



MINUTES FOR THE
ORDINARY COUNCIL MEETING
HELD ON
WEDNESDAY
20TH JUNE 2018



WILDFLOWER COUNTRY

SHIRE OF THREE SPRINGS

MINUTES FOR ORDINARY MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS ON 20th June 2018 COMMENCING AT 1.38 PM.

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SHIRE OF THREE SPRINGS

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS ON 20th JUNE 2018 COMMENCING AT 1:38PM.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, Cr Chris Lane declared the Meeting open at 1.38pm.

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

2.1. PRESENT

C Lane	President
C Connaughton	Deputy President
RJ Heal	Councillor
AEC Thomas	Councillor
J Lake	Councillor
R Thorpe	Councillor
JD Mutter	Councillor

STAFF

S Yandle	Chief Executive Officer
L John	Manager of Finance

MEMBERS OF THE PUBLIC

Nil

2.2 APOLOGIES

Nil

2.3 LEAVE OF ABSENCE

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. PUBLIC QUESTION TIME

5. APPLICATIONS FOR LEAVE OF ABSENCE

140342 COUNCIL RESOLUTION – ITEM 5.1

MOVED: Cr Connaughton

SECONDED: Cr Thorpe

That Council approve Leave of Absence for Cr Thomas for the July 2018 ordinary meeting of Council.

CARRIED

Voted: 7/0

6. CONFIRMATION OF PREVIOUS MEETING MINUTES

6.1. Confirmation of Minutes of Ordinary Meeting held 16th May 2018

140343 COUNCIL RESOLUTION - ITEM 6.1

MOVED: Cr Lake

SECONDED: Cr Thomas

That the Minutes of the Ordinary Council Meeting held on the 16th of May 2018 be confirmed as a true and accurate record of proceedings.

CARRIED

Voted: 7/0

7. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

18/05/18	CEO appraisal/performance review facilitated by John Phillips Consulting; attending Cr Lane, Cr Connaughton, Cr Thorpe, Cr Thomas, Cr Mutter, Cr Heal and CEO
09/06/18	Cr Lane attended Lions Changeover Dinner
12/06/18	Cr Lane attended CAG meeting
13/06/18	Cr Lane, Cr Lake and CEO attending MEEDAC Program Meeting
15/06/18	Bus Trip Road and Townsite inspection attended by all Councillors, CEO and Maintenance Officer

8. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

9. OFFICERS REPORTS

9.1. HEALTH, BUILDING AND TOWN PLANNING

9.1.1. Nil

9.2. ADMINISTRATION

9.2.1 FREEDOM OF INFORMATION STATEMENT

Agenda Reference: CEO 06/18 - 01
Location/Address: Shire of Three Springs
Name of Applicant: Officer of Information Commissioner
File Reference: ADM0063
Disclosure of Interest:
Date: 12th June 2018
Author: Donna Newton Finance Officer and Sylvia Yandle CEO

Signature of Author:

DM Newton

SUMMARY

For Council to endorse Shire of Three Springs Freedom of Information Statement 2018.

ATTACHMENT

Shire of Three Springs Draft Freedom of Information Statement 2018.

BACKGROUND

The Shire of Three Springs as an agency is required in accordance with section 96(2) of the Freedom of Information Act to either publish a "stand-alone" information statement or include the prescribed information in its annual report.

Where an information statement is produced as a stand-alone document, reference to its existence and details of how it can be inspected or purchased should also be contained in Council's annual report. Council is required to make a copy of its Information Statement available for inspection and/or purchase at its office of administration.

Council may elect to publish its information statement in its annual report and if it does, it must include all the information specified in section 97 to be compliant with the FOI Act. The information need not be all together in one part of the report, in the way it would appear in a stand-alone document, but all the required information must be included.

In the Information Commissioner's 2002 Annual Report, the Commissioner noted and supported the publication of information statement and internal manual online. Many agency websites now utilise this method of publication which is another way of ensuring that the public has access to the information it needs to effectively use FOI.

CONSULTATION

Chief Executive Officer and Finance Officer.

STATUTORY ENVIRONMENT

Freedom of Information Act 1992 Part 5 s.96 and 97

96. *Information statement, each agency to publish annually*

- (1) An agency (other than a Minister or an exempt agency) has to cause an up-to-date information statement about the agency to be published in a manner approved by the Minister administering this Act-
 - a) Within 12 months after the commencement of this Act; and
 - b) At subsequent intervals of not more than 12 months.

- (2) In giving approval under subsection (1) the Minister has to have regard, amongst other things, to the need to assist members of the public to exercise their rights under this Act effectively.
- (3) In the case of an agency that comes into existence after the commencement of this Act the reference in subsection (1)(a) to the commencement of this Act is to be read as a reference to the time when the agency commences its operations.
- (4) A subcontractor does not have to comply with subsection (1) if the relevant contractor has complied with that subsection on behalf of the subcontractor.
(Section 96 amended by No. 47 of 1999 s. 13)

97. Information statement and internal manual, each agency to make available etc.

- (1) An agency (other than a Minister or an exempt agency) has to cause copies of –
- a) its most up-to-date information statements; and
 - b) each of its internal manuals,
- (2) An agency has to provide a copy of its information statement to the Commissioner as soon as is practicable after the statement is published under section 96.
- (3) A subcontractor does not have to comply with subsection (1) and (2) if the relevant contractor has complied with those subsections on behalf of the subcontractor.

FINANCIAL IMPLICATIONS

Fees as determined by Freedom of Information Act.

STRATEGIC IMPLICATIONS

Shire of Three Springs Freedom of Information Statement to be published on Council website and available at the Shire Office.

OFFICERS COMMENT

The Freedom of Information Statement 2018 for Shire of Three Springs has been prepared and updated and on endorsement by Council will be forwarded to Office of the Information Commissioner as required (at intervals of not more than 12 months).

VOTING REQUIREMENTS

Simple Majority

140344 COUNCIL RESOLUTIONN – ITEM 9.2.1

MOVED: Cr Connaughton
SECONDED: Cr Heal

That Council endorse Shire of Three Springs Freedom of Information Statement 2018, forward a copy to Office of the Information Commissioner and publish statement on Council website with a copy available at the Shire Office.

CARRIED
Voted: 7/0

FREEDOM OF INFORMATION STATEMENT



DRAFT FREEDOM OF INFORMATION STATEMENT 2018

This Information Statement is published by the Council in accordance with the requirements of Section 96 of the Freedom of Information Act 1992 (Western Australia).

The Council is pleased to comply with the legislation and welcomes enquiries.

An updated Information Statement will be published at least every 12 months.

Shire of Three Springs Freedom of Information Statement

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1 MISSION STATEMENT

The Shire of Three Springs operates in a relatively stable environment in which the expectations and requirements of the community and government, as well as environmental and economic factors impact on its activities and overall performance. Council is committed to improve the quality of life of the residents of Three Springs through services based on the principles of quality, equity, value and responsiveness and to ensure operations of the Shire are conducted in a cost efficient and effective manner as not to unfairly impose upon its ratepayers and residents.

Its objectives are to:

- provide high quality roads and other services to residents in the community at reasonable cost;
- strengthen the financial viability of Council by improving efficiency and effectiveness; and
- by recognising the need to be responsible to the electorate in providing information on the activities of the Shire and to involve electors in everyday decision making, to increase the awareness of the Shire's objectives and policies for all those who live and work in the Shire, and to help the community understand the need to reconcile often conflicting factors in planning and providing services.

By these means, the community confidence in the Shire as an efficient provider of services and an effective manager of its resources will be gained.

2 DETAILS OF LEGISLATION ADMINISTERED

Including, yet not limited to:

- Local Government Act 1995
- Freedom of Information Act 1992
- Dog Act 1976
- Cat Act 2011
- Planning and Development Act 2005
- And all other legislation relevant to Local Government functions

3 COUNCIL STRUCTURE

The Shire of Three Springs consists of seven (7) Councillors including the Shire President. Councillors are elected for a four year term with four members retiring in one election and the balance (three) retiring at the next. Election is held in October of every second year. The President of the Council is elected by the Councillors at the first meeting following the ordinary election. Extraordinary elections are held to fill any vacancies which may have occurred during the year.

Council is the decision making body of all policy matters.

The CEO reports to Council and the present Shire organisational structure is shown in Figure 1 (attached).

4 DETAIL OF DECISION MAKING PROCESS

Ordinary meetings of Full Council are generally held on the third Wednesday of every month (except the month of January when Council is in recess and December when the meeting is brought forward by one week), and commence at 1:30 p.m. Members of the public are welcome to attend and Public Question Time is the first item of business.

The main business of the meeting is to consider and make resolutions.

Correspondence and applications on any matters to be considered by Council must be received at the Council office at least one week prior to the week of the Council meeting if they are to be guaranteed of being dealt with at this meeting.

4.1 Minutes

Minutes of Full Council are placed on display in Council's Library and on its website within:

- 10 days after Ordinary Council Meeting

5 THREE SPRINGS SHIRE COUNCILORS

Councillor C. (Chris) Lane (President)	Term expires October 2021
Councillor C. (Chris) Connaughton (Deputy President)	Term expires October 2019
Councillor A. E. (Anthony) Thomas	Term expires October 2019
Councillor R. (Richard) Thorpe	Term expires October 2019
Councillor J. A. (Jennyfer) Lake	Term expires October 2019
Councillor R. J. (Jim) Heal	Term expires October 2021
Councillor J. D. (Jenny) Mutter	Term expires October 2021

FOR 2018/19	
COMMITTEE	COUNCIL REPRESENTATIVE
1. Northern Country Zone of WALGA	President, Cr. C Lane & Deputy President Cr. C Connaughton (Proxy)
2. WALGA Conference	President, Cr. C Lane and Cr. A Thomas
3. Wildflower Regional Tourism Committee	Cr. J Lake & Cr. J Mutter (Proxy)
4. North Midlands Medical Practice Management Committee	President, Cr. C Lane, Deputy President, Cr. C Connaughton, Cr. A Thomas, Cr. R Thorpe, Cr. J Lake, Cr. R Heal & Cr. J Mutter
5. MRWA Regional Road Group	Deputy President Cr. C Connaughton & Cr. R Heal (Proxy)
7. Three Springs Local Emergency Management Committee	Cr. R Heal & Cr. R Thorpe (Proxy)
8. Audit Committee	All Councillors
9. Tidy Towns & P.A.C.E.	Cr. J Mutter & Cr. C Lane (Proxy)
10. Development Assessment Panel	Cr Thorpe and Deputy President Cr Connaughton Alternate members – President Cr Lane and Cr Thomas

6 DELEGATIONS

The CEO has the delegated authority from Council to make decisions on a number of specified administrative and policy matters. These delegations are listed in Council's Delegation Register and are reviewed by Council annually. The CEO has the power under the Local Government Act 1995 to sub-delegate these Authorities.

In keeping with the legislative requirement:

- to determine policies to be applied by the Council in exercising its discretionary powers
- to determine the type, range and scope of projects to be undertaken by the Council
- to develop comprehensive management plans, budgets, financial controls and performance objectives and indicators for the operations of the Council

The Council makes decisions which direct and/or determine its activities and functions. Such decisions include the approval of works and services to be undertaken, and the allocation of resources to works and services.

Decisions are also made to determine whether or not approvals are to be granted for applications from residents for various forms of development.

7 SERVICES FOR THE COMMUNITY

Council makes decisions on policy issues relating to services that are provided for members of the public.

These services currently include:

Roads/Footpaths/Kerbing	Stormwater Drainage
Traffic Control Devices	Street Lighting
Street Tree Planting	Refuse Collection & Tip Control
Public Toilets	Public Library
Aged Persons Accommodation	Parks and Reserves
Dog & Cat Control	Planning Controls
Environmental Health Matters	Pest Controls
Town Planning	Occupational Health and Safety
Community Information	Noxious Weed Controls
Building Control	Citizenship Ceremonies
Landcare	

8 PUBLIC PARTICIPATION

8.1 Council Meetings

Members of the public have a number of opportunities to put forward their views on particular issues before Council.

These are:

1. Deputations - With the permission of the Presiding Officer or the President, a member of the public can address a Committee or Council personally or on behalf of a group of residents for a period of time determined by the Committee and/or Council on any issue relevant to Council
2. Presentation to Council with prior notification, approval and arrangement with Council, a member of the public can address Council on any issue relevant to Council
3. Petitions - Written petitions can be addressed to the Council on any issue within the Council's jurisdiction
4. Written Requests - A member of the public can write to the Council on any Council policy, activity or service
5. Elected Members - Member of the Public can contact their Elected Members of Council, to discuss any issue relevant to Council

8.2 Community Consultation

The Council consults with local residents on particular issues that affect their neighbourhood as per the following examples:

1. Electors are invited to attend the annual general meeting of electors to discuss any specific issues over a large range of topics. All residents may attend, but only electors on the Council Electoral roll, are eligible to vote
2. Working Party/Sub-Committee - Local residents are invited to work with Members of Council and staff, to develop strategies to address various matters as they may arise

9 ACCESS TO DOCUMENTS

9.1 Documents Available for Inspection

The following documents are available for public inspection at the Council Office free of charge. Members of the public may purchase copies of these documents and the charges are shown below:

Document	Fee
Council Agenda	}
Council Minutes	}
Policy Manual	}
Council Budget	}
Council Annual Financial Statements	}
Council Local Laws	} at the set photocopying rate
Planning/Building Application Register	}
Principal Activities Plan	}
Assessment Book	}
Delegation Register	}
Directional Maps	}
Building Plans	}
Council Town Planning Scheme No. 2	}
Scheme Text	}
Consolidated Roll	\$11.00 complete roll
Owner & Occupier Roll	\$11.00 complete roll

10 OTHER INFORMATION REQUESTS

10.1 FOI Operations:

It is the aim of the agency to make information available promptly and at the least possible cost, and whenever possible documents will be provided outside the FOI process.

If information is not routinely available, *the Freedom of Information Act 1992* provides the right to apply for documents held by the agency and to enable the public to ensure that personal information in the document is accurate, complete, up to date and not misleading.

10.2 Freedom of Information Applications:

Access applications have to-

- be in writing,
- give enough information so that the documentation requested can be identified;
- give an Australian address to which notices can be sent; and
- be lodged at the agency with any application fee payable.

Applications and enquiries should be addressed to the Freedom of Information Coordinator:-

Shire of Three Springs Freedom of Information Statement

Postal Address:

Shire of Three Springs
PO Box 117
THREE SPRINGS WA 6519

In Person:

132 Railway Road
THREE SPRINGS WA 6519

Application will be acknowledged in writing and the applicant will be notified of the decision within 45 (calendar) days.

10.3 Freedom of Information Charges

A scale of fees and charges are set under the FOI Act Regulations. Apart from the application fee for non – personal information all charges are discretionary. The charges are as follows:-

1. Type of Fee

Personal information about the applicant	No fee
Application fee (for non-personal information)	\$30.00

2. Type of Charge

• Charge for time dealing with application (per hour, or pro rata)	\$30.00
• Access time supervised by staff (per hour, or pro rata)	\$30.00
• Photocopying staff time (per hour, or pro rata)	\$30.00
• Per photocopy	.20cents
• Transcribing from tape, film or computer (per hour, or pro rata)	\$30.00
• Duplicating a tape, film or computer information	Actual cost
• Delivery, packaging and postage	Actual cost

Deposits

• Advance deposit may be required of the estimated charges	25%
• Further advance deposit may be required to meet the charges for dealing with the application	75%

For financially disadvantaged applicants or those issued with prescribed pensioner concession cards, the Charge is reduced by 25%

11 ACCESS ARRANGEMENTS

Access to documents can be granted by way of inspection of a document, a copy of a computer disk or USB drive.

12 NOTICE OF DECISION

As soon as possible but in any case within 45 days the applicant will be provided with a notice of decision which will include details such as –

- the date the decision was made
- the name and designation of the officer who made the decision
- if the document is an exempt document the reasons for classifying the matter exempt;
- or the fact that access is given to an edited document
- information on the right to review and the procedures to be followed to exercise those rights.

Refusal of Access

Applicants who are dissatisfied with a decision of the agency are entitled to ask for an internal review by the agency. Applications should be made in writing within 30 days of receiving the notice of decision.

Applicants will be notified of the outcome of the review within 15 days.

If the applicant disagrees with the result the applicant can apply to the Information Commissioner for an external review, and details would be advised to applicants when the internal review is issued.

Sylvia Yandle
Chief Executive Officer

ATTACHMENTS

- Application for Access to Documents
- Figure 1 - Corporate Structure

SHIRE OF THREE SPRINGS
APPLICATION FOR ACCESS TO DOCUMENTS
(Under the Freedom of Information Act 1992, Section 12)

DETAILS OF APPLICANT:

Surname: Given Names

Australian Postal Address:

Post Code: Telephone Number(s):

If the application is on behalf of an organisation:

Name of Organisation/Business:

DETAILS OF REQUEST: (please tick) Personal Documents ☐ Non-Personal Documents ☐

I am applying for access to document(s) concerning

(If space provided is not sufficient, please attach details on a separate sheet.)

FORM OF ACCESS: (Please tick appropriate box)

I wish to inspect the document(s) YES ☐ NO ☐

I require a copy of the document(s) YES ☐ NO ☐

I require access in another form YES ☐ NO ☐

(Specify)

FEES AND CHARGES:

Attached is a cheque/cash to the amount of \$ to cover the application fee. I understand that before I obtain access to documents, I may be required to pay processing charges in respect of this application, and that I will be supplied with a statement of charges if appropriate.

In certain cases, a reduction in fees and charges may apply - see section on FEES AND CHARGES on the back of this form. If you consider you are entitled to a reduction, submit a request with copies of documents which address the criteria on the back of this form and support your application for a fee reduction.

I am requesting a reduction in fees and charges: YES ☐ NO ☐ (Please tick appropriate box)

APPLICANT'S SIGNATURE: **Date:**

(OFFICE USE ONLY)

FOI Reference Number:

Received on:/...../..... Deadline for response:/...../.....

Acknowledgment sent on:/...../.....

Proof of Identity (If applicable)

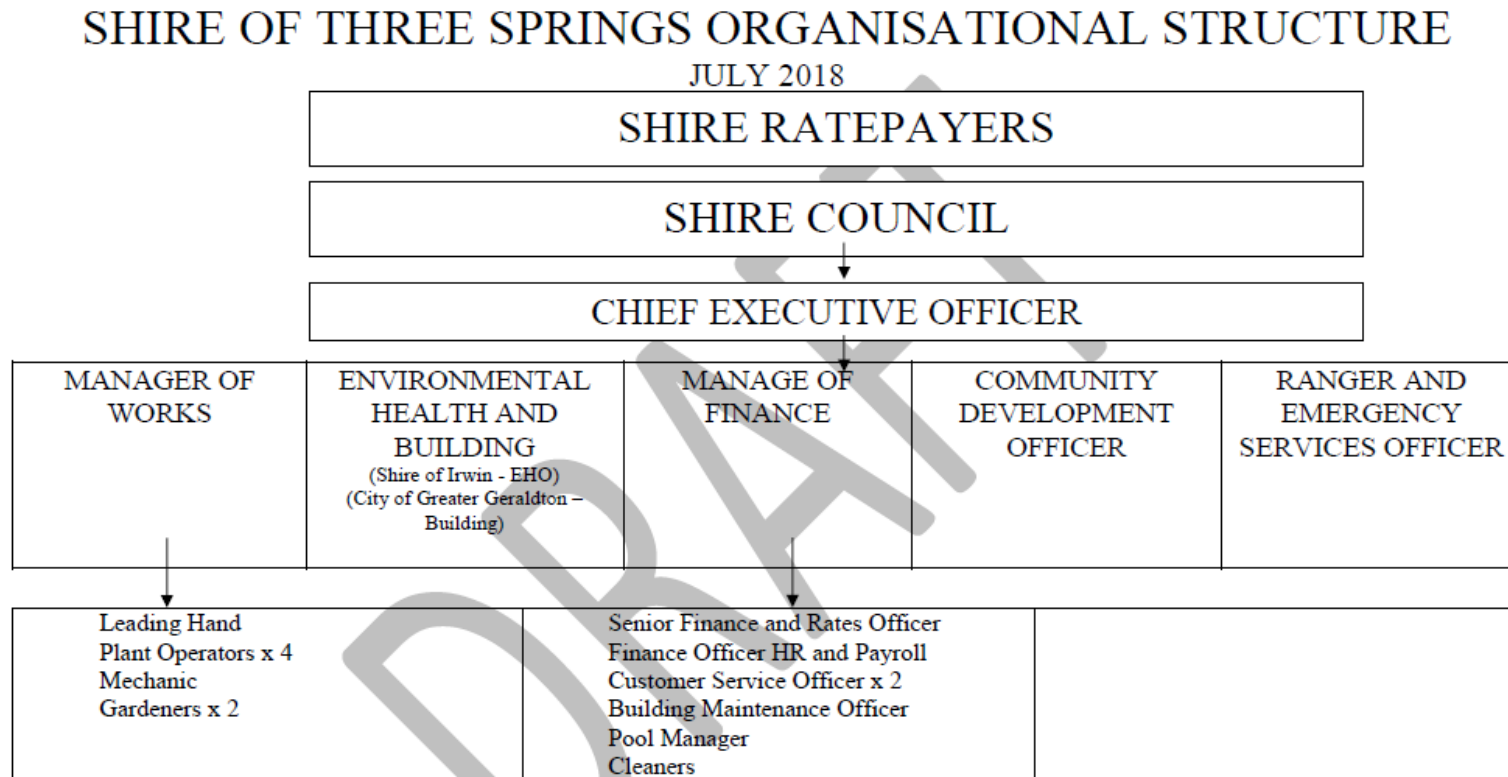
Type: Sighted: Number:

PLEASE NOTE

FOI Application

- Provide sufficient information to enable the correct document(s) to be identified.
- The Shire of Three Springs may request proof of your identity.
- If you are seeking access to document(s) on behalf of another person, written authorisation is required.
- Your application will be dealt with as soon as practicable (and, in any case, within 45 days) after it is received.
- Further information can be obtained from the Office of the Information Commissioner. The Freedom of Information Act is available for purchase from the State Government Bookshop, 815 Hay Street, Perth (Telephone: 9222 8216).

Figure 1 - Shire of Three Springs Organisational Structure



To be Reviewed 20th June 2018

10

9.2.2 Audit Arrangements for Annual Financial Report from 2017/2018

Agenda Reference: CEO 06/18 - 02
Name of Applicant: Office of the Auditor General
File Reference: ADM0081
Disclosure of Interest: Nil
Date: 13th June 2018
Author: Sylvia Yandle CEO

Signature of Author: _____

SUMMARY

For Council as Audit Committee to endorse the arrangements for the audit of the Annual Financial Report of the Shire of Three Springs for year ended 30th June 2018.

ATTACHMENT

9.2.2a Letter from Office of Auditor General
9.2.2b Letter to Office of the Auditor General

BACKGROUND

In March 2013 Council appointed UHY Haines Norton (now Moore Stephens) as Auditors to undertake annual audit services for a period of five years, expiring 30th June 2017. The State Government in 2016 introduced the Local Government Amendment (Auditing) Bill, proposing the Auditor General undertake the annual financial audits of Local Governments. The Act received Royal Assent on 1st September 2017 and the amendments to the Act will be supported by changes to the Local Government (Financial Management) Regulations 1996 and the Local Government (Audit) Regulations 1996.

As Council's arrangements with Moore Stephens ceased following the annual audit for the period ended 30th June 2017 and there was not a signed audit contract in place, it meant the Auditor General would now be responsible for Shire of Three Springs financials audits from 2017/18.

COMMENT

The Local Government Amendment (Auditing) Bill 2017 made legislative changes to the Local Government Act 1995 to provide for auditing of local governments by the Auditor General. The Auditor General may contract out some or all of the financial audits, but all will be done under the supervision of the Auditor General and Office of the Auditor General.

There will be a staged transition arrangement from when the Auditor General takes over the auditing. As the existing contracts of local governments expire, the responsibility for auditing local governments will transition to the Auditor General. By financial year 2020/2021, all local governments will be audited by the Auditor General, regardless of whether or not their contracts have expired.

There will be a new category of audits known as "performance audits" which will examine the economy, efficiency and effectiveness of any aspect of a local government's operations.

In February 2018 the OAG advised that they approved for Moore Stephens to do Shire of Three Springs financial audit for the year ended 30th June 2018. The President and Chief Executive Officer confirmed acknowledgement of the responsibilities under the engagement

by signing the arrangement document which is presented for endorsement by Council. Moore Stephens staff visited Three Springs on 28th and 29th May, commenced interim audit in preparation for final process later in the year.

CONSULTATION

CEO, Manager of Finance, Cr Lane and Moore Stephens partner Greg Godwin

STATUTORY ENVIRONMENT

Local Government Act 1995

Division 3A — Financial audit

7.12AA. Application ²⁹

This Division applies in relation to a local government that does not have an audit contract that is in force.

[Section 7.12AA inserted by No. 5 of 2017 s. 18.]

7.12AB. Conducting a financial audit

The auditor must audit the accounts and annual financial report of a local government at least once in respect of each financial year.

[Section 7.12AB inserted by No. 5 of 2017 s. 18.]

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Indicative fee of \$39,000 as advised by OAG in April 2018.

STRATEGIC IMPLICATIONS

The fact that Moore Stephens have undertaken Shire of Three Springs audits over the last four years will be a significant benefit to both Council and its administration. Three Springs staff have established close working relationship with Moore Stephens not only through the audit process but also through the varied workshops that they provide to Local Governments generally.

VOTING REQUIRMENT

Absolute Majority

140345 COUNCIL RESOLUTION - ITEM 9.2.2

MOVED: Cr Thorpe

SECONDED: Cr Mutter

That Council endorse the signing by President and Chief Executive Officer of Arrangements for the Audit of the Annual Financial Report of the Shire of Three Springs from 2017/2018.

CARRIED by Absolute Majority

Voted: 7/0



102187086



Our Ref: 7962

Ms Sylvia Yandle
Chief Executive Officer
Shire of Three Springs
PO Box 117
THREE SPRINGS WA 6519

7th Floor, Albert Facey House
469 Wellington Street, Perth

Mail to: Perth BC
PO Box 8489
PERTH WA 6849

Tel: (08) 6557 7500
Fax: (08) 6557 7600
Email: info@audit.wa.gov.au

Dear Ms Yandle

**ARRANGEMENTS FOR THE AUDIT OF THE ANNUAL FINANCIAL REPORT OF THE
SHIRE OF THREE SPRINGS**

I am writing to you to confirm arrangements for the annual audit of the Shire's annual financial report. This is an important part of the audit process because it helps to ensure that you are fully informed regarding our respective responsibilities under the engagement.

The responsibilities apply to audits for the current financial year, as well as to the audits for subsequent financial years, unless circumstances change, and are detailed in the Attachment.

It would be appreciated if you and the President, could confirm your acknowledgement of the responsibilities by signing and returning the Attachment.

Feel free to contact me on 6557 7515 if you would like to discuss this or any other matter in relation to the audit.

Yours faithfully

VINCE TURCO
SENIOR DIRECTOR
FINANCIAL AUDIT
11 April 2018

Attach

RESPONSIBILITIES FOR THE AUDIT

This document sets out the responsibilities for the audit of the annual financial report of the Shire of Three Springs.

Objective and Scope of the Audit

Under the *Local Government Act 1995*, the Auditor General is to audit the accounts and annual financial report of the Shire of Three Springs. The annual financial report comprises the Statement of Financial Position as at 30 June 2018, the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended, and notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by Chief Executive Officer. As a part of the audit, we also report on matters as detailed under Other Legal and Regulatory Requirements in the Reporting section of this document.

The objective of the audit is to obtain reasonable assurance about whether the annual financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes the Auditor General's opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

Responsibilities of the Auditor General and the Office of the Auditor General (OAG)

The audit will be conducted in the manner determined by the Auditor General in accordance with Australian Auditing Standards. Those standards require that we comply with ethical requirements. As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for the opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Shire's internal control. However, we will communicate to you in writing concerning any significant deficiencies in internal control relevant to the audit of the financial report that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Shire's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion.

Our conclusions are based on the audit evidence obtained up to the date of our auditor's report, as we cannot predict future events or conditions that may have an impact.

- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements may not be detected, even though the audit is properly planned and performed.

In carrying out the audit, the OAG will also adhere to the following principles and reporting obligations:

- the highest standards of ethical and personal behaviour are demonstrated
- the audit is approached in a fair and constructive way
- the audit is conducted and reported in an impartial manner
- matters of significance arising from the audit are collated and reported at a sector level to the Parliament.

Responsibilities of the Council and the Chief Executive Officer

We acknowledge that we are responsible for:

- (a) keeping proper accounts and records
- (b) the preparation and fair presentation of the annual financial report in accordance with the *Local Government Act 1995* (the Act), *Local Government (Financial Management) Regulations 1996* and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards
- (c) such internal control as management determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error
- (d) providing you with:
 - (i) access to all information that is relevant to the preparation of the financial report such as records, documentation and other matters;
 - (ii) additional information that you may request from us for the purpose of the audit; and
 - (iii) unrestricted access to persons within the Shire from whom you determine it necessary to obtain audit evidence.
- (e) the preparation of other information (i.e. financial or non-financial information (other than the financial report and the auditor's report thereon) included in the Shire's annual report) that is consistent with the financial report, and which does not contain any material misstatements.

As part of the audit process, we will also request, from the Chief Executive Officer and the finance manager, written confirmation concerning representations made to us in connection with the audit.

We look forward to the full cooperation from your staff during our audit.

Reporting

Annual Financial Report

The Auditor General's auditor's report will be prepared in accordance with the *Local Government Act 1995*, *Local Government (Audit) Regulations 1996* and Australian Auditing Standards and include the audit opinion on the annual financial report.

Other Legal and Regulatory Requirements

The *Local Government (Audit) Regulations 1996* also require the auditor's report to include:

- a) any material matters that in the opinion of the auditor indicate significant adverse trends in the financial position or the financial management practices of the local government

- b) any material matters indicating non-compliance with Part 6 of the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996* or applicable financial controls in any other written law
- c) details of whether information and explanations were obtained by the auditor
- d) a report on the conduct of the audit
- e) the opinion of the auditor as to whether or not the asset consumption and asset renewal funding ratios in the annual financial report are supported by verifiable information and reasonable assumptions.

The form and content of the auditor's report may need to be amended in the light of our audit findings and future amendments (if any) to the *Local Government (Audit) Regulations 1996*.

The auditor's report will be sent to the CEO, President and the Minister for Local Government in accordance with the *Local Government Act 1995*.

Management Letter

Deficiencies in internal controls and other relevant matters identified during the audit will be included in a management letter sent to the CEO and President.

Audit Fee

The fee for the audit will be determined by the Auditor General in accordance with the *Local Government Act 1995*. We will provide you with an indicative audit fee in the first quarter of the calendar year. This indicative fee is an estimate based on full cost recovery and a number of assumptions. The fee may be increased if there are additional costs due to matters such as a poor quality financial report and supporting working papers, deficiencies in internal controls and delays in receiving information from Shire staff.

Publication of the Audited Annual Financial Report

The Shire is required by the *Local Government Act 1995* to publish its annual report, including the audited annual financial report and the Auditor General's auditor's report, on its official website. When information is presented electronically on a web site, the security and controls over information on the web site should be addressed by the Shire to maintain the integrity of the data presented. The examination of the controls over the electronic presentation of audited financial information on the Shire's web site is beyond the scope of our audit of the financial report. Responsibility for the electronic presentation of the financial report on the Shire's web site is that of the Council.

ACKNOWLEDGEMENT OF RESPONSIBILITIES FOR THE AUDIT

We acknowledge the responsibilities for the audit for the year ended 30 June 2018 and subsequent years as set out in this letter for the audit of the annual financial report, including our respective responsibilities as the Shire and the CEO.

(Signed) _____

Name: Anthony Thomas
President

(Signed) _____

Name: Sylvia Yandle
Chief Executive Officer

Date



Three Springs Shire Council

153 Railway Road, Three Springs WA 6519. PO Box 117, Three Springs WA 6519

OFFICE: Telephone: 08 9954 1001 Facsimile: 08 9954 1183

E-Mail: admin@threesprings.wa.gov.au

WORKS DEPOT: Telephone: 08 9954 1202 Facsimile: 08 9954 1580

Our Ref: ADM0081
Your Ref: 7962

Mr Vince Turco
Senior Director Financial Audit
Office of the Auditor General
Perth BC
PO Box 8489
PERTH WA 6849

Dear Mr Turco,

Re: Audit of Annual Financial Report of Shire of Three Springs

I write in reply to your letter dated 11th April regarding arrangements for the audit of the annual financial report of the Shire of Three Springs and respective responsibilities under the engagement.

As requested, please find enclosed signed Attachment confirming Shire of Three Springs acknowledgement of the responsibilities. The document stated Anthony Thomas as President, however Mrs Chris Lane was elected President in November 2018 and the form as been amended to reflect this change in Presidency.

Yours faithfully,

Sylvia Yandle
Chief Executive Officer

28th May 2018

9.2.3. Restricted Access Vehicle (RAV) Concession Application

Agenda Reference: CEO 06/18-03
Location/Address: Three Springs/Morawa Road, Three Springs/Perenjori Road, Slaughter Street, Talc Road & Midlands Road
Name of Applicant: Qube Bulk
File Reference: ADM0171
Disclosure of Interest:
Date: 14th June 2018
Author: Sylvia Yandle, CEO

Signature of Author: _____

SUMMARY

For Council to review the application from Qube Bulk requesting extra mass of RAV 4 with concessional 3 on Perenjori/Three Springs road, Three Springs/Morawa road, Slaughter Street and Tal Road.

ATTACHMENT

- 9.2.3a Email from Main Roads in relation to application to add or amend a Road on a Restricted Access Vehicle Network
9.2.3b Application from Qube Bulk to amend a road (additional mass)

BACKGROUND

An application has been received from Qube Bulk to add or amend a road on a Restricted Access Vehicle Network, basically the application is requested for extra mass of RAV 4 with concessional 3. Qube are seeking permission to increase the current approved mass of 87.5t to mass of 99t. Combination is for Tandem Drive Concessional N4.3 (27.5m).

The applicant is transporting talc from Talc Mine on Three Springs/Perenjori and additional total mass weight equates to 11.5tonne (being 1 tonne on drive axle and 3.5 tonne on tri axles).

COMMENT

There is some reluctance to grant concessional loading to heavy haulage operators due to the possible adverse impact on the Shire's road network due to heavier weights and some road structures are not designed to take extra mass, plus this request is for road/streets in residential area.

As indicated in the email the stacking distance at the Talc Road railway crossing has been deemed sufficient for combinations less than 27.5 in length. Information provided indicates Qube run on average 2 trucks 4 times a day (24hrs) 100k a year.

Council should be mindful of the adverse impact the extra mass will have on Council roads and the safety factor involved on residential streets when considering extra mass application.

CONSULTATION

CEO, Works Supervisor, Main Roads HVS Officer and Imerys Production and Maintenance Superintendent

STATUTORY ENVIRONMENT

Road Traffic (Vehicles) Act 2012, Accredited Mass Management Scheme and Main Roads RAV Network

STRATEGIC IMPLICATIONS

Strategic Community Plan

2.8.7 Maintain and develop appropriate infrastructure assets (ie. Roads) in line with Council's Asset Management Plans.

POLICY IMPLICATIONS

7007 Asset Management Policy

To construct, maintain and improve the quality and useful economic life of the road infrastructure system in the most efficient manner possible, pursuant to the level of funding provided by Council each year.

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.2.3

That Council:-

- a) Support the application from Qube Bulk requesting extra mass of RAV 4 with concessional level 3 loading (Tandem Drive Concessional N4.3 27.5) with approved mass of 99t on Perenjori/Three Springs Road, Three Spring/Morawa road, Slaughter Street and Talc Road.

Or

- b) Not support the application from Qube Bulk requesting extra mass of RAV 4 with concessional level 3 loading (Tandem Drive Concessional N4.3 27.5) approved mass of 99t on Perenjori/Three Springs Road, Three Spring/Morawa road, Slaughter Street and Talc Road.

140346 COUNCIL RESOLUTION - ITEM 9.2.3

MOVED: Cr Thomas
SECONDED: Cr Heal

That Council support the application from Qube Bulk requesting extra mass of RAV 4 with concessional level 3 (Tandem Drive Concessional N4.3 27.5) with approved mass of 99t on Perenjori/Three Springs Road, Three Springs Morawa road, Slaughter Street and Talc Road.

LOST
Voted: 2/5

HVSrouteassessments HVSrouteassessments@mainroads.wa.gov.au 29/05/2018

Hi Sylvia,

The application is attached.

The stacking distance at the railway crossing has been deemed sufficient for combinations less than 27.5m in length.

The shire must decide whether the requested extra mass of RAV 4 with concessional level 3 is supported.

A brief explanation of this change in mass:

- **Current approved mass: 87.5t**
- **Requested Mass: 99t**

Regards,

Tom McElhinney

Heavy Vehicle Services Officer
Heavy Vehicle Services

p: 138 486

e: hvsrouteassessments@mainroads.wa.gov.au

w: www.mainroads.wa.gov.au



mainroads
WESTERN AUSTRALIA



From: Sylvia Yandle <ceo@threesprings.wa.gov.au>

Sent: Tuesday, 29 May 2018 11:07 AM

To: HVSrouteassessments <HVSrouteassessments@mainroads.wa.gov.au>

Subject: RE: Route Determination - MWG - M028 - 5150085 - 5150064 - 5150001 - 5150106 - N4.3 - 2nd Email to shire requesting support

Further to my email below sent a short time ago, I bring to your notice that the only application for roads to be assessed that we have received is for Morawa/Three Springs road from the intersection of Three springs/Perenjori road to Dudawa road and from intersection of Dudawa road and Three Springs/Morawa road to the intersection of Dudawa road and Midlands road Arrino. and the stacking distance at the railway crossing is insufficient, can you please if this is correct and what has to happen from the Shire's point of view.

Thanks Sylvia.

Good morning,

Currently the Shire of Three Springs is without a permanent Works Supervisor, this correspondence has been forwarded to the relieving Supervisor. The final determination will be delayed until our June meeting (20th).

Kind regards,

Sylvia Yandle

Chief Executive Officer
Shire of Three Springs
Ph 08 9954 1001
Fax 08 9954 1183
ceo@threesprings.wa.gov.au
www.threesprings.wa.gov.au

From: SFO Three Springs
Sent: Friday, 25 May 2018 10:50 AM
To: Sylvia Yandle
Subject: FW: Route Determination - MWG - M028 - 5150085 - 5150064 - 5150001 - 5150106 - N4.3
- 2nd Email to shire requesting support

Good Morning Sylvia,

Please see below email regarding RAV Network application.
This has also been sent to the Works supervisor by the Sender.

Kind Regards,

Jessica Parker

Senior Finance/Administration Officer
Shire of Three Springs

Phone: (08) 9954 1001
Fax: (08) 9954 1183
Email: admin@threesprings.wa.gov.au
Website: www.threesprings.wa.gov.au

Please note: I work Mondays, Wednesdays & Fridays, however this email will be monitored.

DISCLAIMER: The information contained in this email (including attachments) is intended only for the use of the person(s) to whom it is addressed as it may be confidential and contain legally privileged information. If you are not the intended recipient you are hereby notified that any perusal, use, distribution, copying or disclosure is strictly prohibited. If you have received this email in error, please immediately advise us by return email and delete the email document.

This notice should not be removed.

From: HVSrouteassessments [<mailto:HVSrouteassessments@mainroads.wa.gov.au>]
Sent: Tuesday, 22 May 2018 11:55 AM
To: Manager of Works; SFO Three Springs
Subject: Route Determination - MWG - M028 - 5150085 - 5150064 - 5150001 - 5150106 - N4.3 -
2nd Email to shire requesting support

Good morning,

Further to our request below for support to add or amend roads to the Restricted Access Vehicle (RAV) Network. To date, Heavy Vehicle Services has not received a response either supporting or declining this request.

Heavy Vehicle Services is committed to providing efficient service to its customers by finalising route assessment applications within reasonable timeframes and ensures both applicants and road owners are kept informed of progress or delays at regular intervals.

It would be appreciated if you could respond to this request at your earliest opportunity. If there are any circumstances where you are unable to meet the requested timeframes, please contact HVS so we may advise the applicant accordingly.

Should you require any further information or assistance regarding this request, please contact the HVS Route Assessment team on 138 486 or hvsrouteassessments@mainroads.wa.gov.au

Regards,

Tom McElhinney
Heavy Vehicle Services Officer
Heavy Vehicle Services
p: 138 486
e: hvsrouteassessments@mainroads.wa.gov.au
w: www.mainroads.wa.gov.au



From: HVSrouteassessments
Sent: Tuesday, 24 April 2018 1:41 PM
To: 'mws@threesprings.wa.gov.au' <mws@threesprings.wa.gov.au>;
'admin@threesprings.wa.gov.au' <admin@threesprings.wa.gov.au>
Subject: Route Determination - MWG - M028 - 5150085 - 5150064 - 5150001 - 5150106 - N4.3 -
Email to shire requesting support

Good afternoon,

Main Roads Heavy Vehicle Services (HVS) has received an application to add or amend a road(s) on the Restricted Access Vehicle (RAV) Network within Shire of Three Springs on 23/04/2018.

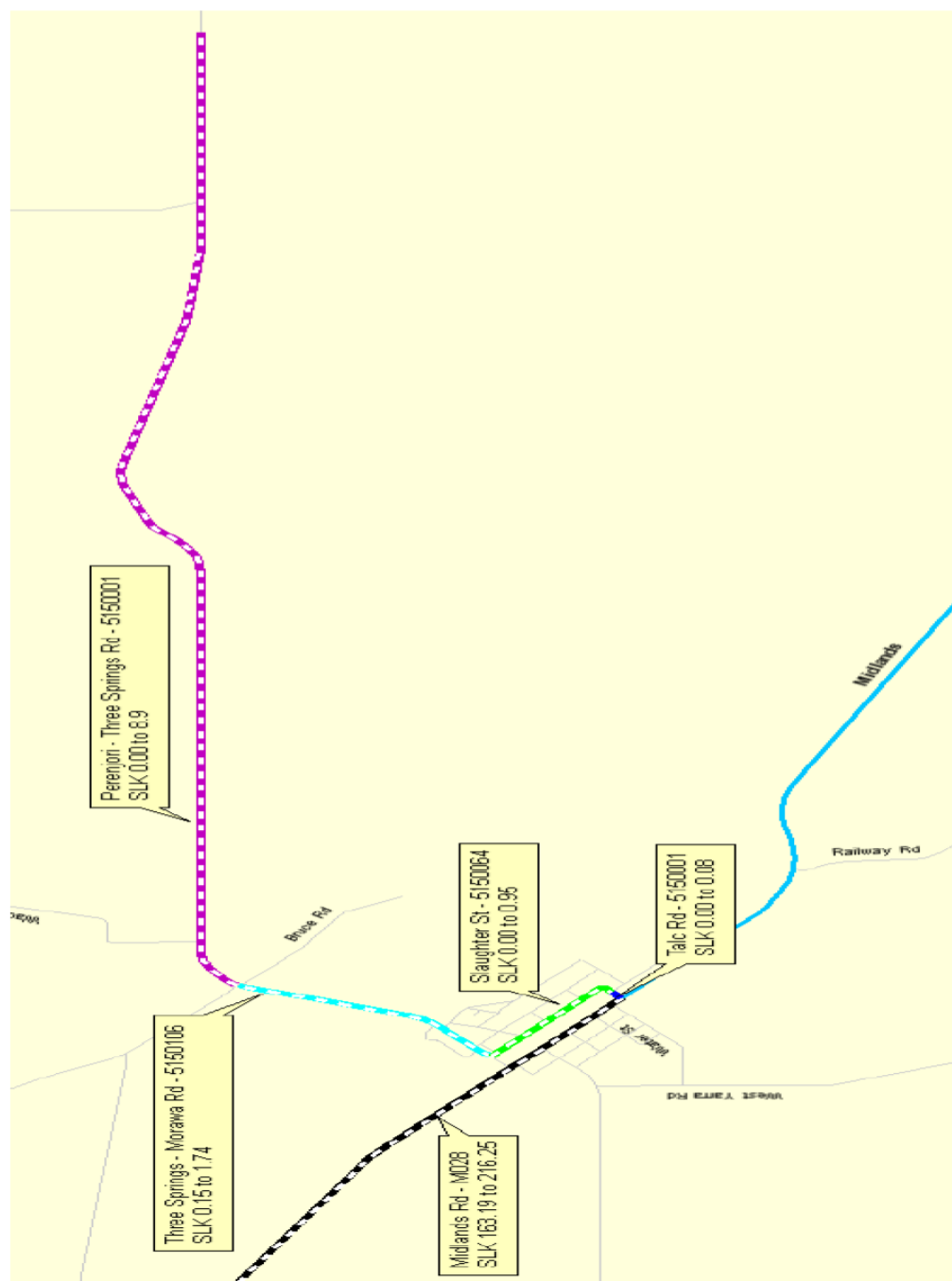
Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
5150001	Talc Rd	0.00	0.08	RAV 4	N4.3
5150064	Slaughter St	0.00	0.95	RAV 5	N4.3
5150106	Three Springs - Morawa Rd	0.15	1.74	RAV 5	N4.3
5150001	Perenjori - Three Springs Rd	0.00	8.90	RAV 5	N4.3

The applicant has advised Main Roads the requested RAV Network N4.3 access is for access to Three-Springs Talc Mine. If you require further information to assist in determining support for this application please contact the applicant directly.

As per the "Framework for Adding Roads to the Restricted Access Vehicle Networks" – refer to Main Roads Website under the [RAV Network Access Page](#). Your response is appreciated within four (4)

weeks of receipt of this request. Should you be unable to respond in the above timeframe, please contact HVS to discuss.

Should you require any further information or assistance regarding this request, please contact the HVS Route Assessment team on 138 486 or hvsrouteassessments@mainroads.wa.gov.au



Regards,

Tom McElhinney

Heavy Vehicle Services Officer

Heavy Vehicle Services

p: 138 486

e: hvsrouteassessments@mainroads.wa.gov.au

w: www.mainroads.wa.gov.au



mainroads
WESTERN AUSTRALIA





Application and Road Owner Support to Add or Amend a Road on a Restricted Access Vehicle Network

Main Roads Heavy Vehicle Services will consider adding a road to the Restricted Access Vehicle (RAV) Network provided support from the relevant road owner is obtained. This application must be completed by the applicant and forwarded to Main Roads who will liaise directly with the relevant road owner to ensure they have no objections to the access.

Applicant Details

Operator Name / Company	QUBE BULK		
Contact Name	GRAHAM HAYWARD	Contact Phone Number	
Mobile Phone Number	0419 108 216	Contact Fax Number	
eMail Address	Graham.Hayward@qube.com.au		

RAV Networks to be assessed

Tandem Drive RAV Categories 2-10 Refer to the Prime Mover, Trailer or Truck, Trailer operating conditions for approved combinations on our website.

RAV Category 4 (27.5m)

Tri Drive Categories 1-5 Refer to the Tri Drive Prime Mover, Trailer or Tri Drive Truck, Trailer operating conditions for approved combinations on our website.

Other Categories (i.e. Oversize Road Train) Refer to the operating conditions of the particular Permit Product for approved combinations on our website

Concessional Networks to be assessed

☐ Please tick if Concessional Network Level 1 is required

Vehicle combinations operating on Level 1 must only operate on the relevant RAV Network that is permitted for the equivalent vehicle combination under the Prime Mover, Trailer or Truck, Trailer Combinations.

For Concessional Levels 2 and 3 please select the relevant category below

Requested Axle Mass Level		
	Tandem Axle Group	Tri Axle Group
Level 1	17.0t	21.5t
Level 2	17.0t	22.5t
Level 3	17.5t	23.5t

Tandem Drive Concessional RAV Categories 2-10 Refer to the AMMS Page for approved combinations.

Tandem Drive Concessional N4.3 (27.5m)

Tri Drive Concessional Categories 1-5 Refer to the AMMS Page for approved combinations.

Roads to be assessed

Please list all requested roads where RAV Access is required (including start and end points) and attach maps.

Midlands Rd intersection with Slaughter St to Intersection of Slaughter St and Glyde St

Glyde St/ Slaughter St intersection -To Imery Talc Mine Via , Morawa Three Springs Rd and Perenjori -Three Springs Rd

Midlands Road Three Springs from the Intersection of Slaughter St to intersection of Midlands Rd and Boolinda Rd Mingenew



Application and Road Owner Support to Add or Amend a Road on a Restricted Access Vehicle Network

Main Roads will liaise directly with the relevant road owner to complete this section.

Road Owner Details

Road Owner			
Contact Name		Position	
Contact Phone Number		Contact Fax Number	
Mobile Phone Number		eMail Address	

Preliminary Assessment Checklist (Required only for roads that are not already approved on the Tandem Drive Network)

As the road owner you are required to conduct a preliminary assessment of the requested road/s to ensure there are no obvious issues that would deem RAV access unsuitable. The preliminary check should be carried out using the criteria outlined in the [Framework for Applying to have a Local Government Road Added to a Restricted Access Vehicle Network](#). Please tick each of the boxes below to confirm that the road has been assessed and meets each of the criteria for the level of access requested.

- | | |
|--|--|
| <input type="checkbox"/> The road width meets Guideline requirements | <input type="checkbox"/> There are no evident steep grades |
| <input type="checkbox"/> All railway crossings have adequate stacking distance | <input type="checkbox"/> All sight distances meet Guideline requirements |

Roads Conditions If RAV access is endorsed, as the road owner please specify any access conditions that you would like Main Roads to consider (i.e. No operation on unsealed road when wet, No operation during school bus hours etc.) **If RAV access is not endorsed please provide reasoning behind your decision.**

NOTE - If condition CA07 (All operators must carry written support from the Local Government authority permitting use of the road) is required, please specify an expiry date in the condition box above. The road owner is responsible for the administration of condition CA07. If Condition CA07 applies, then this support must be carried in the vehicle and produced upon request.

To prevent any assessment delays, please attach any current traffic counts along with relevant road data for newly constructed roads.

I		On behalf of	
endorse the above decisions, subject to Main Roads final approval.			
Signature		Date	

eMail completed form to: hvsrouteassessments@mainroads.wa.gov.au

Heavy Vehicle Services Main Roads WA

PO Box 374 | WELSHPOOL DC | WA 6986 | Telephone 138 HVO (486) | Fax (08) 9475 8455

www.mainroads.wa.gov.au

OFFICE USE ONLY

Application TRIM Reference

9.2.4 CORPORATE BUSINESS PLAN 2017 - 2021

Agenda Reference: CEO 06/18 - 04
Location/Address: Shire of Three Springs Administration
Name of Applicant: N/A
File Reference: ADM0080
Disclosure of Interest: Nil
Date: 14th June 2018
Author: Sylvia Yandle CEO

SUMMARY

This report recommends the endorsement of Shire of Three Springs Corporate Business Plan 2017 – 2021.

ATTACHMENT

9.2.4a Shire of Three Springs Corporate Business Plan 2017-2021.

BACKGROUND

The Corporate Business Plan (“CBP”) is a key component of the Integrated Planning Framework requirements that were introduced in 2012/13. The intent of the Integrated Planning Framework was to ensure improved strategic, financial and asset management planning across the WA local government sector.

COMMENT

The updating of the Corporate Business Plan was advertised in “The Yakabout” seeking community comments on the document along with Council Networking Sessions to add, delete, amend and prioritise projects.

The Corporate Business Plan outlines the priorities and strategies that Council will pursue over the next four years to deliver the community vision documented within the Strategic Community Plan. During the recent review of the Plan, the strategies were amended to reflect a more current perception of the areas that would influence the Shire’s direction and community expectations over the next few years.

The priority for each action has been considered in accordance with available resources, but Council may decide to advance or push back tasks as part of the review of the Plan. The CBP should be reviewed annually and simplistic approach to that is for the CBP to be reviewed each year during the budget process with the adopted budget forming the outcomes to be achieved in the same corresponding year of the Corporate Business Plan with future years to be reviewed on an ongoing basis.

Reporting against the measures will form part of Council’s regular reporting systems and also be included in the Annual Report.

CONSULTATION

CEO, Manager of Finance, Community Development Officer, Councillors and Three Springs Community members.

STATUTORY ENVIRONMENT

Section 5.56(1) and (2) of the Act requires that each local government is to plan for the future of the district, by developing plans in accordance with the regulations.

The new regulations also require each local government to include in its Annual Report any changes to either of the above plans.

POLICY IMPLICATIONS

7007.3 Objective

The objective of the Policy is to provide a consistent framework that is aligned and integrated with the Shire's business practices and is consistent with the State Government's Integrated Planning and Reporting requirements such that:

FINANCIAL IMPLICATIONS

Each year funds are allocated in the budget (2017/18 \$18,000), it is recommended a Consultant be engaged to undertake a comprehensive review of Corporate Business Plan 2017-2021 in 2018/19 financial year.

There is also an ongoing cost associated with the review of the Corporate Business Plan and reporting on the performance measures for each of the actions within the Plan.

STRATEGIC IMPLICATIONS

The Corporate Business Plan has direct links to all of the following documents;

- Community Strategic Plan
- Strategic Resource Plan (which has incorporated Long Term financial Plan and Asset Management Plan)
- Workforce Plan

VOTING REQUIREMENTS

Absolute Majority

140347 COUNCIL RESOLUTION – ITEM 9.2.4

MOVED: Cr Thorpe
SECONDED: Cr Mutter

That Council endorse the Shire of Three Springs Corporate Business Plan 2017 – 2021 and approve a local public notice being published in accordance with the requirements of the Local Government Act 1995 advising of the endorsement of the Corporate Business Plan.

CARRIED
Voted: 7/0

9.2.5 DISABILITY ACCESS AND INCLUSION PLAN

Agenda Reference: CEO 06/18 - 05
Location/Address: Three Springs
Name of Applicant: Disability Services Commission
File Reference: ADM0193
Disclosure of Interest:
Date: 15th June 2018
Author: Sylvia Yandle CEO

Signature of Author: _____

SUMMARY

For Council to endorse the Shire of Three Springs Disability Access and Inclusion Plan Report for 2018.

ATTACHMENT

9.2.2a Circular DAIP Progress reporting 2017-18
9.2.2b Disability Access and Inclusion Plan submitted Report 2017-18 as separate document.

BACKGROUND

The Disability Services Act 1993 requires the preparation of a Disability Access and Inclusion Plan, to be reported on annually and reviewed every five years.

COMMENT

Although the 2018-2022 was adopted by Council in February 2018, Council is required to submit a progress report on annual overview of the Plan. The 2018-2022 addressed the issues raised in previous as per the following:-

- Events sanctioned by Council - disability principles apply.
- Disability issues incorporated into all Integrated Planning documents where applicable.
- Population data updated.
- New buildings/developments include disability access - eg Pool upgrade, Pavillion upgrade, Transit Park, Doctor and Dental surgeries.
- Proposed office upgrade to include disability access and inclusion considerations.

The Disability Access and Inclusion Plan is available as a public document on Council's website.

Reference to the Disability Access and Inclusion Plan is to be referenced in Shire of Three Springs 2017/2018 Annual Report as required

CONSULTATION

Chief Executive Officer

STATUTORY ENVIRONMENT

Disability Services Act 1993.

29. Report about disability access and inclusion plan

- (1) A public authority that has a disability access and inclusion plan must, if required to report under Part 5 of the *Financial Management Act 2006*, include in such report, a report about the implementation of the plan.
- (2) A local government or regional local government that has a disability access and inclusion plan must include in its annual report prepared under section 5.53 of the *Local Government Act 1995* a report about the implementation of the plan.

POLICY IMPLICATIONS

Access and Inclusion Policy Statement

The Shire of Three Springs is committed to ensuring that the community is accessible for and inclusive of people with disability, their families and carers.

The Shire of Three Springs interprets an accessible and inclusive community as one in which all Council functions, facilities and services (both in-house and contracted) are open, available and accessible to people with disability, providing them with the same opportunities, rights and responsibilities as other people in the community.

FINANCIAL IMPLICATION

Nil.

STRATEGIC IMPLICATIONS

The DAIP strategies are included where relevant in Council's Forward Planning documents.

VOTING REQUIREMENT

Simple Majority.

140348 COUNCIL RESOLUTION – Item 9.2.5

MOVED: Cr Connaughton
SECONDED: Cr Lake

That Council endorse the Shire of Three Springs Disability Access and Inclusion Plan (DAIP) 2018 report to be submitted to the Disability Services Commission by 2nd July 2018.

CARRIED
Voted: 7/0



Government of Western Australia
Department of Communities

Your ref: 55000227
Enquiries: Sue Henson, 9222 4580

102187012

SHIRE OF THREE SPRINGS	
FILE:	Adm0193
23 MAR 2018	
CEO <input type="checkbox"/>	ADMIN <input type="checkbox"/>
DCEO <input type="checkbox"/>	W/S <input type="checkbox"/>
EHO <input type="checkbox"/>	MECH <input type="checkbox"/>
ACTION:	

Ms Sylvia Yandle
Chief Executive Officer, Shire of Three Springs
PO Box 117
Three Springs 6519 WA

Dear Ms Yandle,

Thank you for your ongoing contribution to improving access and inclusion for people with disability through the Shire of Three Springs Disability Access and Inclusion Plan (DAIP).

As you may be aware, your 2017-18 DAIP progress report is due to the Department of Communities (Communities) by Monday 2 July 2018. DAIP progress reports provide an annual overview of the work public authorities have undertaken to support people with disability across the State. This information is also tabled in Parliament by the Minister for Disability Services. The DAIP Progress Report for 2016-2017 is available at www.disability.wa.gov.au.

This year Communities will be using SurveyMonkey to collect DAIP reports, as positive feedback on using this reporting method has been received during the previous reporting periods. Many State and local governments already use this software to collect information from stakeholders which includes the ability to produce a report at the end of the data-entry process. Further details on how to use the reporting survey and other support information will be emailed directly to the DAIP officer for your organisation in early April. They will also be invited to an information session to refresh their understanding of the process.

Communities employs Access and Inclusion Officers to support public authorities to meet their DAIP requirements. Please contact the team directly if you require further information on reporting or support on how to use the new system. Please contact Sue Henson (9222 4580) or Richard Struik (6217 6263) or email access@dsc.wa.gov.au if you require any assistance.

I look forward to hearing of the progress your organisation has made this year in enhancing access, inclusion and participation of people with disability.

Yours sincerely

Marion Hailes-MacDonald
Assistant Director General
Department of Communities, Disability Services

19 March 2018

146-160 Colin Street, WEST PERTH WA 6005
PO Box 441, WEST PERTH WA 6872
Telephone: 08 9426 9200 | Facsimile: 08 9226 2306
dsc@communities.wa.gov.au | communities.wa.gov.au

9.3. FINANCE

9.3.1. FINANCIAL STATEMENTS FOR MONTH ENDING 31 MAY 2018

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: 12th June, 2018
Author: Leah John

Signature of Author: _____

SUMMARY

The Monthly Statement of Financial Activity report for the month ending 31st May, 2018 is presented to Council for adoption.

ATTACHMENT

Finance Report ending 31st May, 2018.

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 31st May, 2018 is \$1,534,315.

SUMMARY OF FUNDS – SHIRE OF THREE SPRINGS	
Municipal Account	\$36,578
Business Cash Maximiser (Municipal Funds)	\$554,482
Grant Funds Holding Maximiser Account (Municipal Funds)	\$906,825
Trust Account	\$988
Reserve Maximiser	\$1,277,483
Police Licensing Account	\$94,967

Debtor's accounts as at 31st May, 2018 total \$46,901.

Creditors as at 31st May, 2018 are \$645

The total outstanding Rates debt is \$74,459

VOTING REQUIREMENTS

Simple Majority.

140349 COUNCIL RESOLUTION – ITEM 9.3.1

MOVED: Cr Thomas

SECONDED: Cr Mutter

That Council adopts the preliminary Monthly Statement of Financial Activity for the month ending 31st May, 2018.

CARRIED

Voted: 7/0

SHIRE OF THREE SPRINGS
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2017 TO 31 MAY, 2018

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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 31 MAY, 2018

	NOTE	31/05/18 Y-T-D Actual \$	31/05/18 Y-T-D Budget \$	2017/18 Revised Budget \$	2017/18 Original Budget \$	31/05/18 Y-T-D Variance \$	31/05/18 Y-T-D Variance %
REVENUES/SOURCES	1,2						
Governance		36,959	26,186	27,691	27,947	10,774	(41%)
General Purpose Funding		511,984	512,344	514,862	477,239	(360)	0%
Law, Order, Public Safety		36,449	224,894	228,684	226,284	(188,445)	84%
Health		15,246	15,645	17,100	19,500	(399)	3%
Education and Welfare		9,647	562,640	563,700	563,900	(552,993)	98%
Housing		83,857	90,646	96,653	108,625	(6,789)	7%
Community Amenities		94,550	77,099	77,780	78,100	17,451	(23%)
Recreation and Culture		23,672	24,819	26,649	54,599	(1,147)	5%
Transport		701,832	843,157	1,019,146	1,460,985	(141,325)	17%
Economic Services		7,578	10,141	10,949	11,813	(2,563)	25%
Other Property and Services		34,856	48,297	52,360	45,850	(13,441)	28%
		<u>1,556,630</u>	<u>2,435,867</u>	<u>2,635,574</u>	<u>3,074,842</u>	<u>879,238</u>	<u>(36%)</u>
(EXPENSES)/(APPLICATIONS)	1,2						
Governance		(195,360)	(230,482)	(244,098)	(288,039)	(35,122)	15%
General Purpose Funding		(29,742)	(32,976)	(35,974)	(35,974)	(3,234)	10%
Law, Order, Public Safety		(172,043)	(211,713)	(228,031)	(239,400)	(39,670)	19%
Health		(104,679)	(101,111)	(110,101)	(109,640)	3,568	(4%)
Education and Welfare		(11,980)	(13,698)	(14,050)	(11,850)	(1,718)	13%
Housing		(265,404)	(319,699)	(346,827)	(345,627)	(54,295)	17%
Community Amenities		(231,133)	(284,251)	(311,260)	(290,750)	(53,118)	19%
Recreation & Culture		(670,450)	(884,258)	(944,604)	(954,870)	(213,808)	24%
Transport		(613,529)	(782,282)	(820,927)	(1,474,189)	(168,753)	22%
Economic Services		(86,758)	(99,456)	(107,696)	(110,076)	(12,698)	13%
Other Property and Services		(5,389)	(41,400)	(35,932)	(44,466)	(36,011)	87%
		<u>(2,386,467)</u>	<u>(3,001,324)</u>	<u>(3,199,500)</u>	<u>(3,904,881)</u>	<u>(614,857)</u>	<u>(20%)</u>
Net Result Excluding Rates		(829,837)	(565,457)	(563,926)	(830,039)	264,381	
Adjustments for Non-Cash (Revenue) and Expenditure							
(Profit)/Loss on Asset Disposals	4	8,105	11,643	12,526	10,530	(3,538)	30%
Movement in Leave Reserve (Added Back)		2,177	0	0	0	0	(100%)
Movement in Work in Progress			0	0	0	0	0%
Rounding			0	0	0	0	0%
Depreciation on Assets	2(a)	756,892	891,825	972,894	972,894	(134,933)	15%
Capital Expenditure and Income							
Purchase Land held for resale	3	0	0	0	0	0	
Purchase Land and Buildings	3	(388,220)	(1,479,794)	(1,617,204)	(1,754,151)	(1,091,574)	74%
Purchase Furniture and Equipment	3	(46,041)	(68,043)	(91,542)	(120,000)	(22,002)	32%
Purchase Plant and Equipment	3	(262,931)	(254,101)	(254,101)	(278,300)	8,830	(3%)
Purchase of Motor Vehicles	3	(108,910)	(108,910)	(108,911)	(126,000)	0	0%
Purchase Infrastructure Assets - Roads	3	(1,274,244)	(1,656,506)	(1,730,086)	(2,115,356)	(382,262)	23%
Purchase Infrastructure Assets - Footpaths	3	0	(50,000)	(50,000)	(50,000)	(50,000)	100%
Purchase Infrastructure Assets - Airfields	3	0	0	0	0	0	0%
Purchase Infrastructure Assets - Parks	3	(17,933)	(17,876)	(17,876)	0	57	(100%)
Proceeds from Disposal of Assets	4	56,818	56,818	56,818	80,000	0	0%
Repayment of Debentures	5	(53,416)	(53,416)	(62,885)	(62,885)	0	0%
Proceeds from New Debentures	5	0	0	0	0	0	0%
Transfers to Reserves (Restricted Assets)	6	(21,379)	(20,591)	(181,396)	(81,396)	788	(4%)
Transfers from Reserves (Restricted Assets)	6	0	0	600,000	600,000	0	0%
ADINet Current Assets July 1 B/Fwd	7	1,675,808	1,675,808	1,675,808	1,714,991	0	
LEtNet Current Assets Year to Date	7	<u>1,534,315</u>	<u>398,827</u>	<u>677,545</u>	<u>0</u>	<u>1,135,489</u>	<u>(285%)</u>
Amount Req'd to be Raised from Rates		<u>(2,037,426)</u>	<u>(2,037,426)</u>	<u>(2,037,426)</u>	<u>(2,039,712)</u>	<u>0</u>	<u>0%</u>
Rates per Note 8		2,037,426	2,037,426	2,037,426	2,039,712		
Variance		0	0	0	0		

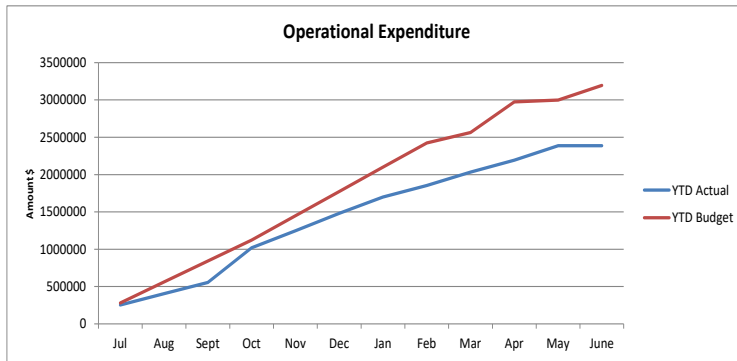
Statement of Financial Activities Reportable Variances - Actuals Vs. Current Budget

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

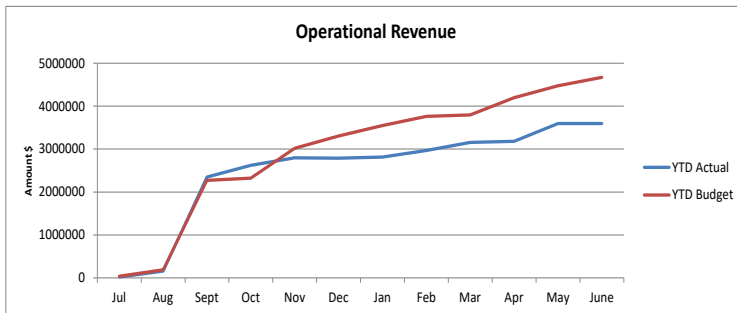
% - Under-expenditure / extra income, (%) - Over-expenditure / reduced income.

	%	\$	
REVENUES/SOURCES			
			Explanation for Variances
Governance	(41%)	\$ 10,774	Employer incentive scheme payment (\$7,500) for a staff of Meedac gaining employment with Shire, coupled with a staff entitlement transferred from previous employer (LG).
5 Law, Order, Public Safety	84%	-\$ 188,445	Grant funding from DFES for new Fire Shed delayed, awaiting shed to be fully completed.
Education and Welfare	98%	-\$ 552,993	Child Care Centre funding, total of \$500k is yet to be received from Department of Regional Development (DRD) and Lotterywest. Project and funding on hold till a feedback is received for BBRF round 2 application.
9 Housing	7%	-\$ 6,789	Kadathinni rentals, budget over estimated and Glyde 5 property currently vacant.
10 Community Amenities	(23%)	\$ 17,451	Contribution from Karara Mine for construction of Final Trench at refuse sit, not in budget.
12 Transport	17%	-\$ 141,325	Second and final claim of RRG funding pending, awaiting completion of Perenjori road.
Other Property and Services	28%	-\$ 13,441	Claims outstanding for workers compensation reimbursements from LGIS.
(EXPENSES)/(APPLICATIONS)			
Governance	15%	-\$ 35,122	Variance attributed by unspent funds for corporate business plan, delay in FBT payment, Councillor entitlements low and low admin allocations.
General Purpose Funding	10%	-\$ 3,234	Low admin allocation costs.
Law, Order, Public Safety	19%	-\$ 39,670	Expenditure on CE & Ranger services (resource sharing) under budget - invoice pending from service provider. Other expense areas low at this stage.
Housing	17%	-\$ 54,295	House maintenance shedule behind budget with staff on workers compensation. Depreciation lower than budget due to drop in housing values from 2016/17 land & building revaluations taken up.
Community Amenities	19%	-\$ 53,118	Generally lower spending to date in community amenities, mainly refuse site maintenance, stormwater drainage, staff training, town planning and main street revitalisation.
Recreation & Culture	24%	-\$ 213,808	Mainly driven by low depreciation and low maintenance costs on pool assets. Inaddition salary budget for relief pool manager not utilised during the season and parks & gardens and reserve expenditure been low.
Transport	22%	-\$ 168,753	General road maintenance behind schedule as Works Crew assigned to capital projects which initially was budgeted for contract works. Tree pruning work completed, remaining budget to be used later as required. Depot maintenance expenses low at this stage.
Economic Services	13%	-\$ 12,698	Low year to date spending in tourist promotion activites and weeds/pest plants control.
Other Property and Services	87%	-\$ 36,011	Low in repair wages and depreciation costs and high plant cost recovery.
CAPITAL EXPENDITURE AND INCOME			
(Profit)/Loss on Asset Disposals	30%	-\$ 3,538	Budget loss overestimated.
Depreciation on Assets	15%	-\$ 134,933	Building depreciation have been lower than budget due to council asset revaluations in 2016/17 year.
Purchase Land and Buildings	74%	-\$ 1,091,574	New Child Care Centre likely to be deferred to 2018/19 year, awaiting decision on extra grant application - round 2 of BBRF, submitted December in 2017.
Purchase Furniture and Equipment	32%	-\$ 22,002	Medical Centre contingnecy budget for medical equipment not utilised at this stage. Network connection for Depot been delayed.
Purchase Plant and Equipment	(3%)	\$ 8,830	Expenditure on purchases of minor tools & equipment over budget. Minor plant purchases to be reclassified as operation costs.
Purchase Infrastructure Assets - Roads	23%	-\$ 382,262	Perenjori road works under budget, contractor invoice delayed to June. Contract awarded for RTR road program, work on two roads to start and finish in June. Most roads under municipal funding completed to date under budget, only Turkey Flat road pending.
Purchase Infrastructure Assets - Footpaths	100%	-\$ 50,000	Footpath construction scheduled for last quarter.

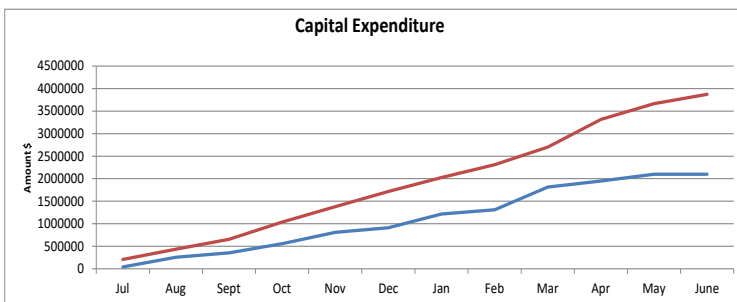
General Income and Expenditure Graphs



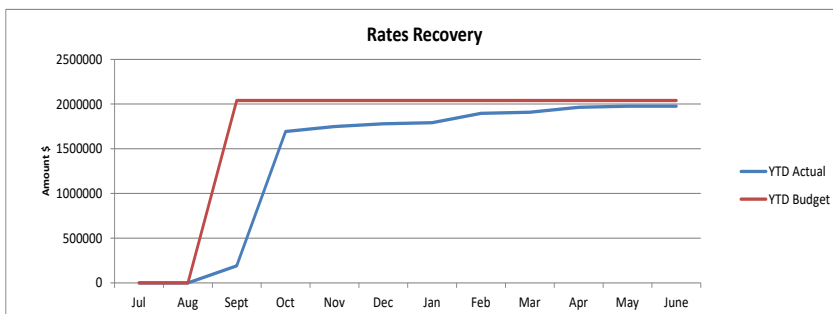
Comment: Rural tree pruning and pruning in town has all been completed, remainder budget to be utilised as required. Road maintenance work behind budget as work crew have been assigned to capital road projects. Housing and property maintenance behind budget schedule due to staff on workers compensation.



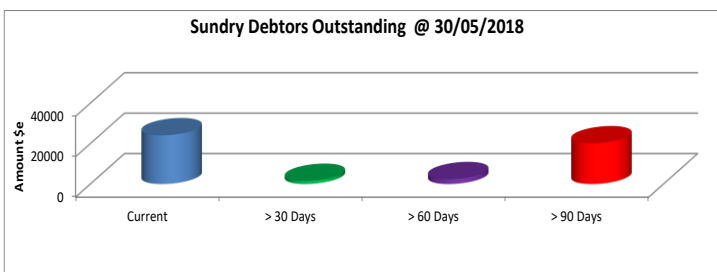
Comment: FAGS payment up to date, last quarter received in May. First 40% claimed on RRG funding occurred in September, second and final claim awaiting completion of Perenjori road. RTR funding received in full by close of May. DEFES grant funding of new Fire Shed on hold till project is fully completed. Grant funding application for Bike Path Network has been successful, funds yet to receive, maybe delayed to 2018/19. Funding for Child Care Centre likely to be released in new financial year.



Comment: Major upgrade and refurbishment of Shire Admin Building successfully completed in the year. Fire Shed construction completed, interior works ongoing. Child Care Building on hold till feedback is received for grant application on 2nd round of BBRF. Road works to Recovery and Municipal road works progressing at this stage. Priority given to RRG project- Perenjori road. All plant replacement for the year have been achieved. Footpaths work deferred to new budget year.



Comment: Rates Billing for 2017/18 year issued September 2017. 97% of rates revenue has been collected to date as at close of May.



Comment: 90 Days - Complain lodged with ATO for delay of June 2017 BAS payment.

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2017 TO 31 MAY, 2018

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 31 MAY, 2018

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 31 MAY, 2018

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 31 MAY, 2018**

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 31 MAY, 2018**

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 31 MAY, 2018

		31 May, 2018	2017/18
		Actual	Current Budget
		\$	\$
3. ACQUISITION OF ASSETS			
The following assets have been acquired during the period under review:			
<u>By Program</u>			
Governance			
Furniture & Equipment		14,046	30,000
M/V Purchase		35,059	35,060
Buildings	Chambers/Admin	128,343	128,343
Law, Order, Public Safety			
Firefighting Equipment	Fire Truck	0	0
Furniture & Equipment	CCTV Cameras	0	0
Fire Prevention Buildings	Fire Shed	163,201	185,784
Health			
Furniture & Equipment (Medical Centre)		0	10,000
Buildings cap - Doctors House, 5 Howard Doctor's House		6,188	6,000
Welfare Services			
Buildings	Child Care Centre	8,260	1,130,000
Housing			
Buildings	Staff Housing	25,439	34,100
Buildings	Other Housing	45,637	99,567
Community Amenities			
Infrastructure Assets Parks & Gardens	Revitalisation & Arrino	3,557	3,500
Land	Land - Arrino gardens	2,410	2,410
Buildings	Thrity Shop	3,968	4,000
Recreation and Culture			
Buildings	Pool Shelter	0	8,000
Furniture & Equipment (Pool)		30,543	30,543
Infrastructure - Parks & Oval	Cricket wicket, Hockey lights	14,376	14,376
Furniture & Equipment		0	0
Building - Pavilion		0	2,500
Buildings - Public Halls/Civic Centre		0	4,000
Transport			
Infrastructure - Roads		1,260,523.46	1,716,433
Purchase Plant & Equipment	Backhoe/Free Roller	249,101	249,101
Tools & Equipment	Traffic Lights, Welder, Genset, etc	13,830	5,000
Purchase of Motor Vehicles	Mechanics vehicle	73,851	73,851
Furniture & Equipment	Office Equipment & Network	1,452	11,000
Building	Transportable Office	4,772	10,000
Footpaths	Slaughter Street	0	50,000
Drainage	Town Drainage	13,721	13,653
Economic Services			
Furniture & Equipment			10,000
Buildings			2,500
		2,098,279	3,869,721

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2017 TO 31 MAY, 2018

	31 May, 2018 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	388,220	1,617,204
Furniture and Equipment	46,041	91,543
Plant and Equipment	262,931	254,101
Motor Vehicles	108,910	108,911
Infrastructure Assets - Roads	1,274,244	1,730,086
Infrastructure Assets - Footpaths	0	50,000
Infrastructure Assets - Airfield	0	0
Infrastructure Assets - Parks and Ovals	17,933	17,876
	<u>2,098,279</u>	<u>3,869,721</u>

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

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

2,098,279	3,869,721
2,098,279	3,869,721
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>

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2017 TO 31 MAY, 2018

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	13,614		10,000	10,909		(3,126)	(2,705.32)
CEO Holden Calais	20,914	17,455		20,000	14,545		(914)	(2,910)
Case 580OLE Backhoe	18,434	0		15,000	0		(3,434)	0
Works Manager - Ford PX MKII Ranger X	38,056	33,853		35,000	31,364		(3,056)	(2,489.71)
	90,530	64,923		80,000	56,818		(10,530)	(8,105)
<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	64,923		65,000	56,818		(7,096)	(8,105)
	90,530	64,923		80,000	56,818		(10,530)	(8,105)

Summary

Proceeds on Sale of Assets

Profit on Asset Disposals

Loss on Asset Disposals

2017/18	31/5/2018
BUDGET	ACTUAL
\$	\$
80,000	56,818
0	0
(10,530)	(8,105)
(10,530)	(8,105)

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2017 TO 31 MAY, 2018

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	16,634	16,635	17,531	17,530	909	1,599
Loan 160 - Swimming Pool	147,901	0	0	9,287	18,755	138,614	129,146	2,891	5,601
Transport									
Loan 157 - Grader	87,726	0	0	27,495	27,495	60,231	60,231	2,689	4,963
	269,792	0	0	53,416	62,885	216,376	206,907	6,489	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 31 MAY, 2018

	31 May, 2018 Actual \$	2017/2018 Revised Budget \$	2017/2018 Original Budget \$
6. RESERVES			
Cash Backed Reserves			
(a) Leave Reserve			
Opening Balance	127,916	127,916	127,916
Amount Set Aside / Transfer to Reserve	2,177	3,197	3,197
Amount Used / Transfer from Reserve	-		
	<u>130,093</u>	<u>131,113</u>	<u>131,113</u>
(b) Plant Reserve			
Opening Balance	234,736	234,736	234,736
Amount Set Aside / Transfer to Reserve	3,995	5,867	5,867
Amount Used / Transfer from Reserve	-	-	-
	<u>238,731</u>	<u>240,603</u>	<u>240,603</u>
(c) Housing & Development Reserve			
Opening Balance	120,276	120,276	120,276
Amount Set Aside / Transfer to Reserve	2,047	3,006	3,006
Amount Used / Transfer from Reserve	-		
	<u>122,323</u>	<u>123,282</u>	<u>123,282</u>
(d) Local Gov Com Housing Reserve			
Opening Balance	157,575	157,575	157,575
Amount Set Aside / Transfer to Reserve	2,682	3,939	3,939
Amount Used / Transfer from Reserve	-	(100,000)	(100,000)
	<u>160,257</u>	<u>61,514</u>	<u>61,514</u>
(e) Gravel Pit Reserve			
Opening Balance	46,530	46,530	46,530
Amount Set Aside / Transfer to Reserve	792	1,163	1,163
Amount Used / Transfer from Reserve	-		
	<u>47,322</u>	<u>47,693</u>	<u>47,693</u>
(f) Swimming Pool Rec Eq Reserve			
Opening Balance	35,984	35,984	35,984
Amount Set Aside / Transfer to Reserve	612	100,899	899
Amount Used / Transfer from Reserve	-		
	<u>36,596</u>	<u>136,883</u>	<u>36,883</u>
(g) Day Care Centre Reserve			
Opening Balance	508,083	508,083	508,083
Amount Set Aside / Transfer to Reserve	8,647	12,700	12,700
Amount Used / Transfer from Reserve	-	(500,000)	(500,000)
	<u>516,731</u>	<u>20,783</u>	<u>20,783</u>
(h) Lovelocks Soak Reserve			
Opening Balance	25,004	25,004	25,004
Amount Set Aside / Transfer to Reserve	426	25,625	25,625
Amount Used / Transfer from Reserve	-		
	<u>25,430</u>	<u>50,629</u>	<u>50,629</u>
(i) Road Project Reserve			
Opening Balance	-		
Amount Set Aside / Transfer to Reserve	-	25,000	25,000
Amount Used / Transfer from Reserve	-		
	<u>-</u>	<u>25,000</u>	<u>25,000</u>
Total Cash Backed Reserves	<u>1,277,483</u>	<u>837,500</u>	<u>737,500</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 31 MAY, 2018

	31 May, 2018 Actual \$	2017/18 Revised Budget \$	2017/2018 Original Budget \$
6. RESERVES (Continued)			
Summary of Transfers To Cash Backed Reserves			
Transfers to Reserves			
Leave Reserve	2,177	3,197	3,197
Plant Reserve	3,995	5,867	5,867
Housing & Development Reserve	2,047	3,006	3,006
Local Gov Com Housing Reserve	2,682	3,939	3,939
Gravel Pit Reserve	792	1,163	1,163
Swimming Pool Rec Eq Reserve	612	100,899	899
Day Care Centre Reserve	8,647	12,700	12,700
Lovelocks Soak Reserve	426	25,625	25,625
Roads Reserve	25,000	25,000	25,000
	<u>21,379</u>	<u>181,396</u>	<u>81,396</u>
Transfers from Reserves			
Leave Reserve	-	-	-
Plant Reserve	-	-	-
Housing & Development Reserve	-	-	-
Local Gov Com Housing Reserve	-	(100,000)	(100,000)
Gravel Pit Reserve	-	-	-
Swimming Pool Rec Eq Reserve	-	-	-
Day Care Centre Reserve	-	(500,000)	(500,000)
Lovelocks Soak Reserve	-	-	-
	<u>-</u>	<u>(600,000)</u>	<u>(600,000)</u>
Total Transfer to/(from) Reserves	<u>21,379</u>	<u>(418,604)</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

- to be used for future upgrade of Water Infrastructure.

Road Reserve proposed for future Road upgrade/reconstruction.

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 31 MAY, 2018

	31 May, 2018 Actual \$	Brought Forward 1-Jul-17 \$
7. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	1,411,165	1,543,716
Cash - Restricted (Reserves)	1,277,483	1,256,105
Cash - Restricted (Unspent Grants)	76,500	160,767
Receivables		
- Rates Outstanding	43,186	29,700
- Excess Rates	(6,217)	(4,530)
- Sundry Debtors	62,982	79,838
- Emergency Services Levy	(482)	1,782
- Accrued income	-	-
- Prepayments	-	-
- Provision for doubtful debt	(395)	(5,096)
- GST Receivable	12,664	-
Inventories	1,905	1,905
Land held for resale	-	-
	<u>2,878,791</u>	<u>3,064,187</u>
LESS: CURRENT LIABILITIES		
Payables		
- Sundry Creditors	(645)	(74,280) *
- Accrued Expenditure	-	-
- GST Payable	(2,330)	(1,050)
- PAYG/Withholding Tax Payable	(22,251)	-
- 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	(9,468)	(62,885)
	<u>(206,554)</u>	<u>(323,075)</u>
NET CURRENT ASSET POSITION	2,672,237	2,741,112
Less: Cash - Reserves - Restricted	(1,277,483)	(1,256,105)
Less: Cash - Restricted/Committed	-	-
Add Back : Liabilities Supported by Reserves		
Component of leave liability not required to be funded	130,093	127,916
Add Back : Current Loan Liability	9,468	62,885
	<u>150,561</u>	<u>250,706</u>
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u><u>1,534,315</u></u>	<u><u>1,675,808</u></u>

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2017 TO 31 MAY, 2018

8. RATING INFORMATION - 2017/2018 FINANCIAL YEAR

<u>RATE TYPE</u>	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	138	0	238,466.80	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	(1,692)	0	1,673,586.27	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	(1,554)	0	2,012,957.59	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	(281)	0	5,568.90	5,850
Sub-Totals		55	335,305	24,750	(281)	0	24,468.90	25,200
							2,037,426	2,039,712
Discounts							0.00	0
Totals							2,037,426	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	231,189	(232,387)	(1)
Three Springs LCDC	4,334			4,334
Arrowsmith Catchment	77,393			77,393
Arrowsmith Rates	11,556			11,556
Nomination Fees	0	240	(240)	0
East Three Springs Catchment	2,014			2,014
BCITF Levy	0	619	(619)	0
BRB Levy	56	653	(709)	(0)
RSL	0			0
Housing Bonds	280	820	(820)	280
Refuse site	0			0
Hall Hire Bond	0	500	(500)	0
Community Bus Bond	100			100
	<u>96,930</u>			<u>95,676</u>

10. CASH / INVESTMENTS SUMMARY

Short Term Investments (0 - 3 months)

Financial Institution	Fund	Date Invested	Investment Amount \$	Interest Rate % \$	Maturity Date	31 May 2018 Actual \$
National Australia Bank	Reserve Maxi	19/02/2018	1,277,483	2.45% -	19/06/2018	1,277,483
Credits						
National Australia Bank	Maxi Investment	1/04/2018	324,344	138	230,000	554,482
National Australia Bank	Grant Acc	1/04/2018	906,440	385	-	906,825

Cash at Bank

	Fund	Total cash at Bank	O/S Deposits	O/S Cheques	Adjustment	31 May 2018 Actual \$
National Australia Bank	Muni	36,577	10	(530)	-	36,057
National Australia Bank	Trust	988		(280)	-	708
National Australia Bank	Licensing	94,967	-	-	-	94,967

SHIRE OF THREE SPRINGS

INCOME STATEMENT

BY PROGRAM

FOR THE PERIOD 1 JULY, 2017 TO 31 MAY, 2018

	31/05/18 Y-T-D Actual	31/05/18 Y-T-D Current Budget	2017/18 Current Budget
	\$	\$	\$
OPERATING REVENUES			
Governance	36,959	26,186	27,691
General Purpose Funding	2,549,410	2,549,770	2,552,288
Law, Order, Public Safety	36,449	224,894	228,684
Health	15,246	15,645	17,100
Education and Welfare	9,647	562,640	563,700
Housing	83,857	90,646	96,653
Community Amenities	94,550	77,099	77,780
Recreation and Culture	23,672	24,819	26,649
Transport	701,832	843,157	1,019,146
Economic Services	7,578	10,141	10,949
Other Property and Services	34,856	48,297	52,360
	<u>3,594,056</u>	<u>4,473,294</u>	<u>4,673,000</u>
OPERATING EXPENSES			
Governance	(195,360)	(230,482)	(244,098)
General Purpose Funding	(29,742)	(32,976)	(35,974)
Law, Order, Public Safety	(172,043)	(211,713)	(228,031)
Health	(104,679)	(101,111)	(110,101)
Education and Welfare	(11,980)	(13,698)	(14,050)
Housing	(265,404)	(319,699)	(346,827)
Community Amenities	# (231,133)	(284,251)	(311,260)
Recreation & Culture	(670,450)	(884,258)	(944,604)
Transport	(613,529)	(782,282)	(820,927)
Economic Services	(86,758)	(99,456)	(107,696)
Other Property and Services	(6,767)	(41,400)	(35,932)
	<u>(2,387,845)</u>	<u>(3,001,324)</u>	<u>(3,199,500)</u>
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>1,206,211</u>	<u>1,471,970</u>	<u>1,473,500</u>

SHIRE OF THREE SPRINGS

BALANCE SHEET

FOR THE PERIOD 1 JULY, 2017 TO 31 MAY, 2018

	31 May, 2018 ACTUAL \$	2016/17 \$
CURRENT ASSETS		
Cash and Cash Equivalents	2,765,148	2,960,587
Trade and Other Receivables	111,739	100,645
Inventories	1,905	1,905
TOTAL CURRENT ASSETS	2,878,792	3,063,137
NON-CURRENT ASSETS		
Other Receivables	19,717	19,717
Property, Plant and Equipment	14,349,235	14,417,419
Infrastructure	35,241,876	33,900,399
TOTAL NON-CURRENT ASSETS	49,610,828	48,337,535
TOTAL ASSETS	52,489,620	51,400,672
CURRENT LIABILITIES		
Trade and Other Payables	25,227	87,281
Long Term Borrowings	9,468	62,885
Provisions	171,860	171,860
TOTAL CURRENT LIABILITIES	206,555	322,026
NON-CURRENT LIABILITIES		
Long Term Borrowings	206,908	206,908
Provisions	41,366	41,366
TOTAL NON-CURRENT LIABILITIES	248,274	248,274
TOTAL LIABILITIES	454,829	570,300
NET ASSETS	52,034,791	50,830,372
EQUITY		
Retained Profits (Surplus)	28,831,646	27,646,813
Reserves - Cash Backed	1,275,691	1,256,105
Reserves - Asset Revaluation	21,927,454	21,927,454
TOTAL EQUITY	52,034,791	50,830,372

SHIRE OF THREE SPRINGS
STATEMENT OF CHANGES IN EQUITY
FOR THE PERIOD 1 JULY, 2017 TO 31 MAY, 2018

	31 May 2018 Actual \$	2017 \$
RETAINED PROFITS (SURPLUS)		
Balance as at 1 July 2017	27,646,814	26,027,171
Change in Net Assets Resulting from Operations	1,204,419 *	2,042,273
Transfer from/(to) Reserves	<u>(21,379)</u>	<u>(422,630)</u>
Balance as at 31 May 2018	<u>28,829,854</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>21,379</u>	<u>422,630</u>
Balance as at 31 May 2018	<u>1,277,484</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 31 May 2018	<u>21,927,453</u>	<u>21,927,453</u>
 TOTAL EQUITY	 <u>52,034,791</u>	 <u>50,830,372</u>

SHIRE OF THREE SPRINGS

INCOME STATEMENT

BY NATURE OR TYPE

FOR THE PERIOD 1 JULY, 2017 TO 31 MAY, 2018

	NOTE	31/05/2018 Y-T-D Actual	31/05/2018 Y-T-D Current Budget	2017/18 Revised Budget
		\$		\$
REVENUES FROM ORDINARY ACTIVITIES				
Rates	8	2,035,881	2,037,576	2,037,576
Grants and Subsidies - Operating		572,833	576,430	583,136
Grants and Subsidies - Non Operating		626,606	1,501,074	1,671,907
Contributions Reimbursements and Donations - Operating		49,463	41,510	44,400
Contributions Reimbursements and Donations - Capital		-	-	-
Proceeds on Disposal of Assets		56,818	56,818	56,818
Service Charges		-	-	-
Fees and Charges		206,993	220,493	231,815
Interest Earnings		42,355	48,475	53,612
Other Revenue		59,926	47,736	50,554
Realisation on Asset Disposal		(56,818)	(56,818)	(56,818)
		<u>3,594,057</u>	<u>4,473,294</u>	<u>4,673,000</u>
EXPENSES FROM ORDINARY ACTIVITIES				
Employee Costs		(857,750)	(1,031,281)	(1,090,451)
Materials and Contracts		(375,261)	(655,057)	(679,131)
Utilities		(177,983)	(203,179)	(216,963)
Depreciation		(756,892)	(891,825)	(972,894)
Interest Expenses		(10,217)	(14,364)	(15,663)
Insurance		(173,156)	(158,504)	(173,789)
Other Expenditure		(28,482)	(35,471)	(38,083)
		<u>(2,379,741)</u>	<u>(2,989,681)</u>	<u>(3,186,974)</u>
Loss on Sale of Assets		(8,105)	(11,643)	(12,526)
Profit on Asset Disposal		-	-	-
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS		<u>1,206,211</u>	<u>1,471,970</u>	<u>1,473,500</u>
Income Statement by Nature & Type		1,206,211	1,471,970	1,473,500
Income Statement by Program		1,206,211	1,471,970	1,473,500
		0		-



Shire of Three Springs
2017/2018 Works Programme @ 31/05/2018

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						X				223,178	223,178	230,038	Project complete
T/S Morawa Road 7mm PMB, reseal SLK 0 -SLK 6.0	MR07	3154		X	X		X				X				247,899	247,899	247,899	Project complete
Perenjori Road, Widening and Reconstruction	MR08	3154		X	X	X	X		X		X	X	X		330,386	330,386	228,383	Project complete - payment in June
															829,463	829,463	734,320	
Roads To Recovery																		
Wilton Well Road re-sheet SLK 0-3.0	RR06	3124										X			104,943	96,184	80,927	Commenced April
Maley Rd re-sheet SLK 0-3.0	RR07	3124										X	X		104,943	96,184	119,193	Commenced April
Dudawa Road Various Location Pavement Repairs	RR09	3124										X	X		50,868	46,640	6,823	Contract work to start & complete in June
Arrino South Road Various Locations Pavement Repairs	RR10	3124				X						X			155,444	142,483	2,703	Contract work to start & complete in June
															416,198	381,491	209,647	
Shire Projects																		
Tompkin Road re-sheet SLK 2.38-5.38	C1093	3164				X	X								104,943	96,184	70,192	Complete
Carey Rd resheet SLK 4.43 - 7.43	C1059	3164				X	X	X							104,943	96,184	57,845	Complete
Robinson Road re-sheet SLK 6.12 - 9.12	C1082	3164			X	X									104,943	96,184	108,090	complete
Turkey Flat Rd re-sheet SLK 7.83-10.83	C1012	3164										X	X		104,943	96,184	43,972	complete
Hunt Street SLK 0- Slk 0.13 10mm PMB Re-seal	C1096	3164									X				7,000	6,413	3,091	complete
Williamson Street- Reseal	C1066	3164									X				34,000	31,163	22,430	complete
West Yarra Road - Survey	C1021	3164													5,000	4,587	0	
Drainage	1208	5594	X	X							X				13,653	13,653	13,721	Original budget of \$300,000,carryover to 2018/19- transfer to reserve
Footpath	1262	3224													50,000	50,000	0	WA Bike Network path - grant funding of \$30,000 approved, yet to be released. Project carryover to 2018/19.
															529,425	490,552	319,343	
Total Capital Works															1,775,086	1,701,506	1,263,309	

WANDRRA PROJECTS																		
MRWA/DOWNER MOUCHEL - FUTURE WORKS		3322													0	0	0	Funds & Project carryover to 2018/19 budget
															0	0	0	
Operations and Maintenance Expenditure																		
Maintenance General		3352	X	X	X	X	X	X	X	X	X	X			0	0	219,386	Total made up of individual road maintenance costings.
Town Street Maintenance	1201	3352	X	X	X	X	X	X	X	X					22,116	21,195	4,809	
Rural Road Maintenance	1202	3352	X	X	X	X	X	X	X	X		X			73,433	72,666	11,887	
Road Maintenance Grading	1229	3352													230,471	225,516	0	Costs against individual roads
Fire Control	5001	0692	X	X	X	X	X	X	X	X	X	X	X					
Refuse Site Maintenance	1001	1772	X	X	X	X	X	X	X	X	X	X	X		51,344	43,058	30,595	
Old Refuse Site Rehabilitation	1011	1772													0	0	0	
Tree Pruning Rural Roads (Contract)	1324	3372	X	X	X	X		X							155,000	146,076	121,111	Completed - remaining funds to be utilised later as required.
Tree Pruning Town (Contract)	1322	3372						X			X				15,200	15,200	8,104	Work complete - remaining funds to be utilised when required.
Traffic Signs & Control	1240	3442		X		X	X	X		X		X	X		5,000	5,000	4,876	
Sealed Road condition pickup & report		3302			X										9,547	9,547	9,547	
Parks and Garden Maintenance																		
other Parks & Gardens Maintenance	1105	2642	X	X	X	X	X	X	X	X	X	X	X		83,007	81,228	44,942	Costs captured under new codes and identified in activity areas.
Street Trees & Watering	1232	3362	X	X	X	X	X	X	X	X	X	X	-		6,703	6,500	5,794	
Street Cleaning	1231	3432	X	X	X	X	X	X	X	X	X	X	X		15,561	14,811	14,844	
Oval Maintenance	1107	2652	X	X	X	X	X	X	X	X	X	X	X		113,008	108,303	87,410	
Stormwater Drain Maintenance	1003	2002	X	X	X	X	X	X	X						11,088	10,175	3,968	
Centenary Water Feature	1120	3132	X	X	X	X	X	X	X	X	X	X	X		8,591	8,126	6,133	
Verge Spraying - Weed control	1301	3842		X	X							X			10,500	9,718	4,849	
Depot Maintenance	1230		X	X	X	X	X	X	X	X	X	X	X		55,274	51,442	31,635	
Total Operations and Maintenance															865,843	828,560	609,889	

		Debtors Trial Balance						
		As at 31.05.2018						
Debtor #	Name	Credit Limit	02.03.2018		01.04.2018	01.05.2018	31.05.2018	Total
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
			Of					
			Oldest					
			Invoice					
		(90Days)						
A18		16733.00	97	0.00	0.00	0.00	16733.00	
A76		0.00	0	0.00	315.57	0.00	315.57	
B97		100.00	567	0.00	0.00	0.00	100.00	
C95		25.00	147	0.00	0.00	0.00	25.00	
C102		0.00	0	0.00	336.43	0.00	336.43	
D7		0.00	0	0.00	0.00	671.66	671.66	
D72		283.90	219	0.00	0.00	0.00	283.90	
G57		0.00	0	0.00	0.00	0.00	-40.00	
I2		0.00	0	0.00	0.00	0.00	0.00	
J1		0.00	0	0.00	0.00	0.00	-281.49	
K20		0.00	0	0.00	0.00	0.00	-100.00	
K23		0.00	0	0.00	0.00	21450.00	21450.00	
K32		425.70	294	0.00	0.00	0.00	425.70	
L91		0.00	0	0.00	0.00	501.00	501.00	
M100		0.00	0	0.00	0.00	0.00	-0.02	
M115		1110.00	878	0.00	0.00	0.00	1110.00	
M135		0.00	0	155.38	0.00	0.00	155.38	
N46		190.00	567	0.00	0.00	0.00	190.00	
O17		0.00	0	0.00	0.00	0.00	-600.00	
P11		500.00	148	0.00	0.00	0.00	500.00	
S96		0.00	0	20.00	0.00	0.00	20.00	
S99		0.00	0	0.00	0.00	43.40	43.40	
S100		100.00	345	0.00	0.00	0.00	100.00	
T14		0.00	0	600.00	0.00	0.00	600.00	
T46		0.00	0	73.00	0.00	0.00	73.00	
T52		692.27	147	922.92	910.25	1216.26	3741.70	
T57		0.00	0	0.00	0.00	0.00	-40.00	
V11		0.00	0	0.00	0.00	230.00	230.00	
W60		0.00	0	0.00	0.00	0.00	-283.46	
W69		0.00	0	640.00	0.00	0.00	640.00	
Totals --- Credit Balances:		-1344.97	20159.87	2411.30	1562.25	24112.32	46900.77	

9.3.2. ACCOUNTS FOR PAYMENT – 31 MAY 2018

Agenda Reference: CEO
Location/Address: Shire of Three Springs
Name of Applicant: Shire of Three Springs
File Reference: ADM0083
Disclosure of Interest:
Date: 12th June, 2018
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 31st May, 2018 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

140350 COUNCIL RESOLUTION – ITEM 9.3.2

MOVED: Cr Mutter
SECONDED: Cr Thorpe

That Council notes the accounts for payment as presented for May, 2018 from the –

Municipal Fund totalling \$171,475.18 represented by Electronic Fund Transfers No's 14464 –14493 & 14495 - 14523, Cheque No's 11462 – 11467 and Direct Debits 11344.1 – 11344.5, 11357.1, 11361.1, 11368.1 -11368.4, 11383.1 & 11385.1 – 11385.5

Licensing Fund totalling \$20,039.85 represented by Direct Debit No 11391.1.

&

Trust Fund totalling \$376.65 represented by Cheque No 000041 and EFT No 14494.

CARRIED
Voted: 7/0

Date: 12/06/2018
Time: 11:19:39AM

Shire of THREE SPRINGS
Statement of Payments for the Month of May 2018

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
Bond Administrator				
41	25/05/2018	BOND FOR 46 CARTER STREET - PATRICIA FARR		320.00
INV T5	25/05/2018	Bond Administrator - 46 Carter Street Three Springs	320.00	
Department of Health of WA				
11462	09/05/2018	Chlorine Gas Permit		125.00
INV 1274/18	27/04/2018	Renewal for Chlorine Gas Permit 1274 (Allowing Purchase and Storage	125.00	
Synergy				
11463	09/05/2018	Electricity Usage Charges		11,592.95
INV	27/04/2018	Electricity Usage Charges 15/03/2018 to 18/04/2018 - Aquatic Centre,	6,549.00	
INV	07/05/2018	Electricity Usage Charges 01/03/2018 to 01/05/2018 - Medical Centre,	1,830.65	
INV	07/05/2018	Electricity Usage Charges 01/03/2018 to 02/05/2018 - Unit 1 (A) 66	134.45	
INV	07/05/2018	Electricity Usage Charges 01/03/2018 to 02/05/2018 - Unit 2 (B) 66	86.50	
INV	07/05/2018	Electricity Usage Charges 01/03/2018 to 01/05/2018 - 46 Carter Street,	65.20	
INV	07/05/2018	Electricity Usage Charges 01/03/2018 to 02/05/2018 - Fire Shed,	36.00	
INV	07/05/2018	Electricity Usage Charges 28/02/2018 to 01/05/2018 - 5 Glyde Street,	59.80	
INV	07/05/2018	Electricity Usage Charges 01/03/2018 to 01/05/2018 - Water Feature,	409.85	
INV	02/05/2018	Electricity Charges 25/03/2018 to 24/04/2018 for 133 Street Lights,	2,140.95	
INV	04/05/2018	Electricity Usage Charges 01/03/2018 to 03/05/2018 - Duffys Store,	60.75	
INV	07/05/2018	Electricity Usage Charges 01/03/2018 to 01/05/2018 - 50 Carter Street,	219.80	
Telstra				
11464	09/05/2018	Monthly Account		744.24
INV	05/05/2018	Mobile Phone Usage 05/05/18 to 04/06/18 - 0407 981 659 \$48.97 0448	744.24	
Three Springs Engineering				
11465	09/05/2018	Contractor		973.00
INV P76/67	02/03/2018	HM 212049 Cone, HM 212011 Cup, HM 218248 Cone, HM 218210	298.00	
INV J3683	11/01/2018	Bore of 5 spacers	99.00	
INV J3690	12/03/2018	Treaded Rod, Machine repairs to jockey Wheel	374.00	
INV P29/67	27/02/2018	Nuts and Bolts, male hyd breakaway, Air F Oil, b415 D bar pan	202.00	
Synergy				
11466	25/05/2018	Electricity Usage Charges		135.85
INV	07/05/2018	Electricity Usage Charges 01/03/2018 to 01/05/2018 - Old Nurses	70.50	
INV	08/05/2018	Electricity Usage Charges 01/03/2018 to 02/05/2018 - 89 Williamson	65.35	
Water Corporation				
11467	25/05/2018	Water Usage Charges		416.26
INV	14/05/2018	Overdue Water Usage Charges for 17 Glyde Street - On Charged to	416.26	
BOC Gases				
EFT14464	09/05/2018	Monthly Account		44.86
INV 1332356	28/04/2018	Daily Cylinder Tracking 29/03/2018 to 27/04/2018 - Oxygen Industrial	44.86	
Bunnings Group Limited				
EFT14465	09/05/2018	Monthly Account		559.36
INV	27/04/2018	Supply 1 Pallet (64 X 20kg bags) of asphalt.	559.36	
Child Support Agency				
EFT14466	09/05/2018	Payroll deductions		337.56
INV	01/05/2018	Payroll Deduction for 01/05/2018	337.56	
Courier Australia				
EFT14467	09/05/2018	Freight Account Various		90.94
INV 0360	27/04/2018	Freight for Hydraulic Filter - Westrac Perth to Three Springs, Freight -	90.94	
Veolia Environmental Services				
EFT14468	09/05/2018	Monthly Account		4,460.59
INV	29/04/2018	Weekly Bin Collection - 10/04/2018, 17/04/2018, 24/04/2018 &	4,460.59	
WINC Australia Pty Limited				
EFT14469	09/05/2018	Meterplan Charge		600.04
INV	23/04/2018	Meterplan Charge MPC6004EXSP 20/03/2018 - 20/04/2018 - 4944	600.04	
Commercial Hotel Three Springs				
EFT14470	09/05/2018	RSL Anzac Day Refreshments		368.95

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Statement of Payments for the Month of May 2018

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
Commercial Hotel Three Springs				
INV	01/05/2018	Export Can (Block) ANZAC Day 2018, Great Northern Cans (Block)	368.95	
LP Downing Plant Repairs & Maintenance				
EFT14471	09/05/2018	Contractor		60.00
INV 0500	04/05/2018	Supply 4x Keys as per purchase order- Multipurpose Bathrooms, Supply	60.00	
Forpark Australia				
EFT14472	09/05/2018	Strap Swing Seat & Toddler Swing Seat		181.50
INV 41321	09/05/2018	Please supply 1 X Strap Swing Seat (SW08) inc GST, Please supply 1 X	181.50	
Geraldton Ag. Services				
EFT14473	09/05/2018	Monthly Account		180.18
INV 231619	30/04/2018	Cat Trap as per Verbal Quote form Mel 26/04/2018	200.18	
INV 231938	03/05/2018	Credit for Cat Trap as per verbal quote from Mel 26/04/2018	-20.00	
Geraldton Mower & Repair Specialist				
EFT14474	09/05/2018	Monthly Account		1,500.00
INV 65613#5	17/04/2018	17.5 HP 500CC Prof series B&S Quiet	1,500.00	
Great Southern Fuel Supplies				
EFT14475	09/05/2018	Monthly Account		445.05
INV APRIL	30/04/2018	16/04/2018 ULP for OTS - 60.53L, 16/04/2018 BP Plus Fee for ULP for	445.05	
Health Insurance Fund (HIF) of WA (Inc)				
EFT14476	09/05/2018	Payroll deductions		120.20
INV	01/05/2018	Payroll Deduction for 01/05/2018	120.20	
Hays Specialist Recruitment (Australia) Pty Ltd				
EFT14477	09/05/2018	Relief Works Supervisor		2,860.85
INV 7375217	02/05/2018	Relief Works Supervisor, Relief Works Supervisor - 7weeks to	2,860.85	
Jason Signmakers				
EFT14478	09/05/2018	Signage		844.25
INV 186686	30/04/2018	MMS - ADV 51, , W1 - 3 LEFT Size B, W1 - 3 RIGHT Size B, , W3 - 1	844.25	
Landgate Valuations				
EFT14479	09/05/2018	Rural UV General 2017/2018		4,216.68
INV	27/04/2018	Consolidated Mining Tenement Roll	360.75	
INV	24/04/2018	Rural UV'S Chargeable Schedule R2018/3 03/03/2018 - 16/03/2018	121.35	
INV	23/04/2018	Rural UV General Revaluation 2017/2018	3,734.58	
Marketforce Pty Ltd				
EFT14480	09/05/2018	Advertising Account		430.48
INV 21152	24/04/2018	Advertising Plant Operator and Cleaner positions	291.52	
INV 21153	24/04/2018	Advertising change date of April Council meeting	177.08	
INV 28484	01/05/2018	March 2018 Early Settlement Discount for Advertisement Account	-38.12	
Perfect Computer Solutions Pty Ltd				
EFT14481	09/05/2018	Monthly Charge		85.00
INV 23578	30/04/2018	Monthly fee for diary monitoring, Management and resolution of disaster	85.00	
Rossiter & Co				
EFT14482	09/05/2018	Anzac Day - Cadets		100.00
INV APRIL	30/04/2018	1 kilogram Porterhouse - ANZAC Day - TS Morrow Cadets Dinner, 1	100.00	
Dudawa Haulage				
EFT14483	09/05/2018	Contractor, Road Train Hire		14,190.00
INV	06/03/2018	Road Train Hire	13,090.00	
INV	04/04/2018	Float loader to Kangaroo Road, Float Roller to depot, Float loader to	1,100.00	
Sweetman's Hardware				
EFT14484	09/05/2018	Monthly Account		670.37
INV 44A	30/04/2018	ULP for Doctors Vehicle TS125 for the Month of April 2018, Diesel for	569.73	
INV 44B	30/04/2018	Parks & Gardens (Retic), , Depot Maintenance (Dustpan & Brush), ,	100.64	
Three Springs IGA				
EFT14485	09/05/2018	Monthly Account		424.96
INV APRIL	18/04/2018	Tip Top Bread - ANZAC Day Cadets TS Morrow - Dinner and Breakfast,	111.62	
INV APRIL	24/04/2018	April 2018-Nobbies Mixed Nuts 375gm, April 2018 Councillors Meeting	64.54	
INV APRIL	30/04/2018	Refreshments & Functions (Milk, Sugar), , Information Bay & Arrino	248.80	

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Statement of Payments for the Month of May 2018

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
Total Packaging (WA) Pty Ltd				
EFT14486	09/05/2018	Doggy Poo Bags		343.20
INV	19/04/2018	Cartons of Doggy Bag Sleeves	343.20	
Three Springs Rural Services				
EFT14487	09/05/2018	Monthly Account		807.35
INV 41270	27/04/2018	Sblue spin fx safety boots	220.00	
INV 41217	23/04/2018	50cm Grease flex alemlube	20.17	
INV 41267	27/04/2018	Do not over take turning vehicle sticker blk and yellow, Freight	120.00	
INV 41360	02/05/2018	Mega round sling 1000kg - Depot	17.10	
INV 41466	09/05/2018	12mm x 120mm Eye coach screw 316	40.18	
INV 41313	01/05/2018	Steel Blue Zip up - Kaiden Reid, Steel Blue Hobart non safety - Joy	389.90	
Three Springs Medical				
EFT14488	09/05/2018	Pre-Employment Medical		851.70
INV	02/05/2018	1. Pre-employment Medical for Cleaner- Medical Assessment, 1.	283.90	
INV	02/05/2018	3. Pre-employment Medicals for Plant Operator/General Hand - Medical	283.90	
INV	02/05/2018	2. Pre-employment Medicals for Cleaner - Medical Assessment, 2.	283.90	
Westrac Pty Ltd				
EFT14489	09/05/2018	Monthly Account		2,106.73
INV	20/04/2018	TIP-extra bucket teeth	656.66	
INV	24/04/2018	6I-5381 seat	1,219.74	
INV	25/04/2018	Hyd Filter	73.41	
INV	24/04/2018	Freight for seat on TS5013	156.92	
Afgri Equipment Pty Ltd				
EFT14490	09/05/2018	Service 35,000 - 40,000 km 001TS		387.99
INV 1730196	12/04/2018	Carry out service between 35,000km - 40,000km per schedule.	387.99	
WA Local Government Association (WALGA)				
EFT14491	09/05/2018	Salary Planning Tool		1,210.00
INV	07/05/2018	Salary planning tool - WALGA Salary & Workforce 2017/18 .	1,210.00	
Australian Taxation Office				
EFT14492	21/05/2018	BAS Remittance for April 2018		2,217.00
INV BAS 04	30/04/2018	BAS Remittance for April 2018, BAS Remittance for April 2018, BAS	2,217.00	
Australian Communications and Media Authority (ACMA)				
EFT14493	21/05/2018	LPON Entry Fee		394.00
INV 2077117	18/05/2018	Lower Power Open Narrocasting Licence for Tourist Radio	394.00	
Building Commission				
EFT14494	25/05/2018	BUILDING SERVICES LEVY FOR MONTH OF APRIL 2018		56.65
INV TBRB	24/05/2018	BRB LEVYS (B26) 19 Thomas Street WACHS Midwest	56.65	
Australia Day Council of WA				
EFT14495	25/05/2018	Australia Day Council Gold Membership 2018-2019		577.50
INV	09/05/2018		577.50	
Aquatic Services WA Pty Ltd				
EFT14496	25/05/2018	Contractor		2,512.40
INV	08/05/2018	Carry out Winter Services as per Email, Supply Four x 20L Copper	2,512.40	
BOC Gases				
EFT14497	25/05/2018	Oxygen and Acetylene Cylinder Exchange		95.50
INV	08/05/2018	Oxygen Industrial E2 Size - Full, Oxygen Industrial E2 Size - Empty	95.50	
Bunnings Group Limited				
EFT14498	25/05/2018	Monthly Account		189.20
INV 187492	09/05/2018	4010340 CATCH ROLLER PRESTIGE ADJUSTABLE PC WCB0010,	189.20	
BPH (WA) Pty Ltd				
EFT14499	25/05/2018	Contractor		46,799.50
INV 558	30/04/2018	Date 28/03/18 to 10/04/18 Location Maley Road, Three Springs., Item:	14,839.00	
INV 560	30/04/2018	Gravel Carting for Wilton Well Road Resheeting. Approx 14 days @ 9	14,734.50	
INV 561	30/04/2018	Water Truck Hire for Wilton Well Road - 81 Hours - 12/04/2018 to	12,919.50	
INV 559	30/04/2018	Water Truck Hire for Maley Road works - 27 Hours - 09/04/2018 to	4,306.50	

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Statement of Payments for the Month of May 2018

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
Child Support Agency				
EFT14500	25/05/2018	Payroll deductions		337.56
INV	15/05/2018	Payroll Deduction for 15/05/2018	337.56	
Courier Australia				
EFT14501	25/05/2018	Freight Account Various		94.32
INV 0362	11/05/2018	Freight form Forpark to Three Springs - New Swing Seats, Freight form	94.32	
Shire of Carnamah				
EFT14502	25/05/2018	Ranger Services		8,133.01
INV 11462	08/05/2018	58 hours + 3.1 hours being 20% of hrs for 2 public holidays @ 26.93,	3,692.05	
INV 11460 -	08/05/2018	50.9 Hour + 4.56 hours being 20% of hrs for 3 Public Holidays @ 26.93,	4,440.96	
WINC Australia Pty Limited				
EFT14504	25/05/2018	Cleaning Products and Stationery Order		865.78
INV	12/05/2018	Esselte A5 Brochure Holder 4 Tier Counter- Product Code: 86546746,	860.13	
INV	14/05/2018	PRO-VAL ECO Blue Vinyl Powder Free Disposable Gloves SIZE Md	5.65	
Patricia Anne Farr				
EFT14505	25/05/2018	Reimbursement		52.60
INV	09/05/2018	Reimbursement for National Police Certificate Application	52.60	
Geraldton Fuel Company Pty Ltd (Refuel Australia)				
EFT14506	25/05/2018	Monthly Account		12,783.60
INV	10/05/2018	ULS/Diesel 9,000 Litres @ 1.4204 p/l	12,783.60	
GH Country Couriers				
EFT14507	25/05/2018	Freight Charges		17.24
INV #237778	30/04/2018	Pick up 1 X Pallet of westbuild asphalt from Bunnings Geraldton,	17.24	
Hille, Thompson & Delfos Surveyors & Planners				
EFT14508	25/05/2018	Contractor		7,546.00
INV	16/05/2018	Centre Line Road Spotting - Three Springs - Eneabba Road, Three	7,546.00	
Health Insurance Fund (HIF) of WA (Inc)				
EFT14509	25/05/2018	Payroll deductions		120.20
INV	15/05/2018	Payroll Deduction for 15/05/2018	120.20	
Steve Hunter				
EFT14510	25/05/2018	Contractor		550.00
INV 10170	18/05/2018	Hot Water System Repairs at 5 Gooch Street	550.00	
Shire of Irwin				
EFT14511	25/05/2018	EHO Services		466.39
INV 15124	02/05/2018	EHO Services - 6 to 9 March 2018 4 onsite hours, EHO Services - Travel	466.39	
Kalamazoo				
EFT14512	25/05/2018	Laser Cheque Remittance		445.00
INV	15/05/2018	Laser Cheque Remittance, Single Part 90gsm White Sensitized Scanright	445.00	
Starick Tyres				
EFT14513	25/05/2018	Monthly Account		796.40
INV 30681	30/04/2018	13/04/2018 - Dr's Vehicle 4 x 225/65R17" Bridgestone D470 Dueler	796.40	
Moore Stephens				
EFT14514	25/05/2018	Financial Management Reporting Workshop		4,180.00
INV	26/04/2018	Registration Fees for Leah John - Financial & Management Reporting	2,420.00	
INV	04/05/2018	Registration Fees for Sylvia Yandle - Workshop Three and Financial &	1,760.00	
WA College of Agriculture Morawa				
EFT14515	25/05/2018	Plant Order		100.00
INV 2353	15/05/2018	20 x Eremophila's @ \$5.00 Each	100.00	
Three Springs Road House				
EFT14516	25/05/2018	Monthly Account (October 2017)		1,505.57
INV 201823	19/05/2018	ULP for Cleaners Vehicle 10.28 Litres, ULP for 001TS 33.69 & 16.92	109.45	
INV 201824	19/05/2018	ULP for Cleaners Vehicle 10.06 & 10.00 Litres, OTS ULP 63.44 & 94.50	352.60	
INV 201801	19/05/2018	Lamington Cake (to cater for 100 patrons) to be ready for pick up	125.00	
INV 201820	17/05/2018	ULP Cleaners Vehicle (Gloria Webb) 10.96 and 10.96 litres, ULP OTS	206.60	
INV 201821	19/05/2018	BBG Gas Bottle, Cleaner Fuel (Gloria Webb) 10.96, 10.57 & 10.50, OTS	315.76	
INV 2018022	19/05/2018	ULP for Cleaners Car 10.5 & 10.26 Litres, OTS 58.50 Litres ULP, 001 TS	396.16	

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Statement of Payments for the Month of May 2018

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
Maria Newton				
EFT14517	25/05/2018	Anzac Wreath		100.00
INV 101	20/04/2018	For Wreath for Anzac Day 2018	100.00	
Shire of Perenjori				
EFT14518	25/05/2018	Contribution to Club Development Program 2017 - 2018		3,500.00
INV 12771	07/05/2018	Contribution to Club Development Program 2017 - 2018	3,500.00	
Dudawa Haulage				
EFT14519	25/05/2018	Contractor		1,386.00
INV	07/05/2018	To move Rubber Tyre Roller from Perenjori Road to Maley Road by	330.00	
INV	07/05/2018	Move Loader from Pitfield to Nebru Gravel Pit, Move Steel Drum and	660.00	
INV	07/05/2018	Pickup Steel Drum and Rubber Tyre Rollers from Wilton Well Road and	396.00	
Gregory James Reilly				
EFT14520	25/05/2018	Rates refund for assessment A438 36 WILLIAMSON STREET THREE		343.05
INV A438	16/05/2018		343.05	
Scotty's Contracting				
EFT14521	25/05/2018	Contractor		6,100.00
INV	11/05/2018	Install new lights and cabling at hockey oval - Final Claim for Hockey	6,100.00	
Three Springs Rural Services				
EFT14522	25/05/2018	Monthly Account		390.20
INV 41517	11/05/2018	1 x Battery TMN94P Supercharge for Multi Tyre Roller TS5012	341.00	
INV 41486	10/05/2018	Chain 6mm Galv Mild Steel for Refuse Site	49.20	
Westrac Pty Ltd				
EFT14523	25/05/2018	Monthly Account		144.11
INV PI	17/04/2018	9V-8184 Seat G for TS5013 Cat Roller	960.73	
INV PC	26/04/2018	Credit for 9V-8184 Seat G for TS5013 Cat Roller minus 15% restocking	-816.62	
WA Super				
DD11344.1	01/05/2018	Payroll deductions		4,196.99
INV SUPER	01/05/2018	Super. for 01/05/2018	3,292.76	
INV	01/05/2018	Payroll Deduction for 01/05/2018	37.07	
INV	01/05/2018		148.30	
INV	01/05/2018	Payroll Deduction for 01/05/2018	148.22	
INV	01/05/2018	Payroll Deduction for 01/05/2018	296.15	
INV	01/05/2018	Payroll Deduction for 01/05/2018	207.69	
INV	01/05/2018	Payroll Deduction for 01/05/2018	66.80	
Australian Super				
DD11344.2	01/05/2018	Superannuation contributions		663.44
INV	01/05/2018	Payroll Deduction for 01/05/2018	189.56	
INV SUPER	01/05/2018	Super. for 01/05/2018	473.88	
ANZ Smart Choice Super				
DD11344.3	01/05/2018	Superannuation contributions		64.50
INV SUPER	01/05/2018	Super. for 01/05/2018	64.50	
The Trustee for Every Superannuation Fund				
DD11344.4	01/05/2018	Superannuation contributions		232.61
INV SUPER	01/05/2018	Super. for 01/05/2018	232.61	
Sunsuper Superannuation Fund				
DD11344.5	01/05/2018	Superannuation contributions		196.91
INV SUPER	01/05/2018	Super. for 01/05/2018	196.91	
Commander Australia				
DD11357.1	10/05/2018	Monthly Account		46.92
INV	24/04/2018	Commander Contract (System Rental) 22/03/2018 to 21/04/2018 - Depot	46.92	
iiNet Limited				
DD11361.1	01/05/2018	Monthly M/C Coorow Acct + Yrly Hosting		234.45
INV	16/04/2018	Monthly Medical Centre Internet Account, 10 ADSL 1 SP-10 User Name	234.45	
WA Super				
DD11368.1	15/05/2018	Payroll deductions		4,240.29
INV SUPER	15/05/2018	Super. for 15/05/2018	3,317.45	

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Statement of Payments for the Month of May 2018

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
WA Super				
INV	15/05/2018	Payroll Deduction for 15/05/2018	148.30	
INV	15/05/2018	Payroll Deduction for 15/05/2018	166.83	
INV	15/05/2018	Payroll Deduction for 15/05/2018	296.15	
INV	15/05/2018	Payroll Deduction for 15/05/2018	207.69	
INV	15/05/2018	Payroll Deduction for 15/05/2018	66.80	
INV	15/05/2018	Payroll Deduction for 15/05/2018	37.07	
Australian Super				
DD11368.2	15/05/2018	Superannuation contributions		663.44
INV	15/05/2018	Payroll Deduction for 15/05/2018	189.56	
INV SUPER	15/05/2018	Super. for 15/05/2018	473.88	
The Trustee for Every Superannuation Fund				
DD11368.3	15/05/2018	Superannuation contributions		282.67
INV SUPER	15/05/2018	Super. for 15/05/2018	282.67	
Sunsuper Superannuation Fund				
DD11368.4	15/05/2018	Superannuation contributions		196.91
INV SUPER	15/05/2018	Super. for 15/05/2018	196.91	
National Mastercard				
DD11383.1	28/05/2018	Monthly Credit Card Account		202.45
INV MAY	21/05/2018	State Law Publisher - Government Gazette Advertisement - Local	202.45	
WA Super				
DD11385.1	29/05/2018	Payroll deductions		3,829.29
INV SUPER	29/05/2018	Super. for 29/05/2018	3,073.28	
INV	29/05/2018	Payroll Deduction for 29/05/2018	37.07	
INV	29/05/2018		148.30	
INV	29/05/2018	Payroll Deduction for 29/05/2018	296.15	
INV	29/05/2018	Payroll Deduction for 29/05/2018	207.69	
INV	29/05/2018	Payroll Deduction for 29/05/2018	66.80	
Australian Super				
DD11385.2	29/05/2018	Superannuation contributions		700.76
INV	29/05/2018	Payroll Deduction for 29/05/2018	189.56	
INV	29/05/2018	Payroll Deduction for 29/05/2018	24.88	
INV SUPER	29/05/2018	Super. for 29/05/2018	486.32	
ANZ Smart Choice Super				
DD11385.3	29/05/2018	Superannuation contributions		12.45
INV SUPER	29/05/2018	Super. for 29/05/2018	12.45	
The Trustee for Every Superannuation Fund				
DD11385.4	29/05/2018	Superannuation contributions		305.97
INV SUPER	29/05/2018	Super. for 29/05/2018	305.97	
Sunsuper Superannuation Fund				
DD11385.5	29/05/2018	Superannuation contributions		196.91
INV SUPER	29/05/2018	Super. for 29/05/2018	196.91	
Department Of Transport - Daily Licensing				
DD11391.1	31/05/2018	POLICE LICENSING PAYMENTS FOR MAY 2018		20,039.85
INV T1	31/05/2018	POLICE LICENSING 27/04/2018, POLICE LICENSING 30/04/2018,	20,039.85	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
L	POLICE LICENSING	20,039.85
M	MUNICIPAL BANK	171,475.18
T	TRUST BANK	376.65

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Statement of Payments for the Month of May 2018

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
			TOTAL	
TOTAL				191,891.68

National Business Visa Card

21 April, 2018 to 21 May, 2018

Chief Executive Officer

Advertisement in Government Gazette - Local Planning Scheme #2, Amendment #1	\$	131.85
	\$	131.85

Deputy Chief Executive Officer

National Police Certificate for Trelis Access - SFO	\$	52.60
	\$	52.60

Bank Charges	\$	18.00
	\$	18.00

Total Direct Debit Payment made on 28/05/2018	\$	202.45
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Police Licensing

Direct Debits from Trust Account

1 May, 2018 to 31 May, 2018

Tuesday, 1 May 2018	\$	1,146.25
Wednesday, 2 May 2018	\$	538.80
Friday, 4 May 2018	\$	2,133.10
Monday, 7 May 2018	\$	2,027.75
Tuesday, 8 May 2018	\$	175.60
Wednesday, 9 May 2018	\$	231.80
Thursday, 10 May 2018	\$	3,446.20
Friday, 11 May 2018	\$	619.85
Tuesday, 15 May 2018	\$	437.60
Thursday, 17 May 2018	\$	547.65
Friday, 18 May 2018	\$	3,019.20
Wednesday, 23 May 2018	\$	579.80
Licensing Out of Service for Remainder of May	\$	-
	\$	14,903.60

Bank Fees

Direct Debits from Muni Account

1 May, 2018 to 31 May, 2018

Total direct debited from Municipal Account	\$	187.67
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Payroll

Direct Payments from Muni Account

1 May, 2018 to 31 May, 2018

Wednesday, 2 May 2018	\$	28,395.59
Wednesday, 16 May 2018	\$	29,955.25
Wednesday, 30 May 2018	\$	28,462.95
	\$	86,813.79

9.3.3 BUDGET ADJUSTMENT 2017/18

Agenda Reference: MoF 06/18 - 04
Location/Address: Shire of Three Springs
Name of Applicant: Shire of Three Springs
File Reference: ADM0130
Disclosure of Interest: Nil
Date: 12 June 2018
Author: Leah John

Signature of Author: _____

SUMMARY

For Council to approve and allocate \$300,000 out of Municipal funds to Drainage Reserve.

ATTACHMENT

Nil

BACKGROUND

When the 2017-18 Budget was adopted on 30th August 2017, Council approved \$300,000 for Town Drainage as part of the Capital Expenditure program for 2017/18 financial year

During the year, discussions were held in the networking sessions regarding the Town Drainage project and designs produced by the consultant. To date, close to \$100,000 has been spent on survey and design work over the last 3 years.

With the departure of Works Supervisor and as part of the March Budget Review, Council approve to allow \$300,000 for Drainage works to come off capital expenditure program for 2017/18 and be carried over in municipal general funds for 2018/19 budget.

During May Council Meeting it was decided that Drainage Funds of \$300,000 be transferred and held in Reserve Funds and build up the Reserve before any major works commenced. A drainage reserve account 189510 already exists in the Reserve ledger of the accounting system to cater for the funds transfer.

The Drainage Reserve will now be funded out of the Surplus of \$677,545, March Budget Review forecast. Transfer to Reserve should occur before 30 June 2018.

CONSULTATION

CEO, Manager of Finance

STATUTORY ENVIRONMENT

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

** Absolute majority required.*

- (1a) In subsection (1) —
additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.
- (2) Where expenditure has been incurred by a local government —
- (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
 - (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

POLICY IMPLICATIONS

N/A

FINANCIAL IMPLICATIONS

Budget amendment proposed will be funded from Municipal funds and as such there will be adjustment to Council's current Budget Surplus position of \$677,545.

STRATEGIC IMPLICATIONS

Nil

OFFICERS COMMENT

Town Drainage has been a regular point of discussion over recent years and to date no real funds have been expended except the costing of survey and design works. The budget adjustment is necessary to build up sufficient funds over time to execute a good drainage system for the community and visitors passing through town.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION – ITEM 9.3.3

That Council amends the 2017/2018 Current Budget and approves \$300,000 to be transferred to Drainage Reserve account – 189510 from Municipal Fund.

140351 COUNCIL RESOLUTION – ITEM 9.3.3

MOVED: Cr Mutter
SECONDED: Cr Lake

That Council amends the 2017/2018 Current Budget and approves \$286,279 to be transferred to Drainage Reserve account – 189510 from Municipal Fund.

CARRIED by Absolute Majority
Voted: 7/0

Resolution amount differs from Officer Recommendation amount due to \$13,721 having been expended on drainage in 2017/18 financial year.

9.3.4 2017/18 FEES AND CHARGES SCHEDULE

Agenda Reference:	Manager of Finance
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0130
Disclosure of Interest:	Nil
Date:	13 th June 2018
Author:	Leah John

SUMMARY

Council is requested to adopt the proposed 2018/19 Fees and Charges Schedule as presented. The proposal is required to be advertised for a period of seven days and will become effective from the start of 2018/19 financial year.

ATTACHMENT

Fees and Charges Schedule 2018/2019

BACKGROUND

The Budget preparation schedule for 2018/2019 includes the provision of budget components prior to the formal adoption of the entire budget document. This allows Council additional time to review each component prior to the formal adoption deadline.

The Fees and Charges Schedule has been reviewed in consultation with staff providing relevant services to the community and ensuring appropriate levels of income are generated to the Shire whilst encouraging community usage of the shire properties and facilities.

Fees and Charges schedule reviewed in comparison to previous years, no significant increases proposed for 2018/19. The increases adopted in 2017/18 were considered sufficient and required no further changes except small increases proposed in the following: property settlement fee, new PA system hire fee, standpipe water usage and photocopy charge. Statutory fees have remained the same although this may later be reviewed with any changes effected by the respective governing bodies. There has been inclusion of Lifetime registration fees for Dogs which was missing in the schedule.

CONSULTATION

Chief Executive Officer, Senior Finance Officer.

STATUTORY ENVIRONMENT

Local Government Act 1995, Local Government (Finance) Regulations 1996

Section 6.16. Imposition of fees and charges

(1) A local government may impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed. * Absolute majority required.*

(2) A fee or charge may be imposed for the following —

- (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;*
- (b) supplying a service or carrying out work at the request of a person;*
- (c) subject to section 5.94, providing information from local government records;*
- (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;*
- (e) supplying goods;*
- (f) such other service as may be prescribed.*

(3) Fees and charges are to be imposed when adopting the annual budget but may be —

- (a) imposed* during a financial year; and*
- (b) amended* from time to time during a financial year.*

** Absolute majority required.*

6.19. Local government to give notice of fees and charges If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and*
- (b) the date from which it is proposed the fees or charges will be imposed.”*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Fees and Charges schedules proposed for the 2018/2019 will have minimal impact on revenue.

STRATEGIC IMPLICATIONS

The modest increase in Fees and Charges will have minimal impact on the 2018/2019 Budget.

OFFICERS COMMENT

Generally pricing for these charges are set below the financial cost of providing the service as there is an expected community service obligation for the provision of community / recreation services. In these instances fees received are expected to make minimal contribution towards the total cost of the service provision, with the balance being met from general rates revenue.

VOTING REQUIREMENTS

Absolute Majority

Officer Recommendation – ITEM 9.3.4

That the Schedule of Fees and Charges for the 2018/19 financial year as presented be adopted and become effective 1 July 2018.

This item to lay on table, pending further information.



Shire of Three Springs Schedule of Fees and Charges - 2018/19

PROGRAMS	Proposed Fees 2018/2019 Total Cost	Cost	GST	2017/2018 Total Cost	2016/2017 Total Cost
ADMINISTRATION					
COUNCILLOR MEETING FEE					
Ordinary Meeting:					
President	\$ 264.00	\$ 264.00		\$ 264.00	\$ 264.00
Councillors	\$ 132.00	\$ 132.00		\$ 132.00	\$ 132.00
Committee/Special Meetings:					
President	\$ 66.00	\$ 66.00		\$ 66.00	\$ 66.00
Councillors	\$ 33.00	\$ 33.00		\$ 33.00	\$ 33.00
Other Payments					
Presidents Allowance	\$ 7,500.00	\$ 7,500.00		\$ 7,500.00	\$ 7,500.00
Deputy Presidents Allowance	\$ 1,375.00	\$ 1,375.00		\$ 1,375.00	\$ 1,375.00
PHOTOCOPYING					
A4 1 - 20 copies simultaneously (per copy)	\$ 0.50	\$ 0.45	\$ 0.05	\$ 0.50	\$ 0.50
A4 21 copies or more simultaneously (per copy)	\$ 0.30	\$ 0.27	\$ 0.03	\$ 0.30	\$ 0.25
A3 (per copy)	\$ 0.65	\$ 0.59	\$ 0.06	\$ 0.65	\$ 0.60
Own paper supplied (per copy)	\$ 0.20	\$ 0.18	\$ 0.02	\$ 0.15	\$ 0.15
Coloured Printing (per copy)	\$ 0.60	\$ 0.55	\$ 0.05	\$ 0.60	\$ 0.60
Binding (per document)	\$ 5.50	\$ 5.00	\$ 0.50	\$ 5.50	\$ 5.00
LAMINATING					
A4 (per page)	\$ 2.00	\$ 1.82	\$ 0.18	\$ 2.00	\$ 1.50
A3 (per page)	\$ 2.50	\$ 2.27	\$ 0.23	\$ 2.50	\$ 2.00
INTERNET ACCESS POINT COMPUTERS					
General usage and internet access (per 1/2 hour)	\$ 3.00	\$ 2.73	\$ 0.27	\$ 3.00	\$ 3.00
General usage and internet access (per 1 hour)	\$ 5.00	\$ 4.55	\$ 0.45	\$ 5.00	
Printing (per page)	\$ 0.50	\$ 0.45	\$ 0.05	\$ 0.50	\$ 0.50
Coloured Printing (per page)	\$ 0.60	\$ 0.55	\$ 0.05	\$ 0.60	
FACSIMILE					
Per page	\$ 1.00	\$ 0.91	\$ 0.09	\$ 1.00	\$ 1.00
Service charge	\$ 1.00	\$ 0.91	\$ 0.09	\$ 1.00	\$ 1.00
COUNCIL MINUTES					
	N/C			N/C	N/C
FREEDOM OF INFORMATION					
	N/C			N/C	N/C
Administration/Staff time	\$ 50.00	\$ 45.45	\$ 4.55	\$ 50.00	\$ 50.00
Photocopying charges - refer above					
ELECTORAL ROLLS					
	\$ 11.00	\$ 10.00	\$ 1.00	\$ 11.00	\$ 11.00
YAKABOUT - LOCAL NEWS					
Sale Price					
Per Issue	\$ 1.00	\$ 0.91	\$ 0.09	\$ 1.00	\$ 1.00
Annual Subscription (electronic copy)	\$ 20.00	\$ 18.18	\$ 1.82	\$ 20.00	
Annual Subscription (hard copy)	\$ 20.00	\$ 18.18	\$ 1.82	\$ 20.00	
Advertising Charges - Local					
Prepared					
Full Page (Black and White)	\$ 30.00	\$ 27.27	\$ 2.73	\$ 30.00	\$ 30.00
Full Page (Colour)	\$ 120.00	\$ 109.09	\$ 10.91	\$ 120.00	\$ 120.00
Half Page (Black and white)	\$ 15.00	\$ 13.64	\$ 1.36	\$ 15.00	\$ 15.00
Half Page (Colour)	\$ 60.00	\$ 54.55	\$ 5.45	\$ 60.00	\$ 60.00
Quarter Page (Black and White)	\$ 8.00	\$ 7.27	\$ 0.73	\$ 8.00	\$ 7.50
Quarter Page (Colour)	\$ 30.00	\$ 27.27	\$ 2.73	\$ 30.00	\$ 30.00
Attachment (copies provided)	\$ 8.00	\$ 7.27	\$ 0.73	\$ 8.00	\$ 7.50
Not Prepared					
Full Page (Black and White)	\$ 40.00	\$ 36.36	\$ 3.64	\$ 40.00	\$ 40.00
Full Page (Colour)	\$ 160.00	\$ 145.45	\$ 14.55	\$ 160.00	\$ 160.00
Half Page (Black and white)	\$ 20.00	\$ 18.18	\$ 1.82	\$ 20.00	\$ 20.00
Half Page (Colour)	\$ 80.00	\$ 72.73	\$ 7.27	\$ 80.00	\$ 80.00
Quarter Page (Black and White)	\$ 10.00	\$ 9.09	\$ 0.91	\$ 10.00	\$ 10.00
Quarter Page (Colour)	\$ 40.00	\$ 36.36	\$ 3.64	\$ 40.00	\$ 40.00
Advertising Charges - Non - Local					
Prepared					
Full Page (Black and White)	\$ 40.00	\$ 36.36	\$ 3.64	\$ 40.00	\$ 40.00
Full Page (Colour)	\$ 160.00	\$ 145.45	\$ 14.55	\$ 160.00	\$ 160.00
Half Page (Black and white)	\$ 20.00	\$ 18.18	\$ 1.82	\$ 20.00	\$ 20.00
Half Page (Colour)	\$ 80.00	\$ 72.73	\$ 7.27	\$ 80.00	\$ 80.00
Quarter Page (Black and White)	\$ 11.00	\$ 10.00	\$ 1.00	\$ 11.00	\$ 10.00
Quarter Page (Colour)	\$ 40.00	\$ 36.36	\$ 3.64	\$ 40.00	\$ 40.00
Attachment (copies provided)	\$ 8.00	\$ 7.27	\$ 0.73	\$ 8.00	\$ 7.50
Not Prepared					
Full Page (Black and White)	\$ 50.00	\$ 45.45	\$ 4.55	\$ 50.00	\$ 50.00
Full Page (Colour)	\$ 200.00	\$ 181.82	\$ 18.18	\$ 200.00	\$ 200.00
Half Page (Black and white)	\$ 25.00	\$ 22.73	\$ 2.27	\$ 25.00	\$ 25.00
Half Page (Colour)	\$ 100.00	\$ 90.91	\$ 9.09	\$ 100.00	\$ 100.00
Quarter Page (Black and White)	\$ 13.00	\$ 11.82	\$ 1.18	\$ 13.00	\$ 12.50
Quarter Page (Colour)	\$ 50.00	\$ 45.45	\$ 4.55	\$ 50.00	\$ 50.00

GENERAL PURPOSE FUNDING					
RATES ENQUIRIES					
Change of ownership advices	\$ 75.00	\$ 75.00	\$ 70.00	\$ 65.00	
Instalment - administration fee	\$ 12.00	\$ 12.00	\$ 12.00	\$ 10.00	
Rate payment by special arrangements	\$ 22.00	\$ 22.00	\$ 22.00		
LAW, ORDER AND PUBLIC SAFETY					
DOG REGISTRATION FEES (set by Dog Act)					
Sterilised Dog					
One Year					
Normal Fee	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	
Pensioner Concession	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	
Working Dogs	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	
Three Years					
Normal Fee	\$ 42.50	\$ 42.50	\$ 42.50	\$ 42.50	
Pensioner Concession	\$ 21.25	\$ 21.25	\$ 21.25	\$ 21.25	
Working Dogs	\$ 10.63	\$ 10.63	\$ 10.63	\$ 10.63	
LifeTime					
Normal Fee	\$ 100.00	\$ 100.00			
Pensioner Concession	\$ 50.00	\$ 50.00			
Unsterilised Dog					
One Year					
Normal Fee	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	
Pensioner Concession	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	
Working Dogs	\$ 12.50	\$ 12.50	\$ 12.50	\$ 12.50	
Three Years					
Normal Fee	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	
Pensioner Concession	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	
Working Dogs	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	
LifeTime					
Normal Fee	\$ 250.00	\$ 250.00			
Pensioner Concession	\$ 125.00	\$ 125.00			
DOG IMPOUNDING FEES					
1st Day	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	
Additional days	\$ 30.00	\$ 30.00	\$ 30.00	\$ 20.00	
Kennel Registration	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	
SCHEDULE OF DOG INFRINGEMENT FEES					
Charged in accordance with the Dog Act 1976					
CAT REGISTRATION FEES (set by Cat Act)					
Sterilised Cat					
One Year					
Normal Fee	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	
Three Years					
Normal Fee	\$ 42.50	\$ 42.50	\$ 42.50	\$ 42.50	
Cat Traps - refundable bond, no daily hire fee	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	
HEALTH					
SEPTIC TANK FEES					
Refer to Health Regulations Statutory Fees for various statutory fees	as per Regs		as per Regs	as per Regs	
HEALTH (PET MEAT) AMENDMENT REGULATIONS 2007					
Refer to Health Regulations Statutory Fees for various statutory fees	as per Regs		as per Regs	as per Regs	
HEALTH (OFFENSIVE TRADES FEES) REGULATIONS 1976					
Refer to Health Regulations Statutory Fees for various statutory fees	as per Regs		as per Regs	as per Regs	
HEALTH (PUBLIC BUILDING) AMENDMENT REGULATIONS 2007					
Refer to Health Regulations Statutory Fees for various statutory fees	as per Regs		as per Regs	as per Regs	
HEALTH (TREATMENT OF SEWAGE AND DISPOSAL OF EFFLUENT AND LIQUID WASTE) AMENDMENT REGULATIONS 2007 (Schedule 1)					
Application for the approval of an apparatus by relevant local governments	as per Regs		as per Regs	as per Regs	
Application for the approval of an apparatus by the Executive Director-					
a) with a local government report	as per Regs		as per Regs	as per Regs	
b) without a local government report	as per Regs		as per Regs	as per Regs	
Issuing of a 'Permit to Use an Apparatus'	as per Regs		as per Regs	as per Regs	
FOOD PREMISES					
Registration - All premises including mobile and itinerant					
Annual renewal fee					
- High Risk Premises	as per Regs		as per Regs	as per Regs	
- Medium Risk Premises	as per Regs		as per Regs	as per Regs	
- Low Risk Premises	as per Regs		as per Regs	as per Regs	

HOUSING						
RENTALS (per week)						
Staff Housing	\$ 80.00	\$ 80.00		\$ 80.00	\$ 80.00	
Non - Staff Housing/ or as negotiated (3 Bedroom)	\$ 160.00	\$ 160.00		\$ 160.00	\$ 160.00	
Non - Staff Housing/ or as negotiated (4 Bedroom/ 2 Bathroom)	\$ 255.00	\$ 255.00		\$ 255.00	\$ 255.00	
Kadathinni Units (2 Tenants)	\$ 120.00	\$ 120.00		\$ 120.00	\$ 120.00	
Kadathinni Units (1 Tenant)	\$ 100.00	\$ 100.00		\$ 100.00	\$ 100.00	
54 & 60 Glyde Street (negotiable)	Negotiable			\$ 160.00	\$ 160.00	
223 Mayrhofer Street (NMHS)	\$ 180.00	\$ 180.00		\$ 180.00	\$ 180.00	
3 Howard Street (Dentist)	\$ 200.00	\$ 200.00		\$ 200.00	\$ 200.00	
Bond Deposit of 4 weeks rent required for all housing (including Senior Staff)	as per above rate					
If Residential Rent - Input Taxed sales						
COMMUNITY AMENITIES						
REFUSE CHARGES						
240 Litre Bin Collection	\$ 220.00	\$ 220.00		\$ 220.00	\$ 220.00	
Additional 240 Litre Bin Collection	\$ 220.00	\$ 220.00		\$ 220.00	\$ 220.00	
1500 Litre Bin Collection	\$ 1,085.00	\$ 1,085.00		\$ 1,085.00	\$ 1,085.00	
Additional 1500 Litre Bin Collection	\$ 1,085.00	\$ 1,085.00		\$ 1,085.00	\$ 1,085.00	
3000 Litre Bin Collection	\$ 1,935.00	\$ 1,935.00		\$ 1,935.00	\$ 1,935.00	
Additional 3000 Litre Bin Collection	\$ 1,935.00	\$ 1,935.00		\$ 1,935.00	\$ 1,935.00	
Asbestos Waste (per cubic metre)	\$ 150.00	\$ 136.36	\$ 13.64	\$ 150.00	\$ 150.00	
Demolition rubble / refuse (per cubic metre)	\$ 150.00	\$ 136.36	\$ 13.64	\$ 150.00	\$ 150.00	
PLANNING APPROVAL FEES (MINIMUM)	as per regs			as per regs	as per regs	
Refer to Regulations for statutory fees						
THREE SPRINGS CEMETERY						
Burial Fee	\$ 450.00	\$ 450.00		\$ 450.00	\$ 450.00	
Reservation Fee	\$ 40.00	\$ 40.00		\$ 40.00	\$ 40.00	
Permission to erect headstone etc	\$ 50.00	\$ 50.00		\$ 50.00	\$ 50.00	
Undertakers license fee	\$ 30.00	\$ 30.00		\$ 30.00	\$ 30.00	
Permission to inter ashes in grave	\$ 45.00	\$ 45.00		\$ 45.00	\$ 45.00	
Reservation Fee for Niche Wall	\$ 110.00	\$ 110.00		\$ 110.00	\$ 110.00	
PLANNING FEES						
Development Applications:						
Home Occupation						
(a) Initial Fee	as per regs			as per regs	as per regs	
(b) Renewal Fee	as per regs			as per regs	as per regs	
Advertising Signs	as per regs			as per regs	as per regs	
All Other Development - Where the Estimated Cost of Development is:						
(a) Not More than \$50,000.00	as per regs			as per regs	as per regs	
(b) \$50,000.00 - \$500,000.00 (0.32% of Estimated Development Cost)	as per regs			as per regs	as per regs	
(c) \$500,000.00 - \$2.5m (\$1,600.00 + 0.257% for every \$1 in excess of \$500,000)	as per regs			as per regs	as per regs	
(d) \$2.5m and above	as per regs			as per regs	as per regs	
Lodging House Operation	\$ 80.00	\$ 80.00	\$ -	\$ 80.00	\$ 80.00	
Hawkers Licence (Per Day)	\$ 30.00	\$ 30.00	\$ -	\$ 30.00	\$ 30.00	
Hawkers Licence (Annual)	\$ 600.00	\$ 600.00	\$ -	\$ 600.00	\$ 600.00	
RECREATION & CULTURE						
THREE SPRINGS COMMUNITY HALL/PAVILION						
COMMERCIAL						
Whole Facility/Main Hall						
Touring Artists, Performing Artists, Films etc.	\$ 350.00	\$ 318.18	\$ 31.82	\$ 350.00	\$ 350.00	
Commercial Displays, Luncheons, Presentations, Seminars	\$ 250.00	\$ 227.27	\$ 22.73	\$ 250.00	\$ 250.00	
Red Room/Pavilion/ Multi Purpose Function Room						
Touring Artists, Performing Artists, Films etc.	\$ 150.00	\$ 136.36	\$ 13.64	\$ 150.00	\$ 150.00	
Commercial Displays, Luncheons, Presentations, Seminars	\$ 80.00	\$ 72.73	\$ 7.27	\$ 80.00	\$ 80.00	
SPORTING / COMMUNITY GROUPS						
Whole Facility/Main Hall						
Cabarets, Balls, Champagne Breakfasts, Weddings, 21st	\$ 190.00	\$ 172.73	\$ 17.27	\$ 190.00	\$ 190.00	
Luncheons, Presentations, Seminars, School Concerts	\$ 70.00	\$ 63.64	\$ 6.36	\$ 70.00	\$ 70.00	
Dance Classes, Yoga, Meetings (Per hour)	\$ 20.00	\$ 18.18	\$ 1.82	\$ 20.00	\$ 20.00	
Rehearsals, Preparations, Indoor Bowls, Badminton	\$ 10.00	\$ 9.09	\$ 0.91	\$ 10.00	\$ 10.00	
Cleaning of/ Damage to Facilities						
All venues should be in a clean state before hire. Hirer's who do not leave the facility in the same state will be charged to clean the facility and cost of any damage.						
Hourly Rate	\$ 100.00	\$ 90.91	\$ 9.09	\$ 100.00	\$ 100.00	
EQUIPMENT HIRE						
PA System / Projector	\$ 30.00	\$ 27.27	\$ 2.73	\$ 25.00	\$ 20.00	
Bond for use of PA System / Projector	\$ 50.00	\$ 45.45	\$ 4.55	\$ 50.00	\$ 50.00	
Trestles	\$ 2.00	\$ 1.82	\$ 0.18	\$ 2.00	\$ 2.00	
Chairs	\$ 1.00	\$ 0.91	\$ 0.09	\$ 1.00	\$ 1.00	
HIRE BOND FEES						
Venues where liquor is provided - Commercial	\$ 500.00	\$ 500.00		\$ 500.00	\$ 500.00	
Venues where liquor is provided-Local Organisations	\$ 250.00	\$ 250.00		\$ 250.00	\$ 250.00	

SWIMMING POOL						
Daily Entrance Fees						
Adults	\$ 3.50	\$ 3.18	\$ 0.32	\$ 3.50	\$ 3.50	
Children/Students and Aged Pensioners	\$ 2.00	\$ 1.82	\$ 0.18	\$ 2.00	\$ 2.00	
Children 4 years and under	Free			Free	Free	
Monthly Tickets						
Family	\$ 50.00	\$ 45.45	\$ 4.55	\$ 50.00	\$ 50.00	
Double	\$ 40.00	\$ 36.36	\$ 3.64	\$ 40.00	\$ 40.00	
Single	\$ 30.00	\$ 27.27	\$ 2.73	\$ 30.00	\$ 30.00	
Children/Student and Aged Pensioners	\$ 20.00	\$ 18.18	\$ 1.82	\$ 20.00	\$ 20.00	
Season Tickets						
Family	\$ 160.00	\$ 145.45	\$ 14.55	\$ 160.00	\$ 160.00	
Double	\$ 120.00	\$ 109.09	\$ 10.91	\$ 120.00	\$ 120.00	
Single	\$ 70.00	\$ 63.64	\$ 6.36	\$ 70.00	\$ 70.00	
Children/Students and Aged Pensioners	\$ 50.00	\$ 45.45	\$ 4.55	\$ 50.00	\$ 50.00	
Pool Party Hire	\$ 30.00	\$ 27.27	\$ 2.73	\$ 30.00	\$ 20.00	
SPORTING CLUB LEASES						
Football Club (per annum)	\$ 2,500.00	\$ 2,272.73	\$ 227.27	\$ 2,500.00	\$ 2,500.00	
Netball Club (per annum)	\$ 300.00	\$ 272.73	\$ 27.27	\$ 300.00	\$ 300.00	
Hockey Club (per annum)	\$ 600.00	\$ 545.45	\$ 54.55	\$ 600.00	\$ 600.00	
Cricket Club (per annum)	\$ 600.00	\$ 545.45	\$ 54.55	\$ 600.00	\$ 600.00	
TRANSPORT						
TALC AND COCKY COUNTRY PLATES						
Fees set by the Department of Planning and Infrastructure						
ECONOMIC SERVICES						
TOURISM & AREA PROMOTION						
Caravan Park - Ablution Block key deposit/refund	\$ 10.00	\$ 10.00		\$ 10.00	\$ 10.00	
BUILDING FEES						
Building Construction Industry Training Fund (ITF Levy)						
The rate of Levy is 0.2% of the total value of construction (GST inclusive) over \$20,000.	as per calc.			as per regs	as per regs	
Building Services Levy						
Set by Other Legislation: Building Regulation 2012						
Application for Building Permit:						
- Estimated value of work (incl gst) of Over \$45,000	0.137%	0.137%		0.137%	0.139%	
- Estimated value of work (incl gst) of \$45,000 or Less	\$ 61.65	\$ 61.65		\$ 61.65	62.5	
Application for Demolition Permit:						
- Estimated value of work (incl gst) of Over \$45,000	0.137%	0.137%		0.137%	0.139%	
- Estimated value of work (incl gst) of \$45,000 or Less	\$ 61.65	\$ 61.65		\$ 61.65	62.5	
Occupancy permit or building approval certificate for approved building work under ss47, 49, 50 or 52 of the building Act	\$ 61.65	\$ 61.65		\$ 61.65	61.65	
Occupancy permit or building approval certificate for unauthorised building work under s51 of the building Act: Value of work over \$45,000	0.274%	0.274%		0.274%	0.0278%	
Occupancy permit or building approval certificate for unauthorised building work under s51 of the building Act: Value of work \$45,000 or Less	\$ 123.30	\$ 123.30		\$ 123.30	125.15	
Occupancy permit under S46 of the Building Act	No Levy			No Levy	No Levy	
Modification of occupancy permit for additional use of building on temporary basis under S48 of the Building Act.	No Levy			No Levy	No Levy	
Building Act Fees						
Division 1 - Application for building permits, demolition permits						
Certified application for a building permit (s.16(1))						
(a) for a building work for a Class 1 or Class 10 building or incidental structure: 0.19% of the estimated value of the building work, but less than \$97.70	as per regs			as per regs	as per regs	
(a) for a building work for a Class 2 to Class 9 building or incidental structure: 0.09% of the estimated value of the building work, but less than \$97.70	as per regs			as per regs	as per regs	
Uncertified application for a building permit (s.16(1))						
0.32% of the estimated value of the building work, but less than \$97.70	as per regs			as per regs	as per regs	
Application for a demolition permit						
(a) for demolition work in respect of a Class 1 or Class 10 building or incidental structure	\$ 97.70	\$ 97.70		\$ 97.70	\$ 96.00	
(b) for demolition work in respect of a Class 2 to Class 9 building or incidental structure. \$97.70 for each storey of the building	\$ 97.70	\$ 97.70		\$ 97.70	\$ 96.00	
Application to extend the time during which a building or demolition permit has effect (s. 32(3)(f))	\$ 97.70	\$ 97.70		\$ 97.70	\$ 96.00	

Division 2 - Application for occupancy permits, building approval certificates					
Application for an occupancy permit for a completed building (s. 46)	\$ 97.70	\$ 97.70	\$ 97.70	\$ 96.00	
Application for a temporary occupancy permit for an incomplete building (s. 47)	\$ 97.70	\$ 97.70	\$ 97.70	\$ 96.00	
Application for modification of an occupancy permit for additional use of a building on a temporary basis (s. 48)	\$ 97.70	\$ 97.70	\$ 97.70	\$ 96.00	
Application for a replacement occupancy permit for permanent change of the building's use, classification (s. 49)	\$ 97.70	\$ 97.70	\$ 97.70	\$ 96.00	
Application for an occupancy permit or building approval certificate for registration of strata scheme, plan of re-subdivision (s. 50(1) and (2)). \$10.80 for each strata unit covered by the application, but not less than \$107.70.	as per regs	as per regs	as per regs	\$ 10.60	
Application for an occupancy permit for a building in respect of which unauthorised work has been done (s. 51(2)): 0.18% of the estimated value of the unauthorised work as determined by the permit authority, but not less than \$97.70	as per regs	as per regs	as per regs		0.183%
Application for a building approval certificate for a building in respect of which unauthorised work has been done (s. 51(3)): 0.38% of the estimated value of the unauthorised work as determined by the permit authority, but not less than \$97.70.	as per regs	as per regs	as per regs		0.38%
Application to replace an occupancy permit for an existing building (s52(1))	\$ 97.70	\$ 97.70	\$ 97.70	\$ 96.00	
Application for a building approval certificate for an existing building where unauthorised work has not been done (s. 52(2))	\$ 97.70	\$ 97.70	\$ 97.70	\$ 96.00	
Application to extend the time during which an occupancy permit or building approval certificate has effect (s. 65(3)(a))	\$ 97.70	\$ 97.70	\$ 97.70	\$ 96.00	
Application as defined in regulation 31(for each building standard in respect of which a declaration is sought)	\$ 2,160.15	\$ 2,160.15	\$ 2,160.15	\$ 2,123.00	
Inspection of pool enclosures (regulation 53)	\$ 57.45				
Application for approval of battery powered smoke alarms (regulation 61)	\$ 179.40				
BUILDING INSPECTION/PLANNING FEE (EHO/BS - per hr)	\$ 88.50	\$ 80.45	\$ 8.05	\$ 88.50	\$ 88.50
STANDPIPE WATER (per kilo litres)	\$ 3.60	\$ 3.50	\$ 3.50	\$ 3.50	
OTHER PROPERTY AND SERVICES					
PLANT HIRE					
Minimum charge of 1 hour per plant hired					
<i>Rate includes operator</i>					
Grader - Contractor	Per Hour \$ 174.00	\$ 158.18	\$ 15.82	Per Hour \$ 174.00	Per Hour \$ 150.00
Grader - Ratepayer	\$ 154.00	\$ 140.00	\$ 14.00	\$ 154.00	\$ 130.00
Tractor/ Roller - Contractor	\$ 139.00	\$ 126.36	\$ 12.64	\$ 139.00	\$ 115.00
Tractor/ Roller - Ratepayer	\$ 119.00	\$ 108.18	\$ 10.82	\$ 119.00	\$ 95.00
Backhoe - Contractor	\$ 164.00	\$ 149.09	\$ 14.91	\$ 164.00	\$ 140.00
Backhoe - Ratepayer	\$ 144.00	\$ 130.91	\$ 13.09	\$ 144.00	\$ 120.00
Loader - Contractor	\$ 174.00	\$ 158.18	\$ 15.82	\$ 174.00	\$ 150.00
Loader - Ratepayer	\$ 154.00	\$ 140.00	\$ 14.00	\$ 154.00	\$ 130.00
Prime Mover plus Side Tipper - Contractor	\$ 179.00	\$ 162.73	\$ 16.27	\$ 179.00	\$ 155.00
Prime Mover plus Side Tipper - Ratepayer	\$ 159.00	\$ 144.55	\$ 14.45	\$ 159.00	\$ 135.00
Prime Mover plus Low Loader - Rate per Km	\$ 5.00	\$ 4.55	\$ 0.45	\$ 5.00	\$ 5.00
Tip Truck - Contractor (large truck)	\$ 169.00	\$ 153.64	\$ 15.36	\$ 169.00	\$ 145.00
Tip Truck - Ratepayer (large truck)	\$ 149.00	\$ 135.45	\$ 13.55	\$ 149.00	\$ 125.00
Truck & Trailer - Contractor	\$ 179.00	\$ 162.73	\$ 16.27	\$ 179.00	\$ 155.00
Truck & Trailer - Ratepayer	\$ 159.00	\$ 144.55	\$ 14.45	\$ 159.00	\$ 135.00
Tractor - Contractor	\$ 124.00	\$ 112.73	\$ 11.27	\$ 124.00	\$ 100.00
Tractor - Ratepayer	\$ 109.00	\$ 99.09	\$ 9.91	\$ 109.00	\$ 85.00
Rubbered Tyred Roller - Contractor	\$ 144.00	\$ 130.91	\$ 13.09	\$ 144.00	\$ 120.00
Rubbered Tyred Roller - Ratepayer	\$ 124.00	\$ 112.73	\$ 11.27	\$ 124.00	\$ 100.00
Vibratory Roller - Contractor	\$ 164.00	\$ 149.09	\$ 14.91	\$ 164.00	\$ 140.00
Vibratory Roller - Ratepayer	\$ 144.00	\$ 130.91	\$ 13.09	\$ 144.00	\$ 120.00
Small Truck - Contractor	\$ 134.00	\$ 121.82	\$ 12.18	\$ 134.00	\$ 110.00
Small Truck - Ratepayer	\$ 114.00	\$ 103.64	\$ 10.36	\$ 114.00	\$ 90.00
Skid Steer - Contractor	\$ 134.00	\$ 121.82	\$ 12.18	\$ 134.00	\$ 110.00
Skid Steer - Ratepayer	\$ 114.00	\$ 103.64	\$ 10.36	\$ 114.00	\$ 90.00
Bus Hire - Commercial (charge per kilometre), BOND \$200	\$ 1.20	\$ 1.09	\$ 0.11	\$ 1.20	\$ 1.00
Bus Hire - Community (charge per kilometre), BOND \$100	\$ 0.60	\$ 0.55	\$ 0.05	\$ 0.60	\$ 0.50
SUPERVISOR (per hour)	\$ 100.00	\$ 90.91	\$ 9.09	\$ 100.00	\$ 100.00
Penalty rates will apply if overtime is involved					
LABOURER (per hour)	\$ 55.00	\$ 50.00	\$ 5.00	\$ 55.00	\$ 55.00
Penalty rates will apply if overtime is involved					
SAND/GRAVEL/BLUE METAL Flat rate of:					
Small Truck (approx. 3 to 4 metres) - per load	\$ 100.00	\$ 90.91	\$ 9.09	\$ 100.00	\$ 100.00
Large Truck (approx. 10m3) per load	\$ 170.00	\$ 154.55	\$ 15.45	\$ 170.00	\$ 170.00
Sale of:					
SAND/GRAVEL/BLUE METAL BY 6x4 TRAILER LOAD	\$ 30.00	\$ 27.27	\$ 2.73	\$ 30.00	\$ 30.00
SMALL ITEMS					
Minimum charge of 1 day per items hired					
Verticutter - per day	\$ 45.00	\$ 40.91	\$ 4.09	\$ 45.00	\$ 45.00
Plate Compactor - per day	\$ 55.00	\$ 50.00	\$ 5.00	\$ 55.00	\$ 55.00
Cement Mixer - per day	\$ 50.00	\$ 45.45	\$ 4.55	\$ 50.00	\$ 50.00
Other minor plant at the discretion of CEO or WS					

10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

11.1. ELECTED MEMBERS

140352 COUNCIL RESOLUTION – ITEM 11.1

MOVED: Cr Connaughton

SECONDED: Cr Lake

That Council accept Late Item 15.1.1 to discuss CEO appraisal and contract.

CARRIED

Voted: 7/0

15.1 CONFIDENTIAL ITEM

140353 COUNCIL RESOLUTION - ITEM 15.1

MOVED: Cr Mutter

SECONDED: Cr Thomas

That Council close the meeting to the public to discuss confidential item.

CARRIED

Voted: 7/0

CEO Sylvia Yandle declared an interest and left the chambers at 2.06pm.

Manager of Finance Leah John left the chambers at 2.06pm

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15.1.1 Chief Executive Officer Contract and Appraisal

15.1.1 CHIEF EXECUTIVE OFFICER CONTRACT AND APPRAISAL

Agenda Reference:	18/06 - 06
Location/Address:	N/A
Name of Applicant:	Sylvia Yandle
File Reference:	P5
Disclosure of Interest:	CEO Sylvia Yandle
Date:	19 th June 2018
Author:	Chris Lane, Shire President

CONFIDENTIAL ITEM

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

140354 COUNCIL RESOLUTION - ITEM 15.1.1

MOVED: Cr Mutter

SECONDED: Cr Lake

That Council notes that Ms Sylvia Yandle's Performance Review in her role as Chief Executive Officer for the Shire of Three Springs for 2017/18 has been undertaken and renew CEO Contract for a further one year expiring on 30th September 2019.

CARRIED by Absolute Majority

Voted: 7/0

140355 COUNCIL RESOLUTION - ITEM 11.1

MOVED: Cr Mutter

SECONDED: Cr Thomas

That Council re-open the meeting to the public.

CARRIED

Voted: 7/0

CEO Sylvia Yandle returned to Chambers at 2.26pm and Leah John returned at 2.28pm

11.2. STAFF

Nil

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 18th July 2018 at 1.30pm.

15. CONFIDENTIAL ITEMS

16. MEETING CLOSURE

There being no further business the Presiding Officer closed the meeting at 2.30pm

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

Signed: _____

Presiding Officer

Date: 18th July 2018