the Special Administration Period.

Accordingly, please find enclosed a cheque in the amount of \$ [REDACTED].

By accepting and banking this cheque, you acknowledge that these funds represent payment in full of all outstanding amounts incurred on behalf of the Corporation during the Special Administration Period and owing to you.

Any other amounts (if any) claimed to be owing to you by the Corporation, which amounts were not incurred during the Special Administration Period, will be dealt with in the usual manner during the course of the liquidation. In this regard, such creditors will be contacted in due course.

Yours faithfully


Jack James
Official Liquidator

Corporate Recovery Services
Turnaround & Restructuring Services
Real Estate Advisory
Firmenics

info@kordamentha.com
www.kordamentha.com

Liability limited by a scheme
approved under Professional
Standards Legislation

Perth

KordaMentha Pty Ltd
ACN 100 169 391
Level 11, 37 St Georges Terrace
Perth WA 6000
PO Box Y3185
Perth WA 6832
Office: 08 9220 9333
Fax: 08 9220 9399

KordaMentha Offices

Adelaide
Brisbane
Gold Coast
Melbourne
New Zealand
Perth
Singapore
Sydney
Townsville

Cooperation with AlixPartners

Chicago
Dallas
Detroit
Düsseldorf
London
Los Angeles
Milan
Munich
New York
Paris
San Francisco
Shanghai
Tokyo



WESTERN AUSTRALIA
**RECORD OF CERTIFICATE
OF
CROWN LAND TITLE**

UNDER THE TRANSFER OF LAND ACT 1893
AND THE LAND ADMINISTRATION ACT 1997

NO DUPLICATE CREATED

The undermentioned land is Crown land in the name of the STATE of WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.

REGISTER NUMBER	
1080/DP222795	
Duplicate Edition	DATE DUPLICATE ISSUED
N/A	N/A

VOLUME
LR3022

FOLIO
173



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 1080 ON DEPOSITED PLAN 222795

**STATUS ORDER AND PRIMARY INTEREST HOLDER:
(FIRST SCHEDULE)**

STATUS ORDER/INTEREST: LEASEHOLD

PRIMARY INTEREST HOLDER: STATE OF WESTERN AUSTRALIA

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)**

1. I134681 LICENCE TO OCCUPY TO EASTERN GOLDFIELDS ABORIGINAL CORPORATION
RESOURCE AGENCY OF 120 DUGAN STREET, KALGOORLIE. REGISTERED 11.6.2002.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF CROWN LAND TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: LR3022-173 (1080/DP222795).
PREVIOUS TITLE: LR3033-98.
PROPERTY STREET ADDRESS: 47 SHENTON ST, MENZIES.
LOCAL GOVERNMENT AREA: SHIRE OF MENZIES.
RESPONSIBLE AGENCY: DEPARTMENT OF LANDS (SLSD).

- NOTE 1: A000001A CORRESPONDENCE FILE 972/1981.
NOTE 2: LICENCE TO OCCUPY I134681 WAS ALLOCATED A DOCUMENT NUMBER TO ALLOW
DIGITAL CAPTURE WITHOUT THE PRODUCTION OF THE DUPLICATE LICENCE.
CURRENT DUPLICATE LICENCE IS STILL NUMBERED CL20/1996.
NOTE 3: LAND PARCEL IDENTIFIER OF MENZIES TOWN LOT/LOT 1080 ON SUPERSEDED

END OF PAGE 1 - CONTINUED OVER

LANDGATE USE ONLY. COPY OF ORIGINAL. NOT TO SCALE
TIP Check 28/07/2015 11:40 22 AM

Retrieved 28/07/2015 11:40 AM Page 2

ORIGINAL CERTIFICATE OF CROWN LAND TITLE

REGISTER NUMBER: 1080/DP222795

VOLUME/FOLIO: LR3022-173

PAGE 2

NOTE 4:

PAPER CERTIFICATE OF CROWN LAND TITLE CHANGED TO LOT 1080 ON
DEPOSITED PLAN 222795 ON 09-AUG-02 TO ENABLE ISSUE OF A DIGITAL
CERTIFICATE OF TITLE.

THE ABOVE NOTE MAY NOT BE SHOWN ON THE SUPERSEDED PAPER CERTIFICATE
OF TITLE.



Australian Government
Office of the Registrar of Indigenous Corporations

Corporation extract

This extract was produced on 10/08/2015

This extract contains information derived from the ERICCA information system from information and documents lodged with the Registrar of Indigenous Corporations and processed as at the date the extract was produced.

Please notify ORIC of any inaccuracies in this extract.

• Freecall: 1800 622 431 (not free for mobiles) • Email: info@oric.gov.au • Website: www.oric.gov.au

Eastern Goldfields Aboriginal Corporation Resource Agency

Indigenous Corporation Number: 336
Australian Business Number:
Registration date: 14/2/1985
Principal activity:

Corporation Size: MEDIUM
Does the corporation own land?: Unknown

Current corporation details

Corporation name: Eastern Goldfields Aboriginal Corporation Resource Agency

Deregistration Date: 22/6/2010
Registration status: DEREGISTERED
Regulation Action:

Main place of business:
Contact numbers: Telephone Fax
Corporation's email address:
Preferred method of communication: Mail
Registered office address (ROA) /
document access address: 188 Piesse Street, BOULDER WA 6432
Postal address: 188 Piesse Street, BOULDER WA 6432

Directors

*****No information provided/available*****

Contact person / secretary

Contact person for a small or medium corporation: Y Secretary for a large corporation: N

Mr Ralph Edward Ashwin

Previous name(s) (if any):

Residential address: 188 Piesse Street BOULDER WA 6432

Date of Appointment: 7/5/2003

Members

*****No information provided/available*****

Documents lodged (publicly available only)

<u>Date received</u>	<u>Title</u>
22/06/2010	Deregistration Notice Final (Bulk)- ICN: 336

09/04/2010 Deregistration Notice Proposed- ICN: 336
23/06/2009 Registrar Initiated Rule Book : ICN 336
05/05/1997 Administration Instrument of Appointment
14/02/1985 Certificate of Incorporation

Annual returns / general report

CATSI Reporting

<u>Financial Year</u>	<u>General Report</u>	<u>Financial Report</u>	<u>Directors Report</u>	<u>Total Income</u>	<u>Total Assets</u>	<u>Number of Employees</u>
2008/09	Not Submitted	Not Submitted	Exempted			
2007/08	Not Submitted	Not Submitted	Not Submitted			

ACA Reporting

<u>Financial Year</u>	<u>Audited Financial Statements</u>	<u>Member List</u>	<u>Statement of Compliance</u>
2005/06	Not Supplied	Not Supplied	Not Supplied
2006/07	Not Supplied	Not Supplied	Not Supplied

* Annual returns due 31st December each year

*** End of corporation extract ***

*** Registrar of Indigenous Corporations ***

Deceased people: This extract may contain the names of deceased people. The Registrar strives to treat Indigenous culture and beliefs with respect. We acknowledge that to some communities it is distressing and offensive to show images or say the names of people who have died.

Note: Where no information is reported it means that the corporation has not provided the information or it is not available.

12.2.5 BUDGET AMENDMENT – HOUSING MAINTENANCE

SUBMISSION TO:	Ordinary Council Meeting, 27 August 2015
LOCATION:	39 Reid Street, 29A & 29B Shenton Street, Menzies
APPLICANT:	N/A
FILE REF:	ADM043
DISCLOSURE OF INTEREST:	None
DATE:	20 August 2015
AUTHOR:	Pascoe Durtanovich, Acting CEO
SIGNATURE OF AUTHOR:	
PREVIOUS MEETING REFERENCE:	None

ATTACHMENTS:

None

SUMMARY:

Council is requested to approve a budget amendment to allocate funds for the replacement of floor coverings in 29A and 29B Shenton Street, Menzies.

BACKGROUND:

In the 2015-16 Budget \$25,000 has been allocated for capital works in the CEO's house at 39 Reid Street. The majority of this is for internal painting and replacement of floor coverings.

There is no allocation for capital works in the two units in Shenton Street.

COMMENT:

The quote for painting of the CEO's house is \$6,500 and following steam cleaning of the carpets it has been determined that replacement is not required.

The floor covering in the Shenton Street units is below average condition and should be replaced. The estimated cost for this work is up to \$6,000 (\$3,000 per unit).

It is recommended that a \$6,000 reallocation be made from the 39 Reid Street property to the Shenton Street units.

CONSULTATION:

The need for the renewal of floor coverings in the Shenton Street units was discussed with the Shire President.

STATUTORY ENVIRONMENT:

Local Government Act 1995 Budget Amendment

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

There is no impact on the bottom line of the budget.

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:
Absolute majority

OFFICER'S RECOMMENDATION & COUNCIL DECISION:

No: 0856

Moved: Cr Mazza

Seconded: Cr J Dwyer

That the 2015-16 Budget be amended by reducing the budget allocation under GL Code H0002 CEO's House 39 Reid Street by \$6,000 and increasing GL Code H0001 29A Shenton Street by \$3,000 and GL Code H0013 29B Shenton Street by \$3,000.

11:03am

CARRIED BY ABSOLUTE MAJORITY 5/0

12.3 WORKS AND SERVICES BUSINESS

Nil

12.4 COMMUNITY DEVELOPMENT BUSINESS

Nil

12.5 MANAGEMENT AND POLICY BUSINESS

Prior to consideration of Item 12.5.1 the following declarations of interest were made:

Cr Jill Dwyer declared an impartiality interest in Item 12.5.1 Expression of Interest – CRC / Caravan Park and read aloud the nature and extent of the interest.

I disclose that I have an association with the applicant. As a consequence there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.

Cr Greg Dwyer declared an impartiality interest in Item 12.5.1 Expression of Interest – CRC / Caravan Park and read aloud the nature and extent of the interest.

I disclose that I have an association with the applicant. As a consequence there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.

Cr Justin Lee declared a financial interest in Item 12.5.1 Expression of Interest – CRC / Caravan Park on the basis that he is a food premises operator and the EOI proposes provision of a restaurant.

Cr Lee left the meeting at 11:10am.

DECISION TO MOVE BEHIND CLOSED DOORS:
--

No: 0857

Moved: Cr J Dwyer

Seconded: Cr Mazza

That pursuant to Section 5.23(2)(e) of the *Local Government Act, 1995* Council move behind closed doors for the consideration of Item 12.5.1, which is subject to commercial confidentiality.

11:11am

CARRIED 4/0

Ray Pepper and Leanne Downie left the meeting at 11:11am.

12.5.1 EXPRESSION OF INTEREST – CRC / CARAVAN PARK

SUBMISSION TO:	Ordinary Council Meeting, 27 August 2015
LOCATION:	37 Shenton Street Menzies / Reserve 32312
APPLICANT:	N/A
FILE REF:	Tender Register; ADM030; ADM069
DISCLOSURE OF INTEREST:	None
DATE:	18 August 2015
AUTHOR:	Pascoe Durtanovich, Acting CEO
SIGNATURE OF AUTHOR:	
PREVIOUS MEETING REFERENCE:	Ordinary Council Meeting 26 March 2015 Item 15.1 Special Council Meeting 8 June 2015 Item 8.1 Ordinary Council Meeting 25 June 2015 Item 12.5.7

ATTACHMENTS:

12.5.1 Attachment #1 Details of Proposal to Lease Out the Lady Shenton and Menzies Caravan Park

12.5.1 Attachment #2 Copy of Expression of Interest received provided to Councillors under separate cover

SUMMARY:

Expressions of Interest for the operation of the Lady Shenton CRC and Menzies Caravan Park were invited and at the close of advertising one Expression of Interest was received.

This report recommends that Council receive the Expression of Interest and invite the proponent to submit a formal tender for Council consideration.

BACKGROUND:

The operation of the CRC has been considered by Council on a number of occasions in the past twelve months. At the meeting on 26 March 2015 Council resolved as follows:

That Council:

1. *Receive the report on the Review of Services for the Lady Shenton and Community Resource Centre; and*
2. *Form a Committee of Council including interested community members to review the operation of the Community Resource Centre and set strategic direction for events, culture and tourism.*

It is understood that this decision was not acted on.

At the 25 June 2015 Ordinary Council Meeting Item 12.5.7 it was resolved as follows:

That:

1. *Council seek expressions of interest for a contractor to be granted a lease of the Lady Shenton/CRC and caravan park;*
2. *The lessee be provided opportunity to conduct a private business from the premises; and*

3. *The lessee be required to operate the Freight Service, the Post Office, the CRC and Library as a part time contracted employee of the Shire, and the part time employment contract be subject to receipt of grant funding for the CRC.*

COMMENT:

The Expression of Interest received outlines the proponent's intentions in respect to enhancing the operation of the CRC. If Council is satisfied with the Expression of Interest the process can be taken to the next step, ie, the submission of a formal tender.

Receiving the Expression of Interest does not commit Council to awarding the tender. The purpose of the tender is for the proponent to provide more specific details in respect to financial arrangement for the leasing of the caravan park, maintenance responsibilities, employment arrangements (to satisfy Department of Regional Development funding requirements), accommodation requirements etc, etc.

It would be prudent for Council to obtain legal advice on the process for outsourcing the CRC service and caravan park operation and the preparation of the necessary legal documents, should the matter proceed.

CONSULTATION:

Not applicable at this stage.

STATUTORY ENVIRONMENT:

There are a number of statutory requirements that Council has to comply with. These include, in respect to the leasing of the caravan park, Section 3.58 of the *Local Government Act, 1995* which states:

3.58. Disposing of property

- (1) In this section —
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

- (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

- Expressions of Interest and invitations to tender, Section 3.57 of the *Local Government Act, 1995* states:

3.57. Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

Local Government (Functions and General) Regulations 1996:

21. Limiting who can tender, procedure for

- (1) If a local government thinks that there is good reason to make a preliminary selection from amongst prospective tenderers, it may seek expressions of interest with respect to the supply of the goods or services.
- (2) There is good reason to make a preliminary selection if, because of —
 - (a) the nature of the goods or services required; or
 - (b) the cost of preparing plans, specifications or other information for the purpose of adequately describing the goods or services required,

it would be advantageous to the local government if tenders were invited only from persons it considers to be capable of satisfactorily supplying the goods or services.

- (3) If a local government decides to seek expressions of interest before inviting tenders, Statewide public notice that expressions of interest are sought is to be given.

24. People who submitted expression of interest to be notified of outcome

The CEO is to give each person who submitted an expression of interest notice in writing —

- (a) containing particulars of the persons the CEO has listed under regulation 23(4) as acceptable tenderers; or
- (b) advising that the local government has decided not to invite tenders because no expression of interest that it considered was from a person who it thinks would be capable of satisfactorily supplying the goods or services; or
- (c) informing the person of any other outcome if neither paragraph (a) nor (b) is appropriate.

- Department of Regional Development requirements in respect of the annual grant funding;
- Various other legislation, such as the Health Act, depending on what services are provided from the centre.

POLICY IMPLICATIONS:

Council does not have a policy in relation to this matter.

FINANCIAL IMPLICATIONS:

Financial implications are unclear at this stage, more financial details will be provided through the tender process.

STRATEGIC IMPLICATIONS:

Strategic Community Plan 2013-2023

Priority 14.2 Maintain a Strong Sense of Community

14.2.4 Connected Community

VOTING REQUIREMENTS:

Simple majority

OFFICER'S RECOMMENDATION:

That:

1. The Expression of Interest for the operation of the Lady Shenton CRC and the Menzies Caravan Park, from Ms Laura Dwyer, be received; and
2. Ms Dwyer be invited to submit a formal tender, in accordance with Local Government (Functions and General) Regulations 1996 Regulation 24.

COUNCIL DECISION:

No: 0858

Moved: Cr Mazza

Seconded: Cr Tucker

That:

1. The Expression of Interest for the operation of the Lady Shenton CRC and the Menzies Caravan Park, from Ms Laura Dwyer, be received; and
2. Prior to further consideration of invitation to tender the Acting Chief Executive Officer prepare a report on the operation / accountability of the CRC aspect of any contract arrangement, costs associated with any building upgrading requirements and Caravan park leasing arrangements.

11:53am

CARRIED 4/0

DECISION TO COME OUT FROM BEHIND CLOSED DOORS:

No: 0859

Moved: Cr J Dwyer

Seconded: Cr Tucker

11:54am

CARRIED 4/0

The Shire President adjourned the meeting for lunch at 11:55am.

The Shire President resumed the meeting at 1:05pm with all present.

**DETAILS OF PROPOSAL TO LEASE OUT THE LADY SHENTON AND MENZIES
CARAVAN PARK**

LENGTH OF LEASE COULD INITIALLY BE TWO YEARS WITH AN OPTION TO EXTEND

Services that could be contracted out as a package to include:

- Caravan park management
- CRC
- Tourist/visitors centre
- Library
- Australia Post
- Freight
- Meeting room
- Ad hoc community development activities

Lessor to:

- Lease the Lady Shenton building and the caravan park (including all furniture and fittings) to the lessee at a nominal rental of \$100 per week (payable on a monthly basis)
- Continue to insure the building
- Be responsible for maintenance above and beyond normal wear and tear and in a timely manner
- Ensure that any request from the lessee for a business proposal is considered with fairness and in a timely manner
- Have a senior manager as a member of the CRC Committee
- Provide a once of Budget allowance in 2015/16 for further development of the caravan park
- Gift all items currently offered for sale in the Lady Shenton/CRC to the lessee
- Provide free hand out tourism brochures (as approved by Council) at no cost to the lessee
- Continue to be the agency for the CRC

Lessee to ensure that they:

- Be able to demonstrate that they have the credentials to manage the Lady Shenton and Caravan Park
- Obey all lawful directions from the CEO
- Have the necessary insurance policies in accordance with the Shire's requirements
- Maintain the Lady Shenton building, furniture and fittings in accordance with the Shire's expectations
- Maintain the caravan park, furniture and fittings in accordance with the Shire's expectations
- Obtain permission from the CEO before making any structural alterations to the building or caravan park
- Operate the CRC as an agent of the Shire
- Provide monthly written reports to the CEO on the operations of the CRC, library, visitors centre, etc
- Complete all CRC audit and acquittal forms in a timely manner as required by the CEO

- Advise the CEO should any deterioration occur in the building, caravan park or infrastructure
- Seek Council approval before any fees and charges are increased (approval not to be unduly refused)
- Obtain Council approval before conducting any private business in the building or caravan park
- At all times, comply with the relevant Health Act and Building Code
- Be responsible for all charges for power, water and gas to the building and caravan park
- Be responsible for all fees and charges for Council services, such as rubbish collections, etc
- Deliver up the premises etc to the Shire at the termination of the lease in good condition, fair wear and tear accepted
- Ensure compliance with all regulations per the State Library Board
- Actively promote the Shire of Menzies and its district in all tourism matters
- Conduct any other matters on behalf of the CEO in the community development area as a fee for services (to be negotiated)

Remuneration possibilities:

- Any income from a personal business venture
- CRC Operations under the management of the Shire
- All income from Australia Post
- All income from Freight agency
- All income from Caravan Park
- All income from sale of products
- All income from post office box rentals
- All income from fees for boardroom for meetings, etc
- Fees for ad hoc community development services

Subsidies from the Shire to include (Shire to pay subsidies subject to receiving a monthly invoice from the lessor):

- | | |
|---|------------|
| • Fee for management of library | \$2,400 pa |
| • Fee for management of Visitors Centre | \$4,800 pa |

Other information:

- Community should form a committee to provide the Shire with community feed back regarding the operations of the CRC
- The lessee or family members are precluded from being on that Committee (this clause to be included in the conditions of lease agreement).
- A project by the GVROC to install solar panels on the roofs of the existing caravan park ablution blocks will see the power costs for the caravan park greatly reduced

12.5.2 DRAWING FOR PEACE COMMUNITY PROJECT

SUBMISSION TO:	Ordinary Council Meeting, 27 August 2015
LOCATION:	Shire of Menzies
APPLICANT:	N/A
FILE REF:	ADM166
DISCLOSURE OF INTEREST:	None
DATE:	19 August 2015
AUTHOR:	Pascoe Durtanovich, Acting CEO
SIGNATURE OF AUTHOR:	
PREVIOUS MEETING REFERENCE:	None

ATTACHMENTS:

12.5.2 Attachment #1 Draft Project Budget

SUMMARY:

Council is requested to make a financial contribution to an art project proposed on the lakes system in Menzies.

This report recommends that Council contribute \$15,000 to the project.

BACKGROUND:

Paul Trinidad, who has had previous involvement in the Menzies area is an Artist Cultural Practitioner and is a lecturer at the School of Architecture, Landscape and Visual Arts at the University of WA – is facilitating the project. Paul has a long standing relationship with Bali, developing cultural exchange programs with Universities and Community.

Known as the "Drawing for Peace Project October 2015" the project will involve well known Indonesian Artist, Made Wianta.

COMMENT:

A draft budget for the project is attached.

Mr Trinidad will attend the August Council meeting by Skype and will provide more information on the project, including details on the actual artwork proposed, costing/financial contributions, promotional value for Menzies and other organisations involved.

CONSULTATION:

The Shire President, the Acting CEO and Cr Jill Dwyer discussed the project at a meeting with Mr Trinidad during Local Government Week.

Should the project proceed it would be appropriate to make the community aware and involve them in some way.

STATUTORY ENVIRONMENT:

Whilst there is funds in the 2015/16 budget that can be utilised for this project, there is no specific allocation, therefore an absolute majority decision is required.

POLICY IMPLICATIONS:

Nii

FINANCIAL IMPLICATIONS:

The cost is as per the draft budget attached, however, this may change following Mr Trinidad's presentation.

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Absolute majority for unbudgeted expenditure

Moved: Cr J Dwyer

Seconded: Cr Mazza

OFFICER'S RECOMMENDATION & COUNCIL DECISION:

No: 0860

That a contribution of \$15,000 be made to the "Drawing for Peace Project October 2015".

1:31pm

LOST 3/2

The motion was lost because an absolute majority vote was not achieved.

COUNCIL DECISION:

No: 0861

Moved: Cr J Dwyer

Seconded: Cr Mazza

That the A/Chief Executive Officer advise the proponent that Council will consider a financial contribution after receiving a presentation on the proposed project, including further information on the artwork proposed.

1:38pm

CARRIED 5/0

DRAFT - BUDGET SKETCH DRAWING FOR PEACE PROJECT OCTOBER 2015 - DRAFT

TO BE PRESENTED TO MENZIES AND DEAN OF ALVA 5TH AUGUST 2015

TOTAL BUDGET Au \$30,000		
ALVA BUDGET	Item	Total \$Au
		15,000
	2 x artists fee	2 x \$300 / day x 5 days 3,000
	Airfares and Insurance	2 artists x \$1,000 each 2,000
	Catalogue	500 pieces 3,000
	Exhibition	1,000
	Accommodation / Studio	Provided for 2 artists 1,000
	ALVA ADMINISTRATION	5,000
TOTAL		\$15,000
PRODUCTION BUDGET	Item	
MENZIES BUDGET		
	Materials / paper	500
	Print Photos	1,500
	Ground costs	500
	Hire	500
	Video edit (5 minutes)	1,500
	Video post Production	500
	Artists fee Wianta	\$300 / x 5 days 1,500
	Ground costs	5,000
	Airfares/Accommodation 4 people	5 days 5,000
	ADMINISTRATION Artist Fee	3,000
TOTAL		\$19,500 X
ALVA		15,000
MENZIES		15,000
SURPLUS		4,500
TOTAL		\$34,500

12.5.3 RECRUITMENT OF DEPUTY CEO

SUBMISSION TO:	Ordinary Council Meeting, 27 August 2015
LOCATION:	Shire of Menzies
APPLICANT:	NA
FILE REF:	ADM415
DISCLOSURE OF INTEREST:	None
DATE:	17 August 2015
AUTHOR:	Pascoe Durtanovich, Acting CEO
SIGNATURE OF AUTHOR:	
PREVIOUS MEETING REFERENCE:	Special Meeting 8 June 2015 10.1 Determination of Staff Replacements

ATTACHMENTS:

12.5.3 Attachment #1 DCEO Position Description

SUMMARY:

Council approval is requested for the Acting Chief Executive Officer to commence the recruitment process for the position of Deputy Chief Executive Officer.

BACKGROUND:

The incumbent Deputy Chief Executive Officer, Karen Oborn, will leave the position on Friday 21 August 2015.

At the Special Meeting of Council held 8th June 2015 Council dealt with this matter and resolved as follows:

That Council rejects the Officer's Recommendation 1 and 2 and instructs the Acting CEO to immediately commence the process for the recruitment and selection of a new CEO for the Shire of Menzies.

Reason for the change was to allow the incoming CEO input into the selection of the Senior Management team.

The recruitment process for the position of CEO was undertaken during June/July and at the meeting on 30 July 2015 Council resolved as follows:

That Council rejects the Officer's Recommendation and instructs the Chief Executive Officer to readvertise the position.

COMMENT:

Given the delay in the appointment of a CEO and the pending departure of the Deputy CEO it is recommended that the recruitment process for the said position be commenced immediately, so as to ensure that the Shire of Menzies is adequately resourced to deliver the administration services required.

Arrangements have been put in place with the current Deputy CEO to provide off site support to cover the financial aspects of the position until such time as a permanent replacement is in place.

CONSULTATION:

N/A

STATUTORY ENVIRONMENT:

Local Government Act 1995

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

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

Section 5.37(1) – Provides for the local government may designate that a person may be classed as a senior employee

Section 5.39(1) – Requires the local government to enter into a contract of employment with a senior employee

POLICY IMPLICATIONS:

Council has no policies in relation to this matter

FINANCIAL IMPLICATIONS:

Funding for Staff is included in each Annual Budget.

STRATEGIC IMPLICATIONS:

None

VOTING REQUIREMENTS:

Simple majority

OFFICER'S RECOMMENDATION:

That the Acting CEO take the necessary steps to advertise and fill the position of Deputy CEO in accordance with the attached Position Description and the current salary package.

COUNCIL DECISION:

No: 0862

Moved: Cr Mazza

Seconded: Cr Tucker

That:

- 1. The position of Deputy CEO be reclassified as Manager Finance and Administration; and**
- 2. The Acting CEO take the necessary steps to advertise and fill the position of Manager Finance & Administration in accordance with the Position Description and employment package attached.**

1:43pm

CARRIED 5/0

Reason for the change was that Council felt the change in title to Manager Finance & Administration was a better reflection of the duties of the position.



SHIRE OF MENZIES

POSITION DESCRIPTION

POSITION TITLE: DEPUTY CHIEF EXECUTIVE OFFICER

LEVEL: Designated Senior Employee –
Contracted position with salary to be negotiated

SECTION: Corporate Services

RESPONSIBLE TO: Chief Executive Officer

POSITIONS WITHIN SECTION RESPONSIBLE FOR Administrative Staff

POSITION OBJECTIVES:

1. To manage all aspects of Council's operations in the areas of finance and administration services in accordance with statutory requirements and Council Policy;
2. To ensure the efficient, effective and professional provision of financial and administrative services;
3. To monitor and appraise staff performance;
4. To provide professional advice, information and quality client services to Council, Chief Executive Officer and the entire organisation; and
5. To keep the Chief Executive Officer informed of all matters relevant to the proper management of the finance and administration services sections.

REQUIRED ATTRIBUTES:

KNOWLEDGE:

- Highly developed knowledge of general Local Government practices and procedures including local government law and meeting procedure;
- Highly developed knowledge of contemporary human resources management issues and practices including Awards, disciplinary action and dispute resolution

procedures as well as the principles of equal opportunity, diversity and occupational safety & health;

- Developed knowledge of Council's organisational structure and function;
- Developed knowledge of information technology including computer systems and software operations;
- Developed knowledge of corporate and strategic planning;
- Developed knowledge of the principles of Equal Opportunity, Diversity and Occupational Safety and Health;
- Developed knowledge of contemporary financial management practices and techniques;
- Highly developed knowledge of Local Government accounting standards and legal and financial requirements; and
- Sound knowledge of funding sources, their application and administration processes including acquittals.

SKILLS:

- Well developed team development and leadership skills;
- Well developed time management skills;
- Well developed verbal and written communication skills;
- Well developed public relations and interpersonal skills;
- Well developed decision making skills;
- Well developed problem solving and conflict resolution skills;
- Well developed negotiating skills;
- Highly developed innovative skills;
- Highly developed budgeting and financial management skills; and
- Highly developed strategic and forward planning skills.

EXPERIENCE:

- At least 2 years experience in a senior financial and/or administrative management position within Local Government or the commercial or public sectors with a comprehensive understanding of local government processes and procedures;
- Previous exposure to financial reporting, strategic planning and forward budgetary planning; and
- Previous human resources management experience.

QUALIFICATIONS AND / OR TRAINING:

- Recognised qualifications in Business Management, Accounting or substantial completion towards the qualification is desirable, however demonstrated experience in a relevant position will be highly regarded;
- Hold a current "C" class driver's license;
- Current National Police Clearance; and
- Participation in ongoing professional development.

OUTCOMES FOR THIS POSITION:

1. Reporting:

- Assume responsibility for overseeing the compliance of Council's accounting practices with the Local Government Accounting Directions and Financial Management Regulations, including the preparation of Council's Annual Budget;
- Oversee the preparation of monthly, quarterly and annual financial reports for presentation to Council (in conjunction with Council's off site accountants) in compliance with statutory provisions and Council Policy;
- Preparation of the Council's Annual Report;
- Recommend improvements in procedures and practices within the finance and administration services sections and monitor outcomes regularly;
- Ensure effective Management Information Systems and budget monitoring processes are available to the organisation; and
- Provide explanations for all audit queries in respect of the Shire's financial records and initiate system changes where considered necessary to prevent recurrences.

2. Compliance:

- Responsible within section for ensuring compliance with relevant legislation including Council's accounting practices with the Local Government Accounting Directions, the Local Government Act and Accounting Standards;
- Responsible for monitoring compliance generally across the organisation including the annual completion of the Shire's Statutory Compliance Return; and
- Ensure that all Council's Integrated Planning Strategy documents are updated and compliant at all times.

3. Division:

- Responsible for the management of human resources within the finance and administration services section, including training, monitoring of performance and conducting of annual performance appraisals; and
- Ensure that the finance, and administration service sections set goals and objectives complementary to those of the organisation and ensure the availability of resources to meet these.

4. General:

- Advise Council, the Chief Executive Officer and executive staff on all matters pertaining to the Shire's finances;
- Prepare reports and attend meetings of Council and Committees providing information relevant to finance and administration services;
- Attend community meetings as required including the Mining Liaison Meeting and Informal Residents Meetings;
- Responsible for oversight of the investment of surplus funds in accordance with the Council Policy;
- Manage the Shire's Information Systems and computer network to ensure its optimum performance;
- In consultation with Council Chief Executive Officer and other senior staff, prepare and submit for Council's consideration the annual budget;
- Responsible for professional client service to the entire organisation including Council;

- Establish and maintain an effective working relationship with local and regional organisations, agencies, service providers and individuals offering or providing community related advice and/or services;
- Advise Council, Chief Executive Officer, other Shire staff and Community groups on the availability of funds from federal, state, local government and other sources and provide assistance and guidance with applications where appropriate;
- Assist other executive staff in facilitating the planning for the construction/upgrading/maintenance of sporting, recreation and community facilities;
- Responsible for the preparation and review of the Shire's Records Management Plan and ongoing compliance with the State Records Act;
- Keep the Chief Executive Officer appropriately informed at all times;
- Deputise in the position of Chief Executive Officer when authorised to do so in the absence of the Chief Executive Officer; and
- Undertake any other duties as directed by the Chief Executive Officer consistent with the level of this position and principles of broad banding.

EXTENT OF AUTHORITY:

Operates under broad direction of the Chief Executive Officer within established guidelines, procedures and policies of Council as well as the statutory provisions of relevant State and Federal legislation.

SELECTION CRITERIA:

ESSENTIAL CRITERIA
Well developed management and leadership skills
Well developed verbal, interpersonal and written communication skills
Highly developed knowledge of general Local Government practices and procedures, including local government law, accounting standards and financial requirements
At least two years experience in a senior management position within local government or the commercial or public sector
Recognised qualifications in Business Management, Accounting, Community Services, Recreation or related discipline or substantial completion towards the qualification
Highly developed knowledge of corporate and strategic planning
Highly developed knowledge of contemporary human resources management issues and practices.
Well developed knowledge of information technology including computer systems and software operations
Sound knowledge of funding sources, their application and administration processes including acquittals.

Applicants are required to provide a written address to each Essential Criteria Item.

DESIRABLE CRITERIA

An appreciation of living and working in a small semi remote community
An understanding of the roles, responsibilities and interaction of local government with indigenous residents and indigenous communities
An understanding of the roles, responsibilities and interaction of local government with mining and resource companies

The successful applicant will be offered a four year performance based contract and will include a negotiated salary package up to a maximum salary of \$125,000 pa:

ITEM	MAXIMUM
Salary (up to)	125,000
9.50% Super	11,875
7.50% Contributory Super (Employee 5%)	9,375
**Housing	5,980
**Vehicle	7,800
**Utilities (Water, power and gas)	3,500
**Communications subsidy	2,000
**Telephone	780
**Professional membership	400
Total Package	\$166,710

** These allowances are fixed

12.5.4 CEO VEHICLE REPLACEMENT

SUBMISSION TO:	Ordinary Council Meeting, 27 August 2015
LOCATION:	Shire of Menzies
APPLICANT:	N/A
FILE REF:	ADM213
DISCLOSURE OF INTEREST:	None
DATE:	17 August 2015
AUTHOR:	Pascoe Durtanovich, A/Chief Executive officer
SIGNATURE OF AUTHOR:	
PREVIOUS MEETING REFERENCE:	None

ATTACHMENTS:
Nil

SUMMARY:
Council approval is requested for the immediate changeover of the CEO's allocated vehicle 1 MN.

BACKGROUND:
Ordinarily this process is undertaken by administration, however, given that a permanent CEO has not yet been appointed and the process to do so has been delayed, Council input is requested.

COMMENT:
The current vehicle is a 2012 GXL Landcruiser Wagon. The approved employment package for the CEO specifies an unmarked motor vehicle, currently a 200 Series V8 Toyota Landcruiser Station Wagon for business and private use.

Administration recommends that Council continue with a GXL Landcruiser Wagon as the CEO's vehicle. Quotes for the changeover have been obtained as follows:

Dealer	Make	New Price	Trade In	Net Changeover	Comment
Goldfields Toyota	Landcruiser 200 GXL Wagon	\$72,278	\$49,000	\$23,278	Vehicle registration not included
Northam Toyota	Landcruiser 200 GXL Wagon	\$70,534	\$48,000	\$22,534	Vehicle registration not included
Merredin Toyota	Landcruiser 200 GXL Wagon	\$70,255	\$48,000	\$22,255	Vehicle registration not included

All prices are ex GST

CONSULTATION:
N/A

STATUTORY ENVIRONMENT:

The Shire of Menzies Purchasing Policy 4.2 wherein at least three written quotes are required.

POLICY IMPLICATIONS:

None

FINANCIAL IMPLICATIONS:

A changeover amount of \$70,000 has been included in the 2015/16 budget for the CEO's vehicle.

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple majority

OFFICER'S RECOMMENDATION:

That the quote of \$23,278 from Goldfields Toyota for the supply of one GXL Landcruiser Wagon, with the trade-in of 1 MN Toyota Landcruiser be accepted.

COUNCIL DECISION:

No: 0863

Moved: Cr Lee

Seconded: Cr Mazza

That Council reject the Officer's Recommendation and defer the decision on the changeover of 1 MN Toyota Landcruiser until such time as the permanent Chief Executive Officer is appointed.

1:53pm

CARRIED 5/0

Reason for the change to the Officer's Recommendation was to allow the incoming Chief Executive Officer to be involved in the vehicle changeover process, as part of employment package negotiations.

12.5.5 COUNCILLOR'S INFORMATION BULLETINS 07/15

SUBMISSION TO:	Ordinary Meeting of Council, 27 August 2015
LOCATION:	Shire of Menzies
APPLICANT:	N/A
FILE REF:	ADM029
DISCLOSURE OF INTEREST:	None
DATE:	13 August 2015
AUTHOR:	Pascoe Durtanovich, A/Chief Executive Officer
SIGNATURE OF AUTHOR:	
PREVIOUS MEETING REFERENCE:	Item 12.5.9 Ordinary Council Meeting 30 July 2015

ATTACHMENTS:
None

SUMMARY:
For Council to receive the Information Bulletin.

BACKGROUND:
The Information Bulletin 07/15 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

OFFICER'S RECOMMENDATION & COUNCIL DECISION:

No: 0864

Moved: Cr J Dwyer

Seconded: Cr Tucker

That Council acknowledges receipt of Information Bulletin 07/15 for the period ended 31 July 2015.

1:55pm

CARRIED 5/0

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

14.1 WALGA State Council Meeting Agenda – Discussion on Items Listed

No matters for discussion.

15. ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS


Nil

16. NEXT MEETING

The next Ordinary Meeting of Council will be held on Thursday 24th September 2015 at Tjuntjuntjara commencing at 10:00am in the Tjuntjuntjara Community Resource Centre.

17. CLOSURE OF MEETING

There being no further business the Shire President closed the meeting at 1:56pm.

I,  hereby certify that the Minutes of the Ordinary Meeting of Council held 27 August 2015 are confirmed as a true and correct record, as per the Council Resolution of the Ordinary Meeting of Council held on 24 September 2015.

Signed



Dated:

 2015