



MINUTES FOR  
ORDINARY COUNCIL MEETING  
HELD ON  
WEDNESDAY  
20<sup>TH</sup> APRIL 2016



WILDFLOWER COUNTRY

## SHIRE OF THREE SPRINGS

### MINUTES FOR ORDINARY MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS ON 20<sup>th</sup> APRIL 2016 COMMENCING AT 1.37 PM.

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# SHIRE OF THREE SPRINGS

## MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE THREE SPRINGS COUNCIL CHAMBERS ON 20<sup>th</sup> APRIL 2016 COMMENCING AT 1:37PM.

### 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Presiding Member, Cr Anthony Thomas declared the Meeting open at 1.37pm.

### 2. RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

#### 2.1 PRESENT

AEC Thomas	Shire President
RN Hebiton	Councillor
RW Hunt	Councillor
CS Connaughton	Councillor
C Lane	Councillor
J Lake	Councillor

#### STAFF

S Yandle	Chief Executive Officer
P Every	Works Supervisor

#### 2.2 APOLOGIES

Cr RJ Thorpe

#### 2.3 LEAVE OF ABSENCE

Nil.

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

Nil.

### 4. PUBLIC QUESTION TIME

Nil.

### 5. APPLICATIONS FOR LEAVE OF ABSENCE

#### 140907 COUNCIL RESOLUTION – ITEM 5

MOVED: Cr RW Hunt  
SECONDED: Cr C Lane

That Council approve Leave of Absence for Cr Connaughton and Cr Hebiton for the May 2016 ordinary meeting of Council.

**CARRIED**

Voted: 6/0

**6. CONFIRMATION OF PREVIOUS MEETING MINUTES**

**140908 COUNCIL RESOLUTION – ITEM 6.1**

**MOVED: Cr Lane**  
**SECONDED: Cr Connaughton**

**That the Minutes of the Ordinary Council Meeting held on the 16<sup>th</sup> of March 2016 be confirmed as a true and accurate record of proceedings.**

**CARRIED**  
**Voted: 6/0**

**7. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

- Crs Hunt, Lane and Lake and CEO attended discussion session on 10 year Education and Training Master Plan with Peter and Barbara Brown on 22<sup>nd</sup> March
- Cr Lake and CEO attended Wildflower Country Inc meeting on 31<sup>st</sup> March
- Crs Thomas, Thorpe, Connaughton and Lake and CEO attended NCZ Training Workshop on 1<sup>st</sup> April
- Cr Thomas attended NCZ Conference on 2<sup>nd</sup> April
- Cr Thomas and Works Supervisor attending Regional Road Group meeting on 5<sup>th</sup> April
- Crs Lane, Thorpe and Lake, CEO and new CDO Rosie Duffy attended PACE meeting on 12<sup>th</sup> April
- Cr Hunt and CEO attended LEMC meeting on 20<sup>th</sup> April

**8. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Nil

## 9. OFFICERS REPORTS

### a) Community Emergency Services Manager Report for March 2016

Issue	Activity	Officer	COMMENTS
Radio Upgrade	Manage install work on radio system upgrade for Three Springs Assisting Ken with upgrade to Perenjori radio system	CESM	The radio system installation progressing well with only two units left for Three Springs Perenjori Letters have gone off to DFES
LEMC	Working on LEMC live EX  Working with K Shaw DCPFS regarding evacuation centre set up training	CESM	Completing post EX paperwork  Looking at completing this training in May
Meetings	Perenjori BFB meeting	CESM	Perenjori March meeting held completing follow up
Training	Co-ordinated workshop in Perenjori with Land Care & Farm Improvement Group	CESM	This was held 5 <sup>th</sup> of April with approximately 20 attendees
Total Fire Bans	Now open season for all shires		
Mitigation works	Answer questions & follow up regarding farmers questions	CESM	Currently working with Charles Darwin reserve
Grants	Working with the members of Perenjori town brigade in regards to improvements to fire Shed Local Government Grants Scheme grants  Volunteer grants are in for Perenjori Three Springs Town Canna/Gutha Morawa SES	CESM	Funding has been granted and works on the improvements to start soon.  All grants sent on to DFES 2016/17 ESL grants scheme I have heard back from DFES and the amounts that we asked for we have been granted  Currently waiting on site for the Three Springs Shed. Quotes are all in and as soon as site is confirmed decision on construction company can be made & building can start.
Vehicles	Three Springs 3.4U	CESM	Three Springs 3.4 Is ready The TRK(Training Resource Kit) is nearly ready and as soon as this is completed the vehicle will be delivered looking at some time in May. Position of Jerry cans are to be moved 3 out of the four light tankers have been completed only Mingenew Lt Tanker to be

	Looking at replacing second pump on the PJ 2.4 from petrol to Diesel		completed Pricing/quotes are in for the replacement motor
Complete fire reports	On going	CESM	Follow up where needed. Fires
Bushfire prone mapping			Completed all Updates and confirmed BFP mapping for the 2016 year this will be a yearly occurrence
Fire permits	Now in open season for all four shires	CESM	Further work is being done on the new permit system
BFB vehicle Radios	Complete ICT requests and co-ordinate contractors to complete repairs and change overs were needed	CESM	On going
Power line contractors		CESM	Now with the rain this is no longer a problem
Karara Mine	Live EX on the 1 <sup>st</sup> of May Working with Peter Burton and his ERT regarding there MOU & training	CESM	
Reviewed new Policies' and manuals	On going Reviewed PIR Esperance fire New Land bill 2016 New planning reforms regarding Bushfire Prone Planning	CESM	Couple of webinars Have been held on the following A bill is currently going to parliament called the land use bill this will/may assist mitigation works DFES new E learning & training system Briefing season on changes to planning re the BFP & BFV
Completed tasks allocated to me by DFES DO (District Officer)		DO, AO, CESM	As per CESM B P

**b) Works Supervisor Report**

**Reference:** Works Supervisor

**Date:** 13 April 2016

**Author:** Peter Every

**MAINTENANCE GRADING**

Carey rd

1<sup>st</sup> North rd

Bunney rd

Nebru rd

Strutton rd

Sunset rd

Maley rd

McNeil rd

Thom rd

Hydraulic rd

West Yarra rd

Oval

First North rd re- sheet

Repairs to Arrino sth rd shoulders – rain damage

Clean up fallen tree Glyde st

Some work on skate park – limited success

Clean up old ramp at depot ready for demolishing

Replace bollards at pool again

Prune bougainvillea's at depot, main st and pub corner

All crew attend Herbicides & Pesticides awareness course

Private Works – Mow and clean-up 89 Williamson

Signs on going

Pothole patching

Guide posts

**Other**

New plant operator- Murray Brooke has joined our outside work force

**c) Parks and Gardens Report**

**Reference:** Works Supervisor

**Date:** 13 April 2016

**Author:** Peter Every

**Ovals**

Mow weekly – Sometimes twice to try to promote growth

Water – check retic, sprinklers etc.

Lovelocks – check flow & clear some roots etc. if possible

Whipper snip fences and outside pool area

**Parks And Gardens**

Mow as required or requested by W/S

Weeding etc. to gardens

Fertilise as required

De-head roses

Get Memorial Park ready for ANZAC day

Watering and retic checks

Street cleaning, blowing, pick up rubbish etc.

Try to keep drains clear

Put street and oval bins out weekly and put away

Again this month Nereida has been on her own and again I have been happy with her effort. It would be nice if some members of our community were a bit more constructive with comments to Staff. Also we have re- advertised for the position of gardener and have had several applicants; we hope to have someone on board soon.

## **D) Mechanic Report - Plant Maintenance & Repairs**

**Date:** 13/04/2016  
**Reference:** Works Depot  
**Author:** Malcolm Elliott

### **P500605 120H grader**

Replace blown steering hose  
Replace faulty battery  
Remove fesa radio set and prepare unit for trade  
Rotate tyres

### **P500306 Western Star**

Check unit  
Rotate drive tyres  
Repair fuel drain back fault

### **P50091 Backhoe**

Grease

### **P5002 Cat truck**

Check /grease unit

### **P5565 Bobcat**

Re-manufacture side skids for slasher and fit  
Grease and inspect

### **P500509 12m**

Assemble and refit tyre hiab install new hyd cylinder and set up crane to suit operational requirements  
Replace UHF antenna  
Change cutting edges  
Check machine  
grease

### **P700101 Side tipper**

Inspect and grease

### **P500802 Loader**

Change bucket teeth  
Reverse gum plates  
Grease

### **P5013 vibe roller**

Check and grease unit  
Install uhf

### **P5592 Hiace bus**

Clean unit

### **109320 CESM**

Replace indicator unit  
Remove dent from door

Check charging /second battery

### **P50042 Crew cab truck**

Install water tank and soap dispenser under tray  
Service unit  
Check wiring and lubricate beacons

### **P50100 Mitsubishi tipper**

Replace A/C belt  
Replace wiper blades  
Adjust brakes  
Clean unit  
1xclearance light to be replaced  
Lubricate window runners

### **P7002 End tipping trailer**

Replace starter cord  
Repair water pump with new unit

### **P502006 Toro mower**

Check and grease unit  
Replace faulty battery  
Replace cutting blades

### **P1421 Spray unit**

Diagnose and repair all faults  
Re-pipe sprays and taps  
Test unit for use

### **P501204 multi tyre**

Replace broken door/window glass  
Install UHF  
Clean cabin

### **P000**

Replace chains on chainsaws  
Repair whipper snipper head  
Service mower -Hedge trimmer  
Blower  
ext saw

### **Services**

P50042 Fuso Crew cab  
P50014 WS Ranger  
112420 Doctors car

### **Other**

Maintain rubbish tip



Order steel to make longer legs for  
pool disabled steps  
Repair leaks pressure washer reservoir

*Works Supervisor left the meeting at  
1.55pm.*

e) **Community Development Officer**

**GRANTS STATUS APRIL 2016**

<b>GRANT</b>	<b>DATE</b>	<b>GRANT</b>	<b>CURRENT STATUS</b>	<b>ACTION CURRENT</b>
1	17-09-2014	CSRFF Basketball/Netball Court	Investigating and Research	Upgrade to netball courts (marking and goal changes) to be considered as part of a joint upgrade with Basketball. Lighting of courts being investigated..
2	24-10-2014	Heritage Trail Implementation.	Acquitted	Waiting to be installed by Maintenance Office who is currently on Workers Compensation leave.
3	09-12-2014	Shire Office and Chambers.	Approved \$312,000.	Famlonga completed works 10/4/15. Eaves paining 15/4/15. Lights replace 16/4/15. Internal ceilings to be assessed. Next is internal changes and quote rendering. Architect is doing specifications to allow tender process to start.
4	4/8/2015	Community Pool Revitalisation Project.	Successful	Portable steps received. Hand rails on outside of building and shade to be completed by Maintenance officer who is currently on Workers Compensation leave.
5	30-11-2014	Work Places (Office furniture fit out).	Investigating.	Lotteries -. Will be pending concept plan and design for office internal upgrade.
6	30-11-2014	Community Child Care Centre.	Underway.	Stage 1 acquitted. Concept plan first draft provided 14/7/2015. Waiting on opening of relevant Grants.
7	15-12-2014	Department of Transport Footpath Program 2015/16.	Grant Successful	Grant successful \$28,000 for Maley Street and Hall Street. Paths to be completed in April 2016 and acquitted in May.

8	15-12-2014	Arrino Community Garden.	Underway	Local Government and Communities application successful.. Waiting on settlement of Lot 52 Arrino Garden also to be completed, pending Probate. Meeting on 14 <sup>th</sup> April to plan how to proceed.
9	25-11-2015	Volunteer Grant	Submitted	Grant application for Defibrillator for Town Fire Brigade.
10	30/11/2015	Volunteer Grant	Submitted	New computer to replace existing computer at Visitors Centre.
11	01/07/2015	Midwest Development Commission	Granted \$40,325	Extension and variance requested to MWDC for grant to allow for mural and concrete work to be completed in the cooler weather.
12	10/03/2016	Melissa Price- Building Stronger Futures Grant	Successful \$6000	Grant successful for purchase of gazebos and chairs for community use. Awaiting paperwork
13	1/02/2016	Coalition's Safer Streets Programme	Submitted	Application submitted for four ( 4 ) CCTV cameras to be placed in Three Springs town site.

## 9.1 HEALTH, BUILDING AND TOWN PLANNING

### 9.1.1. Nil

## **9.2. ADMINISTRATION**

<b>9.2.1 DISASTER RECOVERY PLAN</b>
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**Agenda Reference:** CEO 04/16 - 01  
**Location/Address:** Three Springs  
**Name of Applicant:**  
**File Reference:** ADM0107  
**Disclosure of Interest:**  
**Date:** 14<sup>th</sup> April 2016  
**Author:** Sylvia Yandle CEO

**Signature of Author:** \_\_\_\_\_

### **SUMMARY**

For Council to consider adoption of Information Technology Disaster Recovery Plan.

### **ATTACHMENT**

Draft IT Disaster Recovery Plan.

### **BACKGROUND**

In recent interim audits it has been noted Council does not have a current IT Disaster Recovery Plan should the need arise in the event of a disaster resulting in administration being unable to access services.

### **COMMENT**

To help ensure continuity of Council operations where there is damage or shutdown as a result of disaster (fire, water or other hazard – physical or otherwise) and being unable to have access to its computer services, it is essential for Council to have an IT Disaster Recovery Plan.

Perfect Computer Solutions currently provides Council with all Information Technology services and has developed a draft plan to accommodate our needs should a disaster occur resulting in damage or shutdown of computer services.

The draft plan is a simple very straight forward document outlining prerequisites, availability of equipment, restoration, backup and recovery process which will enable continuity within 3-4 working days which is vital to the running of Council's business.

### **CONSULTATION**

Chief Executive Officer, Administration staff and Perfect Computer Solutions staff.

### **STATUTORY ENVIRONMENT**

Local Government Act 1995  
Local Government (Financial Management) Regulations 1996

5. CEO's duties as to financial management

(2)The CEO is to —

(c) undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 4 financial years) and report to the local government the results of those reviews.

**POLICY IMPLICATIONS**

**7007 Asset Management Policy**

**7007.1 Purpose**

The purpose of this Policy is to provide the basis for and to guide the strategic management of the Shire's infrastructure assets in order to deliver the Shire's long term strategic objectives.

**FINANCIAL IMPLICATION**

Nil.

**STRATEGIC IMPLICATIONS**

**Strategic Community Plan**

4.4.7 Maintain effective and efficient ICT systems

**VOTING REQUIREMENT**

Simple Majority.

**140909 COUNCIL RESOLUTION – Item No. 9.2.1**

**MOVED: Cr Hebiton**  
**SECONDED: Cr Lake**

**That Council:**

**Adopt the Information Technology Disaster Recovery Plan.**

**CARRIED**  
**Voted: 6/0**



## Shire of Three Springs Information Technology Disaster Recovery Plan

### Definition of a disaster

As a result of fire, water or other hazard (physical or otherwise) there is damage or shutdown that results in the Shire of Three Springs administration being unable to have access to its computer services for the immediate future.

### Prerequisites

In order for disaster recovery to be effective it is agreed that:-

- An adequate backup of data should be lodged off-site. This will include all system data and electronic data normally stored on Three Springs Shire Council's server network.
- Sufficient free space will be set aside on computer systems to handle any loaded data.
- Insurers for the Shire will be made fully aware of these arrangements.
- A supply of up-to-date stationery will be stored for printing.

### Perfect Computer Solutions (PCS) Service

Loan computers are available free of charge, at the discretion of PCS, to ensure that disruption to Three Springs Shire Council's business is kept to a minimum while equipment is repaired or replaced. This includes Switches, Monitors and Laser Printers and other components vital to the running of the Shire's business.

PCS can arrange urgent supply of replacement computer and IT equipment, usually within 3-4 working days. This is based on replacing existing equipment as part of the network diagram supplied.

PCS has a pre-built server on site, which will suit the needs of the shire client base who they support. From this point PCS will simply need to install drives with the correct Operating System (OS) prior to importing any saved data and system software.

Following the installation of either or loan IT equipment, the process for the retrieval of the Shire's remote data stores is as follows:-

### **Restoring to a new machine (Disaster Recovery)**

In order for the data of a Small Business Server to be restored, it needs to be restored to a server with the same OS installed.

PCS has the software and license keys at their site so the OS can be installed to the loan server which is a spare server set up at their premises.

### **Backup and Recovery of Server and System Data**

2 types of backups occur:

- 1) Internal shadow copies, performed twice a day at around 7am and 12pm, copies of the shire data are shadowed to a fixed SATA hard drive inside the server, so this is NOT offsite. When documents are lost, or accidentally deleted this provides a quick avenue to copy the files back to the Shire Data folder. This has been performed on a couple of occasions to recover lost files, so we can consider it tested.
- 2) System Backups - Internal 2.5" HDDs that are ejected each morning, after backing up critical files for the Operating System, email (Exchange) and data (both Synergy and Shire Data) each evening. These are then taken to the safe, or an external site, the evening after the back up. Reports are generated each evening to advise whether the backup has been successful or unsuccessful. These are sent to a staff member of the Shire and PCS. If unsuccessful PCS verify the logs and determine the fault and course of action to rectify. Recovery from these drives has not been performed since they were put into service in August 2014.

Backup type 2 is considered offsite if they are taken offsite and stored at the bank, post office or other external location.

PCS is proposing a third type of backup that would be a wireless link, at a cost around \$3,000, to be set up between the Shire and depot, or shire and Information Centre, where a Network Attached Storage (NAS) device with 2 x 2Gb mirrored drives is installed. This will provide a wireless network between the Shire and Information Centre, or preferably depot, to allow backups of the system to this offsite location.

This would mean a full system backup, of data and system software, would be housed in the NAS, so this data would be recoverable to any loan server with the original OS on it. The backup would occur nightly, over the secured wireless network, which would not incur additional ADSL service, or data pack download, costs.

The only restrictive factor in this plan is line of site requirement between the Shire and remote location.

**Original Draft Prepared  
by:  
Perfect Computer  
Solutions May 2015**

## 9.2.2 REVIEW OF DELEGATIONS REGISTER

**Agenda Reference:** CEO 04/16 - 02  
**Location/Address:**  
**Name of Applicant:** Shire of Three Springs  
**File Reference:** ADM0199  
**Disclosure of Interest:**  
**Date:** 13<sup>th</sup> April 2016  
**Author:** Sylvia Yandle CEO

**Signature of Author:** \_\_\_\_\_

### SUMMARY

Council is required to review its Delegations Register once every 12 months.

### ATTACHMENTS

1. Current Delegations Register 17<sup>th</sup> December 2014.
2. Updated Delegations Register 20<sup>th</sup> April 2016

### BACKGROUND

The Delegations Register was last reviewed in December 2014, relevant to 2015, this updated register is relevant for 2016 and will require reviewing in December 2016. While the present Delegations Register is in the main still up to date there are some changes recommended.

### COMMENT

The Delegations Register has been reviewed and amended based on its current contents. The updated register is Attachment 2. A further more comprehensive review is intended to be undertaken in the coming 12 months where delegations from other shires will be looked at in detail to see if there is any justification in adding to the Three Springs register, or alternatively removing any delegations that may not be required. Many of the delegations are similar across shires.

The changes to the current Delegations Register recommended at this stage are more matters of principle or standard and are summarised as follows:

1. Any reference to the DCEO be removed and replaced with Manager of Finance.
2. The principle of only Senior Officers (Chief Executive Officer, Manager of Finance and Works Supervisor) being delegates is included in the reviewed document. Other subordinate officers remain with some delegations but they must go through the CEO.
3. Manager of Finance responsible for management, supervision and direction of only general administration staff.
4. Works Supervisor responsible for management, supervision, and direction of outside staff (including gardeners and building maintenance officer).
5. Health/Building matters being attended to by the Shire of Irwin are ongoing and remain in the updated document.
6. That the Shire of Three Springs designated Freedom of Information (FOI) Officer be the Chief Executive Officer.



## CONSULTATION

Council staff where relevant.

## STATUTORY ENVIRONMENT

Local Government Act 1995 Section 5.46 (2) states –

*“At least once every financial year, delegations made under this Division are to be reviewed by the delegator.”*

## POLICY IMPLICATIONS

Nil.

## FINANCIAL IMPLICATIONS

Nil.

## STRATEGIC IMPLICATIONS

Nil.

## VOTING REQUIREMENTS

Local Government Act 1995 Section 5.45 (1) (b) states –

*“any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.”*

### **140910 COUNCIL RESOLUTION – ITEM 9.2.2**

**MOVED: Cr Lake**  
**SECONDED: Cr Connaughton**

**That Council update the Shire of Three Springs Delegations Register by amending the following:-**

- 1. Any reference to the DCEO be removed and replaced with Manager of Finance.**
- 2. The principle of only Senior Officers (Chief Executive Officer, Manager of Finance and Works Supervisor) being delegates is included in the reviewed document. Other subordinate officers remain with some delegations but they must go through the CEO.**
- 3. Manager of Finance responsible for management, supervision and direction of only general administration staff.**
- 4. Works Supervisor responsible for management, supervision, and direction of outside staff (including gardeners and building maintenance officer).**
- 5. Health/Building matters being attended to by the Shire of Irwin are ongoing and remain in the updated document.**

**That the Shire of Three Springs designated Freedom of Information (FOI) Officer be the Chief Executive Officer.**

**CARRIED**  
**Voted: 6/0**

# **Shire of Three Springs**

## **Register of Delegations**



**Council Endorsed 20<sup>th</sup> April 2016**

# **Delegations to the Chief Executive Officer**

## **Delegations Under the Local Government Act 1995**

### **WORKS**

#### **Donations of Work to Organisations**

That the CEO be delegated authority to exercise discretion on the use of Council resources on small community works for local facilities.

#### **Private Works**

That the CEO be delegated authority to use discretion in accepting or rejecting requests for private works.

#### **Temporary Rural Road Closures**

That the CEO be delegated authority to temporarily close rural roads under Section 3.50 of the Local Government Act 1995, during wet periods to minimise damage from use.

#### **Minor Events on Roads and Issue of Road Train and Extra Mass Permits**

That the CEO have delegated authority to approve minor events on roads and for the issue of road train and extra mass permits.

### **PROPERTY**

#### **Council Property – Consumption of Liquor**

That the CEO have delegated authority to approve the consumption of liquor at the Recreation Centre and Recreation Ground Sports Pavilion.

#### **Cemetery – Grants of Rights of Burial**

That the Chief Executive Officer be authorised to approve Grant of Rights of Burial for the Three Springs Cemetery.

## **FINANCE**

### **Municipal, Trust, Reserve Accounts**

The CEO is delegated authority to make payments from the Municipal fund, Trust Fund and Reserve Fund (Transfer only) in between Council Meetings.

### **Investment of Surplus Funds**

That the CEO be delegated authority to invest money held in Council's fund, that are not required for immediate use with the view of maximising investment earnings, subject to the requirements of Council's Investment of Surplus Funds Policy.

### **Rates Collection**

That the CEO be authorised to exercise powers under s.6.49 of the Local Government Act 1995 to make an agreement with a person as to payment of rates but subject to the imposition of appropriate interest rate charges, having regard to the interest rate policies adopted by Council in the annual budget.

That in extenuating circumstances, where the CEO believes there may be cause to make an agreement for the payment of rates without the imposition of interest, the matter be referred to Council for consideration.

### **Recreation Centre/Pavilion – Hire Charges**

That the CEO have delegated authority to, upon request, waive hire fees on a once off basis for community based hirers of the Recreation Centre/Pavilion where there is a demonstrated non-profit community benefit demonstrated.

### **Holding of Street Stalls**

That the CEO have delegated authority to issue permits for the holding of street stalls.

### **Implementation of the Budget**

Following the adoption of the budget, the Chief Executive Officer is delegated authority to use management discretion in:

- Implementing expenditure programs contained in the budget the detail of which has been finalised;
- The appointment of consultants and contractors to enable the proper administration of the Council's business;
- Prioritising work, unless otherwise directed by Council;
- Initiating arrangements for loans subject to referral to Council for adoption;
- Authorising overtime;
- Engaging temporary staff.

## **Grants/Funding Submissions**

That the CEO be authorised (without any further reference to Council) to commit reasonable resources to accessing external Grants/Funding for purposes identified by Council by virtue of its budget adoption, or where items are included in Council's adopted Forward Planning documents.

Any such grant or external funding submission if successful will still need to be approved by Council (Absolute Majority) if the expenditure is not contained in Council's adopted budget.

## **Christmas Office Closure**

That the CEO be delegated authority to make any such arrangements considered necessary for Xmas/New Year Office/Depot Closures in accordance with normal industrial/award provisions, and also ensuring that normal emergency/on call staff are available.

## **AUTHORISATIONS**

Authorisations Under the Local Government Act 1995 -

- That the CEO, and in his/her absence, the Manager of Finance, and Works Supervisor be authorised to exercise powers on behalf of the local government under Section 3.24 of the Act.
- That the following persons be authorised to exercise powers of entry to land under Part 3 – Division 3, Subdivision 3 of the act.
  - CEO, and in his/her absence, the Manager of Finance
  - Works Supervisor
  - Environmental Health and Building Officer
- That the CEO, and in his/her absence, the Manager of Finance, Works Supervisor and Environmental Health Officer/Building Surveyor be authorised to remove and impound goods under Section 3.39 of the act.
- That the CEO, and in his/her absence, the Manager of Finance, be authorised to exercise powers under Section 9.13 (1) of the Act.
- That the following persons be authorised to issue an infringement notice for an alleged offence against a regulation or local law under Section 9.16 of the Act: - CEO, Manager of Finance, Environmental Health and Building Officer.
- That the CEO and Manager of Finance be authorised to receive modified penalties under Section 9.17 of the Act.
- That the CEO be authorised to extend the time for payment of a modified penalty under Section 9.19 of the Act.
- That the CEO be authorised to withdraw an infringement notice under Section 9.20 of the Act.
- That the CEO be authorised to speak on behalf of and represent the views of the Council of the Shire of Three Springs to the media and other third parties as appropriate Section 2.8(d) of the Local Government Act 1995.
- That the CEO is appointed as the Public Interests Disclosure Officer.
- That the CEO is appointed the Complaints Officer under the Local Government (Official Conduct) Amendment Act.
- That the CEO is appointed Freedom of Information Officer.

## **Delegations Under the Local Government (Miscellaneous Provisions) Act 1960**

### **BUILDING DELEGATIONS**

#### **Stop Work Orders**

That pursuant to the Building Act 2011 Council delegates its authority to the CEO to serve notices to require the owner or builder or any person engaged in the performance of illegal building work to desist further from the performance of that building work.

#### **Building License Approvals**

The Environmental Health and Building Officer be delegated authority under the Building Act 2011 approve all applications for building licenses within the terms of Council policies where satisfied that the drawings and specification conform to the local laws, regulations, and town planning scheme requirements applicable.

A summary of building licenses issued is to be submitted to Council monthly.

#### **Private Swimming Pools – Inspections**

That the Environmental Health and Building Officer be appointed an authorised officer for the purposes of inspecting and enforcing private swimming pool local laws or regulations in accordance with the Building Act 2011.

## **Delegations Under the Health Act 1911**

### **Health Act Delegation**

That pursuant to Section 26 of the Health Act 1911 Council appoint and authorise its Environmental Health and Building Officer to be its deputy, and in that capacity to exercise and discharge all or any of the powers and functions of the Local Authority.

Such delegation to be exercised and discharged only in emergency situations when in the opinion of Council's Environmental Health and Building Officer immediate action is required.

That in the event that such delegated authority is utilised Council's Shire President and the CEO to be notified immediately.

Details of the action taken to be reported to the next meeting of Council.

## **Delegations Under the Dog Act 1976**

### **Dog Control**

That the CEO, Manager of Finance, Contract Ranger Mr Peter Smith, Environmental Health Officer and Building Officer, Senior Finance and Admin Officer and Works Supervisor be authorised to exercise any power conferred on an authorised person by Section 29(1) of the Dog Act.

That the CEO be authorised to take enforcement proceedings under Section 44(2) of the Dog Act, including the retaining of legal advice if considered desirable by the CEO.

## **Delegations Under the Cat Act 2011**

### **Cat Control**

That the CEO, Manager of Finance, Contract Ranger Mr Peter Smith, Environmental Health Officer and Building Officer, Senior Finance and Admin Officer and Works Supervisor be authorised to exercise any power conferred on an authorised person by the Cat Act 2011.

That the CEO be authorised to take enforcement proceedings under the Cat Act, including the retaining of legal advice if considered desirable by the CEO.

# **Delegations from the Chief Executive Officer to the Manager of Finance**

In accordance with Section 5.44 of the Local Government Act, 1995, the following powers and duties are delegated to the Manager of Finance.

## **Management of Administration Staff**

The management, supervision and direction of general administration staff are the responsibility of this position.

## **Performance Reviews**

Conduct an annual performance review of administration staff and provide reports and recommendations to the CEO.

## **Manage Administration Department**

Manage the day to day operations of general office staff in accordance with Council policies, legislative requirements and within the budget allocations for individual expenditure items.

## **Implementation of Council Decisions**

Cause Council decisions to be implemented (see Section 5.14 (c) of the Act) and in this regard, to document for the CEO's ratification procedures to be followed to ensure-

- All decisions recorded in the minutes relating to finance are promptly implemented.
- Council is kept informed where there is an unavoidable delay in implementation through progress reports.

## **Deputy Returning Officer – Council Elections**

To be a Deputy Returning Officer and to perform the Returning Officer's functions should the Returning Officer be absent or otherwise unable to perform the Returning Officer's functions.



## **Legislative Requirements**

To assist with compliance with the necessary Financial Management provisions, accounting standards and other legislative requirements in the preparation of annual, quarterly and monthly financial reports, and the keeping of the Shire's accounts.

## **Banking**

To determine and document for the CEO's ratification appropriate procedures for collection and banking of money in accordance with Financial Management Regulations 5(1) (a) and (b) which provide –

- Efficient systems and procedures are to be established by the Chief Executive Officer of a local government.
- For the proper collection of all money owing to the local government.
- For the safe custody and security of all money collected or held by the local government.

## **Investments**

To be responsible for all facets of the "Investment of Surplus Funds" with a view to maximising investment earnings to the Council subject to the requirements of Councils Investment of Surplus Funds Policy.

## **Rates Collection**

To implement Council's Rates Collection Procedure.

## **Debtors**

To report annually to the Council a detailed listing of outstanding debtors and to provide a memorandum to the CEO as required and significant outstanding debts (and action taken thereon) that may call for the CEO's intervention.

## **Fees and Charges**

To prepare all necessary reports at the appropriate times "to assist the Council to undertake reviews of fees and charges" in accordance with Financial Management Regulation 5(2) (b).

## **Payments**

To authorise payments from the Municipal Fund, Trust Fund and Reserve Fund (Transfer only) in between Council Meetings, Signing of Payments to be in accordance with Council's signing authority held at bank (any two of CEO, Manager of Finance, Senior Finance and Administration Officer and the seven Councillors).

Each payment is to be noted on a list compiled for each month to be endorsed by Council showing, the payee's name, the amount of the payment and sufficient information to identify the transaction.

The list referred to above is to be presented to the Council at the next ordinary meeting of Council following the preparation of the list and is to be recorded in the minutes of the meeting which it is presented.

### **Purchasing**

To authorise the issue of official Council Purchase Orders as provided for in Council's adopted Purchasing Policy.

### **Annual Financial Report**

In accordance with Financial Management regulation 51(1) to sign and append to the annual financial report, a declaration in the form of Form 1.

Submit accounts and Annual Financial Report to auditor in accordance with Section 6.4 and FM Regulation 34, after the CEO's initial inspection.

Submit to the Executive Director Department of Local Government the annual financial report within 30 days of receiving the auditor's report (Section 6.4 and FM Regulation 51(2)).

# **Delegations from the Chief Executive Officer to the Works Supervisor**

In accordance with Section 5.44 of the Local Government Act 1995, the following powers and duties are delegated to the Works Supervisor.

## **Management of Outside Staff**

Management, supervision, and direction of outside staff (including gardeners and building maintenance officer).

## **Performance Reviews**

Conduct an annual performance review of all employees and provide reports and recommendations to the CEO.

## **Manage Works Department**

Manage the day to day operations of the Works Department in accordance with Council policies, legislative requirements and within budget allocations for individual expenditure items, except that this delegation does not extend to the purchase of an item of plant or equipment where the cost of an item exceeds \$1,000 or to the sale of Council property of any kind.

## **Donations of Work to Organizations**

To provide service, at your discretion, to local non-profit organisations, subject to reporting details of plant and equipment use to the Chief Executive Officer in a manner acceptable to that officer and subject to –

- Conferring with the CEO if there is doubt about the eligibility of an organisation for assistance;
- Informing the CEO where any request is declined for any reason.
- Informing the CEO if it becomes necessary to suspend this form of assistance during any period of time due to Council work commitments.

## **Private Works**

To Undertake Private Works

## **Purchasing**

To authorise the issue of official Council Purchase Orders as provided for in Council's adopted Purchasing Policy.

**Delegations from the  
Chief Executive Officer  
to the**

**Environmental Health Officer and Building Officer**

Note this function is contracted out to the Shire of Irwin and is governed by a formal Memorandum of Understanding.

**Compliance**

To ensure compliance with Council policies, local laws and other legislative requirements and within the budget parameters adopted by Council.

**Stop Work Notices**

To issue stop work notices – under the Building Regulation 2012 against unlawful building works.

**Purchasing**

To authorise the issue of official Council Purchase Orders as provided for in Council's adopted Purchasing Policy.

# **Delegations from the Chief Executive Officer**

**to the**

## **Senior Finance and Administration Officer**

Note this position is not a Senior Officer of Council and the following delegations must first be authorised and approved by the Chief Executive Officer.

### **Banking**

To assist the Manager of Finance determine and document for my ratification appropriate procedures for collection and banking of money in accordance with Financial Management Regulations 5(1) (a) and (b) which provide –

- Efficient systems and procedures are to be established by the Chief Executive Officer of a local government.
- For the proper collection of all money owing to the local government.
- For the safe custody and security of all money collected or held by the local government.

### **Investments**

To assist the Manager of Finance with the “Investment of Surplus Funds” with a view to maximising investment earnings to the Council subject to the requirements of Councils Investment of Surplus Funds Policy.

### **Rates Collection**

To assist the Manager of Finance implement Council’s Rates Collection Procedure.

### **Debtors**

To assist the Manager of Finance report annually to the Council a detailed listing of outstanding debtors and to provide a memorandum to the CEO as required and significant outstanding debts (and action taken thereon) that may call for the CEO’s intervention.

### **Fees and Charges**

To assist the Manager of Finance prepare all necessary reports at the appropriate times “to assist the Council to undertake reviews of fees and charges” in accordance with Financial Management Regulation 5(2) (b).

## **Management of Staff**

Assist the Manager of Finance with management supervision and direction of office staff.

## **Payments**

To authorise payments from the Municipal Fund, Trust Fund and Reserve Fund (Transfer only) in between Council Meetings, Signing of Payments to be in accordance with Council's signing authority held at bank (any two of CEO, Manager of Finance, Senior Finance and Administration Officer and the seven Councillors)

Each payment is to be noted on a list compiled for each month to be endorsed by Council showing, the payee's name, the amount of the payment and sufficient information to identify the transaction.

The list referred to above is to be presented to the Council at the next ordinary meeting of Council following the preparation of the list and is to be recorded in the minutes of the meeting which it is presented.

## **Purchasing**

To authorise the issue of official Council Purchase Orders as provided for in Council's adopted Purchasing Policy.

**Delegations from the  
Chief Executive Officer  
to the**

**Community Emergency Services Manager**

Note this position is not a Senior Officer of Council and the following delegations must first be authorised and approved by the Chief Executive Officer.

**Emergency Services**

Manage activities associated with emergency services and liaise with other agencies as required within scope of position and constraints of applicable legislation.

**Purchasing**

To authorise the issue of official Council Purchase Orders as provided for in Council's adopted Purchasing Policy.

### 9.2.3 GENERAL POLICY MANUAL - AMENDMENTS

**Agenda Reference:** CEO 04/16 - 03  
**Location/Address:** Three Springs  
**Name of Applicant:**  
**File Reference:** ADM0200  
**Disclosure of Interest:**  
**Date:** 14<sup>th</sup> April 2016  
**Author:** Sylvia Yandle CEO

**Signature of Author:** \_\_\_\_\_

#### SUMMARY

For Council to endorse a range of general amendments to its Policy Manual.

#### ATTACHMENT

9.2.4 Current Policy Manual (not reproduced in hard copy at this point).

#### BACKGROUND

Council's Policy Manual from time to time will require reviewing. The policy manual is a living document and should be updated regularly as deficiencies are identified and organisational requirements change.

#### COMMENT

While there are a number of specific amendments and draft new policies prepared there are some self-explanatory amendments to a range of policies that need to be undertaken.

The changes recommended to the document are not exhaustive and form part of an initial review picking up matters that are straight forward changes due in the main to changed circumstances or best practice in the local government industry. A further more comprehensive review will be undertaken in due course notwithstanding that the majority of the document is relevant and is unlikely to need any significant changes.

The amendments required in the main relate to changing any reference of Deputy Chief Executive Officer (DCEO) in most instances to Manager of Finance, however will include a policy on native seed collection and Provision of Records to Police (CCTV)

The changes recommended are as follows:

#### 2014 Provision of Records to Police (CCTV)

Community Development Officer, Finance Officer and Chief Executive Officer authorised to retrieve footage from CCTVs located near Old Railway Building (Railway Road) and Three Springs Recreation Ground. A procedure on the retrieval of footage has been written and is in the CDO office with the hardware and equipment needed to obtain the footage.



### 3002.3 Delegated Authority

Limit	Activity	Delegated Authority To Open and Operate Account
Investment decision (within Limit)  <\$750,000	Investment Decision	Chief Executive Officer  (Investment Advisor may be consulted)
	Place Investments	Chief Executive Officer Joint with Manager of Finance
	Transfer Investments to the Municipal Account	Manager of Finance joint with Senior Finance and Admin Officer

### 3007.2 AUTHORISED PURCHASING OFFICERS

The officers are appointed as authorised purchasing officers within the following ranges:

- Community Emergency Services Manager \$0 - \$200
- Building Maintenance Officer, Senior Finance & Administration Officer and Mechanic \$0 - \$500
- Works Supervisor \$0 - \$1,000
- Manager of Finance \$0 - \$50,000
- Chief Executive Officer \$0 - \$99,999

Where an officer requires goods and services above their approved limit the purchase order is to be countersigned by their line supervisor or the Chief Executive Officer.

### 3009 CORPORATE CREDIT CARD Issue of Credit Cards and Limits

Council shall provide credit cards to the following positions, for the listed credit limit amounts

Chief Executive Officer	\$8000
Manager of Finance	\$3000

All new and existing cardholders shall be provided with a copy of the policies in relation to the use of credit cards and will be required to sign a statement in acknowledgement of such upon issue of their first card.

If the cardholder should lose or misplace their card, they must personally and immediately report it to the bank of issue.

The card is to be withdrawn in the event that the Officer's employment ceases.

## **4009 MOTOR VEHICLES**

### **4009.1 COUNCIL VEHICLES ISSUED TO STAFF**

The following staff shall have Council vehicles issued to them under the following conditions:

1. Chief Executive Officer – as per negotiated salary package.
2. Manager of Finance – as per negotiated salary package.
3. Works Supervisor – as per negotiated salary package.
4. Building Maintenance Officer, Mechanic and Gardener – commuting use only
5. That those Officers entitled to private use of Councils' vehicles be required to charge all fuels and oils through Councils' accounts and be responsible for all amounts relevant to the private use of such vehicles as per employee contracts.

### **6004 Collection of Native Seeds**

Collection of Native seeds from land under control of Council (i.e. road reserves, vested reserves, freehold, etc.) is granted subject to the following conditions being adhered to:-

- all persons collecting native seed are to be licensed in accordance with Conservation and Land Management Regulations 2002 (Regulation 4 Authority) and will abide by the conditions of the license
- approval to individuals is granted for a twelve (12) month period only
- collection is only to be undertaken by the license holder and the authorised person
- appropriate hygiene procedures will be followed and adhered at all times to prevent the spread of plant disease and weeds
- all care to be taken to avoid the disturbance of Fauna habitat
- Private Company applications be dealt with by authorisation of the Chief Executive Officer
- 10% of native seed collected from within the Shire of Three Springs is to be retained by Council for the replanting of native flora areas in our region and Shire.

## **CONSULTATION**

Chief Executive Officer, Manager of Finance, Finance Officer

## **STATUTORY ENVIRONMENT**

Local Government Act 1995.

Conservation and Land Management Regulations 2002

## **POLICY IMPLICATIONS**

Updated range of policies.

## FINANCIAL IMPLICATION

Nil.

## STRATEGIC IMPLICATIONS

Nil.

## VOTING REQUIREMENT

Simple Majority

### **140911 COUNCIL RESOLUTION – Item 9.2.3**

**MOVED: Cr Hebiton**  
**SECONDED: Cr Lane**

**That Council adopt the following changes to its Policy Manual –**

#### **2014 Provision of Records to Police (CCTV)**

**Community Development Officer, Finance Officer and Chief Executive Officer authorised to retrieve footage from CCTVs located near Old Railway Building (Railway Road) and Three Springs Recreation Ground. A procedure on the retrieval of footage has been written and is in the CDO office with the hardware and equipment needed to obtain the footage.**

#### **3002.3 Delegated Authority**

<b>Limit</b>	<b>Activity</b>	<b>Delegated Authority To Open and Operate Account</b>
<b>Investment decision (within Limit)  &lt;\$750,000</b>	<b>Investment Decision</b>	<b>Chief Executive Officer  (Investment Advisor may be consulted)</b>
	<b>Place Investments</b>	<b>Chief Executive Officer Joint with Manager of Finance</b>
	<b>Transfer Investments to the Municipal Account</b>	<b>Manager of Finance joint with Senior Finance and Admin Officer</b>

## **3007.2 AUTHORISED PURCHASING OFFICERS**

The officers are appointed as authorised purchasing officers within the following ranges:

- Community Emergency Services Manager                      \$0 - \$200
- Building Maintenance Officer, Senior Finance &  
Administration Officer and Mechanic                      \$0 - \$500
- Works Supervisor                      \$0 - \$1,000
- Manager of Finance                      \$0 - \$50,000
- Chief Executive Officer                      \$0 - \$99,999

Where an officer requires goods and services above their approved limit the purchase order is to be countersigned by their line supervisor or the Chief Executive Officer.

## **3009 CORPORATE CREDIT CARD**

### **Issue of Credit Cards and Limits**

Council shall provide credit cards to the following positions, for the listed credit limit amounts

Chief Executive Officer	\$8000
Manager of Finance	\$3000

All new and existing cardholders shall be provided with a copy of the policies in relation to the use of credit cards and will be required to sign a statement in acknowledgement of such upon issue of their first card.

If the cardholder should lose or misplace their card, they must personally and immediately report it to the bank of issue.

The card is to be withdrawn in the event that the Officer's employment ceases.

## **4009 MOTOR VEHICLES**

### **4009.1 COUNCIL VEHICLES ISSUED TO STAFF**

The following staff shall have Council vehicles issued to them under the following conditions:

3. Chief Executive Officer – as per negotiated salary package.
4. Manager of Finance – as per negotiated salary package.
3. Works Supervisor – as per negotiated salary package.
4. Building Maintenance Officer, Mechanic and Gardener – commuting use only
5. That those Officers entitled to private use of Councils' vehicles be required to charge all fuels and oils through Councils' accounts and be responsible for all amounts relevant to the private use of such vehicles as per employee contracts.

**6004 Collection of Native Seeds**

**Collection of Native seeds from land under control of Council (i.e. road reserves, vested reserves, freehold, etc.) is granted subject to the following conditions being adhered to:-**

- **all persons collecting native seed are to be licensed in accordance with Conservation and Land Management Regulations 2002 (Regulation 4 Authority) and will abide by the conditions of the license**
- **approval to individuals is granted for a twelve (12) month period only**
- **collection is only to be undertaken by the license holder and the authorised person**
- **appropriate hygiene procedures will be followed and adhered at all times to prevent the spread of plant disease and weeds**
- **all care to be taken to avoid the disturbance of Fauna habitat**
- **Private Company applications be dealt with by authorisation of the Chief Executive Officer**
- **10% of native seed collected from within the Shire of Three Springs is to be retained by Council for the replanting of native flora areas in our region and Shire.**

**CARRIED**  
**Voted: 6/0**

## 9.2.4 PROPOSED NORTH MIDLANDS WIRELESS BACKHAUL PROPOSAL

**Agenda Reference:** CEO 04/16 - 04  
**Location/Address:** Three Springs  
**Name of Applicant:** Shire of Coorow  
**File Reference:** ADM0190  
**Disclosure of Interest:**  
**Date:** 15<sup>th</sup> April 2016  
**Author:** Sylvia Yandle CEO

**Signature of Author:** \_\_\_\_\_

### SUMMARY

For Council to support the proposed North Midlands Fixed Wireless Network and the application for funding submitted by the Shire of Coorow to the National Stronger Regions Fund.

### ATTACHMENT

- 9.2.4a Power Point Presentation
- 9.2.4b Scope and estimation of works

### BACKGROUND

The proposed NBN Sky Muster satellite broadband service is scheduled to be rolled out in the Mid West in April this year. The probable levels of connectivity have raised concerns and the Shire of Coorow has prepared a funding proposal to submit through the *National Stronger Regions Program*. This involves constructing a series of towers in the Shires of Coorow, Carnamah, Three Springs, Mingenew, Perenjori and Morawa, to accommodate a fixed wireless network which would result in higher levels of data being delivered at a lower cost than the NBN. The cost of the installing towers, about 25 kilometres apart through the region has been estimated at \$400,000. The cost of each NBN Sky Muster tower is said to be in the order of \$500,000.

### COMMENT

The attached presentation explains the concept of installing a fixed wireless network through the North Midlands region to fill in the gaps with respect to mobile phone coverage and internet access. The grant funding timelines were such that the applicant required a letter of *in – principle* support to accompany the grant application, from all Shires prior to the closing date of the 15<sup>th</sup> March 2016. If the grant application is successful, a cash contribution of \$16,667 from each of the six Shires in the North Midlands region will be required to satisfy the one third matching contribution.

The position with mobile phone and internet options has changed very quickly in recent times, to the region now having three options, being:

- Communication towers installed by Telstra in partnership with the Department of Commerce (a tower was recently installed at Arrino site, with another one planned for Womarden in 17/18). These towers will significantly improve mobile phone and internet access however connection costs are likely to be between 8 and 20 times more for consumers they would be through connection through a fixed wireless option.

- NBN – The attached presentation report outlines that the NBN is likely to have limitations in terms of coverage and delivery speeds. Connection costs are likely to be significantly more than a fixed wireless option.
- The fixed wireless option should provide wide coverage and faster downloads than through a satellite. It will cost consumers about \$250 to have a dish installed on their roof. It is geared for cheaper faster internet access but will not provide mobile coverage.

In summary, the NBN will be available as a matter of course but is expected to have download speed limitations, may not give coverage over the whole Shire and will be more expensive for consumers. The Telstra tower arrangements will cater well for mobile phone users, however for consumers accessing the internet from home, the fixed wireless network will provide a cheaper service and should be available to most, if not all people in the Shire.

The necessity for all businesses, including farming enterprises to have reliable, fast and cost efficient access to electronic communications has become paramount.

Shire of Carnamah CEO has discussed the proposal with Mr Robert Smallwood the Midwest Digital Economy Strategy Manager with the Midwest Development Commission who outlined the benefits and limitations of the three options now in contention. Mr Smallwood advised that the proposal for a fixed wireless network in the North Midlands Region represents a good return on investment, particularly for consumers who will be accessing internet access in one place ( i.e. home).

Following the initial submission through National Stronger Regions Program, a further application has been submitted through the Regional Grants Scheme for the same project in case the NSRF application is not successful. If this is approved (and if all Councils commit) would be in place of the failed NSRF application but would also require a 1:1 split between the Consortium and MWDC (\$200,000:\$200,000). That works out at \$33,334 per Council initially and annual ongoing maintenance costs of approximately \$3,000

It essentially means that Council would have to commit twice as much as previously proposed. These collaborative exercises can put the Shire in a difficult position, especially if the other Shires in the region support the additional commitment. There is also the concern that if grant funding is not available from either source, participating Councils will be asked to fully fund the project.

## **CONSULTATION**

CEO, Carnamah CEO Bill Atkinson and Ted Jack – Community Development officer, Shire of Coorow

## **STATUTORY ENVIRONMENT**

Nil

## **STRATEGIC IMPLICATIONS**

### **Strategic Community Plan**

3.1.1 Develop and implement a marketing and communications plan

## **POLICY IMPLICATIONS**

### **7007 Asset Management Policy**

#### **7007.1 Purpose**

The purpose of this Policy is to provide the basis for and to guide the strategic management of the Shire's infrastructure assets in order to deliver the Shire's long term strategic objectives.

## **FINANCIAL IMPLICATIONS**

The NSRF funding submission requires a contribution of \$16,667 from each of the participating Shires. If NSRF is not successful a contribution of \$33,334 plus annual maintenance costs, Council would need to make provision for these amount in its 2016/17 financial year budget.

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER RECOMMENDATION – ITEM 9.2.4**

That Council:-

1. Confirm support in principle for the proposed North Midlands Fixed Wireless Network and the application for funding submitted by the Shire of Coorow to the National Stronger Regions Fund;
2. Council commit to contributing \$16,667 towards the project in the 2016/17 financial year;
3. Council commit to contributing \$34,334 towards the project in the 2016/17 financial year for the proposed Regional Grants Scheme application if the National Stronger Regions Fund application is not successful; or
4. Does not commit to contributing \$34,334 towards the project in the 2016/17 financial year for the proposed Regional Grants Scheme application if the National Stronger Regions Fund application is not successful.

### **140912 COUNCIL RESOLUTION – ITEM 9.2.4**

**MOVED: Cr Lane**  
**SECONDED: Cr Connaughton**

**That Council:-**

1. **Confirm support in principle the proposed North Midlands Fixed Wireless Network and the application for funding submitted by the Shire of Coorow to the National Stronger Regions Fund but not commit any funding to the project in 2016/17 financial year.**

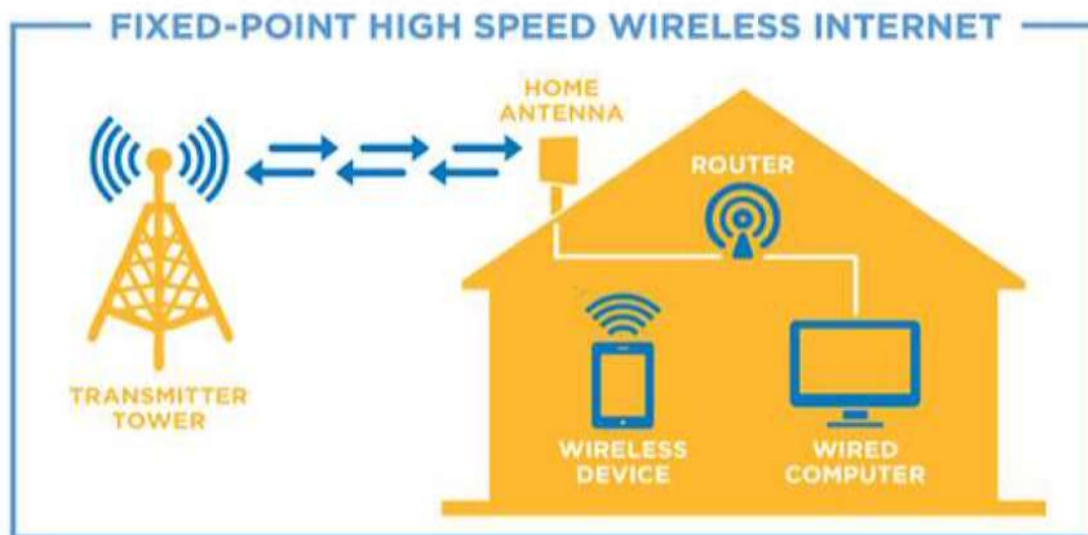
**CARRIED**  
**Voted: 6/0**

Reason for the change in officer recommendation was that Council was not in favour of committing a financial contribution to the project.



# NORTH MIDLANDS FIXED WIRELESS BACKHAUL

Connecting everyone to everything



## What We Have Now

### ADSL2+ and Telstra Mobile Broadband (3G, 4G and 4GX)

- Maximum 20/1Mbps speed via ADSL2+, cheaper data plans and with larger data offerings but minimum starting plans are still \$49/100Gb via Westnet & \$75/100GB through Telstra
- Telstra Mobile Broadband can offer up to 70/40Mbps via 4GX where available, but has very limited and expensive data plans (from \$25/1Gb to \$105/15Gb on contract)
- Latency (delay in receiving sent data/voice) from ADSL2+ is very low ~30milliseconds (0.03 seconds) to Perth from Coorow, a bit more the further North you go – acceptable for interactive services but hindered by upload speeds
- Latency from Telstra Mobile Broadband depends on proximity to the tower and signal strength - can vary from ~30ms to xxx ms
- Latency from other current Satellite providers is upwards of 1 second delay with low speeds and low data plans
- ADSL2+ is only available within <5kms of the exchange – only benefits town residents

# ISP FUTURE REQUIREMENTS

Google Video Quality Report

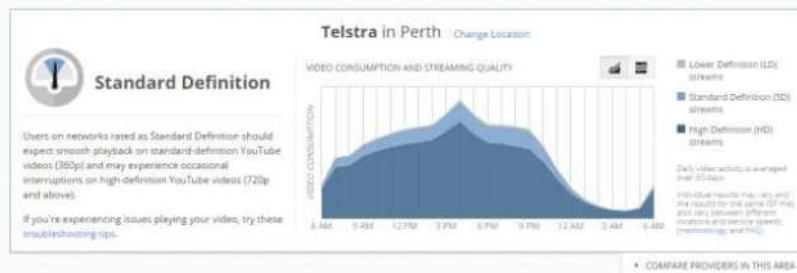
[YOUR RESULTS](#)

[HOW VIDEO GETS TO YOU](#)

[A FASTER WEB](#)

## Video streaming quality results for Perth

There are many factors that influence your video streaming quality, including your choice of Internet Service Provider (ISP). Learn how your ISP performs and understand your options.



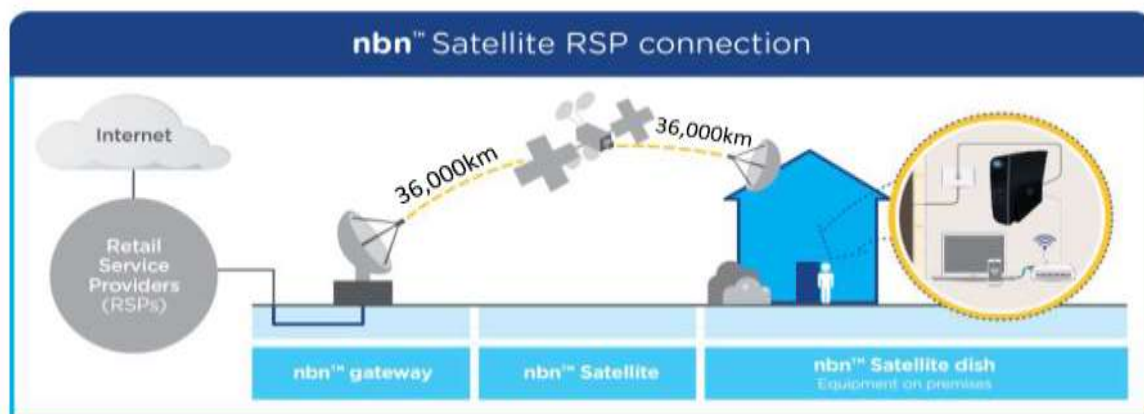
Above is an example of what our current ADSL2+ 20/1Mbps connection is rated by Google and what capabilities it expects from such connection quality. As it currently stands, ADSL2+ is only rated capable of Standard Definition without any pausing/buffering/lagging with some issues to be expected at High Definition quality (starts at 720p = ~1gb per 40mins of video). Regular TV is broadcast at 1080p which is ~3x the size per minute of video depending on compression. ADSL2+ cannot adequately stream 1080p (Full HD) video uninterrupted. This is soon to be replaced with the new 4K UltraHD standard (2160p).

NBN Satellite has a maximum download speed of 25Mbps, to think this will cope with current requirements let alone future needs (4K video, 3D, AR, VR etc) is not logical.

## What NBN Offers

### LONG TERM SATELLITE SERVICE (LTTS)

#### Satellite 1 - "SKY MUSTER"



# NBN LTTS Outline

- **Maximum** 25Mbps wholesale download speed
- **No minimum speeds guarantees** unlike other NBN technologies – depends on congestion, time of day, amount of data being used per resident etc
- Up to 5Mbps upload speeds
- **Minimum** 230ms latency per ‘hop’ of 36,000kms (one portion of the path between source and destination), minimum of 2 ‘hops’ (user to Satellite then back down to destination) with latency reaching upwards of 1.2 seconds depending on destination and if they are on Satellite also
- Requires a Fixed Line copper PSTN service for reliable voice calls as VoIP cannot be used from high latency (at additional cost to the user)
- Restricted in service delivery options (from limited data availability, low speeds and very high latency – **cannot use most interactive services**)
- Varied tier plans but with similar offerings of low data and usage restrictions
- Expensive and restrictive data plans (see next slide)
- Inadequate for data sharing over multiple users in a household
- Very low data allowances for a fixed service – max 150Gb/mth but **maximum 75Gb/mth allowed to be used during peak hours only (7am to 1am)**

## NBN Satellite Plans

Skymesh NBN LTTS ‘Standard’ Plans

12 / 1 Mbps					25 / 5 Mbps				
NBN-SA-5-5	5 <sup>GB</sup> PEAK	5 <sup>GB</sup> OFF-PEAK	\$34. <sup>95</sup> PER MONTH	\$24. <sup>95</sup> PER MONTH WITH BUNDLE*	NBN-SB-5-5	5 <sup>GB</sup> PEAK	5 <sup>GB</sup> OFF-PEAK	\$39. <sup>95</sup> PER MONTH	\$29. <sup>95</sup> PER MONTH WITH BUNDLE*
NBN-SA-15-15	15 <sup>GB</sup> PEAK	15 <sup>GB</sup> OFF-PEAK	\$39. <sup>95</sup> PER MONTH	\$29. <sup>95</sup> PER MONTH WITH BUNDLE*	NBN-SB-15-15	15 <sup>GB</sup> PEAK	15 <sup>GB</sup> OFF-PEAK	\$44. <sup>95</sup> PER MONTH	\$34. <sup>95</sup> PER MONTH WITH BUNDLE*
NBN-SA-30-30	30 <sup>GB</sup> PEAK	30 <sup>GB</sup> OFF-PEAK	\$44. <sup>95</sup> PER MONTH	\$34. <sup>95</sup> PER MONTH WITH BUNDLE*	NBN-SB-30-30	30 <sup>GB</sup> PEAK	30 <sup>GB</sup> OFF-PEAK	\$49. <sup>95</sup> PER MONTH	\$39. <sup>95</sup> PER MONTH WITH BUNDLE*
NBN-SA-35-50	35 <sup>GB</sup> PEAK	50 <sup>GB</sup> OFF-PEAK	\$54. <sup>95</sup> PER MONTH	\$44. <sup>95</sup> PER MONTH WITH BUNDLE*	NBN-SB-35-50	35 <sup>GB</sup> PEAK	50 <sup>GB</sup> OFF-PEAK	\$59. <sup>95</sup> PER MONTH	\$49. <sup>95</sup> PER MONTH WITH BUNDLE*
NBN-SA-40-55	40 <sup>GB</sup> PEAK	55 <sup>GB</sup> OFF-PEAK	\$69. <sup>95</sup> PER MONTH	\$59. <sup>95</sup> PER MONTH WITH BUNDLE*	NBN-SB-40-55	40 <sup>GB</sup> PEAK	55 <sup>GB</sup> OFF-PEAK	\$74. <sup>95</sup> PER MONTH	\$64. <sup>95</sup> PER MONTH WITH BUNDLE*
NBN-SA-45-60	45 <sup>GB</sup> PEAK	60 <sup>GB</sup> OFF-PEAK	\$94. <sup>95</sup> PER MONTH	\$84. <sup>95</sup> PER MONTH WITH BUNDLE*	NBN-SB-45-60	45 <sup>GB</sup> PEAK	60 <sup>GB</sup> OFF-PEAK	\$99. <sup>95</sup> PER MONTH	\$89. <sup>95</sup> PER MONTH WITH BUNDLE*
NBN-SA-50-70	50 <sup>GB</sup> PEAK	70 <sup>GB</sup> OFF-PEAK	\$119. <sup>95</sup> PER MONTH	\$109. <sup>95</sup> PER MONTH WITH BUNDLE*	NBN-SB-50-70	50 <sup>GB</sup> PEAK	70 <sup>GB</sup> OFF-PEAK	\$124. <sup>95</sup> PER MONTH	\$114. <sup>95</sup> PER MONTH WITH BUNDLE*
NBN-SA-55-80	55 <sup>GB</sup> PEAK	80 <sup>GB</sup> OFF-PEAK	\$149. <sup>95</sup> PER MONTH	\$139. <sup>95</sup> PER MONTH WITH BUNDLE*	NBN-SB-55-80	55 <sup>GB</sup> PEAK	80 <sup>GB</sup> OFF-PEAK	\$154. <sup>95</sup> PER MONTH	\$144. <sup>95</sup> PER MONTH WITH BUNDLE*
NBN-SA-60-90	60 <sup>GB</sup> PEAK	90 <sup>GB</sup> OFF-PEAK	\$194. <sup>95</sup> PER MONTH	\$184. <sup>95</sup> PER MONTH WITH BUNDLE*	NBN-SB-60-90	60 <sup>GB</sup> PEAK	90 <sup>GB</sup> OFF-PEAK	\$199. <sup>95</sup> PER MONTH	\$189. <sup>95</sup> PER MONTH WITH BUNDLE*

Standard Plans are suitable for customers that wish to use their service at any time. Off-peak data is included.



# NBN Satellite Plans

## Skymesh NBN LTTS 'Night Owl' Plans

### 12 / 1 Mbps

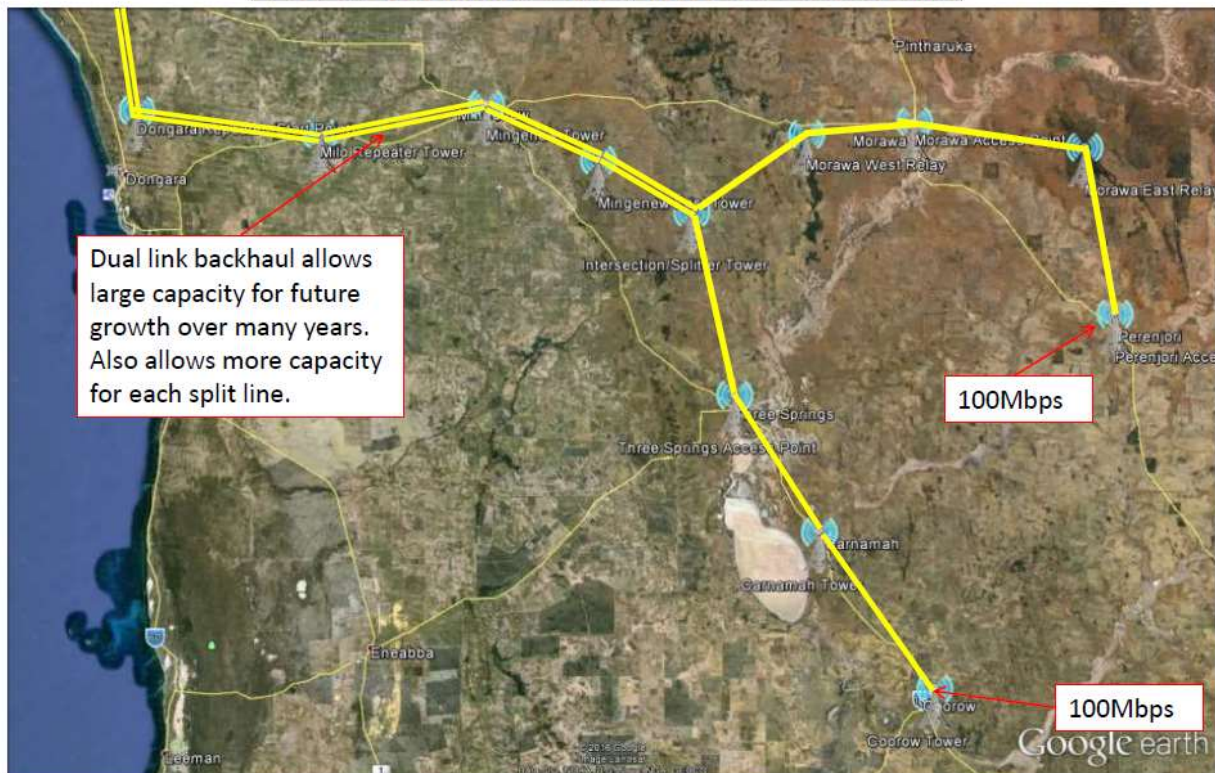
NBN-SA-OWL-1-50	1GB PEAK	50GB OFF-PEAK	\$34.95 PER MONTH	\$24.95 PER MONTH WITH BUNDLE
NBN-SA-OWL-2-75	2GB PEAK	75GB OFF-PEAK	\$39.95 PER MONTH	\$29.95 PER MONTH WITH BUNDLE
NBN-SA-OWL-3-100	3GB PEAK	100GB OFF-PEAK	\$44.95 PER MONTH	\$34.95 PER MONTH WITH BUNDLE
NBN-SA-OWL-4-125	4GB PEAK	125GB OFF-PEAK	\$49.95 PER MONTH	\$39.95 PER MONTH WITH BUNDLE
NBN-SA-OWL-5-145	5GB PEAK	145GB OFF-PEAK	\$54.95 PER MONTH	\$44.95 PER MONTH WITH BUNDLE

### 25 / 5 Mbps

NBN-SB-OWL-1-50	1GB PEAK	50GB OFF-PEAK	\$39.95 PER MONTH	\$29.95 PER MONTH WITH BUNDLE
NBN-SB-OWL-2-75	2GB PEAK	75GB OFF-PEAK	\$44.95 PER MONTH	\$34.95 PER MONTH WITH BUNDLE
NBN-SB-OWL-3-100	3GB PEAK	100GB OFF-PEAK	\$49.95 PER MONTH	\$39.95 PER MONTH WITH BUNDLE
NBN-SB-OWL-4-125	4GB PEAK	125GB OFF-PEAK	\$54.95 PER MONTH	\$44.95 PER MONTH WITH BUNDLE
NBN-SB-OWL-5-145	5GB PEAK	145GB OFF-PEAK	\$59.95 PER MONTH	\$49.95 PER MONTH WITH BUNDLE

Night Owl Plans offer value for customers that can schedule most of their usage during Off-peak hours [1am to 7am].

## The Proposed Project "North Midlands Fixed Wireless Network"



# The Service Outline

## PRIVATE FIXED WIRELESS NETWORK

- **100Mbps download speeds available** to end users with capacity to go more if required
- **Up to 100Mbps upload speeds available**
- 1ms latency per hop, max 10ms latency to Geraldton, another ~10ms latency to Perth (less than ADSL2+ latency of ~30ms) allows ability to use ALL interactive services

EG: Videoconferencing, Skype, VoIP calls, remote schooling, remote medical services (High Definition video exams, checkups, X-Rays etc), online trading, online auctions, online banking, cloud computing, remote access, work from home, online gaming etc etc

- Offers all the same options/services as FTTN/FTTP/ADSL2+ and other alternatives
- Plans comparable/equal to metro broadband offerings (FTTN, FTTP, HFC etc)
- Affordable and cheap data plans – far less than Satellite and Telstra ADSL2+ or Mobile
- Accessible radius as far out as 30kms from tower with additional user antennae, making it far more accessible to those out of town centers (unlike ADSL2+, FTTN etc)
- Fixed Wireless network is easily extended if required to service more areas
- No fixed terms lock-in contracts for service – month by month basis

## Node1 FIXED WIRELESS PLANS

### RESIDENTIAL SPEED TEIR PLANS

20 / 1 Mbps (ADSL2+ equivalent)			40 / 2 Mbps NBN Fixed Wireless/FTTN Equivalent		
PEAK	OFFPEAK		PEAK	OFFPEAK	
• 10Gb	+ 15GB	= \$34.95	• 10Gb	+ 15GB	= \$44.95
• 50Gb	+ 100Gb	= \$59.95	• 50Gb	+ 100Gb	= \$69.95
• 200Gb	+ Unlimited	= \$79.95	• 200Gb	+ Unlimited	= \$89.95
• 500Gb	+ Unlimited	= \$99.95	• 500Gb	+ Unlimited	= \$129.95

100 / 20 Mbps NBN FTTP/4GX equivalent		
PEAK	OFFPEAK	
• 10Gb	+ 15GB	= \$54.95
• 50Gb	+ 100Gb	= \$79.95
• 200Gb	+ Unlimited	= \$99.95
• 500Gb	+ Unlimited	= \$139.95

# Node1 FIXED WIRELESS PLANS

## BUSINESS SPEED TEIR PLANS

20 / 2 Mbps (ADSL2+ equivalent)			20 / 5 Mbps NBN Fixed Wireless/FTTN Equivalent		
PEAK	OFFPEAK		PEAK	OFFPEAK	
• 10Gb	+ 15GB	= \$34.95	• 10Gb	+ 15GB	= \$44.95
• 50Gb	+ 100Gb	= \$59.95	• 50Gb	+ 100Gb	= \$69.95
• 200Gb	+ Unlimited	= \$79.95	• 200Gb	+ Unlimited	= \$89.95
• 500Gb	+ Unlimited	= \$99.95	• 500Gb	+ Unlimited	= \$129.95

100 / 100 Mbps All FTTP equivalent		
PEAK	OFFPEAK	
• 20Gb	+ 30GB	= \$450.00
• 100Gb	+ 150Gb	= \$500.00
• 300Gb	+ Unlimited	= \$550.00
• 600Gb	+ Unlimited	= \$600.00
• 1,000Gb	+ Unlimited	= \$650.00

## PROJECT BUDGET

- *Total backhaul estimated cost: \$400,000*
- *Number of towns serviced: 6* (Mingenew, Morawa, Perenjori, Three Springs, Carnamah, Coorow)
- **Minimum residents potentially serviced: 2,250 (town populations only)** (~562 residents based on 4 people per average household)
- *Average number of residents potential serviced: 2,925 (~731 residents “ “ “ )*
- **Maximum potential users serviced: 3,500** (majority of LGA populations except Coastal towns via larger gain antennae out to 30kms) (~875 residents “ “ “ )
- *Avg one-off implementation cost per potential user: \$137*
- Cost per Council:
  - a) Based on NSRF co-funding of \$1:3 = **\$16,667** (\$100,000:\$300,000 across 6 LGAs)
  - b) Based on RGS co-funding of \$1:1 = **\$33,334** (\$200,000:\$200,000 across 6 LGAs)
  - c) Based on no co-funding = **\$66,667** (\$400,000 across 6 LGAs)

Alternatively NBN ADSL2+ (~20/1Mbps) will be available in most towns for an unspecified time on the following plan options:

1. 'Small' Plan – 100Gb for \$75 / Month ( \$900 /annum )
2. 'Medium' Plan – 500Gb for \$95 / Month ( \$1,140 /annum )
3. 'Large' Plan – 1,000Gb for \$115 / Month ( \$1,380/annum )

# COSTS / SAVINGS

NBN costs to 'Area Switch'\* to their alternate services are:

- Fixed Wireless = ~\$500,000 per tower, min 2 towers required for over larger distances  
Total estimated cost for similar project as this = ~\$5,000,000 (low estimate)
- Fibre to the Node = ~\$6m+ for transit fibre plus exchange upgrades = ~\$7,250,000+

**\*NOTE: NBN Area Switch costs are borne in totality by the respective Local Governments**

On comparable plans (data and similar speed) the average resident will save the following amounts per year compared to alternate services:

- a) Min 5GB/mth peak on NBN Sat = \$60 p.a. (comparing LTTS 5/5gb with NMFWS 10/15gb)
- b) Avg: 50Gb/mth peak on NBN Sat = \$780 p.a. (" " LTTS 50/70gb with NMFWS 50/100gb)
- c) Max: 60gb/mth peak on NBN Sat = \$1,680 p.a. (" " LTTS 60/90gb with NMFWS 50/100gb)

Comparatively NBN LTTS subsidized avg cost per user: \$7,500+, hence based on NBN's own workings and 'people serviced' tiers;

- *Minimum theoretical taxpayer savings from NBN-Satellite customers taking up this Fixed Wireless service: \$4,215,000*
- *Average theoretical taxpayer savings from NBN-Satellite customers taking up this Fixed Wireless service: \$5,482,500*
- *Maximum theoretical taxpayer savings from NBN-Satellite customers taking up this Fixed Wireless service: \$6,562,500*



## Scope and Estimation of Project

Our estimation for a full backhaul from Dongara, to Coorow and Perenjori (with Access Points on each 'hop', through each town the backhaul passes along the way) is approx. \$400,000 ex GST.

To keep costs down, we'll be utilising the geographic terrain and essentially be relaying from hill-to-hill.

The full Broadband Network will cover the towns Mingenew, Three Springs, Morawa, Perenjori, Carnamah and Coorow, with the possibility of extending further to include other communities within reach.

Company Details:  
Logic IT Solutions PTY LTD  
T/A LogicIT & NODE1 INTERNET  
ABN: 14 408 523 096  
218b Lester Ave  
Geraldton, WA, 6530

ACMA License: 277

The estimation amount includes up to 10 relay/connection points (based on an average of each location using the same type of structure, power requirements, etc).

It is likely that we'll need less than 10 relay points, however have also factored in case less relay points are used, but some costing more to deploy.

That said, after also consulting with the local contractor who we'd use to help deploy the relays, we're comfortable that the overall project would not exceed beyond the above amounts.

Going forward, the sites/relays will need maintenance done approx. every 3 to 6 months (checking conditions of equipment, cleaning solar panels, etc).

Initial calculations based on up to 10 relays put the scheduled maintenance of the entire backhaul network to take two full working days (approx. \$4,320ex GST each scheduled maintenance).

Batteries for each site will need to be replaced every few years (estimate), but will be checked during maintenance and only replaced if needed.

The initial capacity we estimate to handle several years of growth (possibly more, depending on population growth and usage). Backhaul upgrades can be done in segments for the affected areas, without having to do a complete backhaul upgrade (if not required).

Regards,  
Nick van Namen,  
Project Manager & Network Engineer.  
MOB: 0438706841  
EMAIL: [nick@logicit.net](mailto:nick@logicit.net)

(08) 9964 5464

[sales@logicit.net](mailto:sales@logicit.net)

218b Lester Avenue  
Geraldton WA 6530

PO Box 2778  
Geraldton WA 6531

[www.logicit.net](http://www.logicit.net)

ABN: 14 408 523 096  
ACN: 137 819 875



*President and CEO left the chambers at 2.35pm, CEO re-entered Chambers at 2.37pm and President re-entered at 2.38pm. Manager of Finance Leah John entered Chambers at 2.37pm.*

### **9.3. FINANCE**

<b>9.3.1. FINANCIAL STATEMENTS FOR MONTH ENDING 31 MARCH 2016</b>
---

**Agenda Reference:** Manager of Finance  
**Location/Address:** Shire of Three Springs  
**Name of Applicant:** Shire of Three Springs  
**File Reference:** ADM0243  
**Disclosure of Interest:**  
**Date:** 7<sup>th</sup> April, 2016  
**Author:** Donna Newton

**Signature of Author:** \_\_\_\_\_

#### **SUMMARY**

The Monthly Statement of Financial Activity report for the month ending 31<sup>st</sup> March, 2016 is presented to Council for adoption.

#### **ATTACHMENT**

Finance Report ending 31<sup>st</sup> March, 2016.

#### **BACKGROUND**

Financial Regulations require a monthly statement of financial activity report to be presented to Council.

#### **CONSULTATION**

No consultation required.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995 Section 6.4.  
Local Government (Financial Management) Regulations 1996 Section 34.

#### **POLICY IMPLICATIONS**

Nil.

#### **FINANCIAL IMPLICATIONS**

Financial implications are outlined in comments.

#### **STRATEGIC IMPLICATIONS**

Nil.

#### **OFFICER COMMENT**

Council's estimated Surplus C/FWD as at the 31<sup>st</sup> March, 2016 is \$ 2,110,434.

<b>SUMMARY OF FUNDS – SHIRE OF THREE SPRINGS</b>	
Municipal Account	\$32,784.33
Business Cash Maximiser (Municipal Funds)	\$1,261,588.18
Grant Funds Holding Maximiser Account (Municipal Funds)	\$602,171.87
Trust Account	\$50,908.40
Reserve Maximiser	\$529,557.61
Police Licensing Account	\$97,096.68

Debtor's accounts as at 31<sup>st</sup> March, 2016 total \$60,714.14

Creditors as at 31<sup>st</sup> March, 2016 are \$6,049.07

The total outstanding Rates debt is \$145,856.95

#### VOTING REQUIREMENTS

Simple Majority.

#### **140913 COUNCIL RESOLUTION – ITEM 9.3.1**

**MOVED: Cr Hebiton**

**SECONDED: Cr Lake**

**That Council adopts the preliminary Monthly Statement of Financial Activity for the month ending 31<sup>st</sup> March, 2016.**

**CARRIED**

**Voted: 6/0**

**SHIRE OF THREE SPRINGS**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

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**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

	NOTE	31/03/16 Y-T-D Actual \$	31/03/16 Y-T-D Budget \$	2015/16 Total Budget \$	2015/16 Revised Budget \$	31/03/16 Y-T-D Variance \$	31/03/16 Y-T-D Variance %
<b>REVENUES/SOURCES</b>	1,2						
Governance		18,980	19,314	25,800	23,250	(334)	2%
General Purpose Funding		388,413	380,052	506,779	508,259	8,361	(2%)
Law, Order, Public Safety		89,760	509,121	678,862	692,500	(419,361)	82%
Health		19,248	16,155	21,560	21,560	3,093	(19%)
Education and Welfare		750	1,125	1,500	1,500	(375)	33%
Housing		92,579	80,154	106,920	107,080	12,425	(16%)
Community Amenities		208,515	105,770	125,525	212,075	102,745	(97%)
Recreation and Culture		71,094	51,372	68,545	71,600	19,722	(38%)
Transport		551,520	1,238,517	1,651,384	1,658,185	(686,997)	55%
Economic Services		4,793	5,004	6,700	8,250	(211)	4%
Other Property and Services		29,757	50,985	68,000	72,500	(21,228)	42%
		<u>1,475,409</u>	<u>2,457,569</u>	<u>3,261,575</u>	<u>3,376,759</u>	<u>982,160</u>	<u>(40%)</u>
<b>(EXPENSES)/(APPLICATIONS)</b>	1,2						
Governance		(159,183)	(190,683)	(258,063)	(216,423)	(31,500)	17%
General Purpose Funding		(16,001)	(22,968)	(30,648)	(30,648)	(6,967)	30%
Law, Order, Public Safety		(220,595)	(222,192)	(296,362)	(324,762)	(1,597)	1%
Health		(171,938)	(171,576)	(228,911)	(232,712)	362	(0%)
Education and Welfare		(8,954)	(16,866)	(30,000)	(30,000)	(7,912)	47%
Housing		(237,737)	(256,617)	(342,240)	(338,240)	(18,880)	7%
Community Amenities		(168,917)	(152,343)	(203,357)	(199,700)	16,574	(11%)
Recreation & Culture		(679,806)	(669,978)	(893,520)	(858,821)	9,828	(1%)
Transport		(479,393)	(792,531)	(1,056,966)	(1,100,996)	(313,138)	40%
Economic Services		(49,942)	(89,460)	(119,461)	(116,461)	(39,518)	44%
Other Property and Services		68,119	(37,854)	(50,584)	(42,085)	(105,973)	280%
		<u>(2,124,347)</u>	<u>(2,623,068)</u>	<u>(3,510,113)</u>	<u>(3,490,848)</u>	<u>(498,721)</u>	<u>(19%)</u>
<b>Net Result Excluding Rates</b>		(648,938)	(165,499)	(248,538)	(114,089)	483,439	
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>							
(Profit)/Loss on Asset Disposals	4	30,311	44,244	59,000	59,000	(13,933)	31%
Movement in Employee Benefit Provisions (non-current)		0	0	0	0	0	0%
Movement in Deferred Pensioner Rates/ESL (non-current)		0	0	0	0	0	0%
Movement in Leave Reserve (Added Back)		0	0	300	0	0	
Movement in Work in Progress		0	0	0	0	0	
Rounding		(3)	0	0	0	(3)	
Depreciation on Assets	2(a)	696,923	671,589	895,500	895,500	25,334	(4%)
<b>Capital Expenditure and Income</b>							
Purchase Land held for resale	3	0	0	0	0	0	
Purchase Land and Buildings	3	(49,270)	(407,450)	(560,800)	(560,800)	(358,180)	88%
Purchase Furniture and Equipment	3	(6,500)	(28,674)	(38,245)	(38,245)	(22,174)	77%
Purchase Plant and Equipment	3	(296,307)	(634,869)	(836,500)	(836,500)	(338,562)	53%
Purchase of Motor Vehicles	3	(76,218)	(103,041)	(140,100)	(140,100)	(26,823)	26%
Purchase Infrastructure Assets - Roads	3	(505,648)	(1,332,348)	(1,627,288)	(1,633,386)	(826,700)	62%
Purchase Infrastructure Assets - Footpaths	3	0	(57,174)	(57,174)	(57,174)	(57,174)	100%
Purchase Infrastructure Assets - Airfields	3	0	0	(2,500)	(2,500)	0	0%
Purchase Infrastructure Assets - Parks	3	0	(57,105)	(189,741)	(189,741)	(57,105)	100%
Proceeds from Disposal of Assets	4	100,420	0	150,200	150,200	(100,420)	#DIV/0!
Repayment of Debentures	5	(133,171)	(106,560)	(142,099)	(142,099)	26,611	(25%)
Proceeds from New Debentures	5	0	0	0	0	0	0%
Transfers to Reserves (Restricted Assets)	6	(11,136)	(9,810)	(434,600)	(434,600)	1,326	(14%)
Transfers from Reserves (Restricted Assets)	6	0	0	0	0	0	0%
ADI Net Current Assets July 1 B/Fwd	7	1,072,482	0	1,119,700	1,072,482	1,072,482	
LE: Net Current Assets Year to Date	7	<u>2,110,434</u>	<u>4,294,060</u>	<u>(111,019)</u>	<u>(34,563)</u>	<u>(2,183,626)</u>	<u>51%</u>
<b>Amount Req'd to be Raised from Rates</b>		<u>(1,937,489)</u>	<u>(1,941,865)</u>	<u>(1,941,866)</u>	<u>(1,937,489)</u>	<u>4,376</u>	<u>(0%)</u>
Rates per Note 8		1,937,489	1,941,865	1,941,865			
Variance		0	0				

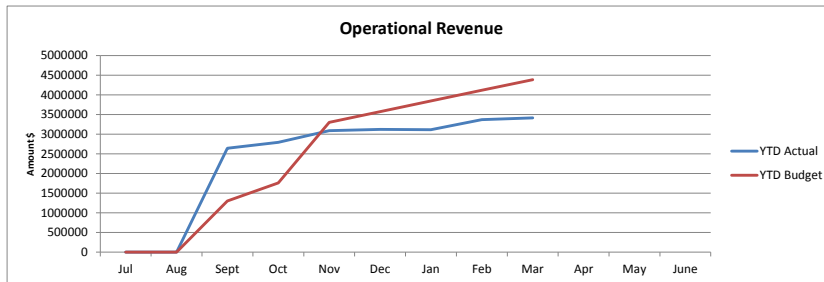
### Statement of Financial Activities Reportable Variances

Council has adopted a 10% variance measurement with a minimum reportable value amount of \$5,000.

% - Under-expenditure / extra income, (%) - Over-expenditure / reduced income.

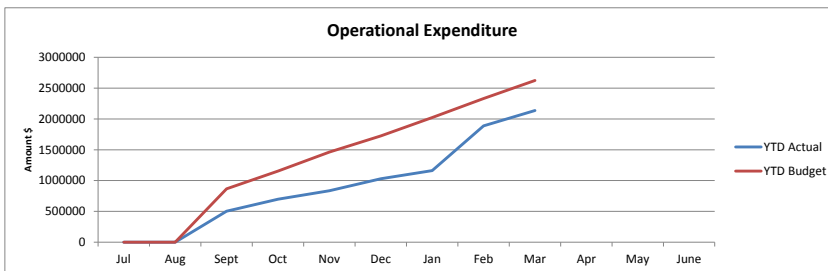
	%	\$	
<b>REVENUES/SOURCES</b>			
Governance	2%	-\$ 334	
General Purpose Funding	(2%)	\$ 8,361	An increase in bank interest, penalties for late payment /instalment penalty compared to budget.
Law, Order, Public Safety	82%	-\$ 419,361	Grant for replacement truck and shed not received
Health	(19%)	\$ 3,093	
Education and Welfare	33%	-\$ 375	
Housing	(16%)	\$ 12,425	Mainly attributed by payment received from Ausco Modular for lease agreement for Three Springs village - income not budgeted
Community Amenities	(97%)	\$ 102,745	Unbudgeted Income: 1. Invoiced Karara Mine Ltd for construction of 1 trench and roadway - funds to be transferred to Trust when received. 2.Payment received from Western Power for use of Easement Lot 101. 3.Payment received for Duffy's Store.
Recreation and Culture	(38%)	\$ 19,722	Pool grant received in March.
Transport	55%	-\$ 686,997	Roads to Recovery and RRG funding less claimed to date
Economic Services	4%	-\$ 211	
Other Property and Services	42%	-\$ 21,228	Lesser private works done to date than budgeted
<b>(EXPENSES)/(APPLICATIONS)</b>			
Governance	17%	-\$ 31,500	Lower costs in Admin salaries, legal Fees and admin allocations
General Purpose Funding	30%	-\$ 6,967	Rates valuation costs and Admin allocations less than budget
Law, Order, Public Safety	1%	-\$ 1,597	
Health	(0%)	\$ 362	
Education and Welfare	47%	-\$ 7,912	Early childhood centre less expenses to date
Housing	7%	-\$ 18,880	Housing maintenance behind schedule
Community Amenities	(11%)	\$ 16,574	Revitalisation projects commenced earlier
Recreation & Culture	(1%)	\$ 9,828	Higher than expected consultancy costs on Heritage Trail work
Transport	40%	-\$ 313,138	Wandrra program not commenced
Economic Services	44%	-\$ 39,518	Underspending; in weed control and vermin control,area promotions and employment expenses
Other Property and Services	280%	-\$ 105,973	Plant consumables & parts/repairs,and employee expenses under budget
<b>Capital Expenditure and Income</b>			
(Profit)/Loss on Asset Disposals	31%	-\$ 13,933	Loss on asset disposals below budget resulting from lower written down value for plant & vehicle disposed
Depreciation on Assets	(4%)	\$ 25,334	Depreciation budget under estimated
Purchase Land and Buildings	88%	-\$ 358,180	Admin Building project not commenced to date
Purchase Furniture and Equipment	77%	-\$ 22,174	Computer upgrade not commenced
Purchase Plant and Equipment	53%	-\$ 338,562	Grader purchased in March, Tractor and Slusher outstanding.
Purchase of Motor Vehicles	26%	-\$ 26,823	DCEO vehicle not changed over
Purchase Infrastructure Assets - Roads	62%	-\$ 826,700	Works program - behind schedule with contract work
Purchase Infrastructure Assets - Footpaths	100%	-\$ 57,174	Footpath program not commenced
Purchase Infrastructure Assets - Airfields	0%	\$ -	
Purchase Infrastructure Assets - Parks	100%	-\$ 57,105	Heritage, Arrino Garden, Revitalisation projects in progress, expenditure yet to be incurred.

### General Income and Expenditure Graphs



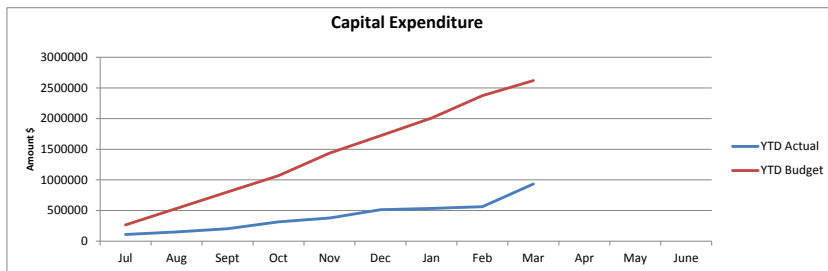
**Comment:**

Road funding not claimed to date



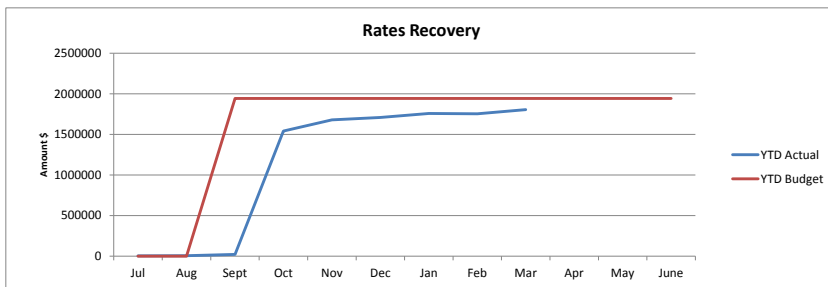
**Comment:**

Maintenance program behind schedule, salaries, Wandrra contract and several projects not commenced



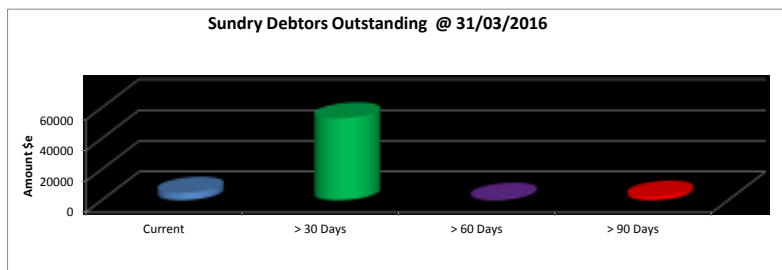
**Comment:**

Replacement on Plant & Equipemnt and Motor Vechicles commenced - one vehicle and two plant pending. Road projects - R2R, RRFG and muni have commenced but under budget. Building, Parks and garden projects not commenced.



**Comment:**

Recovery procedure commenced on outstanding rates.



**Comment:**

Sundry Debtors - 90 day debtors in hands of Debt Collection Agency. Debtor in 30 days mainly represents one account payment expected in April.

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

**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 has been 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 9.

**(c) Rounding Off Figures**

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

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

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

**(e) Goods and Services Tax**

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.

Collectibility 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 THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

**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 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 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 Municipality 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.

**(g) 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 periods are:

Buildings	5 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
clearing and earthworks	not depreciated
construction/road base	50 years
original surfacing and	
major re-surfacing	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
clearing and earthworks	not depreciated
construction/road base	50 years
gravel sheet	10 years
Formed roads (unsealed)	
clearing and earthworks	not depreciated
construction/road base	50 years
Footpaths - slab	40 years
Sewerage piping	100 years
Water supply piping & drainage systems	75 years

**SHIRE OF THREE SPRINGS  
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

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

**(k) Impairment**

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2016.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on the Monthly Statement of Financial Position from a budgetary perspective.

**(l) Trade and Other Payables**

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality 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.

**(m) 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 municipality 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 Council expects to pay and includes related on-costs.

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

**(n) 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.

**SHIRE OF THREE SPRINGS  
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

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

**(o) 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 item included in the same class of obligations may be small.

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

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where 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 THREE SPRINGS  
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

**2. STATEMENT OF OBJECTIVE**

In order to discharge its responsibilities to the community, the Shire 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**

Objective: To provide a decision making process for the efficient allocation of scarce resources.

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

**GENERAL PURPOSE FUNDING**

Objective: To collect revenue to fund provision of services.

Activities: Rates, general purpose government grants and interest revenue.

**LAW, ORDER, PUBLIC SAFETY**

Health: To ensure a safer community in which to live.

Activities: Supervision of various local laws, fire prevention, emergency services and animal control.

**HEALTH**

Objective: To provide an operational framework for good community health.

Activities: Food quality and pest control, maintenance of child health centre, doctors surgery and dental clinic.

**EDUCATION AND WELFARE**

Objective: To support the needs of the community in education and welfare.

Activities: Assistance to playgroup, youth advisory committee and other voluntary services.

**HOUSING**

Objective: Provide adequate housing to attract and retain staff and non-staff.

Activities: Maintenance of council owned housing.

**COMMUNITY AMENITIES**

Objective: Provide services as required by the community.

Activities: Rubbish collection services, tip operation, noise control, town planning administration, cemetery maintenance, storm water drainage, FM radio retransmitter maintenance and mobile phone installation.

**RECREATION AND CULTURE**

Objective: To establish and efficiently manage infrastructure and resources which will help the social well being of the community.

Activities: Maintenance of halls, swimming pool, library, parks, gardens and reserves.

**TRANSPORT**

Objective: To provide effective and efficient transport services to the community.

Activities: Construction and maintenance of streets, roads, bridges, cleaning and lighting of streets, traffic signs, depot maintenance and airstrip maintenance.

**ECONOMIC SERVICES**

Objective: To help promote the Shire and improve its economic well being

Activities: Regulation and provision of tourism, area promotion, building control, noxious weeds, vermin control, plant nursery and standpipes

**OTHER PROPERTY & SERVICES**

Activities: Private works, plant repairs

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

		<b>31 March, 2016</b>	<b>2015/16</b>
		<b>Actual</b>	<b>Current Budget</b>
		<b>\$</b>	<b>\$</b>
<b>3. ACQUISITION OF ASSETS</b>			
The following assets have been acquired during the period under review:			
<b><u>By Program</u></b>			
<b>Governance</b>			
Furniture & Equipment		0	28,245
M/V Purchase		0	33,000
Buildings	Chambers/Admin	0	330,000
<b>Law, Order, Public Safety</b>			
Firefighting Equipment		0	360,000
Buildings - New Pound		0	0
Fire Prevention Buildings		0	160,800
<b>Health</b>			
Furniture & Equipment (Medical Centre)		0	0
Buildings	Dental Surgery	0	0
Motor Vehicles	Dr Vehicle	27,110	27,500
Buildings - Medical Centre	Carport	0	0
<b>Housing</b>			
Buildings	Staff Housing	30,727	35,000
Buildings	HWS	0	0
Buildings	Other Housing	5,830	0
<b>Community Amenities</b>			
Infrastructure Assets Parks & Gardens	Revitalisation & Arrino	0	113,591
Plant & Equipment	Can Crusher	0	
New Refuse Site		263	
Duffy's store		0	0
<b>Recreation and Culture</b>			
Buildings	Multi purpose building	-0	0
Furniture & Equipment	Tanks	6,500	10,000
Infrastructure - Parks & Ovals		0	0
Townscape	Car Park/ Heritage	0	76,150
Buildings	Hall	12,450	35,000
<b>Transport</b>			
Infrastructure - Roads		505,648	1,627,288
Purchase Plant & Equipment	Slasher/Grader/Tractor/Two-ways	296,307	476,500
Tools & Equipment		0	0
Purchase of Motor Vehicles		49,108	79,600
Airstrip Upgrade		0	2,500
Footpaths		0	57,174
<b>Economic Services</b>			
Buildings			0
		<b>933,943</b>	<b>3,452,348</b>

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

	<b>31 March, 2016</b>	<b>2015/16</b>
	<b>Actual</b>	<b>Current Budget</b>
	<b>\$</b>	<b>\$</b>
<b>3. ACQUISITION OF ASSETS</b>		
The following assets have been acquired during the period under review:		
 <u><b>By Class</b></u>		
Land Held for Resale	0	0
Land and Buildings	49,270	560,800
Furniture and Equipment	6,500	38,245
Plant and Equipment	296,307	836,500
Motor Vehicles	76,218	140,100
Infrastructure Assets - Roads	505,648	1,627,288
Infrastructure Assets - Footpaths	0	57,174
Infrastructure Assets - Airfield	0	2,500
Infrastructure Assets - Parks and Ovals	0	189,741
	<u><b>933,943</b></u>	<u><b>3,452,348</b></u>

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this statement as follows:

- plant replacement programme
- other assets
- road replacement programme
- other infrastructure

933,943	3,452,348
933,943	3,452,348
0	0

**ACQUISITION OF ASSETS**
**2015/2016 BUDGET**
**By Program**

Trade-In

**Governance**

Motor Vehicle	DCEO Vehicle	33,000	13,000
Building	Chambers/Admin	330,000	
Furniture & Equipment	IT	28,245	

**Law, Order, Public Safety**

Plant & Equipment	Fire Truck	445,000	
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**Health**

Motor Vehicle	Dr Vehicle	27,500	12,000
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**Housing**

Buildings	Staff Housing	10,000	
Buildings	HWS		
Buildings	Other Housing		
Buildings	New Units	10,000	

**Community Amenities**

Furniture & Equipment	Tanks	10,000	
Infrastructure - Parks & Oval	Revitalisation	75,617	

**Recreation and Culture**

Buildings	Hall	27,000	
Infrastructure	Pool Car Park	30,000	
Plant & equipment	Slasher	16,300	
Infrastructure - Parks & Oval	Heritage Trail	46,150	

**Transport**

Infrastructure - Roads	RRG, R2R, Own	1,514,720	
Infrastructure - Drainage	Drainage	80,000	
Plant & equipment	Grader	330,000	55,000
Plant & equipment	Backhoe	165,000	18,000
Plant & equipment	Tractor	68,200	24,200
Motor Vehicles	MWS	47,200	34,000
Motor Vehicles	Mechanic	32,400	12,000
Footpath	Hall/Maley	57,174	
Depot Yard	Ramp and apron	20,425	
Infrastructure Airfield	Windsock Lights	2,500	
Plant & equipment	Two-way radios	62,000	

**Economic Services**

Infrastructure -Parks & Ovals	Arrino Garden	37,974	
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Total by Program	3,506,405	168,200
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Land Held for Resale		
Land and Buildings	377,000	
Furniture and Equipment	38,245	97,200
Plant and Equipment	1,086,500	71,000
Motor Vehicles	140,100	
Infrastructure Assets - Roads	1,535,145	
Infrastructure Assets - Footpaths	57,174	
Infrastructure Assets - Airfield	2,500	
Infrastructure Assets - Parks and Ovals	189,741	
Infrastructure Assets - Drainage	80,000	

Total by Class	3,506,405	168,200
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**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

**4. DISPOSALS OF ASSETS**

The following assets have been disposed of during the period under review:

<u>By Program</u>	Net Book Value	Net Book Value		Sale Proceeds	Sale Proceeds		Profit(Loss)	Profit(Loss)
	2015/16 BUDGET \$	2015/16 ACTUAL \$		2015/16 BUDGET \$	2015/16 ACTUAL \$		2015/16 BUDGET \$	2015/16 ACTUAL \$
<b>Administration</b> Santa Fe	20,800			13,000			-7,800	
<b>Law Order &amp; Public Safety</b> Fire Truck								
<b>Health</b> Toyota Rav4	19,500	18,335.78		12,000	8,181.82		-7,500	-10,153.96
<b>Housing</b>								
<b>Transport</b> 120 H Grader	100,700	95,345		55,000	62,238		-45,700	-33,107.34
Branson Tractor	39,000	0		24,200	0		-14,800	0
Ford Ranger - Works Supervisor	18,200	17,049.21		34,000	30,000		15,800	12,950.79
Mitsubishi Triton - Mechanic	11,000	0		12,000	0		1,000	0
	209,200	130,730		150,200	100,420		(59,000)	(30,311)
<u>By Class</u>	Net Book Value	Net Book Value		Sale Proceeds	Sale Proceeds		Profit(Loss)	Profit(Loss)
	2015/16 BUDGET \$	2015/16 ACTUAL \$		2015/16 BUDGET \$	2015/16 ACTUAL \$		2015/16 BUDGET \$	2015/16 ACTUAL \$
<b>Land</b>								
<b>Buildings</b>								
<b>Plant &amp; Equipment</b>	111,700	95,345		67,000	62,238		(44,700)	(33,107)
<b>Vehicles</b>	69,500	35,385		71,000	38,182		1,500	2,797
<b>Furniture &amp; Equipment</b>								
	181,200	130,730		138,000	100,420		(43,200)	(30,311)
							<b>2015/16 BUDGET \$</b>	<b>31/3/2016 ACTUAL \$</b>
<u>Summary</u>								
Profit on Asset Disposals							16,800	12,951
Loss on Asset Disposals							(75,800)	(43,261)
							<u>(59,000)</u>	<u>(30,311)</u>



**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

**5. INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 1 Jul 15	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual To Date \$	Budget Full Year \$	Actual To Date \$	Budget Full Year \$	Actual To Date \$	Budget Full Year \$	Actual To Date \$	Budget Full Year \$
<b>Health</b>									
<b>Housing</b>									
<b>Recreation &amp; Culture</b>									
Loan 156 - Swimming Pool Upgrad	64,926			14,976	14,976	34,974	49,950	3,005	3,257
Loan 160 - Swimming Pool	183,302			8,430	17,358	174,872	165,944	3,748	6,999
<b>Transport</b>									
Loan 157 & 159 - Grader	137,977			24,368	24,368	89,241	113,609	5,389	8,090
Plant Loan (159)	174,758			85,397	85,397	3,964	89,361	3,724	7,053
	560,963	0	0	133,171	142,099	303,051	418,864	15,866	25,399

All other loan repayments will be financed by general purpose revenue

**SHIRE OF THREE SPRINGS**

**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

**5. INFORMATION ON BORROWINGS (Continued)**

(b) New Debentures - 2015/2016

Particulars/Purpose	Amount Borrowed		Institution	Loan Type	Term (Years)	Total Interest & Charges	Interest Rate	Amount Used		Balance Unspent \$
	Actual	Budget						Actual	Budget	
										0

(c) Unspent Debentures

Council had no unspent debenture funds as at 30 June 2015 nor is it expected to have unspent debture funds as at 30th June 2016

(d) Overdraft

Council did not utilise an overdraft facility during 2015/2016

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

	31 March, 2016 Actual \$	2015/2016 Current Budget \$
<b>6. RESERVES</b>		
<b>Cash Backed Reserves</b>		
<b>(a) Leave Reserve</b>		
Opening Balance	121,059	121,059
Amount Set Aside / Transfer to Reserve	2,600	3,200
Amount Used / Transfer from Reserve	-	-
	<u>123,659</u>	<u>124,259</u>
<b>(b) Plant Reserve</b>		
Opening Balance	127,497	127,497
Amount Set Aside / Transfer to Reserve	2,739	324,500
Amount Used / Transfer from Reserve	-	-
	<u>130,236</u>	<u>451,997</u>
<b>(c) Housing &amp; Development Reserve</b>		
Opening Balance	75,966	75,966
Amount Set Aside / Transfer to Reserve	1,632	2,000
Amount Used / Transfer from Reserve	-	-
	<u>77,598</u>	<u>77,966</u>
<b>(d) Local Gov Com Housing Reserve</b>		
Opening Balance	115,810	115,810
Amount Set Aside / Transfer to Reserve	2,488	3,000
Amount Used / Transfer from Reserve	-	-
	<u>118,298</u>	<u>118,810</u>
<b>(e) Gravel Pit Reserve</b>		
Opening Balance	44,036	44,036
Amount Set Aside / Transfer to Reserve	946	1,000
Amount Used / Transfer from Reserve	-	-
	<u>44,982</u>	<u>45,036</u>
<b>(f) Swimming Pool Rec Eq Reserve</b>		
Opening Balance	34,055	34,055
Amount Set Aside / Transfer to Reserve	732	900
Amount Used / Transfer from Reserve	-	-
	<u>34,787</u>	<u>34,955</u>
<b>(g) Day Care Centre Reserve</b>		
Opening Balance	-	-
Amount Set Aside / Transfer to Reserve	-	100,000
Amount Used / Transfer from Reserve	-	-
	<u>-</u>	<u>100,000</u>
<b>Total Cash Backed Reserves</b>	<u>529,559</u>	<u>953,023</u>

All of the above reserve accounts are to be supported by money held in financial institutions.

Council have a policy of annual revaluation of road infrastructure. The amount of any revaluation adjustment at 30 June 2008 is not known. Any transfer to or from an asset revaluation reserve will be a non-cash transaction and as such, has no impact on this budget document.

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

<b>6. RESERVES (Continued)</b>	<b>31 March, 2016</b>	<b>2015/2016</b>
	<b>Actual</b>	<b>Current Budget</b>
	<b>\$</b>	<b>\$</b>
<b>Summary of Transfers</b>		
<b>To Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Leave Reserve	2,600	3,200
Plant Reserve	2,739	324,500
Housing & Development Reserve	1,632	2,000
Local Gov Com Housing Reserve	2,488	3,000
Gravel Pit Reserve	946	1,000
Swimming Pool Rec Eq Reserve	732	900
Day Care Centre Reserve	-	100,000
	<u>11,136</u>	<u>434,600</u>
<b>Transfers from Reserves</b>		
Leave Reserve	-	-
Plant Reserve	-	-
Housing & Development Reserve	-	-
Local Gov Com Housing Reserve	-	-
Gravel Pit Reserve	-	-
Swimming Pool Rec Eq Reserve	-	-
Day Care Centre Reserve	-	-
	<u>-</u>	<u>-</u>
<b>Total Transfer to/(from) Reserves</b>	<u>11,136</u>	<u>434,600</u>

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

**Leave Reserve**

- to be used to fund long service leave requirements

**Plant Reserve**

- to be used for the plant replacement, upgrade or purchase.

**Housing and Development Reserve**

- to be used to fund housing/accommodation projects

**Local Gov Com Housing Reserve**

- to be used to maintain the joint Ministry of Housing/Local Government Properties

**Gravel Pit Reserve**

- to be used for rehabilitation of disused gravel pits

**Swimming Pool Rec Eq Reserve**

- to be used to purchase recreational equipment for the swimming pool

**Mobile Phone Reserve**

- to be used to fund final contribution for mobile phone network

The Leave and Plant Reserves are not expected to be used within a set period as further transfers to the reserve accounts are expected as funds are utilised.

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

	31 March, 2016 Actual \$	Brought Forward 1-Jul-15 \$
<b>7. NET CURRENT ASSETS</b>		
<b>Composition of Estimated Net Current Asset Position</b>		
<b>CURRENT ASSETS</b>		
Cash - Unrestricted	1,896,844	1,000,335
Cash - Restricted (Reserves)	529,558	518,422
Cash - Restricted (Unspent Grants)	-	50,000
Receivables		
- Rates Outstanding	117,217	35,010
- Excess Rates	(2,283)	(7,185)
- Sundry Debtors	72,845	76,627
- Emergency Services Levy	(114)	1,753
- Accrued income	-	-
- Prepayments	-	-
- Provision for doubtful debt	(3,187)	(3,187)
- GST Receivable	37,316	106
Inventories	7,358	7,358
Land held for resale	-	-
	<u>2,655,554</u>	<u>1,679,239</u>
<b>LESS: CURRENT LIABILITIES</b>		
Payables		
- Sundry Creditors	(6,049)	(36,144)
- Accrued Expenditure	-	(62,028)
- GST Payable	(10,282)	3,637
- PAYG/Withholding Tax Payable	(13,424)	-
- Payroll Creditors	(197)	(197)
Accrued Interest on Debentures	-	(7,993)
Accrued Salaries and Wages	-	-
Current Employee Benefits Provision	(106,669)	(106,669)
Current Loan Liability	(8,927)	(142,098)
	<u>(145,548)</u>	<u>(351,492)</u>
<b>NET CURRENT ASSET POSITION</b>	2,510,006	1,327,747
Less: Cash - Reserves - Restricted	(529,558)	(518,422)
Less: Cash - Restricted/Committed	-	-
Add Back : Liabilities Supported by Reserves		
- Lesser of Provision and Reserve	121,059	121,059
Add Back : Current Loan Liability	8,927	142,098
	<u>129,986</u>	<u>129,986</u>
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<u>2,110,434</u>	<u>1,072,482</u>

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

**8. RATING INFORMATION - 2015/2016 FINANCIAL YEAR**

<b>RATE TYPE</b>	<b>Rate in \$</b>	<b>Number of Properties</b>	<b>Rateable Value \$</b>	<b>2015/16 Rate Revenue \$</b>	<b>2015/16 Interim Rates \$</b>	<b>2015/16 Back Rates \$</b>	<b>2015/16 Total Revenue \$</b>	<b>2015/16 Budget \$</b>
<b>Differential General Rate</b>								
GRV - Residential	0.116100	208	2,004,055	231,127			231,127	231,127
GRV - Mining	0.387900	1	248,500	96,395	0		96,395	96,395
UV - Rural & Arrino	0.016200	183	95,399,900	1,543,669	0	17	1,543,686	1,543,669
UV - Mining	0.119200	18	409,801	47,353	0		47,353	47,353
Other		107	0	0			0	0
<b>Sub-Totals</b>		517	98,062,256	1,918,545	0	17	1,918,562	1,918,545
<b>Minimum Rates</b>	<b>Minimum \$</b>							
GRV - Residential	440	22	0	9,680		0	9,680	9,680
UV - Rural & Arrino	440	23	39,300	10,120		0	10,120	10,120
UV - Mining	440	8	0	3,520	0	0	3,520	3,520
<b>Sub-Totals</b>		53	39,300	23,320	0	0	23,320	23,320
Discounts							1,941,882 (4,393) 0	1,941,865 0
<b>Totals</b>							1,937,489	1,941,865

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

The general rates detailed above for the 2015/2016 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 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 THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

**9. TRUST FUNDS**

Funds held at balance date over which the Municipality has no control and which are not included in the financial statements are as follows:

Detail	Balance 01-Jul-15 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Police Licensing	5,123	171,909	(168,660)	8,372
Three Springs LCDC	4,334			4,334
Arrowsmith Catchment	77,393			77,393
Arrowsmith Rates	11,556			11,556
Nomination Fees	0	480	(480)	0
East Three Springs Catchment	2,014			2,014
BCITF Levy	0	227	(227)	0
BRB Levy	0			0
RSL	0			0
Housing Bonds	280	580	(580)	280
'Free' Blocks	0			0
Refuse site	50,000			50,000
Hall Hire Bond	0			0
Cat Trap Bond	0			0
Swimming Pool Inflatable	0			0
	<u>150,700</u>			<u>153,949</u>

**10. CASH / INVESTMENTS SUMMARY**

Investments						31 March 2016 Actual \$
Financial Institution	Fund	Date Invested	Investment Amount \$	Interest Rate %	Maturity Date	
Cash at Bank						31 March 2016 Actual \$
Financial Institution	Fund	Total Cash at Bank	O/S Deposits	O/S Cheques	Adjustment	
National Australia Bank	Muni	43,879	4,959	(16,054)		32,784
National Australia Bank	Trust	51,188	-	(280)		50,908
National Australia Bank	Licensing	94,968	2,129	-		97,097
National Australia Bank	TD House	313,386	4,691	-	(318,077)	-
<b>Investments</b>			<b>Credits</b>	<b>Debits</b>	-	
National Australia Bank	Maxi Investm	1,261,588	-	-		1,261,588
National Australia Bank	Grant Acc	602,172	-	-		602,172
			<b>Interest</b>			
National Australia Bank	Reserve Max	529,558	-	-		529,558

**11. SUPPLEMENTARY INFORMATION**

May include (not exhaustive) the following:

- Income Statement By Nature & Type;
- Income Statement By Program;
- Balance Sheet;
- Statement of Changes in Equity;
- Debtors listings;
- Creditors listings;
- Cash/Investment summaries;
- Plant reports;
- Ratio analysis; and
- Other information considered relevant.

Schedule/Program Balances

**SHIRE OF THREE SPRINGS**

**INCOME STATEMENT**

**BY NATURE OR TYPE**

**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

	NOTE	31/03/2016 Y-T-D Actual	31/03/2016 Y-T-D Current Budget	2015/16 Budget
		\$		\$
<b>REVENUES FROM ORDINARY ACTIVITIES</b>				
Rates	8	1,937,488	1,941,865	1,941,865
Grants and Subsidies - Operating		487,311	456,138	608,211
Grants and Subsidies - Non Operating		502,698	1,329,156	1,772,229
Contributions Reimbursements and Donations - Operating		117,014	372,681	496,980
Contributions Reimbursements and Donations - Capital		-	-	-
Proceeds on Disposal of Assets		-	-	-
Service Charges		-	-	-
Fees and Charges		213,910	225,821	285,745
Interest Earnings		39,815	36,801	49,110
Other Revenue		101,709	24,372	32,500
Realisation on Asset Disposal		0	0	0
		<u>3,399,945</u>	<u>4,386,834</u>	<u>5,186,640</u>
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>				
Employee Costs		(641,541)	(791,676)	(1,056,097)
Materials and Contracts		(394,537)	(806,760)	(1,076,251)
Utilities		(143,547)	(129,015)	(172,150)
Depreciation		(696,923)	(671,589)	(895,500)
Interest Expenses		(16,645)	(24,885)	(33,199)
Insurance		(162,917)	(122,535)	(163,531)
Other Expenditure		(24,977)	(25,479)	(34,000)
		<u>(2,081,087)</u>	<u>(2,571,939)</u>	<u>(3,430,728)</u>
Loss on Sale of Assets		(43,261)	(56,844)	(75,800)
Profit on Asset Disposal		12,951	12,600	16,800
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>		<u><b>1,288,550</b></u>	<u><b>1,770,651</b></u>	<u><b>1,696,912</b></u>



**SHIRE OF THREE SPRINGS**

**INCOME STATEMENT**

**BY PROGRAM**

**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

	<b>31/03/16 Y-T-D Actual</b>	<b>31/03/16 Y-T-D Current Budget</b>	<b>2015/16 Current Budget</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>OPERATING REVENUES</b>			
Governance	18,980	19,314	25,800
General Purpose Funding	2,325,902	2,321,917	2,448,644
Law, Order, Public Safety	89,760	509,121	678,862
Health	19,248	16,155	21,560
Education and Welfare	750	1,125	1,500
Housing	92,579	80,154	106,920
Community Amenities	208,515	105,770	125,525
Recreation and Culture	71,094	51,372	68,545
Transport	551,520	1,238,517	1,651,384
Economic Services	4,793	5,004	6,700
Other Property and Services	29,757	50,985	68,000
	<u>3,412,898</u>	<u>4,399,434</u>	<u>5,203,440</u>
<b>OPERATING EXPENSES</b>			
Governance	(159,183)	(190,683)	(254,478)
General Purpose Funding	(16,001)	(22,968)	(30,648)
Law, Order, Public Safety	(220,595)	(222,192)	(296,362)
Health	(171,938)	(171,576)	(228,911)
Education and Welfare	(8,954)	(16,866)	(30,000)
Housing	(237,737)	(256,617)	(342,240)
Community Amenities	(168,917)	(152,343)	(203,357)
Recreation & Culture	(679,806)	(669,978)	(893,520)
Transport	(479,393)	(792,531)	(1,056,966)
Economic Services	(49,942)	(89,460)	(119,461)
Other Property and Services	68,119	(37,854)	(50,584)
	<u>(2,124,347)</u>	<u>(2,623,068)</u>	<u>(3,506,528)</u>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<u><b>1,288,551</b></u>	<u><b>1,776,366</b></u>	<u><b>1,696,912</b></u>

# SHIRE OF THREE SPRINGS

## BALANCE SHEET

FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016

	31 March, 2016 ACTUAL \$	2014/15 \$
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	2,426,402	1,568,756
Trade and Other Receivables	221,794	106,761
Inventories	7,358	7,358
<b>TOTAL CURRENT ASSETS</b>	<b>2,655,554</b>	<b>1,682,875</b>
<b>NON-CURRENT ASSETS</b>		
Other Receivables	16,089	16,089
Inventories - Refuse Land	-	-
Property, Plant and Equipment	14,584,074	14,962,935
Infrastructure	35,437,236	34,952,086
<b>TOTAL NON-CURRENT ASSETS</b>	<b>50,037,397</b>	<b>49,931,110</b>
<b>TOTAL ASSETS</b>	<b>52,692,951</b>	<b>51,613,985</b>
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables	29,953	106,363
Long Term Borrowings	8,927	142,098
Provisions	106,669	106,669
<b>TOTAL CURRENT LIABILITIES</b>	<b>145,549</b>	<b>355,130</b>
<b>NON-CURRENT LIABILITIES</b>		
Long Term Borrowings	418,865	418,865
Provisions	50,582	50,582
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>469,447</b>	<b>469,447</b>
<b>TOTAL LIABILITIES</b>	<b>614,996</b>	<b>824,577</b>
<b>NET ASSETS</b>	<b>52,077,956</b>	<b>50,789,408</b>
<b>EQUITY</b>		
Retained Profits (Surplus)	27,202,367	25,924,953
Reserves - Cash Backed	529,558	518,423
Reserves - Asset Revaluation	24,346,032	24,346,032
<b>TOTAL EQUITY</b>	<b>52,077,957</b>	<b>50,789,408</b>

**SHIRE OF THREE SPRINGS**  
**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE PERIOD 1 JULY, 2015 TO 31 MARCH, 2016**

	<b>31 March 2016 Actual \$</b>	<b>2015 \$</b>
<b>RETAINED PROFITS (SURPLUS)</b>		
Balance as at 1 July 2015	25,924,955	24,759,172
Change in Net Assets Resulting from Operations	1,288,550	1,186,982
Transfer from/(to) Reserves	<u>(11,136)</u>	<u>(21,199)</u>
Balance as at 31 March 2016	<u>27,202,369</u>	<u>25,924,955</u>
 <b>RESERVES - CASH BACKED</b>		
Balance as at 1 July 2015	518,422	497,223
Amount Transferred (to)/from Surplus	<u>11,136</u>	<u>21,199</u>
Balance as at 31 March 2016	<u>529,558</u>	<u>518,422</u>
 <b>RESERVES - ASSET REVALUATION</b>		
Balance as at 1 July 2015	24,346,032	24,164,465
Revaluation Increment		181,567
Revaluation Decrement	<u>-</u>	<u>-</u>
Balance as at 31 March 2016	<u>24,346,032</u>	<u>24,346,032</u>
 <b>TOTAL EQUITY</b>	 <u><u>52,077,959</u></u>	 <u><u>50,789,409</u></u>

**PROGRAM 2 - GENERAL FUND SUMMARY OF FINANCIAL ACTIVITIES**

General  
Ledger

	2015/16 Total Budget \$	31/03/16 Y-T-D Budget \$	31/03/16 Y-T-D Actual \$
<b><u>OPERATING EXPENDITURE</u></b>			
General purpose income	30,648	22,968	16,001
General administration	254,478	190,683	159,183
Law, order and public safety	296,362	222,192	220,595
Health	228,911	171,576	171,938
Welfare services	30,000	16,866	8,954
Housing	342,240	256,617	237,737
Community amenities	203,357	152,343	168,917
Recreation and culture	893,520	669,978	679,806
Transport	1,056,966	792,531	479,393
Economic services	119,461	89,460	49,942
Other property and services	50,584	37,854	(68,119)
<b>Total</b>	<b>3,506,528</b>	<b>2,623,068</b>	<b>2,124,347</b>
<b><u>CAPITAL EXPENDITURE</u></b>			
General purpose income	-	-	-
General administration	394,445	295,821	2,600
Law, order and public safety	520,800	270,000	-
Health	27,500	20,619	27,110
Welfare services	-	-	-
Housing	40,000	29,988	40,677
Community amenities	113,591	85,185	263
Recreation and culture	158,814	115,767	43,088
Transport	2,350,627	1,762,902	963,567
Economic services	625	747	946
Other property and services	-	-	-
<b>Total</b>	<b>3,606,402</b>	<b>2,581,029</b>	<b>1,078,250</b>
<b>TOTAL EXPENDITURE</b>	<b>7,112,930</b>	<b>5,204,097</b>	<b>3,202,597</b>
<b><u>OPERATING INCOME</u></b>			
General purpose income	(2,448,644)	(2,321,917)	(2,325,902)
General administration	(25,800)	(19,314)	(18,980)
Law, order and public safety	(678,862)	(509,121)	(89,760)
Health	(21,560)	(16,155)	(19,248)
Welfare services	(1,500)	(1,125)	(750)
Housing	(106,920)	(80,154)	(92,579)
Community amenities	(125,525)	(105,770)	(208,515)
Recreation and culture	(68,545)	(51,372)	(71,094)
Transport	(1,651,384)	(1,238,517)	(551,520)
Economic services	(6,700)	(5,004)	(4,793)
Other property and services	(68,000)	(50,985)	(29,757)
<b>Total</b>	<b>(5,203,440)</b>	<b>(4,399,434)</b>	<b>(3,412,897)</b>
<b><u>CAPITAL INCOME</u></b>			
General purpose income	-	-	-
General administration	-	-	-
Law, order and public safety	-	-	-
Health	-	-	-
Welfare services	-	-	-
Housing	-	-	-
Community amenities	-	-	-
Recreation and culture	-	-	-
Transport	-	-	-
Economic services	-	-	-
Other property and services	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL INCOME</b>	<b>(5,203,440)</b>	<b>(4,399,434)</b>	<b>(3,412,897)</b>
<b>SURPLUS/DEFICIT</b>	<b>1,909,490</b>	<b>804,663</b>	<b>(210,300)</b>

## Debtors Trial Balance

As at 31.03.2016

Debtor #	Name	Credit Limit	01.01.2016 GT 90 days	Age	31.01.2016 GT 60 days	01.03.2016 GT 30 days	31.03.2016 Current	Total
				Of Oldest Invoice (90Days)				
A27			0.00	0	0.00	0.00	0.00	-300.00
B80			198.54	651	0.00	0.00	0.00	198.54
B90			0.00	0	0.00	0.00	0.00	-24.00
C93			952.72	681	0.00	0.00	0.00	952.72
C98			5.60	275	0.00	0.00	0.00	5.60
C99			0.00	0	0.00	0.00	1624.55	1624.55
C102			0.00	0	0.00	399.46	0.00	399.46
G57			0.00	0	0.00	0.00	0.00	-40.00
H49			160.00	302	0.00	0.00	0.00	160.00
J1			0.00	0	0.00	0.00	0.00	-181.49
J17			0.00	0	0.00	1430.00	0.00	1430.00
K23			0.00	0	0.00	42900.00	0.00	42900.00
L91			0.00	0	0.00	0.00	22.91	22.91
L94			0.00	0	0.00	0.00	80.00	80.00
L97			0.00	0	0.00	0.00	200.00	200.00
M13			0.00	0	0.00	0.00	40.00	40.00
M99			0.00	0	0.00	0.00	0.00	-325.00
M100			0.00	0	376.84	1555.37	130.49	2062.70
M115			0.00	0	470.00	640.00	0.00	1110.00
M126			0.00	0	0.00	20.00	0.00	20.00
M134			0.00	0	0.00	0.00	1000.00	1000.00
N41			0.00	0	0.00	0.00	381.00	381.00
N42			2580.10	1064	0.00	0.00	0.00	2580.10
O17			0.00	0	0.00	0.00	0.00	-240.00
P11			0.00	0	0.00	0.00	40.00	40.00
P50			0.00	0	0.00	3028.00	450.00	3478.00
Q3			0.00	0	0.00	1593.75	0.00	1593.75
S29			0.00	0	0.00	0.00	0.00	-331.97
S93			0.00	0	0.00	1000.00	0.00	1000.00
S98			0.00	0	0.00	0.00	160.00	160.00
S110			20.00	151	0.00	0.00	0.00	20.00
T8			0.00	0	0.00	0.00	31.20	31.20
T15			0.00	0	0.00	270.00	90.00	360.00
T52			0.00	0	0.00	0.00	88.08	88.08
T57			0.00	0	0.00	40.00	0.00	40.00

## Debtors Trial Balance

As at 31.03.2016

Debtor #	Name	Credit Limit	01.01.2016 GT 90 days Age Of Oldest Invoice (90Days)	31.01.2016 GT 60 days	01.03.2016 GT 30 days	31.03.2016 Current	Total
T71			0.00 0	0.00	0.00	337.15	337.15
T78			0.00 0	0.00	0.00	20.00	20.00
V11			0.00 0	0.00	99.85	0.00	99.85
W43			0.00 0	0.00	0.00	20.00	20.00
W60			0.00 0	0.00	0.00	0.00	-299.01
Totals --- Credit Balances:		-1741.47	3916.96	846.84	52976.43	4715.38	60714.14

### **9.3.2. ACCOUNTS FOR PAYMENT – 31 MARCH 2016**

**Agenda Reference:** Manager of Finance  
**Location/Address:** Shire of Three Springs  
**Name of Applicant:** Shire of Three Springs  
**File Reference:** ADM0083  
**Disclosure of Interest:**  
**Date:** 7<sup>th</sup> April, 2016  
**Author:** Donna Newton

**Signature of Author:** \_\_\_\_\_

#### **SUMMARY**

Council to confirm the payment of creditors in accordance with Local Government (Financial Management) Regulations 1996 section 13 (1).

#### **ATTACHMENT**

Lists of creditors paid as at 31<sup>st</sup> March, 2016 is attached.

#### **BACKGROUND**

Financial regulations require a schedule of payments made through the Council's bank accounts be presented to Council for their inspection. The list includes details for each account paid incorporating payee's name, amount of the payment, date of payment and sufficient information to identify the transaction.

#### **CONSULTATION**

No consultation required.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995 Section 6.4.  
Local Government (Financial Management) Regulations 1996 Section 12 and 13.

#### **POLICY IMPLICATIONS**

Payments have been made under delegation.

#### **FINANCIAL IMPLICATIONS**

Funds available to meet expenditure.

#### **STRATEGIC IMPLICATIONS**

Nil.

## **OFFICER COMMENT**

Invoices supporting all payments are available for inspection. All invoices and vouchers presented to Council have been certified as to the receipt of goods and the rendition of services and as to prices, computations and costing and that the amounts shown were due for payment.

## **VOTING REQUIREMENTS**

Simple Majority

### **140914 COUNCIL RESOLUTION – ITEM 9.3.2**

**MOVED: Cr Lane**  
**SECONDED: Cr Hebiton**

**That Council notes the accounts for payment as presented for March, 2016 from the –**

**Municipal Fund totalling \$401,144.85 represented by Electronic Fund Transfers No's 12626 – 12701, Cheque No's 11260 – 11274 and Direct Debits 10259.1, 10268.1, 10274.1, 10274.2, 10274.3, 10274.4, 10274.5, 10274.6, 10274.7, 10274.8, 10283.1, 10284.1, 10291.1, 10291.2, 10291.3, 10291.4, 10291.5, 10291.6, 10291.7 & 10302.1**

**Licensing Fund totalling \$17,215.80 represented by Electronic Fund Transfer No 12702.**

**CARRIED**  
**Voted: 6/0**



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		<b>Synergy</b>		
11260	04/03/2016	Electricity Usage Charges		7,483.10
INV	26/02/2016	Electricity Usage Charges from 21/01/2016 to 17/02/2016 - Swimming	6,709.55	
INV	01/03/2016	Electricity Usage Charges 23/12/2015 to 25/02/2016 - Final Invoice	50.45	
INV	29/02/2016	Electricity Usage Charges 23/12/2015 to 24/02/2016 - CEO House	283.35	
INV	29/02/2016	Electricity Usage Charges 23/12/2015 to 24/02/2016 - Old Nurses	58.10	
INV	29/02/2016	Electricity Usage Charges 23/12/2015 to 24/02/2016 - Water Feature	350.45	
INV	29/02/2016	Electricity Usage Charges 23/12/2015 to 25/02/2016 - Duffy's Store	31.20	
		<b>Telstra</b>		
11261	04/03/2016	Monthly Account		1,176.25
INV	23/02/2016	Monthly Telephone Usage Charges to 15/02/2016, Service Charges to	1,176.25	
		<b>Water Corporation</b>		
11262	04/03/2016	Water Usage and Service Charges		2,245.65
INV	19/02/2016	Water Usage Charges 06/01/2016 - 17/02/2016 - Oval (2146 kilolitres),	2,245.65	
		<b>City of Greater Geraldton</b>		
11263	18/03/2016	Mid-West Regional Library Meeting		76.00
INV 66359	09/03/2016	For Attendance Costs for Mid-West Regional Library Meeting as per	76.00	
		<b>Australia Post Office, Three Springs</b>		
11264	18/03/2016	Annual Post Office Box Charge (Box 117)		73.00
INV	29/02/2016		73.00	
		<b>Synergy</b>		
11265	18/03/2016	Electricity Usage Charges		2,498.35
INV	29/02/2016	Electricity Usage Charges 23/12/2015 to 23/02/2016 - 21 Franklin St	298.30	
INV	03/03/2016	Electricity Usage Charges from 25/01/2016 to 24/02/2016 - 133 Street	2,200.05	
		<b>Telstra</b>		
11266	18/03/2016	Monthly Account		442.51
INV	05/03/2016	Mobile Phone Usage 05/02/16 to 04/03/16 - 0407 981 659 \$36.83, 0448	442.51	
		<b>Water Corporation</b>		
11267	18/03/2016	Overdue Water Usage Charges - On Charged to Tenant		245.74
INV	09/03/2016	Overdue Water Usage Charges for 17 Glyde Street - On Charged to	115.25	
INV	09/03/2016	Overdue Water Usage Charges for 5 Glyde Street - On Charged to Tenant	130.49	
		<b>Audio Clinic</b>		
11268	31/03/2016	Pre-Employment Audiometric Test		75.00
INV	30/03/2016	Audiometric Test for Plant Operator/General Hand – Plant	75.00	
		<b>City of Greater Geraldton</b>		
11269	31/03/2016	Relief Swimming Pool Manager		660.00
INV 66580	22/03/2016	Relief Swimming Pool Manager - 19th March 2016., Include Travel and	660.00	
		<b>Synergy</b>		
11270	31/03/2016	Electricity Usage Charges		10,945.95
INV	24/03/2016	Electricity Usage Charges from 18/02/2016 to 16/03/2016 - Swimming	10,945.95	
		<b>Telstra</b>		
11271	31/03/2016	Monthly Account		1,094.75
INV	23/03/2016	Monthly Telephone Usage Charges to 15/03/2016, Service Charges to	1,094.75	
		<b>Victoria Medical Group</b>		
11272	31/03/2016	Pre-Employment Medical		165.00
INV 692555	24/03/2016	Pre-Employment Medical for Plant Operator/General Hand	165.00	
		<b>Water Corporation</b>		
11273	31/03/2016	Water Usage and Service Charges		2,003.82
INV	18/03/2016	Water Usage Charges 17/02/2016 to 16/03/2016 - Oval (1558 kilolitres),	2,003.82	
		<b>Western Diagnostic Pathology</b>		
11274	31/03/2016	Pre-Employment Drug Screen		35.04
INV	30/03/2016	Pre-Employment Drug Screen 03/03/2016 for Manager of Finance	35.04	
		<b>Australian Services Union (A.S.U.)</b>		
EFT12626	04/03/2016	Payroll deductions		51.60
INV	23/02/2016	Payroll Deduction for 23/02/2016	51.60	

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<b>BOC Gases</b>				
EFT12627	04/03/2016	Monthly Account		53.12
INV	27/02/2016	Daily Cylinder Tracking 29/01/2016 to 26/02/2016 - Oxygen Industrial	53.12	
<b>Bunnings Group Limited</b>				
EFT12628	04/03/2016	Hardware Account		222.24
INV	06/02/2016	760mm Double Towel Rail - Spare for Kadathinni Units, Towel Ring	222.24	
<b>B W McGree</b>				
EFT12629	04/03/2016	Contractor		130.00
INV	26/02/2016	46 Carter Street - Repair Poor TV reception, Move Antenna with Pole to	130.00	
<b>Child Support Agency</b>				
EFT12630	04/03/2016	Payroll deductions		888.21
INV	23/02/2016	Payroll Deduction for 23/02/2016	888.21	
<b>Courier Australia</b>				
EFT12631	04/03/2016	Freight Account		89.65
INV 0249	12/02/2016	Freight form Pathwest to Three Springs - Water Samples Supplies for	89.65	
<b>Veolia Environmental Services</b>				
EFT12632	04/03/2016	Monthly Account		4,331.05
INV	25/02/2016	Weekly Bin Collection - 02/02/2016, 09/02/2016, 16/02/2016 &	4,331.05	
<b>Cancer Council Western Australia</b>				
EFT12633	04/03/2016	Swimming Pool Sun Screen Order		204.23
INV 6019753	25/02/2016	Everyday Sunscreen Range SPF30+ 1 Litre Pump Pack, Postage &	204.23	
<b>Staples Australia Pty Limited</b>				
EFT12634	04/03/2016	MeterPlan Charges & Cleaning Products Order		898.53
INV	22/02/2016	Meterplan Charge MPC5502A 20/01/2016 - 20/02/2016 2528 Colour	463.34	
INV	16/02/2016	Odour Control Assorted Cartridge Refills 54Ml Bx10, Product Code:	435.19	
<b>DK &amp; CK Contracting</b>				
EFT12635	04/03/2016	Contractor		2,574.00
INV 87	01/03/2016	Building Repairs to 17 (Lot 54) Glyde Street - Clean all Gutters and	2,574.00	
<b>Direct Communications Pty Ltd</b>				
EFT12636	04/03/2016	Contractor		18,179.70
INV 103934	29/02/2016	Full Radio System as Per Quote 2160, TM9315-B1A0-AAU0-00AB-10	18,179.70	
<b>Department of Fire and Emergency Services (DFES)</b>				
EFT12637	04/03/2016	ESL Quarter 3		9,057.60
INV 142467	22/02/2016	2015/16 Emergency Services Levy - Quarter 3	9,057.60	
<b>Hip Pocket Workwear &amp; Safety and Geraldton Trophy Centre</b>				
EFT12638	04/03/2016	Australia Day Honour Board		891.00
INV	15/02/2016	Australia Day Honour Board and Name Plaques	891.00	
<b>Health Insurance Fund (HIF) of WA (Inc)</b>				
EFT12639	04/03/2016	Payroll deductions		94.70
INV	23/02/2016	Payroll Deduction for 23/02/2016	94.70	
<b>Jupiter Health &amp; Medical Services (TS Family Practice)</b>				
EFT12640	04/03/2016	Management Fee		6,600.00
INV	01/03/2016	Management Fee for Three Springs Medical Centre 04/03/2016 to	6,600.00	
<b>Kleenheat Gas</b>				
EFT12641	04/03/2016	Annual Cylinder Fee		69.30
INV 3948027	15/02/2016	Yearly Facility Fee for 2 x 45KG Vap Cylinders - 2 Mayhofer Street	69.30	
<b>Kamma's Bulldozing</b>				
EFT12642	04/03/2016	Contractor		15,840.00
INV 762	25/02/2016	Dozer Hire to Push Gravel for Hydraulic Road - 60 Hours @ \$264.00	15,840.00	
<b>Leeman Plumbing &amp; Excavation</b>				
EFT12643	04/03/2016	Contractor		275.00
INV	25/02/2016	Arrino Rest Area Toilet - Replace Leaking Pan Adaptor on Toilet and	275.00	
<b>Moore Stephens</b>				
EFT12644	04/03/2016	Professional Services		660.00

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		<b>Moore Stephens</b>		
INV 100616	17/02/2016	Preparation for and Attendance at Audit Committee Meeting (Via	660.00	
		<b>Marketforce Pty Ltd</b>		
EFT12645	04/03/2016	Advertising Account		473.78
INV 19925	02/03/2016	January 2016 Early Settlement Discount	-92.74	
INV 5262	29/02/2016	Public Notice for Annual Electors Meeting Advertisement for Geraldton	236.15	
INV 5152	29/02/2016	Advertisement "Community Development Officer" and "Leading Hand	330.37	
		<b>Northern Country Zone of Walga</b>		
EFT12646	04/03/2016	Conference and Training		2,230.00
INV	03/03/2016	Elected Members Training Day 1st April 2016 - Universal Levy,	2,230.00	
		<b>Perfect Computer Solutions</b>		
EFT12647	04/03/2016	IT and Computer Support		135.00
INV 21263	01/03/2016	AC Power Adapter to Suit Samsung Tablet PC	135.00	
		<b>Pro - Lamps Pty Ltd</b>		
EFT12648	04/03/2016	Runway Lamp Globes		319.88
INV	24/02/2016	12 x J1/57 Runway Lamps (NAVIG 6.6A 45w G6.35) for Air Strip,	319.88	
		<b>Pixies Screen Prints</b>		
EFT12649	04/03/2016	Pool Manager Uniform		156.00
INV 3334	20/02/2016	Aussie Pacific 3301 Premier Polo in Red and Black , Shire of Three	156.00	
		<b>Three Springs IGA</b>		
EFT12650	04/03/2016	Monthly IGA Account		342.67
INV	29/02/2016	Biscuits, Milk, Coffee, Sugar, Cool Drink & Ice for LEMC Emergency	219.97	
INV	29/02/2016	1kg Sugar - Network Meeting 3/02/2016, Coke - 10 x 357ml - Network	72.20	
INV	29/02/2016	Council Meeting - Allens Freckles, Allens Minties, Allens Party Mix,	50.50	
		<b>Three Springs Rural Services</b>		
EFT12651	04/03/2016	Hardware Account		44.20
INV 30137	24/02/2016	1 x 360C Pop up Sprinkler, 1 x 180C Pop up Sprinkler and 1 x 90C Pop	34.74	
INV 30165	26/02/2016	Float Valve Nylon Flap 3/4" & 1 1/4" 2 PKT for Mayrhofer Park Water	9.46	
		<b>Van't Veer Services</b>		
EFT12652	04/03/2016	Monthly Postage Charges		146.00
INV 449	29/02/2016	Postage Charges for February 2016 - 2 x \$1.00 Stamps, 1 x 100 Box of	146.00	
		<b>Westrac Pty Ltd</b>		
EFT12653	04/03/2016	Parts Account		500.28
INV	23/02/2016	360-1023 ELEMENT-ACL for TS5005 12M Grader, 149-1912 FILTER-	500.28	
		<b>WCC Electrical &amp; Air Conditioning</b>		
EFT12654	04/03/2016	Contractor		1,325.86
INV	22/01/2016	Medical Centre - Replace Single Diffused Fluoro and Install Night Owl	550.77	
INV	22/01/2016	23/11/2015 - Inspect Hotplate - Disconnect 1 of 4 Elements for	775.09	
		<b>Australian Taxation Office</b>		
EFT12655	18/03/2016	BAS Remittance for February 2016		10,648.00
INV BAS 02	29/02/2016	BAS Remittance for February 2016, BAS Remittance for February 2016,	10,648.00	
		<b>Australian Services Union (A.S.U.)</b>		
EFT12656	18/03/2016	Payroll deductions		51.60
INV	08/03/2016	Payroll Deduction for 08/03/2016	51.60	
		<b>Abco Products</b>		
EFT12657	18/03/2016	Monthly Account		81.48
INV 241342	15/03/2016	CLASSIC® 240L HEAVY DUTY BIN LINERS BLACK (CTN 100)	81.48	
		<b>Aussie IT - WA Ink Supplies</b>		
EFT12658	18/03/2016	Yakabout Machine Ink and Master		335.86
INV 508637	11/03/2016	893027: PRIPORT MASTER TYPE -10M SV - For Yakabout	335.86	
		<b>Office Max Australia Limited</b>		
EFT12659	18/03/2016	Stationery Order		146.32
INV	11/03/2016	Office Elements Mottle Black Lever Arch Board Files A4, Office	146.32	
		<b>Child Support Agency</b>		
EFT12660	18/03/2016	Payroll deductions		888.21

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<b>Child Support Agency</b>				
INV	08/03/2016	Payroll Deduction for 08/03/2016	888.21	
<b>Courier Australia</b>				
EFT12661	18/03/2016	Freight Account		205.59
INV 0250	19/02/2016	Freight from Staples to Three Springs - Cleaning Products, Freight from	151.60	
INV 0252	04/03/2016	Freight from Pixi Prints to Three Springs - Pool Manager Uniform	10.07	
INV 0251	26/02/2016	Freight from Three Springs to Pathwest - Pool Water Samples, Freight	43.92	
<b>Cunninghams Ag Services</b>				
EFT12662	18/03/2016	Parts Account		573.29
INV 171036	01/02/2016	2 x Battery for Branson Tractor TS5014	455.40	
INV 171392	18/02/2016	Manufacture 1 x Hose to Suit Workshop Grease Unit - Crimp Fitting	117.89	
<b>Staples Australia Pty Limited</b>				
EFT12663	18/03/2016	Stationery Order		66.18
INV	11/03/2016	Staples Lever Arch File A4 PVC Grey 943626, Canon LS100TS Desktop	66.18	
<b>Covs Parts Pty Ltd</b>				
EFT12664	18/03/2016	Parts and Consumables		655.84
INV 7265520	18/02/2016	Bars Bugs 5L Super Concentrate, Digital Tyre Inflator Guage, Pack of 4	258.74	
INV 7305701	26/02/2016	30 Ltr Plastic Water Reservoir for TS 5004, Freight Charge for 30 Ltr	194.70	
INV 7290318	23/02/2016	FUSO Lube Kit for TS 5004, Element Air Cleaner for TS 5004	202.40	
<b>Geraldton Fuel Company Pty Ltd</b>				
EFT12665	18/03/2016	Monthly Account		225.30
INV	09/03/2016	2 x Torque Fluid AU 454 20ltr for TS5008 Cat Loader	225.30	
<b>JR &amp; A Hersey Pty Ltd</b>				
EFT12666	18/03/2016	Guide Posts		1,078.93
INV	01/03/2016	50 x Timber Guide Posts, Freight Charge for 50 x Timber Guide Posts	555.50	
INV	01/03/2016	Contact Cleaner No Flammable x 2, Grease Couples x 2, 48m x 25m	215.65	
INV	01/03/2016	GJ Grab Kit Blades Fuses 120 pcs, GJ Grab Kit Glass/Ceramic Fuse 112	307.78	
<b>Health Insurance Fund (HIF) of WA (Inc)</b>				
EFT12667	18/03/2016	Payroll deductions		94.70
INV	08/03/2016	Payroll Deduction for 08/03/2016	94.70	
<b>Steve Hunter</b>				
EFT12668	18/03/2016	Contractor		7,835.00
INV 10012	15/03/2016	Supply and Install 2 x 2.5 Kw Air Conditioners to 65 Carter Street,	7,360.00	
INV 10013	08/03/2016	Reapirs to 1 x Council Chambers Air Conditioner - Replaced Condensor	475.00	
<b>Ashdown Ingram</b>				
EFT12669	18/03/2016	Parts Account		328.41
INV	25/02/2016	S/T Globe 12V 10W BA15D (ACX5496) for TS 5003 Prime Mover	5.56	
INV	25/02/2016	LED Beacon Roadvision x 1, 2 x LED Bullbar Indicator/Park Lamp for	322.85	
<b>Shire of Irwin</b>				
EFT12670	18/03/2016	Professional Services		624.19
INV 13804	11/03/2016	Building Consultancy from 09/02/2016 to 26/02/2016 3.5 hours @ 79.06	624.19	
<b>Kathleen Hilda Ogden</b>				
EFT12671	18/03/2016	Reimbursement		31.77
INV	11/03/2016	Reimbursement of Water Usage Charges 07/12/2015 to 03/02/2016 - Unit	31.77	
<b>Landgate Midland</b>				
EFT12672	18/03/2016	Title Search Charges		73.80
INV 676719	02/03/2016	Title Search Charges Relating to Nebu Road Intersection, Title Search	73.80	
<b>Starick Tyres</b>				
EFT12673	18/03/2016	Monthly Account		1,153.90
INV 18800	29/02/2016	03/02/2016 - 12.5/80x18" 12ply TL Armour Ti200 R-4 Ind Tyre Fitted -	1,153.90	
<b>Midwest Carpentry And Electrical Pty Ltd</b>				
EFT12674	18/03/2016	Contractor		257.18
INV	03/03/2016	Investigate Fault with Auto Sliding Door Admin Building - Includes	257.18	
<b>Rossiter &amp; Co</b>				
EFT12675	18/03/2016	Monthly Account		54.95
INV FEB 16	26/02/2016	50 Sausages for LEMC Exercise held 26/02/2016	54.95	

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<b>Rays Farm Services</b>				
EFT12676	18/03/2016	Contractor		1,438.14
INV 75	02/03/2016	Erect 200 Metres of Fence on Nebru Road. Materials include 200 Mt Roll	1,438.14	
<b>Sweetman's Hardware</b>				
EFT12677	18/03/2016	Monthly Account		1,357.55
INV 88A	18/02/2016	2 x Tins of Degreaser	11.90	
INV 88B	18/02/2016	Pkt Red Wiring Joiners for TS5001, Heat Resistant Paint TS5009,	32.45	
INV 87C	27/01/2016	1/2" Battery Rattle Gun, Charger and Battery - Depot Workshop	392.48	
INV 88E	29/02/2016	ULP for Mechanics Vehicle TS5011 for the Month of February 2016,	305.17	
INV 87D	29/02/2016	ULP for Mechanics Vehicle TS5011 for the Month of February 2016,	615.55	
<b>Three Springs Rural Services</b>				
EFT12678	18/03/2016	Monthly Account		110.28
INV 30334	10/03/2016	6 x Rapidset Concrete 20kg D Gray for Signage, 2 x Hat Wide Rim	110.28	
<b>Wright Express Australia Pty Ltd (Puma Card)</b>				
EFT12679	18/03/2016	Monthly Fuel Card Account - CESM		84.02
INV	29/02/2016	05/02/2016 Diesel Fuel for 002TS CESM Vehicle 80.12 Litres	84.02	
<b>Australian Services Union (A.S.U.)</b>				
EFT12680	31/03/2016	Payroll deductions		51.60
INV	22/03/2016	Payroll Deduction for Ronald James Martin 22/03/2016, Payroll	51.60	
<b>Airport Lighting Specialists Pty Ltd</b>				
EFT12681	31/03/2016	Parts Account		275.00
INV IN16465	17/03/2016	Antenna Model 281 123MHZ C/W 10M Cable - Airport Lighting	275.00	
<b>Child Support Agency</b>				
EFT12682	31/03/2016	Payroll deductions		648.49
INV	22/03/2016	Payroll Deduction for 22/03/2016	648.49	
<b>Courier Australia</b>				
EFT12683	31/03/2016	Freight Account		151.32
INV 0254	18/03/2016	Freight from Staples to Three Springs - Stationery, Freight from Three	102.27	
INV 0255	25/03/2016	Freight from Three Springs to State Library - Books, Freight from Diesel	49.05	
<b>Veolia Environmental Services</b>				
EFT12684	31/03/2016	Monthly Account		5,413.82
INV	27/03/2016	Weekly Bin Collection - 01/03/2016, 08/03/2016, 15/03/2016,	5,413.82	
<b>Canine Control (Trepheene Pty Ltd)</b>				
EFT12685	31/03/2016	Ranger Services		3,349.50
INV 634	13/03/2016	Ranger Services for Tuesday 8th March 2016. One New Written	1,116.50	
INV 649	28/03/2016	Ranger Services Additional Visit Requested by Chief Executive Officer	1,116.50	
INV 653	28/03/2016	Ranger Services for Wednesday 23 March 2016. A follow-up on a	1,116.50	
<b>Christopher Shaun Connaughton</b>				
EFT12686	31/03/2016	Councillor Sitting Fees for Quarter Ending 31 March 2016		264.00
INV 31	29/03/2016	Council Meeting Fees - 17/02/2016 & 16/03/2016	264.00	
<b>Rowe Group</b>				
EFT12687	31/03/2016	Professional Services		288.75
INV	23/03/2016	Application for Subdivision - Boundary Realignment - Lot 16 and 101	288.75	
<b>Health Insurance Fund (HIF) of WA (Inc)</b>				
EFT12688	31/03/2016	Payroll deductions		94.70
INV	22/03/2016	Payroll Deduction for 22/03/2016	94.70	
<b>Robert Neil Hebiton</b>				
EFT12689	31/03/2016	Councillor Sitting Fees for Quarter Ending 31 March 2016		132.00
INV 31	29/03/2016	Council Meeting Fees - 17/02/2016	132.00	
<b>Robert William Hunt</b>				
EFT12690	31/03/2016	Councillor Sitting Fees for Quarter Ending 31 March 2016		264.00
INV 31	29/03/2016	Council Meeting Fees - 17/02/2016 & 116/03/2016	264.00	
<b>Steve Hunter</b>				
EFT12691	31/03/2016	Contractor		220.00
INV 10014	25/03/2016	Repair Leak and Recharge Air Conditioner at Play Group Building	220.00	

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<b>Chris Lane</b>				
EFT12692	31/03/2016	Councillor Sitting Fees for Quarter Ending 31 March 2016		264.00
INV 31	29/03/2016	Council Meeting Fees - 17/02/2016 & 16/03/2016	264.00	
<b>Jennyfer Ann Lake</b>				
EFT12693	31/03/2016	Councillor Sitting Fees for Quarter Ending 31 March 2016		264.00
INV 31	29/03/2016	Council Meeting Fees - 17/02/2016 & 16/03/2016	264.00	
<b>Perfect Computer Solutions</b>				
EFT12694	31/03/2016	Computer & IT Services		212.50
INV 21302	24/03/2016	03/03/2016 - Set up Local User CCTV on Chambers Notebook as Local	212.50	
<b>Sweetman's Hardware</b>				
EFT12695	31/03/2016	Monthly Account		716.62
INV 89	30/03/2016	ULP for Doctors Vehicle TS125 for the Month of March 2016 - Ltrs	716.62	
<b>Anthony Everett Thomas</b>				
EFT12696	31/03/2016	Councillor Sitting Fees for Quarter Ending 31 March 2016		2,139.00
INV 31	29/03/2016	Council Meeting Fees - 16/03/2016, Presidents Allowance for Quarter	2,139.00	
<b>Richard Thorpe</b>				
EFT12697	31/03/2016	Councillor Sitting Fees for Quarter Ending 31 March 2016		607.75
INV 31	29/03/2016	Council Meeting Fees - 17/02/2016 & 16/03/2016, Deputy President	607.75	
<b>Three Springs Rural Services</b>				
EFT12698	31/03/2016	Monthly Account		49.90
INV 30471	21/03/2016	2 x Rapidset Concrete 20 kg Dgray - Repair Bollards at Swimming Pool	49.90	
<b>Three Springs Family Practice</b>				
EFT12699	31/03/2016	Pre-Employment Medical		407.00
INV	14/03/2016	Pre-Employment Medical for Leading Hand Gardener, Audiometric Test	407.00	
<b>Westrac Pty Ltd</b>				
EFT12700	31/03/2016	Purchase New Road Grader		239,296.20
INV	16/03/2016	Purchase of 1 Only New Caterpillar 120M Motor Grader ID: PC110731	239,296.20	
<b>WA Treasury Corporation</b>				
EFT12701	31/03/2016	Loan No. 156 Payment		9,116.89
INV 156	24/03/2016	Loan No. 156 Principal payment - Principal on Loan 156 - Pool	9,116.89	
<b>Department Of Transport - Daily Licensing</b>				
EFT12702	31/03/2016	POLICE LICENSING PAYMENTS FOR MARCH 2016		17,215.80
INV T1	31/03/2016	POLICE LICENSING 26/02/2016, POLICE LICENSING 29/02/2016,	17,215.80	
<b>Westnet Pty Ltd</b>				
DD10259.1	01/03/2016	Annual Fee		90.00
INV	15/02/2016	DNS Mail Relay Recurring for the Period 31/01/2016 to 31/01/2017 ,	90.00	
<b>SG Fleet Pty Ltd</b>				
DD10268.1	15/03/2016	CESM Vehicle Lease		1,649.46
INV	29/02/2016	Lease for CESM Vehicle - Ford Ranger PX MY14 (1/15) 3.2 TDCi XL	1,649.46	
<b>The Trustee for the RL &amp; JMA Ryan Superannuation Fund</b>				
DD10274.1	08/03/2016	Payroll deductions		461.42
INV SUPER	08/03/2016	Super. for 502 08/03/2016	302.31	
INV	08/03/2016	Payroll Deduction for 08/03/2016	159.11	
<b>WA Super</b>				
DD10274.2	08/03/2016	Superannuation contributions		3,139.95
INV	08/03/2016	Payroll Deduction for 08/03/2016	350.51	
INV	08/03/2016	Payroll Deduction for 08/03/2016	292.45	
INV	08/03/2016	Payroll Deduction for 08/03/2016	36.55	
INV SUPER	08/03/2016	Super. for 08/03/2016	2,460.44	
<b>AMP - Retirement Security Plan</b>				
DD10274.3	08/03/2016	Superannuation contributions		129.89
INV	08/03/2016	Payroll Deduction for 08/03/2016	37.11	
INV SUPER	08/03/2016	Super. for 08/03/2016	92.78	

Date: 07/04/2016  
Time: 9:42:48AM

**Shire of THREE SPRINGS**  
**Statement of Payments for the Month of March 2016**

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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name Invoice Description</b>	<b>INV Amount</b>	<b>Amount</b>
<b>AMP Life Limited (AMP Flexible Super)</b>				
DD10274.4	08/03/2016	Superannuation contributions		458.57
INV	08/03/2016	Payroll Deduction for 08/03/2016	81.41	
INV SUPER	08/03/2016	Super. for 08/03/2016	377.16	
<b>The Trustee for Every Superannuation Fund</b>				
DD10274.5	08/03/2016	Superannuation contributions		255.77
INV SUPER	08/03/2016	Super. for 08/03/2016	255.77	
<b>Cbus Super</b>				
DD10274.6	08/03/2016	Superannuation contributions		173.63
INV SUPER	08/03/2016	Super. for 08/03/2016	173.63	
<b>Australian Super</b>				
DD10274.7	08/03/2016	Superannuation contributions		60.22
INV SUPER	08/03/2016	Super. for 08/03/2016	60.22	
<b>Sunsuper Superannuation Fund</b>				
DD10274.8	08/03/2016	Superannuation contributions		190.01
INV SUPER	08/03/2016	Super. for 08/03/2016	190.01	
<b>Commander Australia</b>				
DD10283.1	31/03/2016	Quarterly Account		301.28
INV	10/03/2016	Commander Contract (Quarterly System Maintenance) NT40 Contract	301.28	
<b>Commander Australia</b>				
DD10284.1	15/03/2016	Monthly Account		46.92
INV	24/02/2016	Commander Contract (System Rental) 16/03/2016 to 15/04/2016 - Depot	46.92	
<b>The Trustee for the RL &amp; JMA Ryan Superannuation Fund</b>				
DD10291.1	22/03/2016	Payroll deductions		569.65
INV SUPER	22/03/2016	Super. for 22/03/2016	373.22	
INV	22/03/2016	Payroll Deduction for 22/03/2016	196.43	
<b>WA Super</b>				
DD10291.2	22/03/2016	Payroll deductions		3,678.74
INV	22/03/2016	Payroll Deduction for 22/03/2016	207.69	
INV	22/03/2016	Payroll Deduction for 22/03/2016	292.44	
INV	22/03/2016	Payroll Deduction for 22/03/2016	36.55	
INV SUPER	22/03/2016	Super. for 22/03/2016	2,791.55	
INV	22/03/2016	Payroll Deduction for 22/03/2016	350.51	
<b>AMP Life Limited (AMP Flexible Super)</b>				
DD10291.3	22/03/2016	Superannuation contributions		280.95
INV	22/03/2016	Payroll Deduction for 22/03/2016	30.66	
INV SUPER	22/03/2016	Super. for 22/03/2016	250.29	
<b>The Trustee for Every Superannuation Fund</b>				
DD10291.4	22/03/2016	Superannuation contributions		255.77
INV SUPER	22/03/2016	Super. for 22/03/2016	255.77	
<b>Cbus Super</b>				
DD10291.5	22/03/2016	Superannuation contributions		173.63
INV SUPER	22/03/2016	Super. for 22/03/2016	173.63	
<b>Australian Super</b>				
DD10291.6	22/03/2016	Superannuation contributions		63.69
INV SUPER	22/03/2016	Super. for 22/03/2016	63.69	
<b>Sunsuper Superannuation Fund</b>				
DD10291.7	22/03/2016	Superannuation contributions		190.01
INV SUPER	22/03/2016	Super. for 22/03/2016	190.01	
<b>National Mastercard</b>				
DD10302.1	29/03/2016	Monthly Credit Card Account		344.00
INV	21/03/2016	Plate Change Fee from TS125 to 1ETB695 for 2010 Toyota RAV 4 Prior	344.00	

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**Shire of THREE SPRINGS**  
**Statement of Payments for the Month of March 2016**

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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name Invoice Description</b>	<b>INV Amount</b>	<b>Amount</b>
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**REPORT TOTALS**

<b>Bank Code</b>	<b>Bank Name</b>	<b>TOTAL</b>
L	POLICE LICENSING	<b>17,215.80</b>
M	MUNICIPAL BANK	<b>401,144.85</b>
<b>TOTAL</b>		<b>418,360.65</b>



## National Business Mastercard

20 February, 2016 to 21 March, 2016

### Chief Executive Officer

TS125 Plate Change from Old RAV4	\$	24.70
Registration for New RAV4 and Plate Reissue Fee TS125	\$	301.30
	<b>\$</b>	<b>326.00</b>

### Deputy Chief Executive Officer

NIL	\$	-
	<b>\$</b>	<b>-</b>

Bank Charges	\$	18.00
	<b>\$</b>	<b>18.00</b>

<b>Total Direct Debit Payment made on 29/03/2016</b>	<b>\$</b>	<b>344.00</b>
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## Police Licensing

Direct Debits from Trust Account

1 March, 2016 to 31 March, 2016

Tuesday, 1 March 2016	\$	327.30
Wednesday, 2 March 2016	\$	1,606.15
Thursday, 3 March 2016	\$	516.50
Friday, 4 March 2016	\$	275.60
Tuesday, 8 March 2016	\$	53.00
Wednesday, 9 March 2016	\$	286.05
Thursday, 10 March 2016	\$	996.85
Friday, 11 March 2016	\$	5,357.70
Monday, 14 March 2016	\$	889.20
Tuesday, 15 March 2016	\$	314.80
Wednesday, 16 March 2016	\$	396.00
Thursday, 17 March 2016	\$	333.85
Friday, 18 March 2016	\$	3,040.20
Thursday, 24 March 2016	\$	365.55
Tuesday, 29 March 2016	\$	150.70
Wednesday, 30 March 2016	\$	765.15
Thursday, 31 March 2016	\$	1,363.95
	<b>\$</b>	<b>17,038.55</b>

## Bank Fees

### Direct Debits from Muni Account

1 March, 2016 to 31 March, 2016

Total direct debited from Municipal Account	\$	<b>241.61</b>
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## Payroll

### Direct Payments from Muni Account

1 March, 2016 to 31 March, 2016

Wednesday, 9 March 2016	\$	26,415.48
Wednesday, 23 March 2016	\$	27,027.05
	\$	<b>53,442.53</b>

*Meeting adjourned for afternoon tea at 3.01pm.*

*Meeting resumed at 3.33pm.*

## **10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

## **11. BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

### **11.1. ELECTED MEMBERS**

### **11.2. STAFF**

## **12. QUESTIONS BY MEMBERS WITHOUT NOTICE**

### **Cr Lane**

- PACE Meeting – Clean Up Australia Day, National Tree Day, CDO new ideas And Member Country Arts WA

### **Cr Lake**

- Wildflower Country Inc Meeting – Website and Branding, Consultant advising on website, branding, FACE Book

### **Cr Hebiton**

- Enquiry on Townsite Planning – Industrial Area and Heavy Haulage Route  
Any update on Old Police Station

### **Cr Hunt**

- 58 Carter Street – rental status  
LEMC meeting – DFES possibly taking over Volunteer Bush Fire Brigades  
Concerns that CESM is seconded to other areas during extreme conditions in North Midlands area, and use of equipment at such time  
Information bulletin from another Shire regarding Volunteer Fire Fighters allowed access to Crown Land

### **Cr Connaughton**

- Did not attend Regional Road Group meeting due to conflict of interest

### **Cr Thomas**

- Progress on naming of Dominican Park  
Furniture replacement for Chambers  
Medical Practice – agreement term  
Duties of Manager of Finance  
Local Government Convention – Work Supervisor attend to view displays  
Northern Country Zone – Bi Annual Conference

## **13. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

## **14. TIME AND DATE OF NEXT MEETING**

**The Next Ordinary Council Meeting will be held on Wednesday 18<sup>th</sup> May 2016 at 1.30pm.**

*Meeting adjourned at 4.36pm*

*Meeting resumed at 4.40pm*

*CEO left the meeting at 4.40pm*

## 15. CONFIDENTIAL ITEMS

### **140115 COUNCIL RESOLUTION**

**That Council close the meeting to members of the public to discuss Confidential items.**

**MOVED: Cr Connaughton**

**SECONDED: Cr Hebiton**

**CARRIED**

**Voted: 6/0**

## PRIVATE AND CONFIDENTIAL

### ***15.1 CHIEF EXECUTIVE OFFICER – CONTRACT***

**Agenda Reference:** CEO 04/16 - 06  
**Location/Address:** Three Springs  
**Name of Applicant:** N/A  
**File Reference:** ADM  
**Disclosure of Interest:** CEO Sylvia Yandle

**Date:** 2<sup>nd</sup> April 2016  
**Author:** Sylvia Yandle- CEO

### **CONFIDENTIAL ITEM: Chief Executive Officer Contract**

Reason for Confidentiality - Local Government Act 1995: Section 5.23(2) (c), "a contract entered into, or which may be entered into by the local government".

### **140116 COUNCIL RESOLUTION – Item 15.1**

**That Council extend the Chief Executive Officer contract for a further two years and remuneration cash component be adjusted as per discussion.**

**MOVED: Cr Lane**

**SECONDED: Cr Lake**

**CARRIED**

**Voted: 6/0**

**140117 COUNCIL RESOLUTION**

**MOVED: Cr Hunt**  
**SECONDED: Cr Hebiton**

**That Council re-open the meeting to members of the public after discussion of Confidential items.**

**CARRIED**  
**Voted: 6/0**

*CEO re-entered the meeting at 5.35pm*

**16. MEETING CLOSURE**

There being no further business the Presiding member closed the meeting at 5.40pm.

I confirm these Minutes to be a true and accurate record of the proceedings of this Council.

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

Presiding Officer

Date: 18<sup>th</sup> May 2016