



AGENDA FOR THE
ORDINARY COUNCIL MEETING
TO BE HELD ON
WEDNESDAY
13TH DECEMBER 2017

SHIRE OF THREE SPRINGS
PROGRAM FOR WEDNESDAY 13TH DECEMBER 2017

12:00 - 12:30PM	WORKING LUNCH
12:30 - 1:30PM	COUNCIL FORUM
1:30PM	COUNCIL MEETING COMMENCES
3:00PM	AFTERNOON TEA



WILDFLOWER COUNTRY

**SHIRE OF THREE SPRINGS
ORDINARY COUNCIL MEETING NOTICE PAPER
13TH DECEMBER 2017**

President and Councillors,

An ordinary meeting of Council is called for Wednesday, 13th December 2017, in the Council Chambers, Railway Road, Three Springs commencing at 1:30pm.

**Sylvia Yandle
Chief Executive Officer**

8th December 2017

THREE SPRINGS SHIRE COUNCIL

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Three Springs for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff.

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Three Springs during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Three Springs. The Shire of Three Springs warns that anyone who has an application lodged with the Three Springs Shire Council must obtain and only should rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Three Springs in respect of the application.

SHIRE OF THREE SPRINGS

AGENDA FOR ORDINARY MEETING OF COUNCIL TO BE HELD IN COUNCIL CHAMBERS ON 13th DECEMBER 2017 COMMENCING AT 1.30 PM.

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- 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
- 2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**
- 3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
- 4. PUBLIC QUESTION TIME**
- 5. APPLICATIONS FOR LEAVE OF ABSENCE**
- 6. CONFIRMATION OF PREVIOUS MEETING MINUTES**
 - 6.1. Confirmation of Minutes of Ordinary Meeting held 15th November 2017**

OFFICER RECOMMENDATION – ITEM 6.1

That the Minutes of the Ordinary Council Meeting held on the 15th of November 2017 be confirmed as a true and accurate record of proceedings.

- 7. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**
- 8. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

9. OFFICERS REPORTS

a) Emergency and Ranger Services Officer Nil

b) Works Supervisor Report

Reference: Works Supervisor
Location: Shire of Three Springs
Date: 7 December 2017
Author: Joe Clifford

Maintenance Grading

Arrino West Road
Tomkins Road
Carey Road
Dookoonooka Road
Kangaroo Road
Simpson Road
Sheppard Road
Campbell Road
Phillips Road
Broad Road
Second North Road
Skipper Road
First North Road
Bunney Road
Beekeepers Road

Other

Upgrade delineators and guide posts on Tomkin and Broad Roads.
Pothole patching carried out on Hunt Street, Williamson Street and Three Springs – Eneabba Road prior to re-seal.
Completed re-sheeting 2.25 kms Tomkins Road
Commenced re-sheeting Carey Road
Resealing Works: Three Springs – Morawa Road, Perenjori Road, Three Springs – Eneabba Road, Hunt Street and Williamson Street to commence 5th December 2017.
Traffic control training for outside staff.
Letter advising residents of re-seals in their street prepared and sent to CEO for validation prior to delivery and delivered to affected residents.
Tree pruning by contractor carried out at various locations in the Three Springs townsite
Order issued to commence clearing works at Lovelocks soak and works completed
Maintenance grader operators and Work Supervisors vehicles delivered
Inspection of use of dust suppressant

c) Parks and Gardens Report

Reference: Works Supervisor
Location: Shire of Three Springs
Date: 7 December 2017
Author: Joe Clifford

Parks and Gardens

The oval, hockey ground, swimming pool and the other small parks around town mowed only on a weekly basis.
Cleaning of parking area at rear of office and blowing down footpath in front of office on a daily basis.
Weekly inspection and repairs carried out on all reticulation systems.
Blowing of Leaf matter and other debris off footpaths.
Pruning of trees and plants in all gardens including Arrino.
Use of Billygoat vacuum along Railway Road.
Upgrade garden beds Northern end of town.
Block clearing as identified by Emergency & Ranger Services.
Reticulation repairs and ground maintenance of unoccupied Shire houses.

d) Mechanic Report

Date: 07-12-2017
Reference: Works Depot
Author: Malcolm Elliott

PLANT MAINTENANCE & REPAIRS

P50091 Backhoe

Grease
Clean

Rear window glass replaced
Welding repairs to slasher
Greased

P500509 12m

Check hyd accumulator issue

P500606 grader

Engine oil topped up

P700101 Side tipper

Greased

P502006 Toro

Grease
Check blades
Top up coolant
Puncture repair to rear tyre

P500802 Loader

Greased
Air cleaners replaced
Radiator ,coolers etc cleaned
Replace 1x bucket wear pad
Check bucket teeth

P50042 crew cab

Extend tyre lowering mechanism
Check vehicle

P500306 Western Star

Greased
Serviced
New parts fitted in control box
Power steering fluid topped up

P500306 Cat truck

Light bar mounting checked

P50213/4 grader ute

Radios, fuel tank etc. removed from vehicle
Fuel tank fitted and wired to new vehicle
Fire ext. fitted

P7002 Water cart

Greased
4 x tyres replaced
Pump seal kit fitted

5001 Fire equipment (all)

Monthly AVL testing completed
Weekly checking of appliances commenced
Hose replaced on west Three Springs appliance

P50014 works manager

Serviced
Radios etc. removed for vehicle replacement
(will refit while Joe on holiday)

P5011

Compressor air filter replaced

Services

P50014
P500306

P5565 Bobcat

Greased
Coolant topped up

P000

Rebuild hedge trimmer engine, run in and test
Saws maintained and sharpened

P50143 tractor

Coolers cleaned

Other

Rubbish Tip
Pool, repair water leaks in pump room, install clock
Harry Matthews has commenced two weeks work experience
Grave –dug
Attend traffic control course

e) Maintenance Officer Report February 2017

Date: 6 Dec. 17
Author: Peter Every

Administration Renovations – Project has reached practical completion, there are only a couple of minor items to be attended to.

Pavilion – Blocked taps cleared.

Thrift Shop – Faulty light fitting repaired.

Hall – Lights in red room sorted, tap in kitchen repaired, construct new trolley for kitchen.

New Fire Shed – Take off quantities for fit out and obtain quotes and place order. Material as ordered has arrived.

Airstrip – Check condition of strip, lighting and remote operation of lights.

Cemetery – visual check of cemetery and sort out where shed and seat to be positioned.

Fire Extinguishers – In spite of the fact that no notification was given to me that the contractor was coming to do the inspection, I was able to get the extinguishers to shire buildings attended to. However, to my knowledge, none of the house were done due to no notice being given. Any of our private rentals and department of housing properties have to be given written notice. I'm not sure what is happening to bring these up to date.

5 Gooch st – Fit shade cloth to front verandah.

30 Touche st – Repair front fence. Meter tap repaired.

46 Carter st – Fit new washing machine taps. Fit new front door lock & repair door.

3 Howard st – Bathroom renovation- remove old render to shower recess and re-render. Seal the rendered walls.

47 Williamson st – Air conditioners fitted to 2 bedrooms, kitchen cupboard repairs. Main circuit board replaced and upgraded due to old fitting being non-compliant.

Units 1 & 2 Williamson st (Murcott st) – Fit new security doors to both units and key to master system.

5 Glyde st – New vinyl and vertical blinds fitted to house. Locks changed to master system. Project complete apart from a couple of minor things and a clean.

2 Mayrhofer st – Clean up mould to laundry ceiling, paint with mould stop & paint with ceiling white. Fit new valve to toilet cistern. Repair tv antenna & repair flashing.

Painting – 89 Williamson st – paint all interior ceilings & carport ceiling. 3 Howard st – Paint ceiling to kitchen & living areas. 5 Howard st – Paint exterior. 2 Mayrhofer – Paint exterior. 19 Gooch – Paint exterior.

f) Community Development Officer

COMMUNITY DEVELOPMENT OFFICER – Melissa Raffan

MEETINGS AND ACTIVITIES (November 2017)

Date	With Whom	Purpose
1/11/2017	Visitors Centre	Discuss previous year; issues, plans for future
1/11/2017	Dongara Tourism Forum	Tourism in the Mid West opportunities
7/11/2017	CAG	Monthly meeting
8/11/2017	Kerry Wolfe	Christmas Community Event
13/11/2017	DSR	Working group - Midwest Outdoor Strategy (Trails and Tourism)
14/11/2017	Pool Manager	Discuss equipment and events
16/11/2017	CDO Network -Wheatbelt	Two Monthly meeting
17/11/2017	Spring Solar Pty Ltd	Community Consultation
28/11/2017	CEO	Fortnightly Meeting
30/11/2017	Wildflower Country Committee	Bimonthly meeting and AGM
1/12/2017	TAFE	Diploma- Monthly workshops
5/12/2017	Club Development Officer	Bimonthly meeting
5/12/2017	CAG	Monthly Meeting

CDO PROJECT STATUS NOVEMBER 2017

REFERENCE	ISSUE	ACTION REQUIRED	OFFICER	STATUS
Infrastructure- Springs Solar Pty Ltd	Community Consultation finalised 35 attendees	Nil at this stage	CDO	In Progress
Infrastructure- Three Springs Solar Pty Ltd	Paperwork submitted and lodged with DAPS	Await outcome from DAPS. Letters to community sent and Notices advertised.	CEO	In Progress
Infrastructure- CBH Grain Silos	Email confirming we were not successful on FORM Painting Silos	Look into options for repainting or lighting.	CDO	In Progress
Admin - Website	City of Lights has been selected	Currently working on new website	CDO	In Progress
Admin -Corporate Business Plan – Strategic Community Plan	Awaiting Community Consultation	14 surveys returned. Report submitted to CEO.	CDO CEO	In Progress
Admin - Yakabout	Subscriber options advertised Volunteers Morning Tea 11/12/2017 at 11am Council Chambers	Continue to ask purchasers to subscribe	CDO CSO	In Progress
Admin – Tourist Radio	Preparing report for costings	Further investigate and compile report	CDO	In Progress
Admin – Event Signs	Sourcing Photograph for event sign	Source photo and submit for approval from CEO	CDO	In Progress
Event - Country Arts 2018	Shows on the Go – preferences put in for shows. Speaking to Country Arts for “Share the Risk” Funding.	CAG to look at funding for “Loose Ends” Wednesday 30 th May \$3225	CDO	In Progress
Event – Australia Day	Finalised Event Brief	Event planning spreadsheet items to be actioned	CDO	In Progress
Event - Welcome Event/Harmony Day	Event – Welcome to new residents combined with Harmony Day 2018	Awaiting outcome of grant.	CDO	In Progress
Event - Community Citizen of the Year Awards	Winner selected.	Awaiting Certificate and Medal	CDO	In Progress
Grant - WA Bicycle Network	Full application submitted	Applicants advise of outcome January 2018 Letters of support from school, CAG and police received. Survey– 2 responses	CDO	In Progress
Grant - Community Grant \$6000	Grant successful for purchase of gazebos(Transportable) and chairs for community use, a shed and bench seating for the cemetery	Finish shed pad and installation.	CDO MO	In Progress
Grant - Child Care Centre	Secure funding in Round 2 BBRF	Submit grant for Round 2 possibly open November 2017	CDO CEO	In Progress
Grant – Harmony Day	Grant submitted	Outcome December 2017.	CDO	In Progress

9.1. HEALTH, BUILDING AND TOWN PLANNING

9.1.1. PROPOSED REZONING OF FORMER THREE SPRINGS POLICE STATION

Agenda Reference: TP 12/17 - 01
Location/Address: Lot 555 Carter Street, Three Springs
Name of Applicant: TPI for LandCorp
File Reference: A304
Disclosure of Interest: Nil
Date: 29 November 2017
Author: Simon Lancaster, DCEO Shire of Chapman Valley and Sylvia Yandle, CEO

Signature of Author: _____

SUMMARY

Council resolved at its 19 July 2017 meeting to initiate Scheme Amendment No.1 to rezone the former Police Station at Lot 555 Carter Street in the Three Springs townsite from the 'Public Purposes-Emergency Services' zone to the 'Residential R10/30' zone, to enable its subsequent disposal. The required advertising has now been concluded with no objections having been received, and this report recommends Council's adoption of Scheme Amendment No.1.

ATTACHMENTS

9.1.1 Schedule of Submissions

BACKGROUND

Lot 555 is a 3,215m² property located on the corner of Carter and Maley Street that was previously used for the purposes of a police station, and has been underutilised since 2015.

Figure 9.1.1(a) – Aerial Photo of Lot 555 corner Carter & Maley Streets



The State Government has deemed that the former Three Springs Police Station site upon Lot 555 Carter Street is surplus to requirements and is looking to dispose of this asset.

Lot 555 is zoned 'Public Purposes-Emergency Services' under the Shire of Three Springs Local Planning Scheme No.2 ('the Scheme') and to enable the property to be sold into private ownership by the State Government then the zoning should be amended to no longer be for public purposes.

Figure 9.1.1(b) - View of Lot 555 looking south



COMMENT

The applicant is seeking the rezoning of the land to 'Residential R10/30' which is the same zoning as the immediately adjoining residential properties to the south and west.

However, it is recognised that the built form upon Lot 555 lends itself to not just future residential use but also some potential for an associated commercial use, in the former police station buildings.

The proposed Scheme Amendment is therefore looking to introduce an 'Additional Use' zoning to Lot 555 that would also allow for the following to take place upon the land:

- Community Purpose
- Exhibition Centre
- Garden Centre
- Office
- Shop
- Warehouse/storage

The development of the land for these 'Additional Uses' would still require a future landowner/applicant to make application for planning consent to the Shire prior to being able to commence that land use, meaning that there would still be some ability for the Shire to impose conditions of development approval if necessary at that time.

Further, the proposed Scheme Amendment would introduce the following text/conditions to the Scheme relating to Lot 555:

"Objectives

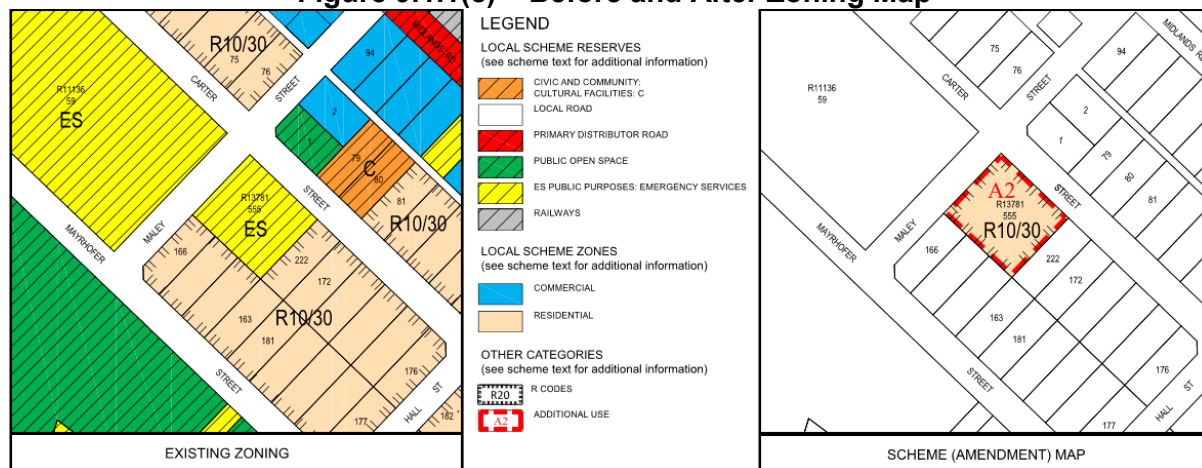
1. *To ensure proposed development is to be sympathetic to the residential location and compatible with adjacent residential landuses to the satisfaction of the Shire of Three Springs.*

2. To allow for a limited range of small scale businesses.

Conditions

1. Any storage shall be fully contained within a building and no external storage is permitted.
2. The local government may require upgrading of any existing buildings as part of any proposed development."

Figure 9.1.1(c) – Before and After Zoning Map



CONSULTATION

Following Council's 19 July 2017 resolution, Scheme Amendment No.1 was referred to the Environmental Protection Authority ('EPA') for its assessment as per Section 81 of the *Planning & Development Act 2005*. The EPA advised on 21 August 2017 that the Amendment did not warrant assessment under Part IV Division 3 of the *Environmental Protection Act 1986*.

The Western Australian Planning Commission ('WAPC') were duly advised of the EPA determination and the Shire's intention to advertise Scheme Amendment No.1 as a standard amendment. Advertising took place in accordance with the provisions of the *Planning & Development Act 2005* from 4 October 2017 until 17 November 2017 inclusive of the following actions:

- notice placed in the Mid West Times on 4 October 2017;
- notice placed on-site,
- Scheme Amendment No.1 documentation made available for viewing at the Shire office;
- Scheme Amendment No.1 documentation made available for viewing on the Shire website;
- letters being sent to the 13 surrounding landowners inviting comment;
- letters being sent to Alinta Energy, Department of Aboriginal Affairs, Department of Fire & Emergency Services, Department of Health, Department of Lands, Department of Water and Environment Regulation, Telstra, WA Police, Water Corporation, Western Power and Westnet Energy inviting comment.

At the conclusion of the advertising period 3 submissions had been received, all from government agencies, and all offering no objection to the proposed rezoning.

The Scheme Amendment No.1 Schedule of Submissions that is required to be forwarded to the WAPC is provided below. The Schedule of Submissions identifies the respondents, the nature of their submissions, and provides individual comment upon any raised issues. Copies of the received submissions can be provided to Councillors upon request.

Submission	Respondent	Nature of Submission	Comment	Recommendation
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No.				
1 (17/10/17)	ATCO Gas	ATCO Gas Australia does not own or operate any gas distribution assets or gas infrastructure within the Three Springs townsite. ATCO Gas owns and operates the WA gas distribution network, however this is predominantly located within the Perth metropolitan region and the regional centres of Geraldton, Bunbury, Busselton, Albany and Kalgoorlie. ATCO Gas will not be submitting a completed Submission Form however we thank you for including us in your consultation process.	Advice of no objection to rezoning proposal noted.	No modification to Scheme Amendment No.1 required.
2 (3/11/17)	Department of Health	DoH has no objection provided all proposed development is required to connect to scheme water, reticulated sewerage and be in accordance with the draft Country Sewerage Policy.	Advice of no objection to rezoning proposal noted. No development is proposed upon the site under this rezoning application. The existing development upon the property has necessary servicing.	No modification to Scheme Amendment No.1 required.
3 (8/11/17)	Department of Planning, Lands & Heritage (Aboriginal Heritage Directorate)	A review of the Register of Places and Objects as well as the AHD's Aboriginal Heritage Database confirms that Lot 555 intersects the public boundary of Aboriginal Site ID24382 (Yarra Yarra Lakes) but not the boundary as administered by the AHD. Therefore based on information held by the AHD no further approvals are required under the he amendment is not within the boundary of any sites under the <i>Aboriginal Heritage Act 1972</i> . The AHD recommends that the proponents refer to the State's Aboriginal Heritage Due Diligence Guidelines. The guidelines allow proponents to undertake their own risk assessment regarding any proposal's potential impact on Aboriginal heritage.	Advice of no objection to rezoning proposal noted.	No modification to Scheme Amendment No.1 required.

STATUTORY ENVIRONMENT

Part 5 of the *Planning & Development Act 2005* provides for the amendment of a Scheme.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Section 3.0 of the applicant's submitted Scheme Amendment documentation (provided as **separate Attachment 9.1.1**) makes assessment of the proposed rezoning against several of Council's strategic documents. It is considered that the rezoning of Lot 555 and its disposal to a private purchaser will assist in re-activating a presently underutilised property within the Three Springs townsite, and prevent the building becoming neglected if it were to remain vacant.

VOTING REQUIREMENTS

Simple Majority

OFFICERS RECOMMENDATION – ITEM 9.1.1

That Council:

- 1 Receive the submissions as outlined in the Schedule of Submissions.
- 2 Adopt for final approval Scheme Amendment No.1 to Shire of Three Springs Local Planning Scheme No.2 pursuant to Part 5 of the *Planning and Development Act 2005* as follows:
 - (a) Re-classifying Lot 555 (No 42) Carter Street, Three Springs (known as Reserve 13781) from Local Scheme Reserve 'Public Purposes – Emergency Services' to a 'Residential R10/30' zone.
 - (b) Listing Lot 555 (No 42) Carter Street, Three Springs in 'Table 4 - Specified additional uses for zoned land in Scheme area' outlining specific additional uses and conditions as follows:

No.	Description of land	Additional Use	Conditions
2	Lot 555 (No 42) Carter Street, Three Springs	Community Purpose Exhibition Centre Garden Centre Office Shop Warehouse/storage	<u>Objectives</u> 1. To ensure proposed development is to be sympathetic to the residential location and compatible with adjacent residential landuses to the satisfaction of the Shire of Three Springs. 2. To allow for a limited range of small scale businesses. <u>Conditions</u> 1. Any storage shall be fully contained within a building and no external storage is permitted. 2. The local government may require upgrading of any existing buildings as part of any proposed development.

- (c) Modifying the Scheme Map accordingly.

- 3 Seek final approval of Scheme Amendment No.1 from the Minister for Planning.

Shire of Three Springs

LOCAL PLANNING SCHEME NO 2 – AMENDMENT NO. 1



TOWN PLANNING INNOVATIONS | PO BOX 223, GUILDFORD WA 6039

PLANNING AND DEVELOPMENT ACT 2005
RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME
SHIRE OF THREE SPRINGS
LOCAL PLANNING SCHEME NO 2
AMENDMENT NO 1

Resolved that the local government, in pursuance of Section 75 of the *Planning and Development Act, 2005* amend the above Local Planning Scheme by:

1. Re-classifying Lot 555 (No 42) Carter Street, Three Springs (known as Reserve 13781) from Local Scheme Reserve 'Public Purposes – Emergency Services' to a 'Residential' zone with an R10/30 density code as depicted on the Scheme Amendment map.
2. Listing Lot 555 (No 42) Carter Street, Three Springs in 'Table 4 - Specified additional uses for zoned land in Scheme area' outlining specific additional uses and conditions.

Dated this.....day of.....2017

.....
CHIEF EXECUTIVE OFFICER

PROPOSAL TO AMEND A LOCAL PLANNING SCHEME

LOCAL GOVERNMENT		SHIRE OF THREE SPRINGS
DESCRIPTION OF TOWN PLANNING SCHEME		SHIRE OF THREE SPRINGS LOCAL PLANNING SCHEME NO. 2
TYPE OF SCHEME		DISTRICT PLANNING SCHEME
SERIAL NO. OF AMENDMENT		1
PROPOSAL	1.	Re-classifying Lot 555 (No 42) Carter Street, Three Springs (known as Reserve 13781) from Local Scheme Reserve 'Public Purposes – Emergency Services' to a 'Residential' zone with an R10/30 density code as depicted on the Scheme Amendment map.
	2.	Listing Lot 555 (No 42) Carter Street, Three Springs in 'Table 4 - Specified additional uses for zoned land in Scheme area' outlining specific additional uses and conditions.
TYPE OF AMENDMENT		STANDARD

SCHEME AMENDMENT REPORT

1. INTRODUCTION

Lot 555 Carter Street in Three Springs have been developed with offices historically utilised by the Police Department.

The buildings have been vacant for an extended time period and are no longer utilised as a Police Station. Essentially this means that the 'Public Purpose' reservation over the existing buildings has become superfluous.

The purpose of this Scheme Amendment is to establish suitable zoning over Lot 555 to ensure appropriate development and landuse controls are in place prior to the lot being offered for sale.

2. SITE DESCRIPTION

2.1 Legal Description

The legal description of the lot is listed below.

Lot Number	Reserve Number	Certificate of Title Volume / Folio	Plan or Deposited Plan No	Area	Responsibility
555	13781	LR3025/696	P404940	3215m ²	State of WA – Management Order to Police Commissioner

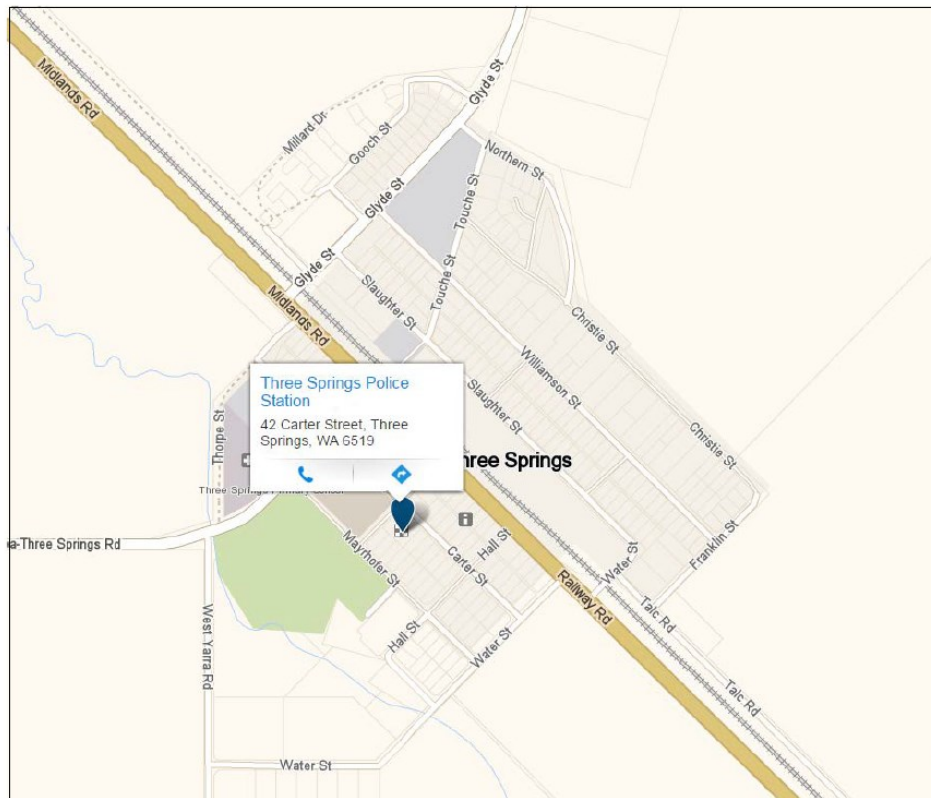
2.2 Location

The Shire of Three Springs covers an area of 2,657 square kilometres in the Mid West region of Western Australia and has a Shire population of over 600 people.

Three Springs is a small country town situated 313km north of Perth. The town is renowned for its picturesque townscape which has been awarded with a five star tidy towns rating.

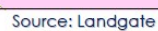
The town's name is derived from the three original water springs located to the north east of the town which were used by the early settlers and drovers for stock watering purposes.

Lot 555 is located in the west portion of the town, south of the existing railway line and Midlands Road.



Location plan – Three Springs

The lot is located on the corner of Carter Street and Maley Street – refer plan overpage.



Lot 555 contains the old Police Station building which includes office space, lockup cells and amenities. The main facade fronts onto Carver Street.



At the rear is a steel framed metal deck patio, carparking, and a secured yard. Access to the rear is via Maley Street.



Existing Development

The lot has the advantage of access to two existing street frontages. The existing buildings are single storey and have a combination of brick and framed construction.

The original building was constructed around 1965 with various upgrades over the years.

There is separate self-contained three bedroom residence located to the rear with a carport and fenced off courtyard area.

3.0 EXISTING SCHEME & RELEVANT SHIRE DOCUMENTS

3.1 *Shire of Three Springs Local Planning Scheme No 1 (historic zoning)*

Lot 555 was reserved 'Public Purpose' for 'Police' under the Shire of Three Springs Town Planning Scheme No. 1. Scheme No 1 has been revoked.

3.2 *Shire of Three Springs Local Planning Strategy (2007)*

The original Shire of Three Springs Local Planning Strategy was endorsed by the Western Australian Planning Commission on the 13 June 2007.

The location and extent of all existing public purpose areas in the Shire were identified as part of the Local Planning Strategy, and reserved as Public Purpose under the Shire's previous Town Planning Scheme No 1.

3.3 Shire of Three Springs Strategic Community Plan 2011 - 2023

Through engagement strategies associated with development of a Strategic Community Plan, the Shire has identified the need for a diverse economy that supports local business.

One of the objectives of the Strategy is to *'provide an environment that supports business and investment opportunities'* to achieve an outcome of *'increased industries, businesses and employment opportunities in the Shire district'*.

3.4 Shire of Three Springs Corporate Business Plan 2011 - 2018

The Shire of Three Springs Corporate Business Plan, together with the Strategic Community Plan, sets out the future strategic direction for the Shire of Three Springs.

The Shire of Three Springs Strategic Community Plan establishes key themes, objectives and actions to achieve them and measurable performance indicators to enable Council and the Community to review progress. The Corporate Business Plan is an internal business planning tool that translates the Council's priorities from the Strategic Community Plan 2011 -2023 into operations within the resources available.

The Corporate Business Plan will assist in guiding the delivery of community aspirations from the Strategic Community Plan and the integration of resources including asset management, workforce planning and long term financial planning.

3.5 Shire of Three Springs Local Planning Strategy (2014)

A new Local Planning Strategy for Three Springs was endorsed by the Western Australian Planning Commission in 2014.

Relevant to this Scheme Amendment, the Strategy recommended that lots in Carter Street be upcoded to R10/30.

3.6 Shire of Three Springs Local Planning Scheme No 2

Lot 555 is reserved Public Purpose for Emergency Services under the current Shire of Three Springs Local Planning Scheme No 2.

The objective for Emergency Services reserves is *'Public Purposes which specifically provide for a range of essential emergency services.'*

4.0 PROPOSED REZONING & JUSTIFICATION FOR THE AMENDMENT

The amendment proposes to re-classify land that falls under the responsibility of the Commissioner of Police.

The existing buildings on Lot 555 are currently vacant, and are no longer required for government purposes.

This amendment report has been compiled following detailed planning analysis, having regard for normal planning considerations such as surrounding zoning, and the Shires Strategic plans. Justification for the amendment is included below.

4.1 Historic office use

The existing Police Station includes a number of offices with potential to accommodate a wide range of uses or business's that are compatible with the adjacent residential zone.

Local Police are now accommodated in the old Department of Agriculture and Food WA offices which were refurbished.

The new station opened in mid 2015 and contained features such as 2 holding cells, a secure desk charge, holding area, and court room. It has capacity to accommodate at least 10 police officers.

4.2 Future sale and potential landuse changes

The lot has been identified as surplus to State's requirements and are proposed to be sold in the future via the State's Land Asset Management Unit (LAMU).

As the lot is currently reserved 'Public Purpose', it is in the interest of orderly and proper planning for the land to be re-zoned prior to being sold at market value. In the future there is potential for the existing buildings to be refurbished, to accommodate alternative landuses, or for the land to be redeveloped.

As the land is no longer required it is sound to ensure alternative appropriate zonings are in place to guide any future development or landuse changes. The existing 'Public Purpose' reservation has become redundant.

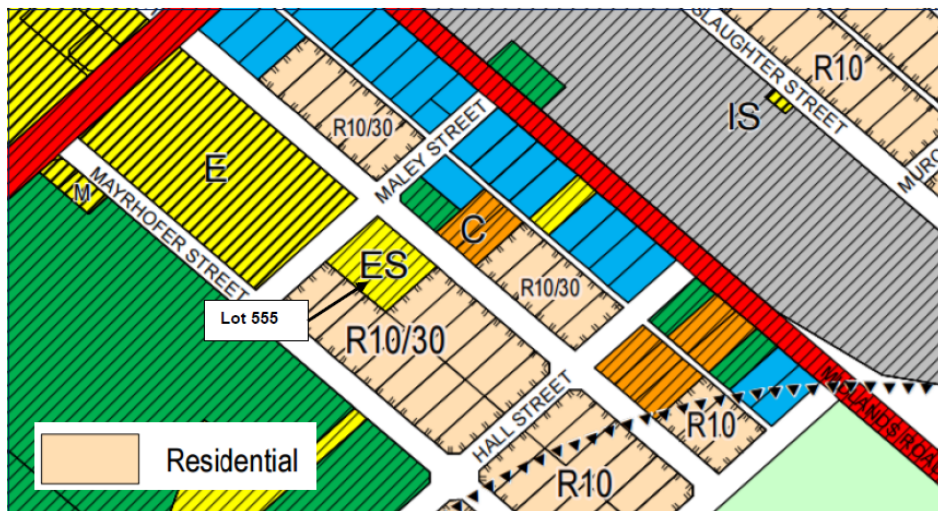
4.3 Surrounding and Proposed Zoning

Two of the lot boundaries are shared with an adjacent Residential R10/30 zone to the south west and south east. A Residential zone also exists to the immediate north.

Land to the north west is Public Purpose reserve for Emergency Services. The lot is directly opposite to local reserves for public open space and civic and community/ cultural facilities.

This amendment proposes a Residential zone over Lot 555 consistent with the zoning established in the same streetblock, generally bound by Maley Street, Carter Street, Hall Street and Mayrhofer Street,

The amendment minimises any potential for future landuse conflict by ensuring any change in landuse will be consistent with established zonings and existing development in the immediate vicinity.



Extract – Shire of Three Springs Local Planning Scheme No 2

4.4 Future Business Opportunities

Although the existing buildings are dated, there may still potential for a low key business or community uses to operate from Lot 555.

This Amendment proposes to maximise flexibility for Council to consider a limited number of additional uses on Lot 555, including office. There is potential that a small business could operate on the lot, and it contains an existing house.

Introduction of some additional uses (that are compatible with residential) will provide for new business opportunities within the established townsite of Three Springs.

4.5 Proximity to Services and infrastructure

The subject lots are located within walking distance of all the established infrastructure, services and business within Three Springs townsite particularly the main commercial strip along Railway Road.

4.6 Planning Benefits

The amendment will facilitate a Residential zoning over Lot 555 with some additional uses compatible with the nature of existing development on the site.

The proposed Residential zone with limited additional uses can be justified based on compliance with sound planning principles and ability to cater for a wider range of landuses. The Amendment will ensure appropriate landuse and development controls are in place prior to the land being potentially sold in the future to a private buyer.

PLANNING AND DEVELOPMENT ACT 2005

SHIRE OF THREE SPRINGS

LOCAL PLANNING SCHEME NO. 2

AMENDMENT No 1

The Three Springs Shire Council under and by virtue of the power conferred upon it in that behalf by the *Planning and Development Act, 2005*, hereby amends the above local planning scheme by:

1. Re-classifying Lot 555 (No 42) Carter Street, Three Springs (known as Reserve 13781) from Local Scheme Reserve 'Public Purposes – Emergency Services' to a 'Residential' zone with an R10/30 density code as depicted on the Scheme Amendment map.
2. Listing Lot 555 (No 42) Carter Street, Three Springs in 'Table 4 - Specified additional uses for zoned land in Scheme area' outlining specific additional uses and conditions as follows:

No.	Description of land	Additional Use	Conditions
2.	Lot 555 (No 42) Carter Street, Three Springs	Community Purpose Exhibition Centre Garden Centre Office Shop Warehouse/storage	<u>Objectives</u> 1. To ensure proposed development is to be sympathetic to the residential location and compatible with adjacent residential landuses to the satisfaction of the Shire of Three Springs. 2. To allow for a limited range of small scale businesses. <u>Conditions</u> 1. Any storage shall be fully contained within a building and no external storage is

			<p>permitted.</p> <p>2. The local government may require upgrading of any existing buildings as part of any proposed development.</p>
--	--	--	---

ADOPTION

Adopted by resolution of the Shire of Three Springs Council at the Ordinary Meeting held on the 19 day of July, 2017.

.....
PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

FINAL APPROVAL

Adopted by Resolution of the Shire of Three Springs Council at the Ordinary meeting held on the ____ day of _____ 201__, and pursuant to that Resolution the Seal of the Municipality was hereunto affixed in the presence of:



.....
PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

RECOMMENDED/SUBMITTED FOR FINAL APPROVAL

.....
DELEGATED UNDER S.17 OF THE
PLANNING AND DEVELOPMENT ACT 2005

Date.....

FINAL APPROVAL GRANTED

.....
MINISTER FOR PLANNING

Date.....

9.1.2. HEALTH/BUILDING and PLANNING REPORT – 2017/2018

[illegible]

For Council's Information

9.2. ADMINISTRATION

9.2.1. AUDIT COMMITTEE MEETING

Agenda Reference: CEO 12/17 – 01
Location/Address: Shire of Three Springs
Name of Applicant: Shire of Three Springs
File Reference: ADM0081
Disclosure of Interest: Nil
Date: 7th December 2017
Author: Sylvia Yandle CEO

Signature of Author: _____

SUMMARY

For the Audit Committee to review the Annual Financial Statements, Audit Report, Management Report and make recommendations to Council in relation to the 2016/2017 Annual Financial Statements and set the date for the Annual Electors Meeting.

ATTACHMENT

- Financial Report for the year ended 30th June 2017
- Independent Audit Report for the year ended 30th June 2017

BACKGROUND

The Audit Committee meets annually to review the Financial Report, Audit Report and Management Report for the previous financial year with the responsible audit partner. The Moore Stephens audit partner for the 2016/2017 audit is Greg Godwin. Greg has agreed to attend the Audit Committee Meeting via teleconference at Wednesday the 13th December 2017.

COMMENT

As per the Local Government Act Council is required to accept the Audit Report, Management Report, Annual Financial Statements and set the date for the Annual Electors Meeting.

The Management Report is a reflection of the sound governance principles and effort that staff have put into the finance and administration processes throughout 2016/2017.

CONSULTATION

CEO, Manager of Finance, Senior Finance and Admin Officer, Moore Stephens audit staff

STATUTORY ENVIRONMENT

Local Government Act 1995, Section 5.53 provides that the annual report is to contain the following:

5.53. Annual reports

- (1) The local government is to prepare an annual report for each financial year.
- (2) The annual report is to contain —

- a report from the president
- a report from the CEO
- an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year
- the financial report for the financial year
- such information as may be prescribed in relation to the payments made to employees
- the auditor's report for the financial year
- a matter on which a report must be made under section 29(2) of the Disability Services Act 1993
- details of entries made under section 5.121 during the financial year in the register of complaints, including —
 - (i) the number of complaints recorded in the register of complaints; and
 - (ii) how the recorded complaints were dealt with; and
 - (iii) any other details that the regulations may require;
 and
- such other information as may be prescribed.

The Local Government Act 1995 Section 7.2 provides:

The accounts and annual financial report of a local government for each financial year are required to be audited by an auditor appointed by each local government.

The Local Government Act 1995 Section 7.12a provides:

- (3) A local government is to examine the report of the auditor prepared under section 7.9(1), and any report prepared under section 7.9(3) forwarded to it, and is to —
 - (a) determine if any matters raised by the report, or reports, require action to be taken by the local government; and
 - (b) ensure that appropriate action is taken in respect of those matters.
- (4) A local government is to —
 - (a) prepare a report on any actions under subsection (3) in respect of an audit conducted in respect of a financial year; and
 - (b) forward a copy of that report to the Minister,
 by the end of the next financial year, or 6 months after the last report prepared under section 7.9 is received by the local government, whichever is the latest in time.

Local Government Act 1995 s5.27 & s5.29

5.27. Electors' general meetings

- (1) A general meeting of the electors of a district is to be held once every financial year.
- (2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.

5.29. Convening electors' meetings

- (1) The CEO is to convene an electors' meeting by giving —
 - (a) at least 14 days' local public notice; and
 - (b) each council member at least 14 days' notice of the date, time, place and purpose of the meeting.
- (2) The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time of publication of the notice under section 1.7(1)(a) and is to continue by way of exhibition under section 1.7(1)(b) and (c) until the meeting has been held."

POLICY IMPLICATIONS

1001 Annual Electors Meeting "That this meeting be scheduled prior to 31st October annually, subject to receipt of Auditors Report."

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012

1. Measuring Shire success - Working together as custodians of now and the future.
- 2.
3. Key Performance Measures – Long term financial viability and asset sustainability ratios

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION – ITEM 9.2.1

That the Audit Committee recommends that Council:

- 1. Accept the Financial Report for the year ended 30th June 2017**
- 2. Accept the Audit Report for the year ended 30th June 2017**
- 3. Accept the Management Report for the year ended 30th June 2017**
- 4. Schedule the Annual Electors meeting in Council Chambers for 7th February 2018.**

9.2.1. Attachment A

6 December 2017

The Shire President
Shire of Three Springs
132 Railway Road
THREE SPRINGS WA 6519

MOORE STEPHENS

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www.moorestephenswa.com.au

Dear Cr Lane

Management Report for the Year Ended 30 June 2017

We advise that we have completed our audit procedures for the year ended 30 June 2017 and enclose our Audit Report.

We are required under the Local Government Audit Regulations to report certain compliance matters in our audit report. Other matters which arise during the course of our audit that we wish to bring to Council's attention are raised in this management report.

It should be appreciated that our audit procedures are designed primarily to enable us to form an opinion on the financial statements and therefore may not bring to light all weaknesses in systems and procedures which may exist. However, we aim to use our knowledge of the Shire's organisation gained during our work to make comments and suggestions which, we hope, will be useful to you.

COMMENT ON RATIOS

Ratios provide useful information when compared to industry and internal benchmarks and assist in identifying trends. Whilst not conclusive in themselves, understanding ratios, their trends and how they interact is beneficial for the allocation of scarce resources and planning for the future. Information relating to the statutory ratios disclosed in the financial report is summarised in the table below and commentary provided on the following pages.

	Target Ratio ¹	Actual 2017	Council's Adjusted Ratios 2017 2016 2015 2014 2013	Council's 5 Year Trend ²	5 Year Average ³ Regional State
Current Ratio	≥ 1	8.69	6.17	3.10 1.70 0.79 1.09	↑ 3.18 2.22
Asset Sustainability Ratio	≥ 1.1	1.17	1.17	0.68 1.10 1.44 0.87	↑ 1.18 1.18
Debt Service Cover Ratio	≥ 10	14.22	11.32	8.68 8.03 7.02 5.06	↑ 10.62 12.41
Operating Surplus Ratio	≥ 0.15	0.28	0.08	(0.10) (0.10) (0.23) (0.12)	↑ (0.17) (0.11)
Own Source Revenue Coverage Ratio	≥ 0.9	0.68	0.68	0.55 0.58 0.55 0.64	↑ 0.56 0.67
Asset Consumption Ratio	≥ 0.75	0.47	0.47	0.49 0.44 0.42 0.64	↓ 0.66 0.73
Asset Renewal Funding Ratio	≥ 1.05	1.68	1.68	1.76 N/A N/A N/A	↓ 0.91 0.94

¹ Target ratios per Department of Local Government, Sport and Cultural Industries (DLGSCL) Guidelines except the Debt Service Ratio which is a target devised by Moore Stephens (and based on experience). For information, DLGSCL Guidelines indicate a target Debt Service Cover Ratio of 5.

² The 5-year trend compares the adjusted 2017 ratio to the average of the adjusted ratios for the last 5 years.

³ The average in relation to the Regional and State comparisons is a 5 year average of 2012, 2013, 2014, 2015 and 2016.

* Adjusted for "one-off" timing/ non-cash items.

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COMMENT ON RATIOS (CONTINUED)**Adjustment relating to 2017**

Three of the ratios in the accompanying table were distorted by an item of significant revenue relating to the early payment of 2017/18 Financial Assistance Grants (FAGs) totalling \$504,479 received before 30 June 2017. The early payment of the grant increased operating revenue in 2017.

This item is considered "one-off" timing in nature and was adjusted when calculating the ratios in the above table (as shown by "**") as were relevant comparative year ratios (which had been affected by similar "one-off" items).

Regional and State 5 Year Averages

Regional and State 5 year averages have not been adjusted for "one-off" items even though these items may have been applicable in prior years as they are based on the statutory ratios which have been reported in published financial reports. However, they still provide a useful reference point as they are indicative of a trend.

Commentary on Specific Ratios**• Asset Consumption Ratio**

The Asset Consumption Ratio measures the extent to which depreciable assets have been consumed by comparing their written down value to their replacement cost.

The ratio is below target levels, below both the Regional and State 5 year averages and is trending downward. Below target indicates the present condition of assets needs to be addressed. Interpretation of this ratio should be considered together with the Asset Sustainability Ratio (ASR) (above target at 1.17) and the Asset Renewal Funding Ratio (ARFR) (above target at 1.68).

A percentage of greater than 100% for the ASR indicates assets are being renewed or replaced at a greater rate than they are deteriorating, which if maintained, should result in improvements to asset conditions and subsequently the Asset Consumption Ratio.

Summary

The Shire's ratio position, after adjustment for FAGs, appears consistent with prior years with 5 of the 7 ratios trending upwards.

Whilst the Asset Consumption Ratio is below the accepted industry benchmark, given the relative strength of the other ratios and the Shire's balance sheet, the Shire appears well positioned to improve the condition of its assets.

We would like to take this opportunity to stress one off assessments of ratios at a particular point in time can only provide a snapshot of the financial position and operating situation of the Shire. As is the case with all ratios and indicators, their interpretation is much improved if they are calculated as an average over time with the relevant trends being considered.

We will continue to monitor the financial position and ratios in future financial years and suggest it is prudent for Council and management to do so also as they strive to manage the scarce resources of the Shire.

If the Shire requires, we have a report available which is able to compare your ratios against other Local Governments across the State and by Region. The report is also able to incorporate a selection of your peer Local Governments, whether they be of near neighbours or similar type in nature. This may be of particular relevance in your case as you are included in the Mid West region when comparison to other, more similar local governments, may be more relevant.

If you are interested in such an expanded report, please contact us.

COMMENT ON RATIOS (CONTINUED)

Strategic Community Plan and Corporate Business Plan

In accordance with Admin Regulation 19C and 19D, the Shire is required to ensure that a Strategic Community Plan is in place for a period of at least 10 years, to be reviewed every 4 years, and that a Corporate Business Plan is in place for a period of at least 4 years, to be reviewed every year.

During our review of the plans adopted by the Shire it was noted:

- The current Strategic Community Plan was adopted in 2012 and was not reviewed in 2016 as required, and
- The current Corporate Business Plan was adopted in 2013 and has not been reviewed annually as required.

The outstanding reviews noted above should be carried out as soon as is practicable.

We noted no other matters we wish to bring to your attention.

UNCORRECTED MISSTATEMENTS

We advise there were no uncorrected misstatements noted during the course of our audit.

We take this opportunity to thank all staff for the assistance provided during the audit.

Should you wish to discuss any matter relating to the audit or any other matter, please do not hesitate to contact us.

Yours faithfully



Greg Godwin
Partner
Moore Stephens

Encl.

9.2.2. ENVIRONMENTAL HEALTH AND BUILDING OFFICER

Agenda Reference: CEO 12/17-02
Location/Address: Shire of Three Springs
Name of Applicant: Shire of Irwin
File Reference: ADM
Disclosure of Interest: Nil
Date: 7th December 2017
Author: Sylvia Yandle

Signature of Author: _____

SUMMARY

For Council to consider shared services available to provide Environmental Health Services.

ATTACHMENT

9.2.2a Shire of Irwin correspondence

BACKGROUND

Council entered into a Memorandum of Understanding for the provision of Health, Building and Planning Services in April 2014. Due to the resignation from Shire of Irwin of both their dual Environmental Health/Building Surveyor and Environmental Health Officer in 2016 this service ceased and Trevor Brandy was engaged to undertake any Environmental Health and Building matters on a as needs basis.

As the Shire of Coorow is not renewing Trevor Brandy's contract beyond 2017, Trevor submitted a letter of engagement with an offer to consult to the Shire of Three Springs to supply Health and Building Services. The consultancy fee requested was considerably higher than what we are currently paying for these services.

The Shires of Carnamah and Mingenew are also using the service provided by Shire of Coorow and expressed interest for the two shires and Three Springs to meet with Shire of Irwin to discuss shared services for Environmental Health only (Three Springs currently uses Chapman Valley for Building and Planning).

COMMENT

Shire of Irwin recently put out an Expression of Interest for an Environmental Health Consultant, receiving two responses for current period ending 30th June 2018.

CEO's Neil Hartley (Carnamah), Martin Whitely (Mingenew) and myself met with Shire of Irwin's Manager Regulatory Services Brendan Jeans to discuss the two responses and entering into a new Memorandum of Understanding between the four shires. It is estimated that the service provided would be half a day a month for Shire of Three Springs.

The Memorandum of Understanding will only be to 30th June 2018 giving all parties the opportunity to assess the shared services arrangements and whether it meets the individual Shires' needs before extending this arrangement.

CONSULTATION

Chief Executive Officers Shire of Three Springs, Carnamah and Mingenew and Shire of Irwin
Manager Regulatory Services.

STATUTORY ENVIRONMENT

Health Act 1911

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Environmental Health and Building Officer provision of services budget amount for 2017/18 is \$3,000.

STRATEGIC IMPLICATIONS

Strategic Community Plan

4.3.2 Ensure compliance with town planning, building and health, local and all other relevant legislation

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.2.2

That Council:--

- 1. Enter into a Memorandum of Understanding with Shire of Irwin between the Shires of Carnamah, Mingenew and Shire of Three Springs for the Provision of Shared Services for Environmental Health;**
- 2. Authorise Chief Executive Officer to sign the Memorandum of Understanding;**
- 3. Advise Department of Health of appointment of Environmental Health Officer for Shire of Three Springs.**

9.2.2. Attachment A

Sylvia Yandle

From: Brendan Jeans <mrs@irwin.wa.gov.au>
Sent: Tuesday, 7 November 2017 10:42 AM
To: ceo@carnamah.wa.gov.au; CEO; Sylvia Yandle
Cc: eso@carnamah.wa.gov.au; Geoff Peddie; Darren Simmons
Subject: EHO Services Contract Position
Attachments: ADDITIONAL INFORMATION REQUEST - EHO SERVICES.PDF; Application to contract Irwin Bandy.pdf; Brief for Expression of Interest for Environmental Health Consultant-1.pdf; G Houston (Dallywater Consulting) - Response to EOI (EH Services 2017).pdf

Hi everyone,

As you will be aware the Shire of Irwin has coordinated Expressions of Interest for the provision of EHO Services through a shared arrangement between the shires for a contract period ending June 2018. I have attached the EOI Brief.

The Shire received two applications for this contract for your consideration. One being from Trevor Bandy and the other from Gordon Houston (Dallywater Consulting). I have attached both of their applications for your consideration. I also requested further information from each applicant to help clarify their likely monthly schedule of shared work between the shires. This is also attached.

As I understand you may all be out of the office at a conference this week and so there may be an opportunity to briefly meet together and discuss this matter. However we will likely have further detailed discussions next week to progress this.

If you have any queries don't hesitate to contact me.

I look forward to hearing from you.

Kind regards

Brendan Jeans
Manager Regulatory Services



PMB 21, 11 - 13 Waldeck Street Dongara WA 6525 I

☎: 9927 0000 I 📠: 9927 1453 I 📧: mrs@irwin.wa.gov.au

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Introduction

The Shire's of Irwin, Carnamah, Mingenew and Three Springs seeks to engage a suitably qualified Environmental Health consultant to proactively administer the delivery of the Shire's Environmental Health Services, for the purpose of providing environmental and public health protection to improve quality of life in the community.

The period of the contract will be until 30 June 2018, with the potential to extend this period.

Consultant Requirements

The consultant must be suitably qualified and meet the requirements of the Western Australian Government's Department of Health.

The consultant must have:

- Highly developed organisational and time management skills;
- Highly developed oral and written communication skills;
- Highly developed interpersonal skills particularly in relation to negotiation, public relations and problem solving;
- Developed knowledge and an ability to interpret and implement the requirements of the WA Health Act 1911, Liquor Licensing Act 1988, Environmental Protection Act 1986, Local Government Act 1995, and their associated Regulations;
- Sound knowledge of information technology including computer systems and software operations;
- Qualifications in a health discipline (i.e. Bachelor of Health Science, Bachelor of Environmental Health or equivalent) acceptable to the Department of Health WA. See <http://www.eh.org.au/workforce/accredited-courses> for a full list of accredited courses; and
- Current WA "C" Class driver's licence;
- Their own vehicle and phone for use when delivering the Shire's Environmental Health Services.

Scope of Work

The consultant is required to provide a quote for 300 hours of work, including but not limited to the following duties:

- Carry out all statutory duties for the 2016 – 2017 period, as required by the Department of Health and the Department Environmental Regulations, including inspections and/or reporting for the following areas:
 - Food Hygiene inspections and reporting;
 - Waste Management reporting;
 - Water sampling;
 - Disease Control;
 - Inspections of Caravan Parks, Public Buildings, Lodging Houses and Bed and Breakfasts; and



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- Offensive Trades.
- Assess and determine Environmental Health applications
- Assist with improving systems and record keeping; and
- Provide advice on Environmental Health matters.

The individual Shire's will be responsible for:

- Providing application details, enquiries and relevant templates (permits, audits, reports etc) to the consultant;
- Recording applications, audits, reports, decisions and advice; and
- Access to a computer and records within the Shire's Administration Building.

Proposal Requirements

Consultants are invited to submit a proposal with itemised quotation including travel, accommodation and extra hourly rates, for undertaking the works as detailed in this document and addressing the following selection criteria:

- Capacity to undertake the work in the given time frame - (30%);
- Qualifications - (10%);
- Similar project experience - respondent to demonstrate experience to undertake projects of a similar nature and include referees. - (20%); and
- Value for money - (40%).

Consultants should have a registered ABN and have the appropriate level of insurance. Invoices will be required to each individual Shire for the allocated hours of works completed after each site visit. Some works can be completed from your own offices. Evaluation and scoring of the proposals will be undertaken by the four Shire's using a weighting against each criteria.

Quote

The consultant's quote shall be provided by 12 noon, Wednesday 18 October 2017 and emailed to mcc@irwin.wa.gov.au. Any enquiries can be requested to Nicole Nelson, Acting Director Planning, Community and Infrastructure on 9927 0000.

ADDITIONAL INFORMATION REQUEST – PROPOSED DRAFT ROSTER SCHEDULE

Trevor Bandy

Morning Brendon

After our discussion yesterday and chatting with our current CEO, it is difficult to put time lines in place for the 6 month service.

Currently, I would be looking at a day a week in Irwin to take care of any back log that may have arisen with the ability to services the other three Local Authorities if required on that day(to cut back on mileage and down time).

The 200 hours indicted works out to be a day per week and I would imagine this will be taken up with onsite work with the initial inspections side of things.

As mentioned previously, I will be on call during reasonable hours to answer any queries from the Public.

Regards

Trev

Gordon Houston

Hi Brendan

I envisage the following monthly scenario for the EHO servicing;

Monday

Depart Chittering early am Monday.

Arrive start of business Carnamah. Time in town - 3 hours

Drive to Three Springs. Time in town - 4 hours.

Overnight there or drive to Mingenew and overnight.

Tuesday.

Mingenew - Time in town - 4 hours

Drive to Dongara.

Afternoon (4 hours) in Dongara.

Wednesday

Wednesday in Dongara (8 hours)

Thursday

Thursday in Dongara (4 hours)

Depart Dongara lunchtime.

Arrive Eneabba - time in town (1 hour)

Return to Chittering.

These times will be flexible depending on the workload for each Shire. For instance, it may be that I can cover all the inspections for the inland Shires in one day and do their paperwork at the home office. I obviously won't get a feel for that until I've done my own assessment of the current status of all health premises.

Once I incorporate Morawa into the travel, I would do the three days as above (maybe in reverse...do Eneabba on the way to Dongara on the first morning) and then do Morawa on the Thursday/Friday.

Hope this is of assistance.

Regards

Gordon

9.2.3. REVIEW OF DELEGATIONS REGISTER

Agenda Reference: CEO 12/17-03
Location/Address:
Name of Applicant: Shire of Three Springs
File Reference: ADM0199
Disclosure of Interest:
Date: 7th December 2017
Author: Sylvia Yandle, CEO

Signature of Author: _____

SUMMARY

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

ATTACHMENTS

1. Delegations Register Reviewed December 2017.

BACKGROUND

The Delegations Register was last reviewed in December 2016 with amendments made with reference to Deputy CEO changed to Manager of Finance.

COMMENT

The December 2017 reviewed document contains minor changes, most significant with Health Act 2016 as per February 2017 minutes. Other change includes amendment of Community Emergency Services Manager to Emergency and Rangers Services Officer.

The Delegations Register has been reviewed and based on its current contents, no changes are required. Moore Stephens conducted an Audit Regulation 17 in November 2016 which provided information on current delegations and registers. A more comprehensive review of Council's Delegations Registers will be undertaken in 2018.

CONSULTATION

CEO, Manager of Finance

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 5.46 (2) states –

5.46. Register of, and records relevant to, delegations to CEO and employees

- (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.

POLICY IMPLICATIONS

Reference to delegated authority is made a number of times in Policy Manual - Adherence to the guidelines and procedures outlined in this document by all officers with delegated authority.

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.”

OFFICER RECOMMENDATION – ITEM 9.2.2

That Council endorse the Shire of Three Springs Delegations Register to that document listed at Attachment 9.2.3a *“Register of Delegations Reviewed December 2017”*.

Shire of Three Springs

Register of Delegations



Council Reviewed December 2017

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 Council pursuant to Section 21(1)(b)(i) Part 2 of the Public Health Act 2016 delegates all the powers and duties conferred or imposed on the Shire of Three Springs by the Public Health Act 2016 to the Chief Executive Officer

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 the Council.

Delegations Under the Dog Act 1976

Dog Control

That the CEO, Manager of Finance, Emergency and Ranger Services Officer, 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, Emergency and Ranger Services Officer, 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)).

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 undertaken on a shared services bases with the Shire of Coorow.

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**

Emergency and Ranger Services 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.

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.

Ranger Services

Manage activities mainly associated with the control of dogs and cats but also all animal and birds within Shire of Three Springs.

Undertake any duties as requested by Chief Executive Officer in relation to ranger, fire and emergency services.

9.3. FINANCE

9.3.1. FINANCIAL STATEMENTS FOR MONTH ENDING 30 NOVEMBER 2017

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: 6th December, 2017
Author: Leah John

Signature of Author: _____

SUMMARY

The Monthly Statement of Financial Activity report for the month ending 30th November, 2017 is presented to Council for adoption.

ATTACHMENT

Finance Report ending 30th November, 2017.

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 30th November, 2017 is \$2,723,682.

SUMMARY OF FUNDS – SHIRE OF THREE SPRINGS	
Municipal Account	\$22,327
Business Cash Maximiser (Municipal Funds)	\$1,266,159
Grant Funds Holding Maximiser Account (Municipal Funds)	\$1,254,093
Trust Account	\$1,728
Reserve Maximiser	\$1,266,811
Police Licensing Account	\$95,964

Debtor's accounts as at 30th November, 2017 total \$30,541.

Creditors as at 30th November, 2017 are \$140,693.

The total outstanding Rates debt is \$354,386.

VOTING REQUIREMENTS

Simple Majority.

OFFICER RECOMMENDATION – ITEM 9.3.1

That Council adopts the preliminary Monthly Statement of Financial Activity for the month ending 30th November, 2017

SHIRE OF THREE SPRINGS
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2017 TO 30 NOVEMBER, 2017

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SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2017 TO 30 NOVEMBER, 2017

	NOTE	30/11/17 Y-T-D Actual \$	30/11/17 Y-T-D Budget \$	2017/18 Original Budget \$	30/11/17 Y-T-D Variance \$	30/11/17 Y-T-D Variance %
REVENUES/SOURCES	1,2					
Governance		14,309	11,638	27,947	2,672	(23%)
General Purpose Funding		264,145	241,321	477,239	22,824	(9%)
Law, Order, Public Safety		15,150	18,960	226,284	(3,810)	20%
Health		7,010	8,130	19,500	(1,120)	14%
Education and Welfare		5,331	143,290	563,900	(137,959)	96%
Housing		41,778	45,265	108,625	(3,487)	8%
Community Amenities		72,913	72,285	78,100	628	(1%)
Recreation and Culture		6,250	22,750	54,599	(16,500)	73%
Transport		313,426	431,871	1,460,985	(118,445)	27%
Economic Services		2,002	4,925	11,813	(2,923)	59%
Other Property and Services		14,981	19,105	45,850	(4,124)	22%
		<u>757,295</u>	<u>1,019,540</u>	<u>3,074,842</u>	<u>262,245</u>	<u>(26%)</u>
(EXPENSES)/(APPLICATIONS)	1,2					
Governance		(113,299)	(120,030)	(288,039)	(6,731)	6%
General Purpose Funding		(13,671)	(14,990)	(35,974)	(1,319)	9%
Law, Order, Public Safety		(104,721)	(99,770)	(239,400)	4,951	(5%)
Health		(51,351)	(45,690)	(109,640)	5,661	(12%)
Education and Welfare		(7,205)	(4,935)	(11,850)	2,270	(46%)
Housing		(141,306)	(144,040)	(345,627)	(2,734)	2%
Community Amenities		(117,798)	(121,185)	(290,750)	(3,387)	3%
Recreation & Culture		(328,963)	(397,878)	(954,870)	(68,915)	17%
Transport		(368,155)	(435,146)	(1,474,189)	(66,991)	15%
Economic Services		(40,846)	(45,863)	(110,076)	(5,017)	11%
Other Property and Services		<u>39,062</u>	<u>(18,533)</u>	<u>(44,466)</u>	<u>(57,595)</u>	<u>311%</u>
		<u>(1,248,253)</u>	<u>(1,448,059)</u>	<u>(3,904,881)</u>	<u>(199,806)</u>	<u>(14%)</u>
Net Result Excluding Rates		(490,958)	(428,519)	(830,039)	62,439	
Adjustments for Non-Cash (Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	4	0	4,385	10,530	(4,385)	100%
Rounding			0	0	0	0%
Depreciation on Assets	2(a)	337,933	405,375	972,894	(67,442)	17%
Capital Expenditure and Income						
Purchase Land held for resale	3	0	0	0	0	
Purchase Land and Buildings	3	(262,553)	(247,767)	(1,754,151)	14,786	(6%)
Purchase Furniture and Equipment	3	(46,293)	(9,500)	(120,000)	36,793	(387%)
Purchase Plant and Equipment	3	(10,876)	(166,000)	(278,300)	(155,124)	93%
Purchase of Motor Vehicles	3	(44,126)	(96,000)	(126,000)	(51,874)	54%
Purchase Infrastructure Assets - Roads	3	(441,896)	(827,690)	(2,115,356)	(385,794)	47%
Purchase Infrastructure Assets - Footpaths	3	0	(25,000)	(50,000)	(25,000)	100%
Purchase Infrastructure Assets - Airfields	3	0	0	0	0	0%
Purchase Infrastructure Assets - Parks	3	(2,490)	0	0	2,490	(100%)
Proceeds from Disposal of Assets	4	0	25,000	80,000	25,000	100%
Repayment of Debentures	5	(21,748)	(21,748)	(62,885)	0	0%
Proceeds from New Debentures	5	0	0	0	0	0%
Transfers to Reserves (Restricted Assets)	6	(10,706)	(10,183)	(81,396)	523	(5%)
Transfers from Reserves (Restricted Assets)	6	0	0	600,000	0	0%
AD/Net Current Assets July 1 B/Fwd	7	1,675,808	1,714,991	1,714,991	(39,183)	
LE/Net Current Assets Year to Date	7	<u>2,723,682</u>	<u>1,722,367</u>	<u>0</u>	<u>1,001,315</u>	<u>(58%)</u>
Amount Req'd to be Raised from Rates		<u>(2,038,726)</u>	<u>(2,039,712)</u>	<u>(2,039,712)</u>	<u>986</u>	<u>(0%)</u>
Rates per Note 8		2,038,726	2,039,712	2,039,712		
Variance		0	0	0		

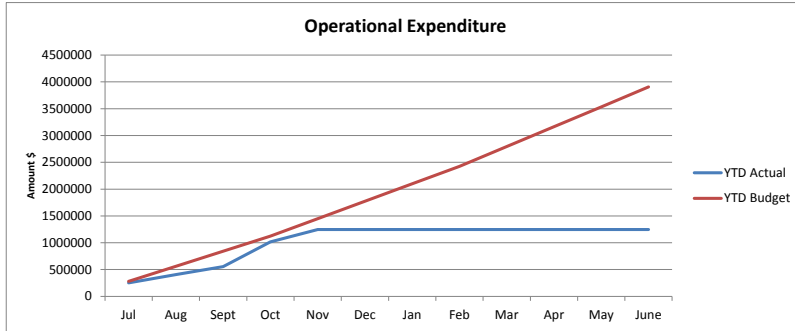
Statement of Financial Activities Reportable Variances - Actuals Vs. Current Budget

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

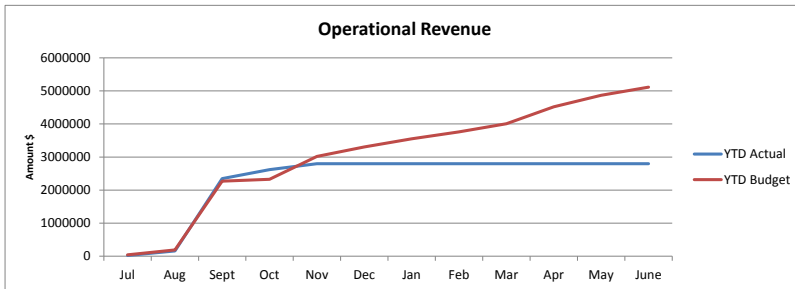
% - Under-expenditure / extra income, (%) - Over-expenditure / reduced income.

	%	\$	
REVENUES/SOURCES			
General Purpose Funding	(9%)	\$ 22,824	1st & 2nd quarter financial assistance grants received, slightly over than expected.
5 Law, Order, Public Safety	20%	-\$ 3,810	DFES operational grants - 1st quarter received below budget.
Education and Welfare	96%	-\$ 137,959	Funding for Child Care Centre behind budget.
9 Housing	8%	-\$ 3,487	Housing income below budget at this stage- 5 Glyde property nearing completion of major refurbishment and expected to be available for rent in the new year.
14 Recreation and Culture	73%	-\$ 16,500	Dept of Sports & Recreation advised that yearly pool grant of \$32k is no longer available 2017/18. Permanent difference to be adjusted at budget review.
12 Transport	27%	-\$ 118,445	Timing difference, roads to recovery projects scheduled to commence in 2018.
Other Property and Services	22%	-\$ 4,124	Low income at this stage.
(EXPENSES)/(APPLICATIONS)			
Governance	6%	-\$ 6,731	Generally low admin costs at this stage.
Law, Order, Public Safety	(5%)	\$ 4,951	Insurance premiums on Fire plant & equipment being paid ahead of budget- phased monthly.
Health	(12%)	\$ 5,661	Health services expenditure slightly over budget attributed by increase in maintenance costs at the centre and doctor's house.
Community Amenities	3%	-\$ 3,387	Less expenditure incurred on stormwater drain maintenance.
			Mainly driven by low depreciation costs on pool assets down valued in 2016/17 financial year. Low costs in pool salary and parks, gardens & reserves also contributed to the variance.
Recreation & Culture	17%	-\$ 68,915	
Transport	15%	-\$ 66,991	General road maintenance and Wandrra work behind schedule.
Economic Services	11%	-\$ 5,017	Reduced spending in tourism and promotion activities as the tourist season ends.
Other Property and Services	311%	-\$ 57,595	Plant recovery costs high, currently being reviewed.
CAPITAL EXPENDITURE AND INCOME			
(Profit)/Loss on Asset Disposals	100%	-\$ 4,385	Plant replacement commenced end of November to be completed by December.
Depreciation on Assets	17%	-\$ 67,442	Depreciation in buildings lower than budget due to recent asset revaluations.
Purchase Land and Buildings	(6%)	\$ 14,786	Fire Shed nearing completion, ahead of budget timing.
Purchase Furniture and Equipment	(387%)	\$ 36,793	Purchase of automated pool dosing system ahead of budget.
Purchase Plant and Equipment	93%	-\$ 155,124	Expected delivery of Backhoe was in November, now delayed to mid December.
Purchase of Motor Vehicles	54%	-\$ 51,874	Works Supervisor vehicle purchased end of November 2017, CEO and commute vehicles to follow soon.
Purchase Infrastructure Assets - Roads	47%	-\$ 385,794	Most road works planned to start in the new year, refer to works program.
Purchase Infrastructure Assets - Footpaths	100%	-\$ 25,000	Footpaths works scheduled for March/April 2018
Proceeds from Disposal of Assets	100%	\$ 25,000	Plant replacement commenced end of November.

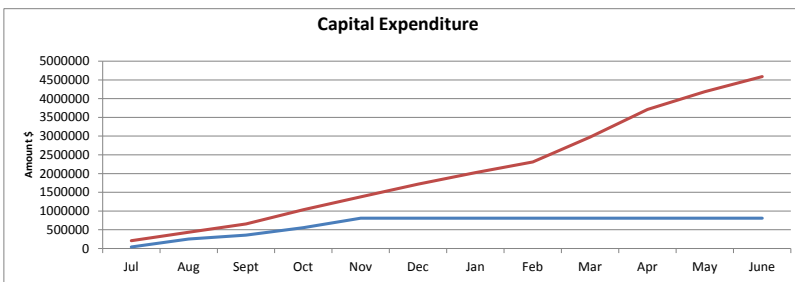
General Income and Expenditure Graphs



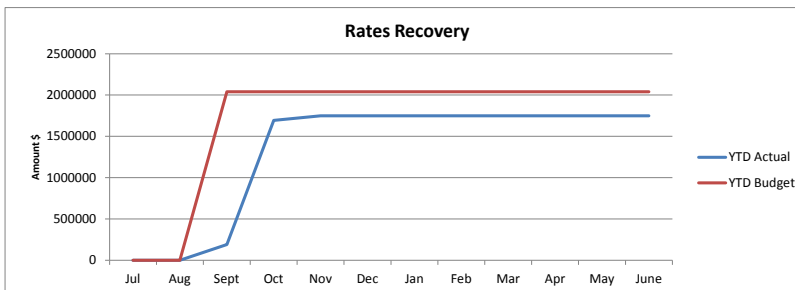
Comment: Rural tree pruning advanced ahead of budget, most road sides covered. Pruning in town centre commenced in late November, expect billing in December. Road maintenance has picked up well and in track with budget. Housing maintenance



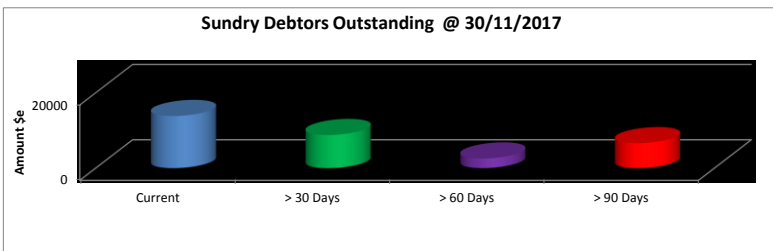
Comment: Received 1st quarter FAGS, and 1st, 40% claim on mainroad funding. Second 40% claim pending commencement of road projects. Yearly grant of \$32,00 for Community Pools Revitalisation Program has ceased and no longer available in 2017/18 year. It creates a shortfall in anticipated revenue for the operating budget.



Comment: Admin Building interior upgrade and refurbishment completed end of November with the purchase of office furniture & equipments. First claim of 40% of main road funding done. Most capital road works planned to start in December and completion expected in the 3rd quarter of the year. Plant purchases started in November with the replacement of works supervisor vehicle first. Backhoe delivery delayed to mid December. Pool automated dozing system purchased and installed during the month.



Comment: Rates Billing for 2017/18 year issued mid-September 2017. More than 80% of rates revenue collected within first instalment due date of 23rd October. 14% remain outstanding November close.



Comment: 90 Days - Judgement served on two debtors with house rental outstandings. Another charged for tip site usage had gone into receivership last year.

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2017 TO 30 NOVEMBER, 2017

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 Shire 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, 2017 TO 30 NOVEMBER, 2017

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, 2017 TO 30 NOVEMBER, 2017

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 2018.

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, 2017 TO 30 NOVEMBER, 2017

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, 2017 TO 30 NOVEMBER, 2017**

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, 2017 TO 30 NOVEMBER, 2017

		30 November, 2017 Actual \$	2017/18 Current Budget \$
3. ACQUISITION OF ASSETS			
The following assets have been acquired during the period under review:			
<u>By Program</u>			
Governance			
Furniture & Equipment		11,279	30,000
M/V Purchase		0	40,000
Buildings	Chambers/Admin	93,826	160,767
Law, Order, Public Safety			
Firefighting Equipment	Fire Truck	0	0
Furniture & Equipment	CCTV Cameras	0	20,000
Fire Prevention Buildings	Fire Shed	108,361	185,784
Health			
Furniture & Equipment (Medical Centre)		0	10,000
Buildings cap - Doctors House	Doctor's House	1,922	6,000
Welfare Services			
Buildings	Child Care Centre	0	1,130,000
Housing			
Buildings	Staff Housing	10,478	34,100
Buildings	Other Housing	45,325	108,000
Community Amenities			
Infrastructure Assets Parks & Gardens	Revitalisation & Arrino	2,490	0
Buildings	Thrifty Shop	0	2,500
Recreation and Culture			
Buildings	Pool Shelter	0	108,000
Furniture & Equipment (Pool)		30,543	35,000
Furniture & Equipment		2,584	4,000
Building - Pavilion		0	2,500
Buildings - Public Halls/Civic Centre		0	4,000
Transport			
Infrastructure - Roads		428,242.79	1,815,356
Purchase Plant & Equipment	Backhoe/Free Roller	0	267,000
Tools & Equipment	Traffic Lights, Welder, Genset, etc	10,876	11,300
Purchase of Motor Vehicles	Mechanics vehicle	44,126	86,000
Furniture & Equipment	Office Equipment & Network	1,452	11,000
Building	Transportable Office	2,642	10,000
Footpaths	Slaughter Street	0	50,000
Drainage	Town Drainage	13,653	300,000
Economic Services			
Furniture & Equipment			10,000
Buildings			2,500
		808,235	4,443,807

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2017 TO 30 NOVEMBER, 2017

	30 November, 2017 Actual \$	2017/18 Current Budget \$
3. ACQUISITION OF ASSETS		
The following assets have been acquired during the period under review:		
 <u>By Class</u>		
Land Held for Resale	0	0
Land and Buildings	262,553	1,754,151
Furniture and Equipment	46,293	120,000
Plant and Equipment	10,876	278,300
Motor Vehicles	44,126	126,000
Infrastructure Assets - Roads	441,896	2,115,356
Infrastructure Assets - Footpaths	0	50,000
Infrastructure Assets - Airfield	0	0
Infrastructure Assets - Parks and Ovals	2,490	0
	<u>808,235</u>	<u>4,443,807</u>

0

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

808,235	4,443,807
808,235	4,443,807
0	0

ACQUISITION OF ASSETS
2017/2018 ORIGINAL BUDGET
By Program

Trade-In

Governance

Building	Chambers/Admin	160,767	
Plant & Equipment	Vehicle	40,000	20,000
Furniture & Equipment	IT	30,000	

Law, Order, Public Safety

Buildings	Fire Shed	185,784	
Furniture & Equipment	CCTV Cameras	20,000	

Health

Buildings	Doctor's House	6,000	
Furniture & Equipment	M/Centre Equipment	10,000	

Welfare Services

Buildings	Child Centre Building	1,130,000	
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Housing

Buildings	Staff Housing	34,100	
Buildings	Other Housing	108,000	

Community Amenities

Buildings	Thrifty Shop	2,500	
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Recreation and Culture

Buildings	Pool Shelter & Bowl		
Furniture & Equipment	repaint, Solar Energy	108,000	
Buildings - Pavillion	Pool equipment / dozing system	35,000	
Furniture & Equipment	Sport Pavillion	2,500	
Buildings - Public Halls/Civic Centre	X-mas Decorations	4,000	
	Community Hall	4,000	

Transport

Infrastructure - Roads	RRG, R2R, Own	1,815,356	
Infrastructure - Drainage	Drainage	300,000	
Plant & equipment	Backhoe	157,000	15,000
Plant & equipment	Fuel Bowser	5,000	
	Minor Plant & Equipment	6,300	
	Tipper Truck	110,000	
Motor Vehicles	W/Supv. & Road Crew	86,000	45,000
Footpath	Town	50,000	
Buildings	Transportable Office	10,000	
Furniture & Equipment	Office Equipment & Network	11,000	

Economic Services

Furniture & Equipment	V/Centre IT Equipment	10,000	
Building	V/Centre	2,500	

Total by Program		<u>4,443,807</u>	<u>80,000</u>
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Land Held for Resale			
Land and Buildings		1,754,151	
Furniture and Equipment		120,000	
Plant and Equipment		278,300	15,000
Motor Vehicles		126,000	65,000
Infrastructure Assets - Roads		1,815,356	
Infrastructure Assets - Footpaths		50,000	
Infrastructure Assets - Drainage		300,000	

Total by Class		<u>4,443,807</u>	<u>80,000</u>
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SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2017 TO 30 NOVEMBER, 2017

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)
	2017/18	2017/18		2017/18	2017/18		2017/18	2017/18
	BUDGET	ACTUAL		BUDGET	ACTUAL		BUDGET	ACTUAL
	\$	\$		\$	\$		\$	\$
Transport								
Ford PX Ranger XL 4X2 Single Cab Chas	13,126			10,000	0		(3,126)	0
CEO Holden Calais	20,914	0		20,000	0		(914)	0
Case 580OLE Backhoe	18,434	0		15,000	0		(3,434)	0
Works Manager - Ford PX MKII Ranger X	38,056	0		35,000	0		(3,056)	0
	90,530	0		80,000	0		(10,530)	0
<u>By Class</u>	Net Book Value	Net Book Value		Sale Proceeds	Sale Proceeds		Profit(Loss)	Profit(Loss)
	2017/18	2017/18		2017/18	2017/18		2017/18	2017/18
	BUDGET	ACTUAL		BUDGET	ACTUAL		BUDGET	ACTUAL
	\$	\$		\$	\$		\$	\$
Plant & Equipment	0							
	18,434	0		15,000	0		(3,434)	0
Vehicles								
	72,096	0		65,000	0		(7,096)	0
	90,530	0		80,000	0		(10,530)	0

Summary

Proceeds on Sale of Assets

Profit on Asset Disposals

Loss on Asset Disposals

2017/18	30/11/2017
BUDGET	ACTUAL
\$	\$
80,000	0
0	0
(10,530)	0
(10,530)	

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2017 TO 30 NOVEMBER, 2017

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Movement in debentures and interest between the beginning and the end of the current financial year.

Particulars	Principal 1 Jul 17	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 \$
Recreation & Culture									
Loan 156 - Swimming Pool Upgrad	34,165	0	0	8,208	16,635	25,957	17,530	909	1,599
Loan 160 - Swimming Pool	147,901	0	0	0	18,755	147,901	129,146	0	5,601
Transport									
Loan 157 - Grader	87,726	0	0	13,540	27,495	74,186	60,231	2,689	4,963
	269,792	0	0	21,748	62,885	248,044	206,907	3,598	12,163

All other loan repayments will be financed by general purpose revenue

5. INFORMATION ON BORROWINGS (Continued)

(b) New Debentures - 2017/2018

No new debentures are budgeted for the financial year ending 30 June 2018.

(c) Unspent Debentures

Council had no unspent debenture funds as at 30 June 2017 nor is it expected to have unspent debenture funds as at 30th June 2018

(d) Overdraft

Council do not anticipate having an overdraft facility during 2017/18

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2017 TO 30 NOVEMBER, 2017

	30 November, 2017 Actual \$	2017/2018 Original Budget \$
6. RESERVES		
Cash Backed Reserves		
(a) Leave Reserve		
Opening Balance	127,916	127,916
Amount Set Aside / Transfer to Reserve	1,090	3,197
Amount Used / Transfer from Reserve	-	-
	<u>129,007</u>	<u>131,113</u>
(b) Plant Reserve		
Opening Balance	234,736	234,736
Amount Set Aside / Transfer to Reserve	2,001	5,867
Amount Used / Transfer from Reserve	-	-
	<u>236,737</u>	<u>240,603</u>
(c) Housing & Development Reserve		
Opening Balance	120,276	120,276
Amount Set Aside / Transfer to Reserve	1,025	3,006
Amount Used / Transfer from Reserve	-	-
	<u>121,301</u>	<u>123,282</u>
(d) Local Gov Com Housing Reserve		
Opening Balance	157,575	157,575
Amount Set Aside / Transfer to Reserve	1,343	3,939
Amount Used / Transfer from Reserve	-	(100,000)
	<u>158,918</u>	<u>61,514</u>
(e) Gravel Pit Reserve		
Opening Balance	46,530	46,530
Amount Set Aside / Transfer to Reserve	397	1,163
Amount Used / Transfer from Reserve	-	-
	<u>46,927</u>	<u>47,693</u>
(f) Swimming Pool Rec Eq Reserve		
Opening Balance	35,984	35,984
Amount Set Aside / Transfer to Reserve	307	899
Amount Used / Transfer from Reserve	-	-
	<u>36,290</u>	<u>36,883</u>
(g) Day Care Centre Reserve		
Opening Balance	508,083	508,083
Amount Set Aside / Transfer to Reserve	4,331	12,700
Amount Used / Transfer from Reserve	-	(500,000)
	<u>512,414</u>	<u>20,783</u>
(h) Lovelocks Soak Reserve		
Opening Balance	25,004	25,004
Amount Set Aside / Transfer to Reserve	213	25,625
Amount Used / Transfer from Reserve	-	-
	<u>25,218</u>	<u>50,629</u>
(i) Road Project Reserve		
Opening Balance	-	-
Amount Set Aside / Transfer to Reserve	-	25,000
Amount Used / Transfer from Reserve	-	-
	<u>-</u>	<u>25,000</u>
Total Cash Backed Reserves	<u>1,266,811</u>	<u>737,501</u>

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

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2017 TO 30 NOVEMBER, 2017

	30 November, 2017 Actual \$	2017/18 Original Budget \$
6. RESERVES (Continued)		
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	1,090	3,197
Plant Reserve	2,001	5,867
Housing & Development Reserve	1,025	3,006
Local Gov Com Housing Reserve	1,343	3,939
Gravel Pit Reserve	397	1,163
Swimming Pool Rec Eq Reserve	307	899
Day Care Centre Reserve	4,331	12,700
Lovelocks Soak Reserve	213	25,625
Roads Reserve	25,000	25,000
	<u>10,706</u>	<u>81,396</u>
Transfers from Reserves		
Leave Reserve	-	-
Plant Reserve	-	-
Housing & Development Reserve	-	-
Local Gov Com Housing Reserve	-	(100,000)
Gravel Pit Reserve	-	-
Swimming Pool Rec Eq Reserve	-	-
Day Care Centre Reserve	-	(500,000)
Lovelocks Soak Reserve	-	-
	<u>-</u>	<u>(600,000)</u>
Total Transfer to/(from) Reserves	<u>10,706</u>	<u>(518,604)</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

Child Centre Reserve

- to be used to upgrade Child Care Building and equipments

Lovelocks Soak Reserve

- New reserve proposed for funds to be allocated for future upgrade of Water Infrastructure.

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, 2017 TO 30 NOVEMBER, 2017

	30 November, 2017 Actual \$	Brought Forward 1-Jul-17 \$
7. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	2,473,949	1,543,716
Cash - Restricted (Reserves)	1,266,811	1,256,105
Cash - Restricted (Unspent Grants)	76,500	160,767
Receivables		
- Rates Outstanding	310,687	29,700
- Excess Rates	(1,649)	(4,530)
- Sundry Debtors	60,989	79,838
- Emergency Services Levy	(4,318)	1,782
- Accrued income	-	-
- Prepayments	-	-
- Provision for doubtful debt	(5,096)	(5,096)
- GST Receivable	22,513	-
Inventories	1,905	1,905
Land held for resale	-	-
	<u>4,202,291</u>	<u>3,064,187</u>
LESS: CURRENT LIABILITIES		
Payables		
- Sundry Creditors	(140,693)	(74,280) *
- Accrued Expenditure	-	-
- GST Payable	(3,911)	(1,050)
- PAYG/Withholding Tax Payable	(24,341)	-
- Payroll Creditors	-	-
Accrued Interest on Debentures	-	(2,435)
Accrued Salaries and Wages	-	(10,565)
Current Employee Benefits Provision	(171,860)	(171,860)
Current Loan Liability	(41,136)	(62,885)
	<u>(381,941)</u>	<u>(323,075)</u>
NET CURRENT ASSET POSITION	3,820,350	2,741,112
Less: Cash - Reserves - Restricted	(1,266,811)	(1,256,105)
Less: Cash - Restricted/Committed	-	-
Add Back : Liabilities Supported by Reserves		
Component of leave liability not required to be funded	129,007	127,916
Add Back : Current Loan Liability	41,136	62,885
	<u>170,143</u>	<u>190,801</u>
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>2,723,682</u>	<u>1,675,808</u>

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2017 TO 30 NOVEMBER, 2017

8. RATING INFORMATION - 2017/2018 FINANCIAL YEAR

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2017/18 Rate Revenue \$	2017/18 Interim Rates \$	2017/18 Back Rates \$	2017/18 Total Revenue \$	2017/18 Original Budget \$
Differential General Rate								
GRV - Residential	0.117261	208	2,032,466	238,329	1,006	0	239,335.10	238,329
GRV - Mining	0.234522	1	252,500	59,217	0	0	59,216.81	59,217
UV - Rural & Arrino	0.01503	183	111,440,040	1,675,278	(1,542)	0	1,673,736.19	1,675,278
UV - Mining	0.11917	14	349,826	41,688	0	0	41,687.71	41,688
Other		66						
Sub-Totals		472	114,074,832	2,014,512	(536)	0	2,013,975.81	2,014,512
Minimum Rates	Minimum \$							
GRV - Residential	450	20	13,445	9,000	0	0	9,000.00	9,000
UV - Rural & Arrino	450	22	294,860	9,900	0	0	9,900.00	10,350
UV - Mining	450	13	27,000	5,850	0	0	5,850.00	5,850
Sub-Totals		55	335,305	24,750	0	0	24,750.00	25,200
							2,038,726	2,039,712
Discounts							0.00	0
Totals							2,038,726	2,039,712

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 2017/2018 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.

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-17 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Police Licensing	1,197	93,497	(92,144)	2,551
Three Springs LCDC	4,334			4,334
Arrowsmith Catchment	77,393			77,393
Arrowsmith Rates	11,556			11,556
Nomination Fees	0	240		240
East Three Springs Catchment	2,014			2,014
BCITF Levy	0	112	(112)	0
BRB Levy	56	170	(227)	(0)
RSL	0			0
Housing Bonds	280	400	(400)	280
Refuse site	0			0
Hall Hire Bond	0	500		500
Cat Trap Bond	0	0		0
Community Bus Bond	100			100
Sale of Books	0			0
Swimming Pool Inflatable	0			0
	<u>96,930</u>			<u>98,967</u>

10. CASH / INVESTMENTS SUMMARY

Short Term Investments (0 - 3 months)

Financial Institution	Fund	Date Invested	Investment Amount \$	Interest Rate % \$	Maturity Date	30 November 2017 Actual \$
National Australia Bank	Reserve Maxi	19/10/2017	1,266,811	2.50% -	19/02/2018	1,266,811
National Australia Bank	Maxi Investment	1/11/2017	1,265,638	Credits 520		1,266,158
National Australia Bank	Grant Acc	1/11/2017	1,253,578	Debits 515		1,254,093

Cash at Bank

	Fund	Total cash at Bank	O/S Deposits	O/S Cheques	Adjustment	30 November 2017 Actual \$
National Australia Bank	Muni	22,327	8,691	(1,120)		29,898
National Australia Bank	Trust	1,728		(280)		1,448
National Australia Bank	Licensing	95,964	1,555	-		97,519

SHIRE OF THREE SPRINGS

INCOME STATEMENT

BY PROGRAM

FOR THE PERIOD 1 JULY, 2017 TO 30 NOVEMBER, 2017

	30/11/17 Y-T-D Actual	30/11/17 Y-T-D Current Budget	2017/18 Current Budget
	\$	\$	\$
OPERATING REVENUES			
Governance	14,309	11,638	27,947
General Purpose Funding	2,302,871	2,281,033	2,516,951
Law, Order, Public Safety	15,150	18,960	226,284
Health	7,010	8,130	19,500
Education and Welfare	5,331	143,290	563,900
Housing	41,778	45,265	108,625
Community Amenities	72,913	72,285	78,100
Recreation and Culture	6,250	22,750	54,599
Transport	313,426	431,871	1,460,985
Economic Services	2,002	4,925	11,813
Other Property and Services	14,981	19,105	45,850
	<u>2,796,021</u>	<u>3,059,252</u>	<u>5,114,554</u>
OPERATING EXPENSES			
Governance	(113,299)	(120,030)	(288,039)
General Purpose Funding	(13,671)	(14,990)	(35,974)
Law, Order, Public Safety	(104,721)	(99,770)	(239,400)
Health	(51,351)	(45,690)	(109,640)
Education and Welfare	(7,205)	(4,935)	(11,850)
Housing	(141,306)	(144,040)	(345,627)
Community Amenities	# (117,798)	(121,185)	(290,750)
Recreation & Culture	(328,963)	(397,878)	(954,870)
Transport	(368,155)	(435,146)	(1,474,189)
Economic Services	(40,846)	(45,863)	(110,076)
Other Property and Services	39,062	(18,533)	(44,468)
	<u>(1,248,253)</u>	<u>(1,448,059)</u>	<u>(3,904,883)</u>
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>1,547,768</u>	<u>1,611,193</u>	<u>1,209,671</u>

SHIRE OF THREE SPRINGS

BALANCE SHEET

FOR THE PERIOD 1 JULY, 2017 TO 30 NOVEMBER, 2017

	30 November, 2017 ACTUAL \$	2016/17 \$
CURRENT ASSETS		
Cash and Cash Equivalents	3,817,260	2,960,587
Trade and Other Receivables	383,126	100,645
Inventories	1,905	1,905
TOTAL CURRENT ASSETS	<u>4,202,291</u>	<u>3,063,137</u>
NON-CURRENT ASSETS		
Other Receivables	19,717	19,717
Inventories - Refuse Land	-	-
Property, Plant and Equipment	14,375,607	14,417,419
Infrastructure	34,414,304	33,900,399
TOTAL NON-CURRENT ASSETS	<u>48,809,628</u>	<u>48,337,535</u>
TOTAL ASSETS	<u>53,011,919</u>	<u>51,400,672</u>
CURRENT LIABILITIES		
Trade and Other Payables	168,945	87,281
Long Term Borrowings	41,136	62,885
Provisions	171,860	171,860
TOTAL CURRENT LIABILITIES	<u>381,941</u>	<u>322,026</u>
NON-CURRENT LIABILITIES		
Long Term Borrowings	206,908	206,908
Provisions	41,366	41,366
TOTAL NON-CURRENT LIABILITIES	<u>248,274</u>	<u>248,274</u>
TOTAL LIABILITIES	<u>630,215</u>	<u>570,300</u>
NET ASSETS	<u>52,381,704</u>	<u>50,830,372</u>
EQUITY		
Retained Profits (Surplus)	29,183,875	27,646,814
Reserves - Cash Backed	1,266,811	1,256,105
Reserves - Asset Revaluation	21,927,454	21,927,454
TOTAL EQUITY	<u>52,378,140</u>	<u>50,830,373</u>

SHIRE OF THREE SPRINGS
STATEMENT OF CHANGES IN EQUITY
FOR THE PERIOD 1 JULY, 2017 TO 30 NOVEMBER, 2017

	30 November 2017 Actual \$	2017 \$
RETAINED PROFITS (SURPLUS)		
Balance as at 1 July 2017	27,646,814	26,027,171
Change in Net Assets Resulting from Operations	1,547,767	2,042,273
Transfer from/(to) Reserves	<u>(10,706)</u>	<u>(422,630)</u>
Balance as at 30 November 2017	<u>29,183,875</u>	<u>27,646,814</u>
 RESERVES - CASH BACKED		
Balance as at 1 July 2017	1,256,105	833,475
Amount Transferred (to)/from Surplus	<u>10,706</u>	<u>422,630</u>
Balance as at 30 November 2017	<u>1,266,811</u>	<u>1,256,105</u>
 RESERVES - ASSET REVALUATION	#	
Balance as at 1 July 2017	21,927,453	24,704,669
Revaluation Increment		(2,777,216)
Revaluation Decrement	<u>-</u>	<u>-</u>
Balance as at 30 November 2017	<u>21,927,453</u>	<u>21,927,453</u>
 TOTAL EQUITY	 <u><u>52,378,139</u></u>	 <u><u>50,830,372</u></u>

SHIRE OF THREE SPRINGS

INCOME STATEMENT

BY NATURE OR TYPE

FOR THE PERIOD 1 JULY, 2017 TO 30 NOVEMBER, 2017

	NOTE	30/11/2017 Y-T-D Actual	30/11/2017 Y-T-D Current Budget	2017/18 Budget
		\$		\$
REVENUES FROM ORDINARY ACTIVITIES				
Rates	8	2,038,726	2,039,712	2,039,712
Grants and Subsidies - Operating		311,196	264,329	931,202
Grants and Subsidies - Non Operating		215,792	543,261	1,745,189
Contributions Reimbursements and Donations - Operating		14,009	26,595	52,050
Contributions Reimbursements and Donations - Capital		-	-	-
Proceeds on Disposal of Assets		31,364	33,335	80,000
Service Charges		-	-	-
Fees and Charges		134,930	145,128	245,555
Interest Earnings		22,395	22,607	58,546
Other Revenue		27,609	17,620	42,300
Realisation on Asset Disposal		0	(33,335)	(80,000)
		<u>2,796,021</u>	<u>3,059,252</u>	<u>5,114,554</u>
EXPENSES FROM ORDINARY ACTIVITIES				
Employee Costs		(420,060)	(493,615)	(1,184,567)
Materials and Contracts		(233,007)	(356,318)	(1,284,944)
Utilities		(72,684)	(96,055)	(230,515)
Depreciation	##	(337,933)	(405,375)	(972,894)
Interest Expenses		(3,416)	(6,530)	(15,663)
Insurance		(173,156)	(69,210)	(166,037)
Other Expenditure		(7,997)	(16,571)	(39,733)
		<u>(1,248,253)</u>	<u>(1,443,674)</u>	<u>(3,894,353)</u>
Loss on Sale of Assets		-	(4,385)	(10,530)
Profit on Asset Disposal		-	-	-
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS		<u>1,547,768</u>	<u>1,611,193</u>	<u>1,209,671</u>
		1547768	1611193	1209671
		(0)	-	-
Income Statement by Nature & Type		1,547,768		
Income Statement by Program		1,547,768		
		(0)	-	-

- Figure will be reported here if Proceeds have been received for an asset that has not been disposed of at time of producing this report.

PROGRAM 2 - GENERAL FUND SUMMARY OF FINANCIAL ACTIVITIES

General
Ledger

	2017/18 Original Budget \$	30/11/17 Y-T-D Budget \$	30/11/17 Y-T-D Actual \$
<u>OPERATING EXPENDITURE</u>			
General purpose income	35,974	14,990	13,671
General administration	288,039	120,030	113,299
Law, order and public safety	239,400	99,770	105,132
Health	109,640	45,690	51,351
Welfare services	11,850	4,935	7,205
Housing	345,627	144,040	141,306
Community amenities	290,750	121,185	117,798
Recreation and culture	954,870	397,878	328,963
Transport	1,474,189	435,146	368,155
Economic services	110,076	45,863	40,846
Other property and services	44,468	18,533	(39,061)
Total	3,904,883	1,448,059	1,248,665
<u>CAPITAL EXPENDITURE</u>			
General purpose income	-	-	-
General administration	233,964	209,333	106,196
Law, order and public safety	205,784	-	108,361
Health	16,000	2,000	1,922
Welfare services	1,142,700	4,233	4,331
Housing	149,045	76,815	58,170
Community amenities	28,125	2,708	3,138
Recreation and culture	189,788	9,473	41,642
Transport	2,584,018	1,080,186	516,533
Economic services	11,163	388	397
Other property and services	-	-	-
Total	4,560,587	1,385,136	840,689
TOTAL EXPENDITURE	8,465,470	2,833,195	2,089,354
<u>OPERATING INCOME</u>			
General purpose income	(2,516,951)	(2,281,033)	(2,302,871)
General administration	(27,947)	(11,638)	(14,309)
Law, order and public safety	(226,284)	(18,960)	(15,150)
Health	(19,500)	(8,130)	(7,010)
Welfare services	(563,900)	(143,290)	(5,331)
Housing	(108,625)	(45,265)	(41,778)
Community amenities	(78,100)	(72,285)	(72,913)
Recreation and culture	(54,599)	(22,750)	(6,250)
Transport	(1,460,985)	(431,871)	(313,426)
Economic services	(11,813)	(4,925)	(2,002)
Other property and services	(45,850)	(19,105)	(14,981)
Total	(5,114,554)	(3,059,252)	(2,796,020)
<u>CAPITAL INCOME</u>			
General purpose income	-	-	-
General administration	-	-	-
Law, order and public safety	-	-	-
Health	-	-	-
Welfare services	(500,000)	-	-
Housing	(100,000)	-	-
Community amenities	-	-	-
Recreation and culture	-	-	-
Transport	-	-	-
Economic services	-	-	-
Other property and services	-	-	-
Total	(600,000)	-	-
TOTAL INCOME	(5,714,554)	(3,059,252)	(2,796,020)
SURPLUS/DEFICIT	2,750,916	(226,057)	(706,666)

Shire of Three Springs 2017/2018 Works Programme @ 30/11/2017																			
Road/Works	Job No	GL No	Works Program Progress													Financial Information			
			July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Full Year Budget	Y'td Budget	Y'td Actuals	Comments	
Main Roads Projects																			
T/S Perenjori Rd Final Top Coat Seal SLK 0.507-4.436	MR04	3154		X											28,000	28,000	28,000	Complete	
T/S Eneabba Road 7mm PMB, reseal SLK 5.325-SLK 12.10	MR06	3154			X										290,500	121,040	37,096	Planned for December 2017	
T/S Morawa Road 7mm PMB, reseal SLK 0 -SLK 6.0	MR07	3154		X	X		X								272,500	113,540	97,870	Planned for December 2017	
Perenjori Road, Widening and Reconstruction	MR08	3154		X	X	X	X								342,386	142,660	44,947	Planned for February 2018	
															933,386	405,240	207,913		
Roads To Recovery																			
Wilton Well Road re-sheet SLK 0-3.0	RR06	3124				X									104,943	43,720	6,850	Planned for March 2018	
Maley Rd re-sheet SLK 0-3.0	RR07	3124													104,943	43,720	0	Planned for April/May 2018	
Dudawa Road Various Location Pavement Repairs	RR09	3124													50,868	21,200	0	Out on equotes closing 7/12/17	
Arrino South Road Various Locations Pavement Repairs	RR10	3124				X									155,444	64,765	2,530	Out on equotes closing 7/12/17	
															416,198	173,405	9,380		
Shire Projects																			
Tompkin Road re-sheet SLK 2.38-5.38	C1093	3164				X	X								104,943	43,720	70,192	In progress	
Carey Rd resheet SLK 4.43 - 7.43	C1059	3164				X	X								104,943	43,720	27,298	In progress	
Robinson Road re-sheet SLK 6.12 - 9.12	C1082	3164			X	X									104,943	43,720	108,090	complete	
Turkey Flat Rd re-sheet SLK 7.83-10.83	C1012	3164													104,943	43,720	0	Planned for April/May 2018	
Hunt Street SLK 0- Slk 0.13 10mm PMB Re-seal	C1096	3164													7,000	2,915	0	Planned for December 2017	
Williamson Street- Reseal	C1066	3164													34,000	14,165	0	Planned for December 2017	
West Yarra Road - Survey	C1021	3164													5,000	2,085	0	Planned for Feb 2018	
Drainage	1208	5594	X	X											300,000	30,000	13,653	To be discussed with Council	
Footpath	1262	3224													50,000	25,000	0	Planned for Marh/April 2018	
															815,772	249,045	219,234		
Total Capital Works															2,165,356	827,690	436,527		
WANDRRA PROJECTS																			
MRWA/DOWNER MOUCHEL - FUTURE WORKS		3322													537,311	44,776	0		
															537,311	44,776	0		
Operations and Maintenance Expenditure																			
Maintenance General		3352	X	X	X	X	X								0	0	127,728	Total - Individual road maintenance	
Town Street Maintenance	1201	3352	X	X	X	X									32,116	13,383	3,592		
Rural Road Maintenance	1202	3352	X	X	X	X	X								113,433	47,268	8,318		
Road Maintenance Grading	1229	3352													305,471	127,280	0	Costs against individual roads	
Fire Control	5001	0692																	
Refuse Site Maintenance	1001	1772	X	X	X	X	X								46,344	21,390	23,704		
Old Refuse Site Rehabilitation	1011	1772													0	0	0		
Tree Pruning Rural Roads (Contract)	1324	3372	X	X	X	X									155,949	64,580	95,414		
Tree Pruning Town (Contract)	1322	3372													15,000	6,250	0	commenced, expect invoice in December	
Traffic Signs & Control	1240	3442		X		X	X								5,000	2,085	2,603		
Sealed Road condition pickup & report		3302													15,000	0	9,547		
Parks and Garden Maintenance																			
other Parks & Gardens Maintenance	1105	2642	X	X	X	X	X								109,516	49,350	1,674		
Street Trees & Watering	1232	3362	X	X	X	X	X								3,196	600	951		
Street Cleaning	1231	3432	X	X	X	X	X								19,687	6,488	8,332		
Oval Maintenance	1107	2652	X	X	X	X	X								64,103	25,220	14,450		
Stormwater Drain Maintenance	1003	2002	X	X	X	X	X								9,589	4,625	1,105		
Centenary Water Feature	1120	3132	X	X	X	X	X								8,491	4,200	2,709		
Verge Spraying - Weed control	1301	3842		X	X	X	X								11,250	4,690	4,452		
Depot Maintenance	1230		X	X	X	X	X								56,000	25,610	15,889		
Total Operations and Maintenance															970,145	403,018	320,469		

		Debtors Trial Balance						
		As at 30.11.2017						
Debtor #	Name	Credit Limit	01.09.2017		01.10.2017	31.10.2017	30.11.2017	Total
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
Of Oldest Invoice (90Days)								
A18		0.00	0	2548.00	6282.00	7903.00	16733.00	
B33		0.00	0	0.00	0.00	40.00	40.00	
B46		0.00	0	0.00	0.00	114.00	114.00	
B97		100.00	385	0.00	0.00	0.00	100.00	
C95		0.00	0	0.00	0.00	25.00	25.00	
D72		0.00	0	0.00	283.90	0.00	283.90	
E26		0.00	0	0.00	0.00	121.46	121.46	
F40		0.00	0	0.00	800.00	1000.00	1800.00	
G57		0.00	0	0.00	0.00	0.00	-40.00	
G61		0.00	0	0.00	320.00	0.00	320.00	
H54		0.00	0	0.00	0.00	0.00	-300.00	
J1		0.00	0	0.00	0.00	0.00	-281.49	
J17		0.00	0	0.00	0.00	1430.00	1430.00	
K20		0.00	0	0.00	0.00	0.00	-100.00	
K32		425.70	112	0.00	0.00	0.00	425.70	
K34		0.00	0	20.00	0.00	0.00	20.00	
L88		0.00	0	0.00	0.00	33.00	33.00	
M100		1746.06	608	0.00	0.00	0.00	1746.06	
M115		1110.00	696	0.00	0.00	0.00	1110.00	
N11		0.00	0	0.00	0.00	57.00	57.00	
N46		190.00	385	0.00	0.00	0.00	190.00	
O17		0.00	0	0.00	0.00	0.00	-360.00	
P11		0.00	0	0.00	0.00	1609.46	1609.46	
P43		0.00	0	0.00	0.00	171.00	171.00	
P50		2955.00	384	0.00	0.00	0.00	2955.00	
R33		0.00	0	0.00	0.00	60.00	60.00	
S100		100.00	163	0.00	0.00	0.00	100.00	
S102		0.00	0	0.00	0.00	40.00	40.00	
T8		0.00	0	0.00	0.00	30.00	30.00	
T52		0.00	0	0.00	1081.37	800.00	1881.37	
T57		0.00	0	0.00	30.00	50.00	80.00	
V11		0.00	0	0.00	0.00	300.00	300.00	
W60		0.00	0	0.00	0.00	0.00	-210.51	
W94		0.00	0	0.00	0.00	57.00	57.00	
Totals --- Credit Balances:		-1292.00	6626.76	2568.00	8797.27	13840.92	30540.95	

9.3.2. ACCOUNTS FOR PAYMENT – 30 NOVEMBER 2017

Agenda Reference: CEO
Location/Address: Shire of Three Springs
Name of Applicant: Shire of Three Springs
File Reference: ADM0083
Disclosure of Interest:
Date: 6th December, 2017
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 30th November, 2017 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

OFFICER RECOMMENDATION – ITEM 9.3.2

That Council notes the accounts for payment as presented for November, 2017 from the –

Municipal Fund totalling \$141,170.40 represented by Electronic Fund Transfers No's 14074 – 14119, Cheque No's 11419 – 11421 and Direct Debits 11108.1, 11109.1, 11110.1, 11120.1 – 11120.4, 11129.1 and 11132.1 – 11132.4.

Licensing Fund totalling \$17,125.35 represented by Electronic Fund Transfer No 14120.

Date: 07/12/2017
Time: 8:10:19AM

Shire of THREE SPRINGS
Statement of Payments for the Month of November 2017

USER: Donna Newton
PAGE: 1

Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
Synergy				
11419	17/11/2017	Electricity Charges 21/09/2017 to 18/10/2017 for Lot 168 Mayrhofer St		8,984.55
INV	21/10/2017	Electricity Charges 30/08/2017 to 25/10/2017 for U B 66 Williamson St	86.40	
INV	31/10/2017	Electricity charges from 30/08/17 to 26/10/2017 at Medical Centre	1,539.40	
INV	31/10/2017	Electricity charges 30/08/2017 to 26/10/2017 50 Carter St Three Springs	136.05	
INV	01/11/2017	Electricity Charges 25/09/2017 to 24/10/2017 for Street Lights	2,071.90	
INV	31/10/2017	Electricity charges 30/08/2017 to 26/10/2017 for Lot 234 U 3 Thomas	81.15	
INV	31/10/2017	Electricity Charges 30/08/2017 to 25/10/2017 for Lot 60 Glyde St, Three	115.25	
INV	31/10/2017	Electricity Charges 30/08/2017 to 26/10/2017 for Lot 141 Railway Rd,	218.40	
INV	27/10/2017	Electricity Charges 21/09/2017 to 18/10/2017 for Lot 168 Mayrhofer St	4,677.15	
INV	03/11/2017	Electricity Usage Charges 02/09/2017 to 02/11/2017 - Duffy's Store	58.85	
Telstra				
11420	17/11/2017	Monthly Account		511.92
INV	27/10/2017	Mobile enhanced SMS (13/10/17 SMS Desktop Messaging x 373)	48.49	
INV	05/11/2017	Mobile Phone Usage 05/11/17 to 04/12/17 - 0407 981 659 \$90.05, 0448	463.43	
Bond Administrator				
11421	27/11/2017	Bond for 47 Williamson Street		590.00
INV	08/08/2017	Payroll Deduction for 08/08/2017	50.00	
INV 47	10/08/2017	Bond for 47 Williamson Street	320.00	
INV	22/08/2017	Payroll Deduction for 22/08/2017	100.00	
INV	22/08/2017	Payroll Deduction for 22/08/2017	-50.00	
INV	22/08/2017		50.00	
INV 47	10/08/2017	Reversal of Bond for 47 Williamson Street	-320.00	
INV	05/09/2017	Payroll Deduction for 05/09/2017	100.00	
INV	19/09/2017	Payroll Deduction for 19/09/2017	100.00	
INV	03/10/2017	Payroll Deduction for 03/10/2017	100.00	
INV	17/10/2017	Payroll Deduction for 17/10/2017	100.00	
INV	31/10/2017	Payroll Deduction for 31/10/2017	40.00	
Stonewell Farm				
EFT14074	03/11/2017	Licensing Transaction Refund		484.10
INV	02/11/2017	Refund for Licensing Transaction Voided due to Trelis System Error	484.10	
Australian Services Union (A.S.U.)				
EFT14075	17/11/2017	Payroll deductions		27.45
INV	31/10/2017	Payroll Deduction for 31/10/2017	27.45	
Aquatic Services WA Pty Ltd				
EFT14076	17/11/2017	Supply & install one dialog 700 Prominent Chemstry controller as per		33,000.00
INV	03/11/2017		33,000.00	
BOC Gases				
EFT14077	17/11/2017	Monthly Account		19.20
INV	08/11/2017	Oxygen Medical C Size for Aquatic Centre Oxysock (400C), Return of	19.20	
Office Max Australia Limited				
EFT14078	17/11/2017	OfficeMax A4 80gsm White Multipurpose Copy Paper Carbon Neutral,		726.41
INV	26/10/2017	OfficeMax A3 80gsm White Multipurpose Copy Paper Carbon Neutral,	688.42	
INV	26/10/2017	OfficeMax Blue Ballpoint Pen 1.0mm Rubber Grip, Box of 12 , Code:	37.99	
Bunnings Group Limited				
EFT14079	17/11/2017	Arlec 30m Solar Powered Coloured LED Rope Light IN 4352296		672.60
INV	03/11/2017	Click LED Festive Solar Fairy Lights - 800 pack IN4352238, , Lytworx	672.60	
Blackwoods				
EFT14080	17/11/2017	Monthly Account		730.40
INV	04/10/2017	05220452- Pump Drum Diesel 12v Auto ShutOff Noz	730.40	
Child Support Agency				
EFT14081	17/11/2017	Payroll deductions		893.68
INV	31/10/2017	Payroll Deduction for 31/10/2017	556.12	
INV	14/11/2017	Payroll Deduction for 14/11/2017	337.56	
Courier Australia				
EFT14082	17/11/2017	Freight on stationery received from Officemax (pallet)		265.49

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Statement of Payments for the Month of November 2017

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
Courier Australia				
INV 0337	27/10/2017	Freight on bolts and nuts received from Jason Signmakers, Freight on	108.82	
INV 0338	03/11/2017	Freight for Water Samples sent to PathWest, Freight for nuts & bolts and	31.94	
INV 0336	20/10/2017	Freight charged to deliver 2 x signs from Jason Signmakers, Freight	60.11	
INV 0334	06/10/2017	Freight charged to deliver various items ordered from Covs., Freight	20.88	
INV 0339	10/11/2017	Freight from Sigma Chemicals to Three Springs - Pool Chemicals,	43.74	
Cunninghams Ag Services				
EFT14083	17/11/2017	Supply 1 x Honda Lawn mower HRU216M2		2,739.50
INV 193064	16/10/2017	Please supply 1 x Stihl Brush cutter Fs55R	325.00	
INV 193062	16/10/2017	Supply 1 x Honda Lawn mower HRU216M2	1,677.50	
INV 193063	16/10/2017	Supply 2 x BG86C Petrol Blowers	737.00	
WINC Australia Pty Limited				
EFT14084	17/11/2017	Meterplan Charge MPC5502A 20/09/2017 - 20/10/2017 3210 Color		1,518.67
INV	18/10/2017	Rapid Folding Table, 25mm top, E1 Board, Adjustable feet, Cherry	477.99	
INV	23/10/2017	Meterplan Charge MPC5502A 20/09/2017 - 20/10/2017 1300 Color	734.23	
INV	24/10/2017	Meterplan Charge MPC6004EXSP 20/10/2017 300 Color Copies@ 14c	306.45	
Choices Flooring Geraldton				
EFT14085	17/11/2017	Supply only vertical blinds to match offices to chamber, bar aea, kitchen		1,847.00
INV 300576	27/10/2017		1,847.00	
Covs Parts Pty Ltd				
EFT14086	17/11/2017	18v 6 0AH Li-ion battery as per manual purchase order # 14606		923.57
INV	27/09/2017	Adhesive - l/tite 401 instant 25ml as per manual Purchase Order # 14606	15.40	
INV	04/10/2017	Compound - T/locker high strength 50ml as per manual purchase order #	33.00	
INV	27/09/2017	Cleaner spray & wipe + glass W66 20lt as per manual purchase order	335.66	
INV	27/09/2017	Compound - T/locker high strength 50ml as per manual purchase order #	218.48	
INV	18/10/2017	Globe-H27 12v 37.5W PGJ13-BI as per manual purchase order # 14624	41.81	
INV	12/10/2017	Penetrant Bonus-CRC 5.56 (6+1) as per manual purchase order # 14624	53.90	
INV	12/10/2017	Probloc SPF 50+ Sunscreen 125ml as per manual purchase order #	225.32	
CS Legal				
EFT14087	17/11/2017	Payment of legal fees (up to \$5,000 exc) on behalf of Mr Chris and Paul		5,500.00
INV 021628	31/10/2017		5,500.00	
Eneabba Smash Repairs				
EFT14088	17/11/2017	Insurance Excess Claim TS5001, TS5011 and 001TS		900.00
INV 0000279	12/10/2017	Excess on Insurance Claim 633563975 for TS5001, Excess on Insurance	900.00	
Frontline Fire & Rescue Equipment (Bluesteel Enterprises Pty Ltd)				
EFT14089	17/11/2017	SWH MK1 (small) hose reel handle as per manual purchase order #		97.90
INV 58246	19/10/2017		97.90	
Geraldton Fuel Company Pty Ltd (Refuel Australia)				
EFT14090	17/11/2017	ULS/Diesel 8000 litres @ \$1.2375 per litre inclusive of GST as per		11,277.00
INV	11/10/2017	1090-520- Lipler EP2 20Kg	205.00	
INV	13/10/2017	2069-220- Textran TDH Premium 20LT	232.00	
INV	11/10/2017	3367-205- Delo Torqforce SAE50 205L	940.00	
INV	11/10/2017	ULS/Diesel 8000 litres @ \$1.2375 per litre inclusive of GST as per	9,900.00	
Geraldton Mower & Repair Specialist				
EFT14091	17/11/2017	Supply 1 x billygoat self propelled vac MV650SPH - Serial # 060517415		4,612.80
INV 63771 #	17/10/2017	2 x nuts as per manual purchase order # 14604, 2 x shaft spindle as per	113.80	
INV 63981 #	31/10/2017	Supply 1 x billygoat self propelled vac MV650SPH - Serial # 060517415	4,499.00	
Rowe Group				
EFT14092	17/11/2017	Professional Services		2,432.16
INV	09/11/2017	General advice, detailed assessment and assistance with consultation -	1,215.56	
INV	10/11/2017	JDAP Application for Solar Farm - Lot M 1366 Wilson Road -	1,216.60	
Great Southern Fuel Supplies				
EFT14093	17/11/2017	Fuel for OTS 38.19ltrs		50.37
INV 006766	20/10/2017		50.37	
Health Insurance Fund (HIF) of WA (Inc)				
EFT14094	17/11/2017	Payroll deductions		224.90

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Health Insurance Fund (HIF) of WA (Inc)				
INV	31/10/2017	Payroll Deduction for 31/10/2017	112.45	
INV	14/11/2017	Payroll Deduction for 14/11/2017	112.45	
Jason Signmakers				
EFT14095	17/11/2017	Signage		82.50
INV 182353	30/10/2017	M10-40 Cup Head Bolts/Nuts/Washers	82.50	
Kamma's Bulldozing				
EFT14096	17/11/2017	Relief Senior Finance Officer		1,056.00
INV 838	11/11/2017	Relief Senior Finance Officer Monday 6th, Tuesday 7th, Wednesday 8th,	1,056.00	
Leeman Plumbing & Excavation				
EFT14097	17/11/2017	Supply washing machine taps		74.80
INV	03/11/2017		74.80	
LGIS Insurance Broking				
EFT14098	17/11/2017	Motor Vehicle Insurance Premium Adjustment 30/06/2016 to 30/06/2017		4,326.34
INV	01/11/2017	Motor Vehicle Insurance Premium Adjustment 30/06/2016 to 30/06/2017	4,326.34	
Starick Tyres				
EFT14099	17/11/2017	11R22.5 Double Coin RLB1 Truck tyres fitted as per manual purchase		1,092.96
INV 30139	29/09/2017	14.00R24"TL Puncture Repair as per manual purchase order # 14582,	1,092.96	
Marketforce Pty Ltd				
EFT14100	17/11/2017	LPS Amendment No.1 - Former Police Station Site Carter Street		855.28
INV 17591	25/10/2017		373.98	
INV 17592	25/10/2017	Public advertisement SpringsSolar Pty Ltd - Bestry property	236.15	
INV 17590	25/10/2017	Public Notice for Three Springs Solar Pty Ltd in Fridays Geraldton	245.15	
North Midlands Maintenance				
EFT14101	17/11/2017	Supply and deliver 2 x 65" Hisense LEC LCD TV's as per manual		4,005.00
INV	07/11/2017	Supply and deliver 2 x 65" Hisense LEC LCD TV's as per manual	4,005.00	
Perfect Computer Solutions Pty Ltd				
EFT14102	17/11/2017	Supply of 1 Lenovo, 12.5 screen, i5 2.5GHz, 8Gb RAM, 180Gb SSD,		1,222.50
INV 23022	31/10/2017	Monthly fee for Daily Monitoring, Management and Resolution of	85.00	
INV 22989	31/10/2017	11/10/17 - New Ricoh copier MP C6005ex needed to be put on. Changed	255.00	
INV 23031	02/11/2017	Supply of 1 Lenovo, 12.5 screen, i5 2.5GHz, 8Gb RAM, 180Gb SSD,	670.00	
INV 23032	02/11/2017	24/10/2017 - Setup two councillor tablets. Create email addresses. Delete	212.50	
P.S. Chester & Son				
EFT14103	17/11/2017	Contractor		3,612.40
INV	25/10/2017	Supply 1 x Mobile Brochure Stand as per scale Drawing, Colour to match	2,178.00	
INV	30/10/2017	Supply only intrudaguard doors - buildout frame, white, pinlock as per	1,434.40	
Rossiter & Co				
EFT14104	17/11/2017	BFAC pre season training and workshop - 4kg sausages		60.00
INV 111017	11/10/2017		60.00	
Rays Farm Services				
EFT14105	17/11/2017	Supply steel and carry out repairs required to fence between Units 3 & 4		387.20
INV	25/10/2017		387.20	
Joy Ridley				
EFT14106	17/11/2017	Fuel for Meedac Bus - Seniors Week		51.94
INV	30/10/2017		51.94	
Melissa Raffan				
EFT14107	17/11/2017	Catering - Seniors Week		346.70
INV	29/10/2017	Catering - Seniors Week, Catering - Seniors Week	346.70	
Sigma Chemicals				
EFT14108	17/11/2017	Aquatic Centre Chemical Order		981.20
INV	14/11/2017	0/50 SODIUM BICARBONATE 25KG (BUFFER), SOBISU1800 DRY	981.20	
Sweetman's Hardware				
EFT14109	17/11/2017	3 (Lot 30) Howard Place - Dentist Rental (Ceiling & Wall Paint)		964.43
INV 30B	31/10/2017	Byrne Park Pump replacements - Purchase Order # 14619	63.20	
INV 30A	31/10/2017	ULP for Cheif Executive Officer Vehicle OTS for the Month of October	494.25	
INV 31B	31/10/2017	3 (Lot 30) Howard Place - Dentist Rental (Ceiling & Wall Paint)	214.40	

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Sweetman's Hardware				
INV 31A	31/10/2017	ULP for Cheif Executive Officer Vehicle 0TS for the Month of October	192.58	
State Wide Turf Services				
EFT14110	17/11/2017	Contractor		3,300.00
INV	27/10/2017	Verticut and aerate hockey and football ovals	3,300.00	
Scotty's Contracting				
EFT14111	17/11/2017	Labour relocate switchboard to fence 8 hrs - as per manual purchase order		2,126.39
INV	31/10/2017	Replace and re-connect pump to tank at Byrne Park, Replace and	313.75	
INV	31/10/2017	Labour relocate switchboard to fence 8 hrs - as per manual purchase order	1,215.20	
INV	31/10/2017	Carry out electrical installation of new dosing system at pool	597.44	
Three Springs IGA				
EFT14112	17/11/2017	Refreshments & Functions - Biscuits, Milk, Water, Sugar & Coffee		245.55
INV 44545	17/10/2017	Minties allens, Allens Fantales, Fredo Frogs, Starburst Rattlesnakes,	63.22	
INV	31/10/2017	Refreshments & Functions - Biscuits, Milk, Water, Sugar & Coffee,	182.33	
Three Springs Rural Services				
EFT14113	17/11/2017	Monthly Account		545.84
INV 38767	30/10/2017	2007-M3- HSS Drill Set Metric 1.0-13.OXO.5mm	133.41	
INV 38911	30/10/2017	S95D31LHD- Battery AC Delco	227.50	
INV 38592	09/10/2017	4822003- Solder Core Resin 60/40 2.3mm x 500G	29.81	
INV 38901	26/10/2017	40234- Rapidset Concrete 20Kg DGRAY	20.00	
INV 38763	19/10/2017	425205- Snap Hook Galv 5x50mm	6.00	
INV 38966	31/10/2017	SDS Plus Shank 60 x 250 w/scaling chisel	49.99	
INV 38651	11/10/2017	SDS Plus Shank 40 x 250mm scaling chisel	46.52	
INV 39055	06/11/2017	Spade bit 25mm	12.10	
INV 39007	07/11/2017	Cement grey 20kg for 3 Howard Place	10.50	
INV 39165	13/11/2017	2544-10.00X160 SDS Plus Hammer Drill 10.00x160	10.01	
Top-Flight Roof Restorations & Painting Services				
EFT14114	17/11/2017	Council Chambers Bar and Entrance - Apply 2 coats ceiling white, apply		6,886.00
INV 5034	09/11/2017	Scrape & rub down woodwork, replace bottom rail on 1 window, apply 1	3,190.00	
INV 5035	09/11/2017	Council Chambers Bar and Entrance - Apply 2 coats ceiling white, apply	3,696.00	
Van't Veer Services				
EFT14115	17/11/2017	19/10/2017 - Roll of 100 x \$1 stamps		223.55
INV 668	31/10/2017	29/09/2017 - Unaddressed Mail - Community Survey, 02/10/2017 -	223.55	
Westrac Pty Ltd				
EFT14116	17/11/2017	2 x Bleed screws as per manual Purchase Order # 14626		13.71
INV	18/10/2017		13.71	
Landmark Operations Ltd				
EFT14117	17/11/2017	Please supply 100 litres Sacoa Irrigator Banding Soil Wetter		1,209.45
INV	16/10/2017	1 x bundle 94cm fence droppers	169.95	
INV 9907889	31/10/2017	Please supply 100 litres Sacoa Irrigator Banding Soil Wetter	1,039.50	
Allan Douglas Watt				
EFT14118	17/11/2017	Reimbursement of fuel costs - Seniors Week		25.11
INV	29/10/2017		25.11	
Young Motors Pty Ltd				
EFT14119	30/11/2017	Purchase New WS Vehicle		14,039.05
INV	27/11/2017	Purchase M/V-2017 Volkswagen Amarok TD1400 Core Manual	14,039.05	
Department Of Transport - Daily Licensing				
EFT14120	30/11/2017	POLICE LICENSING PAYMENTS FOR NOVEMBER 2017		17,125.35
INV T1	30/11/2017	POLICE LICENSING 30/10/2017, POLICE LICENSING 31/10/2017,	17,125.35	
iiNet Limited				
DD11108.1	01/11/2017	Monthly Internet Account Medical Centre (Coorow)		54.95
INV	01/11/2017	Monthly Medical Centre Internet Account, 10 ADSL 1 SP-10 User Name	54.95	
Commander Australia				
DD11109.1	11/11/2017	Monthly Account		46.92
INV	03/11/2017	Commander Contract (System Rental) 16/11/2017 to 15/12/2017 - Depot	46.92	

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SG Fleet Pty Ltd				
DD11110.1	15/11/2017	CESM Vehicle Lease		1,649.46
INV	31/10/2017	Lease for CESM Vehicle - Ford Ranger PX MY14 (1/15) 3.2 TDCi XL	1,649.46	
WA Super				
DD11120.1	14/11/2017	Payroll deductions		5,256.84
INV SUPER	14/11/2017	Super. for 14/11/2017	3,776.97	
INV	14/11/2017	Payroll Deduction for 14/11/2017	37.07	
INV	14/11/2017		148.30	
INV	14/11/2017	Payroll Deduction for 14/11/2017	166.83	
INV	14/11/2017	Payroll Deduction for 14/11/2017	296.15	
INV	14/11/2017	Payroll Deduction for 14/11/2017	207.69	
INV	14/11/2017	Payroll Deduction for 14/11/2017	500.00	
INV	14/11/2017	Payroll Deduction for 14/11/2017	123.83	
Australian Super				
DD11120.2	14/11/2017	Superannuation contributions		374.60
INV	14/11/2017	Payroll Deduction for 14/11/2017	86.03	
INV SUPER	14/11/2017	Super. for 14/11/2017	288.57	
The Trustee for Every Superannuation Fund				
DD11120.3	14/11/2017	Superannuation contributions		231.47
INV SUPER	14/11/2017	Super. for 14/11/2017	231.47	
Sunsuper Superannuation Fund				
DD11120.4	14/11/2017	Superannuation contributions		196.91
INV SUPER	14/11/2017	Super. for 14/11/2017	196.91	
National Mastercard				
DD11129.1	27/11/2017	Monthly Credit Card Account		237.77
INV	20/11/2017	Credit Card payment for purchase of Australian Coat of Arms Aussie	237.77	
WA Super				
DD11132.1	28/11/2017	Payroll deductions		5,256.84
INV SUPER	28/11/2017	Super. for 28/11/2017	3,776.97	
INV	28/11/2017	Payroll Deduction for 28/11/2017	37.07	
INV	28/11/2017		148.30	
INV	28/11/2017	Payroll Deduction for 28/11/2017	166.83	
INV	28/11/2017	Payroll Deduction for 28/11/2017	296.15	
INV	28/11/2017	Payroll Deduction for 28/11/2017	207.69	
INV	28/11/2017	Payroll Deduction for 28/11/2017	500.00	
INV	28/11/2017	Payroll Deduction for 28/11/2017	123.83	
Australian Super				
DD11132.2	28/11/2017	Superannuation contributions		672.69
INV	28/11/2017	Payroll Deduction for 28/11/2017	169.43	
INV SUPER	28/11/2017	Super. for 28/11/2017	503.26	
The Trustee for Every Superannuation Fund				
DD11132.3	28/11/2017	Superannuation contributions		231.47
INV SUPER	28/11/2017	Super. for 28/11/2017	231.47	
Sunsuper Superannuation Fund				
DD11132.4	28/11/2017	Superannuation contributions		196.91
INV SUPER	28/11/2017	Super. for 28/11/2017	196.91	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
L	POLICE LICENSING	17,125.35
M	MUNICIPAL BANK	141,170.40
TOTAL		158,295.75

National Business Visa Card

21 October, 2017 to 20 November, 2017

Chief Executive Officer

Christmas Lights - Coat of Arms Light Silhouette 1.9m	\$	219.77
	\$	219.77

Deputy Chief Executive Officer

NIL	\$	-
	\$	-

Bank Charges	\$	-
	\$	18.00

Total Direct Debit Payment made on 27/11/2017	\$	237.77
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Police Licensing

Direct Debits from Trust Account

1 November, 2017 to 30 November, 2017

Wednesday, 1 November 2017	\$	577.45
Thursday, 2 November 2017	\$	768.10
Friday, 3 November 2017	\$	664.95
Monday, 6 November 2017	\$	623.25
Wednesday, 8 November 2017	\$	539.05
Thursday, 9 November 2017	\$	133.50
Friday, 10 November 2017	\$	1,040.45
Monday, 13 November 2017	\$	757.15
Tuesday, 14 November 2017	\$	420.85
Wednesday, 15 November 2017	\$	2,581.60
Thursday, 16 November 2017	\$	112.15
Friday, 17 November 2017	\$	1,819.30
Monday, 20 November 2017	\$	875.65
Tuesday, 21 November 2017	\$	1,071.35
Wednesday, 22 November 2017	\$	25.70
Thursday, 23 November 2017	\$	1,442.40
Friday, 24 November 2017	\$	199.00
Monday, 27 November 2017	\$	2,910.50
Tuesday, 28 November 2017	\$	25.70
Wednesday, 29 November 2017	\$	996.85
Thursday, 30 November 2017	\$	1,554.55
	\$	19,139.50

Bank Fees

Direct Debits from Muni Account
1 November, 2017 to 30 November, 2017

Total direct debited from Municipal Account	\$	1,660.09
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Payroll

Direct Payments from Muni Account
1 November, 2017 to 30 November, 2017

Wednesday, 1 November 2017	\$	33,305.95
Wednesday, 15 November 2017	\$	29,389.72
Wednesday, 29 November 2017	\$	30,406.21
	\$	93,101.88

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

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 21st February 2018 at 1.30pm.

15. CONFIDENTIAL ITEMS

Officer Recommendation;

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

As per Local Government Act 1995

Section 5.23. (2) (c) (e) (ii) Meetings generally open to public

(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —

(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and

(e) a matter that if disclosed, would reveal —

- (i) a trade secret; or
- (ii) information that has a commercial value to a person; or
- (iii) information about the business, professional, commercial or financial affairs of a person,

where the trade secret or information is held by, or is about, a person other than the local government

15.1. CEMENT STABILISATION TENDER

Agenda Reference: Works Supervisor
Location/Address: Shire of Three Springs
Name of Applicant:
File Reference: ADM0349
Disclosure of Interest: Nil
Date: 8th December 2017
Author: Joe Clifford Works Supervisor

Signature of Author: _____

CONFIDENTIAL ITEM

Reason for Confidentiality: *A contract entered into, which may be entered into, by the local government and which relates to a matter to be discussed at this meeting.*

SUMMARY

For Council to consider the awarding of a cement stabilisation contract for Arrino South and Dudawa Roads

Officer Recommendation;

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

16. MEETING CLOSURE