



Shire of **Ngaanyatjaraku**  
ON A JOURNEY

**Minutes of Ordinary Council Meeting  
Held at Warburton  
31<sup>st</sup> August 2017 at 1pm**

**SHIRE OF NGAANYATJARRAKU**  
**ORDINARY COUNCIL MEETING**  
**31 August 2017**

**A G E N D A**

1. **PRESENT**
  
  2. **RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**
  
  3. **DECLARATION OF MEMBERS' AND OFFICERS' INTERESTS**
  
  4. **QUESTION TIME**
  
  5. **PRESENTATIONS / PETITIONS / DEPUTATIONS**
  
  6. **CONFIRMATION OF MINUTES**  
  
Ordinary Council Meeting 28<sup>th</sup> June 2017
  
  7. **REPORTS BY THE CHIEF EXECUTIVE OFFICER**  
  
Report No. 044-17    Accounts paid & payable  
  
Report No. 045-17    Financial Reports for the periods ending 30 June 2017  
  
Report No. 046-17    Council Investments as at 25<sup>th</sup> August 2017  
  
Report No. 047-17    Adoption of 2017/2018 Annual Budget  
  
Report No. 048-17    Imposition of Fees & Charges 2017/2018  
  
Report No. 049-17    Rates 2017/2018  
  
Report No. 050-17    Elected Member Fees & Allowances 2017/2018  
  
Report No. 051-17    Administrative Compliance with the LG Act 1995  
  
Report No. 052-17    Review of Risk Management Framework
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Report No. 053-17 Action Report – Environmental Health & Building Services

**LATE ITEMS / MATTERS OF URGENT BUSINESS**

**MATTERS FOR THE INFORMATION OF MEMBERS**

**CLOSURE OF MEETING BY SHIRE PRESIDENT**

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**MINUTES OF ORDINARY COUNCIL MEETING  
HELD ON 31<sup>st</sup> AUGUST 2017 AT 1:00PM (WST)  
IN THE SHIRE OF NGAANYATJARRAKU MEETING ROOM**

Shire President, Cr McLean, welcomed all the Members, Mr Thurtell and the CEO then declared the meeting open at 1:01pm.

**PRESENT** Cr. J.D. McLean (President)  
Cr. B. Thomas (Deputy President)  
Cr. P. Thomas  
Cr. J. Frazer  
Cr. L. West  
Cr. A. Jones  
Cr. A. Bates

Mr. John Thurtell – Shire of Ngaanyatjarraku Approved Advisor (via phone)

Mr. Chris Paget - Chief Executive Officer

**APOLOGIES**

Nil

**LEAVE OF ABSENCE**

Nil

**QUESTION TIME**

No questions

**DECLARATION OF MEMBERS' AND OFFICERS' INTERESTS**

Nil

**CONFIRMATION OF MINUTES**

Ordinary Council Meeting 28<sup>th</sup> June 2017

**MOVED** Cr. Jones, seconded Cr. P.Thomas, that the minutes of the Ordinary Council meeting held on 28<sup>th</sup> June 2017 be confirmed as a true and accurate record of the proceedings of that meeting.

**CARRIED 7/0**

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**REPORTS BY THE CHIEF EXECUTIVE OFFICER**

**REPORT NO: 044-17 TO: ORDINARY COUNCIL MEETING 31st AUGUST 2017**  
**SUBJECT: ACCOUNTS PAID AND PAYABLE**

<b>DATE:</b>	31 August 2017
<b>PROPONENT:</b>	Shire of Ngaanyatjarraku
<b>LOCATION:</b>	Shire of Ngaanyatjarraku
<b>AUTHOR:</b>	Chris Paget, Chief Executive Officer
<b>REPORTING OFFICER:</b>	Chris Paget, Chief Executive Officer
<b>FILE NO:</b>	CM.00
<b>DECLARATION OF INTERESTS:</b>	Nil

**BACKGROUND**

In accordance with Financial Management Regulations 12 & 13, a list of all accounts paid or payable shall be presented to Council (Refer to Accounts for Payment attached).

Council is requested to confirm the payment of accounts listed in the Accounts for Payment. (See attachments)

**STATUTORY ENVIRONMENT**

Financial Management Regulations 12 and 13.

**RECOMMENDATION**

That Council payment of accounts amounting to \$984,425.74 for period ending 30<sup>th</sup> June 2017 be received and noted.

**VOTING REQUIREMENTS**

Simple majority

**MOVED Cr. P. Thomas, seconded Cr. Bates, that the recommendation contained within report 044-17 be adopted.**

#044-17

**RESOLUTION**

*That Council payment of accounts amounting to \$984,425.74 for period ending 30<sup>th</sup> June 2017 be received and noted.*

**CARRIED 7/0**

SHIRE OF NGAANYATJARRAKU WARRANT LISTING - JUNE 2017

01/06/2017	15	WESTPAC BANK	WESTPAC BANK Transaction fees - May 2017	EFT1179	-\$	10.50
01/06/2017	357	COMMONWEALTH BANK OF AUSTRALIA	COMMONWEALTH BANK OF AUSTRALIA CBA Merchant fee - May 2017	1	-\$	23.99
05/06/2017	15	WESTPAC BANK	WESTPAC BANK Qantas airfare DCEO K.Hannagan MELB-ASP return 26 June-1 July 2017	EFT1180	-\$	1,161.38
05/06/2017	357	COMMONWEALTH BANK OF AUSTRALIA	COMMONWEALTH BANK OF AUSTRALIA CBA POS fee May 2017	1	-\$	17.35
06/06/2017	50	TELSTRA CORPORATION LTD	TELSTRA CORPORATION LTD Phone & data charges - May 2017	1	-\$	1,818.42
07/06/2017	45	SHIRE OF NGAANYATJARRAKU	SHIRE OF NGAANYATJARRAKU Reimburse petty cash floats Warta Shop art+craft purchases for resale/stock	EFT1181	-\$	3,845.11
08/06/2017	15	WESTPAC BANK	WESTPAC BANK Credit Card Trans - CEO C.Paget	EFT1182	-\$	1,800.00
13/06/2017	217	KEY FACTORS PTY LTD (DESERT SANDS CARTAGE)	KEY FACTORS PTY LTD (DESERT SANDS CARTAGE) Plant hire roadworks - Great Central Road reconstruction & upgrade works	EFT1183	-\$	\$137,470.30
13/06/2017	1050	CARDINAL CONTRACTORS PTY LTD	CARDINAL CONTRACTORS PTY LTD Hire of graders Great Central Rd F-H wks	PAY	-\$	57,566.00
14/06/2017		SHIRE PAYROLL	Payroll Direct Debit Of Net Pays Payroll Direct Debit Of Net Pays		-\$	55,287.40
14/06/2017	54	WA SUPER	WA SUPER Payroll deductions	DD565.1	-\$	6,064.37
14/06/2017	300	AMP RETIREMENT SAVINGS ACCOUNT	AMP RETIREMENT SAVINGS ACCOUNT Superannuation contributions	DD565.2	-\$	487.58
14/06/2017	1034	AUSTRALIAN SUPER	AUSTRALIAN SUPER Superannuation contributions	DD565.3	-\$	272.44
14/06/2017	1085	LUCRF SUPER	LUCRF SUPER Superannuation contributions	DD565.4	-\$	211.06
14/06/2017	5	BT SUPER	BT SUPER Superannuation contributions	DD565.5	-\$	92.14
14/06/2017	1097	CBUS SUPERANNUATION	CBUS SUPERANNUATION Superannuation contributions	DD565.6	-\$	57.39
14/06/2017	740	HOST PLUS	HOST PLUS Superannuation contributions	DD565.7	-\$	205.94
14/06/2017	45	SHIRE OF NGAANYATJARRAKU	SHIRE OF NGAANYATJARRAKU petty cash reimb	1	-\$	1,780.00
16/06/2017	354	BEVERLEY THOMAS	BEVERLEY THOMAS Meeting attendance fees - ALGA NGA Canberra 18-22 June 2017	EFT1184	-\$	700.00
16/06/2017	473	PRESTON THOMAS	PRESTON THOMAS Meeting attendance fees	EFT1185	-\$	2,137.13
16/06/2017	20	DOCKER RIVER STORE	DOCKER RIVER STORE Diesel fuel Admin Prado 1EPU755	1	-\$	162.70
16/06/2017	60	WARBURTON STORE	WARBURTON STORE Food & supplies for Youth prog bush trip	EFT1194	-\$	950.02
16/06/2017	68	NGAANYATJARRA MEDIA	NGAANYATJARRA MEDIA Supply USB copy of 2001 Playgroup video	EFT1195	-\$	20.00
16/06/2017	147	AUSTRALIA POST	AUSTRALIA POST Australia Post mail charges May 2017	EFT1196	-\$	7.60
16/06/2017	217	KEY FACTORS PTY LTD (DESERT SANDS CARTAGE)	KEY FACTORS PTY LTD (DESERT SANDS CARTAGE) Roadworks plant hire for Great Central Rd capital works - reconstruction project	EFT1197	-\$	75,920.90
16/06/2017	253	GLOBETROTTER CORPORATE TRAVEL	GLOBETROTTER CORPORATE TRAVEL Qantas fares ROK-ASP return DCEO K.Hannagan 7-12 Aug 2017	EFT1198	-\$	2,822.81
16/06/2017	293	JOHN THURTELL CONSULTING SERVICES	JOHN THURTELL CONSULTING SERVICES Professional fees - Approved Advisor role Shire of Ngaanyatjarraku 1st-31st May '17	EFT1199	-\$	12,100.00
16/06/2017	419	COMFORT INN MIDAS	COMFORT INN MIDAS Accom & meals M.Cooke & J.Hopkins 31st May 2017	EFT1200	-\$	219.00
16/06/2017	538	PERFECT COMPUTER SOLUTIONS PTY LTD	PERFECT COMPUTER SOLUTIONS PTY LTD Technical support for Shire network, probs SynergySoft & email server issues	EFT1201	-\$	1,487.50
16/06/2017	696	CHART AIR	CHART AIR Airfare WBR-KAL DCEO K.Hannagan 1st June 2017	EFT1202	-\$	1,172.40
16/06/2017	785	IT VISION AUSTRALIA PTY LTD	IT VISION AUSTRALIA PTY LTD IT Vision monthly BRMS payroll, financial processing+rates service fee May 2017	EFT1203	-\$	9,545.07
16/06/2017	29	LEONORA MOTOR INN	LEONORA MOTOR INN Accommodation 4th May PEHO P.Swain	EFT1186	-\$	270.00
16/06/2017	812	Mrs A L SHINKFIELD	Mrs A L SHINKFIELD Reimb supplies-equipment for Playgroups	EFT1204	-\$	130.17
16/06/2017	866	MODERN TEACHING AIDS	MODERN TEACHING AIDS Activity resources for Playgroup program	EFT1205	-\$	51.65
16/06/2017	894	BUNNINGS GROUP LTD	BUNNINGS GROUP LTD Hardware equipment/supplies for Cultural Centre maintenance	EFT1206	-\$	419.66
16/06/2017	989	ALANA ASHBOTH	ALANA ASHBOTH Reimbursement - supplies for Playgroup	EFT1207	-\$	24.45
16/06/2017	1050	CARDINAL CONTRACTORS PTY LTD	CARDINAL CONTRACTORS PTY LTD Plant hire graders Great Central Road F-H	EFT1208	-\$	28,798.00
16/06/2017	1105	Philip Swain	Philip Swain Reimburse Skippers airfares purchased for Michael Cooke & Jasmine Hopkins	2	-\$	987.74
16/06/2017	1603	Johnson Withers	Johnson Withers Professional legal fees relating to 'Newstart in Remote Communities' case with Australian Human Rights Commission	3	-\$	5,982.90
16/06/2017	2005	MARKETFORCE PTY LTD	MARKETFORCE PTY LTD Local Government employment advertising * EHFSSO position - Kalgoorlie Miner	4	-\$	119.13
16/06/2017	2009	URBAN BOX RENOVATIONS	URBAN BOX RENOVATIONS Repair & paint damaged ceiling panels Lot 97 staff house Warburton	5	-\$	638.00
16/06/2017	2018	Laverton Supplies	Laverton Supplies Diesel fuel EHO Landcruiser KBC591L	6	-\$	171.97
16/06/2017	30	LEONORA ROADHOUSE	LEONORA ROADHOUSE Diesel fuel for Shire vehicles	EFT1187	-\$	238.65
16/06/2017	2022	PAXON GROUP	PAXON GROUP SON4900 - preparation & lodgement of financial & BAS statements March & April	7	-\$	3,245.00
16/06/2017	2026	ILB PHOTOS	ILB PHOTOS Install Foscam C2 wireless IP camera & hardware in Lot 98 Warburton staff house	8	-\$	348.95
16/06/2017	2028	MURRAY RIVER NORTH PTY LTD	MURRAY RIVER NORTH PTY LTD Progress claim #4 Warburton Early Years Centre extensions	9	-\$	\$133,155.77

16/06/2017	2035	MURRAY RIVER NORTH	MICHAEL COOKE Reimburse taxi fares - Michael Cooke	10	\$	97.80
16/06/2017	37	INATS	NATS Freight Isuzu tipper 1DQG100 ex Perth	EFT1188	\$	7,470.73
16/06/2017	40	NGAANYATJARRA SERVICES (ABORIGINAL CORPORATION)	NGAANYATJARRA SERVICES (ABORIGINAL CORPORATION) Rental Lot 154 staff house WBR June '17	EFT1189	\$	6,713.25
16/06/2017	51	TJUKAYIRLA ROADHOUSE	TJUKAYIRLA ROADHOUSE Diesel fuel MWS Toyota 1EKC611	EFT1190	\$	84.00
16/06/2017	53	LANDGATE	LANDGATE Supply 2017/18 rural UV general valuation roll	EFT1191	\$	151.00
16/06/2017	57	WARAKURNA ROADHOUSE	WARAKURNA ROADHOUSE Snacks & drinks for Drop in Centre resale	EFT1192	\$	2,111.32
16/06/2017	59	WARBURTON ROADHOUSE	WARBURTON ROADHOUSE Catering - Senator Pat Dodson visit	EFT1193	\$	6,059.72
19/06/2017	50	TELSTRA CORPORATION LTD	TELSTRA CORPORATION LTD Teltra satellite mobile phone charges *June 2017	EFT1209	\$	175.00
19/06/2017	330	AUSTRALIAN COMMUNICATIONS AUTHORITY	AUSTRALIAN COMMUNICATIONS AUTHORITY Digital broadcast/retransmission licence renewal fees - Warburton & Blackstone	EFT1210	\$	440.00
19/06/2017	368	DEPT FOR PLANNING & INFRASTRUCTURE	DEPT FOR PLANNING & INFRASTRUCTURE Registration fee renewal-Rd rescue trailer ITMZ094 (Blackstone)	EFT1211	\$	129.25
19/06/2017	1077	CORE BUSINESS AUSTRALIA	CORE BUSINESS AUSTRALIA Claim 22 DCEO engagement+placement fees - Kevin Hannagan (May 2017)	EFT1211	\$	50,336.42
22/06/2017		SHIRE PAYROLL	Payroll Direct Debit Of Net Pays Payroll Direct Debit Of Net Pays	PAY	\$	30,762.54
22/06/2017	54	WA SUPER	WA SUPER Superannuation contributions	DD567.1	\$	6,536.59
22/06/2017	1085	LUCRF SUPER	LUCRF SUPER Superannuation contributions	DD567.2	\$	422.12
22/06/2017	902	GEOFFREY RAYMOND HANDY	GEOFFREY RAYMOND HANDY Reimburse ALGA accomm expenses	EFT1212	\$	1,636.14
27/06/2017	584	WA NEWS	WA NEWS Subscription fees The West Australian newspaper online to 17th Sept 2017	1	\$	72.00
28/06/2017	54	WA SUPER	WA SUPER Payroll Deductions	PAY	\$	50,803.45
28/06/2017	300	AMP RETIREMENT SAVINGS ACCOUNT	AMP RETIREMENT SAVINGS ACCOUNT Superannuation contributions	DD569.1	\$	5,574.02
28/06/2017	1034	AUSTRALIAN SUPER	AUSTRALIAN SUPER Superannuation contributions	DD569.2	\$	487.58
28/06/2017	1085	LUCRF SUPER	LUCRF SUPER Superannuation contributions	DD569.3	\$	272.44
28/06/2017	5	BT SUPER	BT SUPER Superannuation contributions	DD569.4	\$	211.06
28/06/2017	740	HOST PLUS	HOST PLUS Superannuation contributions	DD569.5	\$	131.44
28/06/2017	26	DAMIAN MCLEAN	DAMIAN MCLEAN Ordinary Council meeting fee 28 June '17	DD569.6	\$	185.44
28/06/2017	354	BEVERLEY THOMAS	BEVERLEY THOMAS Ordinary Council meeting fee 28 June '17	EFT1213	\$	350.00
28/06/2017	368	DEPT FOR PLANNING & INFRASTRUCTURE	DEPT FOR PLANNING & INFRASTRUCTURE Dot Agency transactions 130162-130167	EFT1214	\$	175.00
28/06/2017	473	PRESTON THOMAS	PRESTON THOMAS Ordinary Council meeting fee 28 June '17	EFT1215	\$	369.80
28/06/2017	1004	JOYLENE FRAZER	JOYLENE FRAZER Ordinary Council meeting fee 28 June '17	EFT1216	\$	175.00
28/06/2017	1064	ANDREW JONES	ANDREW JONES Ordinary Council meeting fee 28 June '17	EFT1217	\$	175.00
29/06/2017	50	TELSTRA CORPORATION LTD	TELSTRA CORPORATION LTD Phone & data charges - June 2017	EFT1218	\$	175.00
29/06/2017	1993	AUS SWIM	AUS SWIM PD & swimming training course fees for Shire Youth Sport & Rec team	1	\$	2,107.61
29/06/2017	45	SHIRE OF NGAANYATJARRAKU	SHIRE OF NGAANYATJARRAKU petty cash reimb	2	\$	4,915.00
30/06/2017	698	CITY OF KALGOORLIE BOULDER	CITY OF KALGOORLIE BOULDER Member Council contribution to GVRCC Regional Records Facility Service - 2nd contribution 16/17: 1 Ja	1	\$	1,700.00
30/06/2017	2025	WESTERN HEALTH	WESTERN HEALTH Western Hospital - F.Saliba medical specialist & operations charges 24/03/17 (Workers Comp claim)	1	\$	8,800.00
30/06/2017	2037	RAYSON SANTA DE JESUS	RAYSON SANTA DE JESUS Reimb food/meals for Kalgoorlie training	2	\$	2,034.05
30/06/2017	21	DR ROBERT M IRVING	DR ROBERT M IRVING Veterinary services - Ng Lands comm's visit June 2017	3	\$	182.64
30/06/2017	334	STAPLES AUSTRALIA (PREV. CORPORATE EXPRESS)	STAPLES AUSTRALIA (PREV. CORPORATE EXPRESS) Cleaning supplies for Playgroups/EYP	EFT1219	\$	15,400.00
30/06/2017	538	PERFECT COMPUTER SOLUTIONS PTY LTD	PERFECT COMPUTER SOLUTIONS PTY LTD Supply new Seagate 1Tb hard drives, setup Synergy access - Moore Stephens, advice re new	EFT1228	\$	449.89
30/06/2017	583	HARVEY NORMAN ELECTRICS KALGOORLIE	HARVEY NORMAN ELECTRICS KALGOORLIE Supply replacement washing machine & urn for Blackstone staff unit + Playgroup	EFT1229	\$	560.00
30/06/2017	696	CHART AIR	CHART AIR Airfares WBR-KAL PEHO Phil Swain 15th June 2017	EFT1230	\$	694.00
30/06/2017	788	ELVES BRITES	ELVES BRITES Reimburse purchase of batteries - Depot	EFT1231	\$	360.00
30/06/2017	851	CONFERENCE MANAGEMENT SOLUTIONS	CONFERENCE MANAGEMENT SOLUTIONS NATSIEH Conference 2017 regist'n fees P Swain, R Green, C & Z Robinson	EFT1232	\$	43.92
30/06/2017	866	MODERN TEACHING AIDS	MODERN TEACHING AIDS Supplies & equipment for Early Years prog	EFT1233	\$	5,640.00
30/06/2017	995	AUSIL (AUSTRALIAN SOCIETY FOR INDIGENEOUS LANGUAGES)	AUSIL (AUSTRALIAN SOCIETY FOR INDIGENEOUS LANGUAGES INC) Supply Ngaanyatjarra Language books, Topical Dictionary & other	EFT1234	\$	307.88
30/06/2017	1050	CARDINAL CONTRACTORS PTY LTD	CARDINAL CONTRACTORS PTY LTD Graders hire Giles-Mulga Park F4 work	EFT1235	\$	296.00
30/06/2017	262	Mr C L PAGET	Mr C L PAGET Reimburse leave travel costs for Paget family as per CEO employment contract	EFT1236	\$	57,596.00
30/06/2017	1063	STUDIO 32 (ROBYN BROWNE)	Studio 32 (ROBYN BROWNE) Changes to copyright links etc for Working in Early Childhood' workbooks and Facilitator Guides	EFT1227	\$	1,908.00
30/06/2017	37	NATS	NATS Freight charges MTA Playgroups order	1	\$	434.50
				EFT1220	\$	638.21

30/06/2017	1803	IPWEA	IPWEA NAMS Plus subscription fee 1 July 2017 to 30 June 2018	2	-\$	792.00
30/06/2017	2017	Wayne Warden	Wayne Warden Reimburse meals for Kalgoorlie training	3	-\$	85.50
30/06/2017	2018	Laverton Supplies	Laverton Supplies Diesel for Shire Youth program Toyotas 1DVB323 & 1E1N112	4	-\$	560.63
30/06/2017	2036	JAMES TIVER	JAMES TIVER Reimburse purchase of control valves for Shire's Caterpillar 920 loader	5	-\$	474.68
30/06/2017	48	SUCCESS PRINT	SUCCESS PRINT Print & supply purchase order books	EFT1221	-\$	452.00
30/06/2017	57	WARAKURNA ROADHOUSE	WARAKURNA ROADHOUSE Diesel fuel Youth Prog PC IDMW389	EFT1222	-\$	756.45
30/06/2017	59	WARBURTON ROADHOUSE	WARBURTON ROADHOUSE Accom & meals Shire Advisor J Thurtell	EFT1223	-\$	776.13
30/06/2017	72	BLACKSTONE ENTERPRISES (STORE)	BLACKSTONE ENTERPRISES (STORE) Diesel fuel - Shire Youth PC 1EVM409 1 x tube for 1EVM409	EFT1224	-\$	678.14
30/06/2017	217	KEY FACTORS PTY LTD (DESERT SANDS CARTAGE)	KEY FACTORS PTY LTD (DESERT SANDS CARTAGE) Plant hire roadworks - Great Central Road reconstruction works	EFT1225	-\$	149,020.30
30/06/2017	253	GLOBETROTTER CORPORATE TRAVEL	GLOBETROTTER CORPORATE TRAVEL Qantas fare MEL-KAL YSRO L.Menzies1st June 2017	EFT1226	-\$	4,480.56

**TOTAL** | \$984,425.74



**REPORT NO: 045-17**      **TO: ORDINARY COUNCIL MEETING 31st AUGUST 2017**  
**SUBJECT: FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30<sup>th</sup> JUNE 2017**

<b>DATE:</b>	31 August 2017
<b>PROPONENT:</b>	Shire of Ngaanyatjarraku
<b>LOCATION:</b>	Shire of Ngaanyatjarraku
<b>AUTHOR:</b>	Chris Paget, Chief Executive Officer
<b>REPORTING OFFICER:</b>	Chris Paget, Chief Executive Officer
<b>FILE NO:</b>	CM.00
<b>DECLARATION OF INTERESTS:</b>	Nil

### **BACKGROUND**

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires the following in relation to the Financial Activity Statement:

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail-
    - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8.
    - (b) budget estimates to the end of the month to which the statement relates;
    - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
    - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c);  
and
    - (e) the net current assets at the end of the month to which the statement relates.
  - (2) Each Statement of Financial Activity is to be accompanied by documents containing-
    - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
    - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
    - (c) such other supporting information as is considered relevant by the local government.
  - (3) The information in a Statement of Financial Activity may be shown-
    - (a) according to nature and type classification;
    - (b) by program; or
    - (c) by business unit.
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- (4) A Statement of Financial Activity and the accompanying documents referred to in subregulation (2), are to be
- (a) presented to the Council –
    - (i) at the next ordinary meeting of the Council following the end of the month to which the Statement relates; or
    - (ii) if the Statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the Council after that meeting;
  - and
  - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in Statements of Financial Activity for reporting material variances.
- (6) In this regulation –
- “**committed assets**” means revenue unspent but set aside under the annual budget for a specific purpose;
  - “**restricted assets**” has the same meaning as in AAS 27.

#### **STATUTORY ENVIRONMENT**

Section 6.4 *Local Government Act* 1995 and Financial Management Regulation 34.

#### **RECOMMENDATION**

That the financial activity statements and reports for the period ending 30<sup>th</sup> June 2017 be received and confirmed.

#### **VOTING REQUIREMENTS**

Simple majority

**MOVED Cr. Bates, seconded Cr. West, that the recommendation contained within report 045-17 be adopted.**

#045-17

#### **RESOLUTION**

*That the financial activity statements and reports for the period ending 30<sup>th</sup> June 2017 be received and confirmed.*

**CARRIED 7/0**

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**Shire of Ngaanyatjarraku**  
ON A JOURNEY

Shire of Ngaanyatjarraku  
Monthly Financial report  
For the Period Ending 30 June 2017

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

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# 1 Statement of Financial Activity by Program

## Statutory Reporting Program For the Period Ended 30 June 2017

Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Variance \$ (b)-(a)	Variance % (b)-(a)/(a)	Variance
<b>Operating Revenue</b>						
Governance	\$ 5,250	\$ 5,250	\$ 8,847	\$ 3,597	69%	▲
General Purpose Funding - Rates	232,867	232,867	237,825	4,958	2%	
General Purpose Funding - Other	3,908,087	3,908,087	3,897,887	(10,200)	0%	
Law, Order, Public Safety	350	350	70	(280)	-80%	▼
Health	106,152	106,152	79,751	(26,401)	-25%	▼
Education and Welfare	141,000	141,000	143,861	2,861	2%	
Housing	42,500	42,500	52,144	9,644	23%	▲
Community Amenities	105,500	105,500	102,607	(2,893)	-3%	
Recreation and Culture	195,136	195,136	247,307	52,171	27%	▲
Transport	142,011	142,011	142,011	60,455	43%	
Economic Services	4,086	4,086	1,615	(2,471)	-60%	▼
Other Property and Services	15,650	15,650	12,702	(2,948)	-19%	▼
<b>Total Operating Revenue</b>	<b>4,898,589</b>	<b>4,898,589</b>	<b>4,926,628</b>	<b>88,494</b>		
<b>Operating Expense</b>						
Governance	(160,898)	(160,898)	(182,731)	(21,833)	-14%	▼
General Purpose Funding - Rates	(27,128)	(27,128)	(20,527)	6,601	-24%	▼
General Purpose Funding - Other	0	0	0	0		
Law, Order, Public Safety	(97,612)	(97,612)	(81,653)	15,959	-16%	▼
Health	(433,400)	(433,400)	(347,468)	85,932	-20%	▼
Education and Welfare	(1,139,655)	(1,139,655)	(886,633)	253,022	-22%	▼
Housing	(474,742)	(474,742)	(149,891)	324,851	-68%	▼
Community Amenities	(611,517)	(611,517)	(494,325)	117,192	-19%	▼
Recreation and Culture	(1,174,238)	(1,174,238)	(870,001)	304,237	-26%	▼
Transport	(1,939,940)	(1,939,940)	(1,893,581)	46,359	-2%	
Economic Services	(194,104)	(194,104)	(131,799)	62,305	-32%	▼
Other Property and Services	28,420	28,420	(32,356)	(34,151)	-120%	▼
<b>Total Operating Expenditure</b>	<b>(6,224,814)</b>	<b>(6,224,814)</b>	<b>(5,090,964)</b>	<b>1,160,475</b>		
<b>Funding Balance Adjustments</b>						
Add back Depreciation	706,378	706,378	0	(706,378)	-100%	▼
Adjust (Profit)/Loss on Disposal	(40,724)	(40,724)	0	40,724	0%	
<b>Net Cash from Operations</b>	<b>(660,571)</b>	<b>(660,571)</b>	<b>(164,335)</b>	<b>583,315</b>		
<b>Capital Revenues</b>						
Grants, Subsidies and Contributions	5,804,895	5,804,895	2,788,295	(3,016,600)	-52%	▼
Proceeds from Disposal of Assets	46,272	46,272	107,038	60,766	100%	▲
<b>Total Capital Revenues</b>	<b>5,851,167</b>	<b>5,851,167</b>	<b>2,895,334</b>	<b>(2,955,833)</b>		
<b>Capital Expenses</b>						
Land & Buildings	(650,000)	(650,000)	(350,221)	299,779	-46%	▼
Furniture and Equipment	0	0	(3,316)	(3,316)	100%	▲
Plant & Equipment	(178,954)	(178,954)	(172,074)	6,880	-4%	
Infrastructure - Roads	(6,058,928)	(6,058,928)	(2,601,848)	3,457,080	-57%	▼
<b>Total Capital Expenditure</b>	<b>(6,887,882)</b>	<b>(6,887,882)</b>	<b>(3,127,459)</b>	<b>3,760,423</b>		
<b>Net Cash from Capital Activities</b>	<b>(1,036,715)</b>	<b>(1,036,715)</b>	<b>(232,125)</b>	<b>804,590</b>		
<b>Financing</b>						
Transfer from Reserves	0	0	0	0		
Transfer to Reserves	(28,000)	(28,000)	(22,159)	5,841	-21%	▼
<b>Net Cash from Financing Activities</b>	<b>(28,000)</b>	<b>(28,000)</b>	<b>(22,159)</b>	<b>5,841</b>		
<b>Net Operations, Capital &amp; Financing</b>	<b>(1,725,286)</b>	<b>(1,725,286)</b>	<b>(418,620)</b>	<b>1,393,746</b>		
<b>Opening Funding Surplus (Deficit)</b>	<b>3,315,526</b>	<b>3,315,526</b>	<b>3,315,526</b>	<b>0</b>		
<b>Closing Funding Surplus (Deficit)</b>	<b>1,590,240</b>	<b>1,590,240</b>	<b>2,896,906</b>	<b>1,393,746</b>		

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold of 10%.

Refer to the attached Explanation of Material Variances Statement for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying financial statements and notes.

## 2 Statement of Financial Activity by Nature or Type

### By Nature or Type For the Period Ended 30 June 2017

	Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Variance \$ (b)-(a)
<b>Operating Revenue</b>		\$	\$	\$	\$
Rates		232,867	232,867	237,825	4,958
Operating Grants, Subsidies and Contributions		4,267,121	4,267,121	4,267,534	413
Fees & Charges		339,565	339,565	372,689	33,124
Interest Earnings		28,250	28,250	22,494	(5,756)
Other Revenue		30,786	30,786	26,086	(4,700)
Profit on Disposal of Assets		0	0	0	0
<b>Total Operating Revenue</b>		<b>4,898,589</b>	<b>4,898,589</b>	<b>4,926,628</b>	<b>28,040</b>
<b>Operating Expense</b>					
Employee Costs		(2,339,855)	(2,339,855)	(2,139,016)	200,839
Material and Contracts		(2,857,769)	(2,857,769)	(2,722,333)	135,436
Utility Charges (Electricity, Gas, Water etc.)		(47,250)	(47,250)	(19,928)	27,322
Depreciation on Non-current Assets		(706,378)	(706,378)	0	706,378
Insurance Expense		(149,262)	(149,262)	(130,992)	18,270
Other Expenditure		(124,300)	(124,300)	(78,696)	45,604
Loss on Asset Disposal		0	0	0	0
<b>Total Operating Expenditure</b>		<b>(6,224,814)</b>	<b>(6,224,814)</b>	<b>(5,090,964)</b>	<b>1,133,850</b>
<b>Funding Balance Adjustments</b>					
Add back Depreciation		706,378	706,378	0	(706,378)
Adjust (Profit)/Loss on Disposal		(40,724)	(40,724)	0	40,724
<b>Net Cash from Operations</b>		<b>(660,571)</b>	<b>(660,571)</b>	<b>(164,336)</b>	<b>496,236</b>
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions		5,804,895	5,804,895	2,788,295	(3,016,600)
Proceeds from Disposal of Assets	3	46,272	46,272	107,038	60,766
<b>Total Capital Revenues</b>		<b>5,851,167</b>	<b>5,851,167</b>	<b>2,895,334</b>	<b>(2,955,833)</b>
<b>Capital Expenses</b>					
Land & Buildings	3	(650,000)	(650,000)	(350,221)	299,779
Furniture and Equipment	3	0	0	(3,316)	(3,316)
Plant & Equipment	3	(178,954)	(178,954)	(172,074)	6,880
Infrastructure - Roads	3	(6,058,928)	(6,058,928)	(2,601,848)	3,457,080
<b>Total Capital Expenditure</b>		<b>(6,887,882)</b>	<b>(6,887,882)</b>	<b>(3,127,459)</b>	<b>3,760,423</b>
<b>Net Cash from Capital Activities</b>		<b>(1,036,715)</b>	<b>(1,036,715)</b>	<b>(232,125)</b>	<b>804,590</b>
<b>Financing</b>					
Transfer from Reserves	7	0	0	0	0
Transfer to Reserves	7	(28,000)	(28,000)	(22,159)	5,841
<b>Net Cash from Financing Activities</b>		<b>(28,000)</b>	<b>(28,000)</b>	<b>(22,159)</b>	<b>5,841</b>
Net Operations, Capital & Financing		(1,725,286)	(1,725,286)	(418,620)	1,306,667
Opening Funding Surplus (Deficit)	2	3,315,526	3,315,526	3,315,526	0
<b>Closing Funding Surplus (Deficit)</b>	<b>2</b>	<b>1,590,240</b>	<b>1,590,240</b>	<b>2,896,906</b>	<b>1,306,667</b>

This statement is to be read in conjunction with the accompanying financial statements and notes.

## Note 1 Significant Accounting Policies

### (a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected noncurrent assets, financial assets and liabilities.

#### Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

### (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 11.

### (c) Rounding Off Figures

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

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

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

### (e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

### (f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

### (g) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other 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.

### (h) Inventories

#### General

Inventories are measured 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.

#### Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

### (i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus

costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

**(j) Depreciation of Non-Current Assets**

All non-current assets having a limited useful life (excluding freehold land) are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets. Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the asset is completed and held ready for use.

Items are depreciated over their useful lived on a reducing balance basis as follows:

Asset	% per annum
Buildings	10%
Office Furniture	10%
Office Equipment	30%
Household Furniture – Non Electrical	10%
Household Furniture – Electrical	20%
Health Plant & Equipment	15%
Road Plant & Equipment	15%
Plant, Vehicles & Equipment – Unclassified	15%
Communications Equipment	15%
Infrastructure Assets – Road Pavement	15 – 20 years
Infrastructure Assets – Roads Seal	30 – 40 years
Infrastructure Assets – Recreation Facilities	20%
Infrastructure Assets – Aerodromes	10%

**(k) Trade and Other Payables**

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are

unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

**(l) Employee Benefits**

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

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

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

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

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

**(m) Interest-bearing Loans and Borrowings**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

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

**Borrowing Costs**

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

**(n) Provisions**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of



obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

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

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

**(p) Nature or Type Classifications**

**Rates**

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

**Operating Grants, Subsidies and Contributions**

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

**Non-Operating Grants, Subsidies and Contributions**

Amounts received specifically for the acquisition, construction of new or the upgrading of noncurrent assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations. **Profit on Asset Disposal**

Profit on the disposal of assets including gains on the disposal of long term investments.

Losses are disclosed under the expenditure classifications.

**Fees and Charges**

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

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

**Interest Earnings**

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

**Other Revenue / Income**

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

**Employee Costs**

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

**Materials and Contracts**

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

**Utilities (Gas, Electricity, Water, etc.)**

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

**Insurance**

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

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

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

**Other expenditure**

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

**(q) Program Classifications (Function/Activity)**

**Governance**

Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

**General Purpose Funding**

Rates, general purpose government grants and interest revenue.

**Law, Order, Public Safety**

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

**Health**

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.

**Education and Welfare**

Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.

**Housing**

Provision and maintenance of elderly residents housing.

**Community Amenities**

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

**Recreation and Culture**

Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.

**Transport**

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

**Economic Services**

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.

**Other Property and Services**

Private works operation, plant repair and operation costs and engineering operation costs.

## Note 2 Net Current Funding Position

### NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 30 June 2017

Net Current Assets	Note	30 Jun 2016	YTD 30 Jun 2017
		\$	\$
<b>Current Assets</b>			
Cash Municipal	4	3,361,743	4,167,019
Cash Reserves	4	878,012	900,171
Receivables - Rates	5	230,941	238,359
Receivables - Other	5	137,268	940,324
Inventories		33,623	33,623
		4,641,585	6,279,496
<b>Less: Current Liabilities</b>			
Payables	6	(254,701)	(2,289,072)
Provisions		(193,347)	(193,347)
<b>Less: Cash Reserves</b>	7	(878,012)	(900,171)
<b>Net Current Funding Position</b>		<b>3,315,526</b>	<b>2,896,906</b>

## Note 3 Capital – Acquisitions, Funding and Disposal

### NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 30 June 2017

Summary Capital Acquisitions	YTD Actual New/Upgrade (a)	YTD Actual Renewal Expenditure (b)	Amended Budget	YTD Budget (d)	YTD Actual Total (c)=(a)+(b)	Variance (c)-(d)
	\$	\$	\$	\$	\$	\$
Land & Buildings	0	(350,221)	(650,000)	(650,000)	(350,221)	299,779
Furniture & Equipment	0	(3,316)	0	0	(3,316)	(3,316)
Plant & Equipment	0	(172,074)	(178,954)	(178,954)	(172,074)	6,880
Infrastructure - Roads	0	(2,601,848)	(6,058,928)	(6,058,928)	(2,601,848)	3,457,080
<b>Capital Expenditure Totals</b>	<b>0</b>	<b>(3,127,459)</b>	<b>(6,887,882)</b>	<b>(6,887,882)</b>	<b>(3,127,459)</b>	<b>3,760,423</b>
<b>Capital Acquisitions Funded By</b>						
Capital Grants and Contributions			5,804,895	5,804,895	2,788,295	
Other (Disposals & C/Fwd)			46,272	46,272	107,038	
Council Contribution - Operations			1,036,715	1,036,715	232,125	
<b>Capital Funding Total</b>			<b>6,887,882</b>	<b>6,887,882</b>	<b>3,127,459</b>	

Capital Acquisitions	YTD Actual New/Upgrade	YTD Actual Renewal Expenditure	Amended Budget	YTD Budget	YTD Actual Total	Variance (Over)/Under
<b>Land &amp; Building</b>						
Tjulyuru Cultural Centre Expansion		0	0	0	0	0
Playgroup/Early Years Learning Centre		350,221	650,000	650,000	350,221	299,779
<b>Land &amp; Building Total</b>	<b>0</b>	<b>350,221</b>	<b>650,000</b>	<b>650,000</b>	<b>350,221</b>	<b>299,779</b>
<b>Furniture &amp; Equipment</b>						
Furniture-Staff Housing		3,316	0	0	3,316	(3,316)
<b>Land &amp; Building Total</b>	<b>0</b>	<b>3,316</b>	<b>0</b>	<b>0</b>	<b>3,316</b>	<b>(3,316)</b>
<b>Plant &amp; Equipment</b>						
Office Equipment		0	0	0	0	0
Office Equipment - Computer		12,171	20,000	20,000	12,171	7,829
Slasher Unit		12,180	12,180	12,180	12,180	(0)
Purchase of Vehicle - Early Years Program		56,958	58,000	58,000	56,958	1,042
Community Digital TV/Radio Broadcast System - Warb N-Com Eleetronika FM Radio Transmitter unit & Digital TV/radio broadcasting equipment -		0	0	0	0	0
Warburton & Blackstone		23,242	25,000	25,000	23,242	1,758
Cultural Centre Ablutions		67,523	63,774	63,774	67,523	(3,749)
<b>Land &amp; Building Total</b>	<b>0</b>	<b>172,074</b>	<b>178,954</b>	<b>178,954</b>	<b>172,074</b>	<b>6,880</b>
<b>Infrastructure - Roads</b>						
Warburton Blackstone		576,493	576,492	576,492	576,493	(1)
Great Central Road		724,917	724,917	724,917	724,917	0
Giles Mulga Park		557,519	557,519	557,519	557,519	0
Great Central Road, Capex		742,920	4,200,000	4,200,000	742,920	3,457,081
<b>Land &amp; Building Total</b>	<b>0</b>	<b>2,601,848</b>	<b>6,058,928</b>	<b>6,058,928</b>	<b>2,601,848</b>	<b>3,457,080</b>
<b>Grand Total</b>	<b>0</b>	<b>3,127,459</b>	<b>6,887,882</b>	<b>6,887,882</b>	<b>3,127,459</b>	<b>3,760,423</b>

**Note 3 Capital - Acquisitions, Funding and Disposal cont.**  
**For the Period Ended 30 June 2017**

Assets Disposed	Cost	Accum Depr	Proceeds	Profit (Loss)	Description Disposed Asset	Current Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	Comments
	\$	\$	\$	\$		\$	\$	\$	
<b>Land &amp; Building</b>									
	0	0	60,455	60,455	Transport Plant	0	0	0	
<b>Plant &amp; Equipment</b>									
	0	0	46,584	46,584	Recreation & Culture Yth Sport & Rec	0	0	0	
	<b>0</b>	<b>0</b>	<b>107,038</b>	<b>107,038</b>		<b>0</b>	<b>0</b>	<b>0</b>	

\*\*\* Disposal of Assets transactions have not been completed. Once transactions have been processed through to the Asset Register the Profit/Loss will be recognised.

## Note 4 Capital and Investments

For the Period Ended 30 June 2017

Bank Accounts	Municipal	Reserves	Trust	Investments	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$	\$	\$	\$	\$
<b>(a) Cash Deposits</b>								
Municipal Account	4,165,769				4,165,769	Westpac	Variable	Business
Cash Advance Trust	1,250				1,250			
<b>(b) Term Deposit Reserves</b>		900,171			900,171	Westpac		
<b>Total</b>	<b>4,167,019</b>	<b>900,171</b>	<b>0</b>	<b>0</b>	<b>5,067,190</b>			

\*\*\* Cash and Investments transactions have not been completed. Further information required for term deposit

## Note 5 Receivables

### For the Period Ended 30 June 2017

Receivables - Rates and other Rates Receivable	YTD 30 Jun 2017	30 Jun 2016	Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
Opening Arrears Previous Years	\$ 230,941	\$ 225,876	Receivables - General	\$ (28,084)	\$ 0	\$ 0	\$ 682,770	\$ 76,587	\$ 731,274
Levied This Year	237,825	233,036	Balances per Trial Balance						
Other Rate Charges	0		Sundry Debtors						204,009
Less Collections to date	(230,407)	(227,971)	Receivables - Other						527
Equal Current Outstanding	238,359	230,941	Accruals						4,514
<b>Net Rates Collectable</b>	<b>238,359</b>	<b>230,941</b>	<b>Total Receivables General Outstanding</b>						<b>940,324</b>
% Collected	49%	50%	Amounts shown above include GST (where applicable)						

## Note 6 Payables

For the Period Ended 30 June 2017

Payables	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - General						0
<b>Balances per Trial Balance</b>						
<b>Sundry Payables</b>						<b>0</b>
<b>Payables - Other</b>						
Payroll Payables						
ATO Liability						201,349
Accrued Expenses						0
Other						2,087,722
<b>Total Payables - Other</b>						<b>2,289,072</b>
					<b>Total Payables</b>	<b>2,289,072</b>

Amounts shown above include GST (where applicable)



## Note 7 Cash Backed Reserves

Reserves	For the Period Ended 30 June 2017									
	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Current Closing Balance	Actual YTD Closing Balance
Asset Replacement/Acquisition Reserve	\$ 809,622	\$ 25,819	\$ 20,433	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 835,441	\$ 830,055
Cultural Centre Reserve	68,390	2,181	1,726	0	0	0	0	0	70,571	70,116
	<b>878,012</b>	<b>28,000</b>	<b>22,159</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>906,012</b>	<b>900,171</b>

## Note 8 Rating Information

For the Period Ended 30 June 2017

Rate	Rate In	Number of Properties	Rateable Value	YTD Actual			Amended Budget				
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
General Rate	\$ 0.180000	65	\$ 724,583	\$ 237,825	\$ 0	\$ 0	\$ 237,825	\$ 167,985	\$ 0	\$ 0	\$ 167,985
UV Sub-Totals		65	724,583	237,825	0	0	237,825	167,985	0	0	167,985
<b>Minimum Payments</b>	<b>Minimum \$</b>										
UV General Rate	220	0	0	0	0	0	0	0	0	0	0
UV Sub-Totals		0	0	0	0	0	0	0	0	0	0
<b>Total</b>		<b>65</b>	<b>724,583</b>	<b>237,825</b>	<b>0</b>	<b>0</b>	<b>237,825</b>	<b>167,985</b>	<b>0</b>	<b>0</b>	<b>167,985</b>
<b>Discounts on Rates</b>											
Amounts from General Rates							237,825				167,985
Ex-Gratia Rates							0				64,882
							<b>237,825</b>				<b>232,867</b>

## Note 9 Information on Borrowings

---

(a) Debenture Repayments

The Shire does not have any borrowings.

(b) New Debentures

There were not new debentures as at reporting date.

(c) Unspent Debentures

The Shire had no unspent debenture funds as at reporting date.

(d) Overdraft

The shire does not currently have any overdraft facilities set-up.

## Note 10 Grants and Contributions

For the Period Ended 30 June 2017

Grants	Grant Provider	2016-17 Amended Budget		2016-17 Amended Budget		Variations		Recoup Status		
		Budget	Operating	Capital	Operating	Capital	Operating	Capital	Received	Not Received
		\$	\$	\$	\$	\$	\$	\$	\$	
<b>General Purpose Funding</b>										
General Grants (Unfunded)	WALGCC	3,847,508	3,847,508					3,843,064	4,444	
Reimbursements	Various	0	0					0	0	
Governance	DoT	3,750	3,750					2,858	892	
Health										
Grant-Environmental Health Program WA	DoH	104,352	104,352					79,751	24,601	
Health Dept										
Education and Welfare										
Grant - DCD	FAHCSIA	120,000	120,000					119,485	515	
FAHCSIA - LSP Grant	FAHCSIA	18,000	18,000					18,237	0	
Community Amenities										
FAHCSIA - NACP	FAHCSIA	20,000	20,000					17,097	2,903	
Recreation and Culture										
Contributions and Reimbursements Other	Various	1,000	1,000					0	1,000	
Transport										
Grants - Direct	MRWA	142,011	142,011					142,011	0	
Govt Grant - Road to Recovery	Dept of Infrastructure	236,895		236,895				236,895	(0)	
Govt Grants - Special Purpose	MRWA	570,000		570,000				570,000	0	
Govt Grant - Outback Highway		4,200,000		4,200,000				1,200,000	3,000,000	
Govt Grants - Special Purpose		798,000		798,000				781,400	16,600	
Other Property and Services										
Reimbursements	Various	10,000	10,000					12,702	0	
Advertising Rebates	Various	500	500					0	500	
		<b>10,072,016</b>	<b>4,267,121</b>	<b>5,804,895</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,023,500</b>	<b>3,051,455</b>	

## Note 11 Trust Funds

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There are no funds held at balance date over which the Shire has no control.

## Note 12 Material Variances

Economic Services	(2,471)	-60%	▼	Permanent	Building Fees down
Other Property and Services	(2,948)	-19%	▼	Permanent	Plant Hire, PWorks down
<b>Operating Expense</b>					
Governance	(21,833)	-14%	▼	Permanent	O/H Recovery under recovered
General Purpose Funding - Rates	6,601	-24%	▼	Permanent	Admin Exp under
General Purpose Funding - Other	-	0%			
Law, Order, Public Safety	15,959	-16%	▼	Permanent	Admin Exp under
Health	85,932	-20%	▼	Permanent	Generally under
Education and Welfare	253,022	-22%	▼	Permanent	Generally under
Housing	324,851	-68%	▼	Timing	Depn model not run yet
Community Amenities	117,192	-19%	▼	Permanent	Generally under
Recreation and Culture	304,237	-26%	▼	Permanent	Generally under
Transport	46,359	-2%			
Economic Services	62,305	-32%	▼	Timing	Admin Exp under
Other Property and Services	(34,151)	-120%	▼	Permanent	Parts & Repairs over
<b>Funding Balance Adjustments</b>					
Add back Depreciation	(706,378)	-100%	▼	Timing	Depn model not run yet
Adjust (Profit)/Loss on Disposal	40,724	0%			
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(3,016,600)	-52%	▼	Permanent	Offset by Exp
Proceeds from Disposal of Assets	60,766	100%	▲	Permanent	Offset, see Transport Inc above
<b>Capital Expenses</b>					
Land & Buildings	299,779	-46%	▼	Timing	EYLC
Furniture & Equipment	(3,316)	100%	▲	Timing	
Plant & Equipment	6,880	-4%			
Infrastructure - Roads	3,457,080	-57%	▼	Permanent	Offset by Inc
<b>Financing</b>					
Transfer to Reserves	5,841	-21%	▼	Permanent	Interest Earned lower

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**REPORT NO: 046-17** TO: ORDINARY COUNCIL MEETING 31<sup>st</sup> AUGUST 2017  
**SUBJECT: COUNCIL INVESTMENTS AS AT 25<sup>th</sup> AUGUST 2017**

<b>DATE:</b>	31 August 2017
<b>PROPONENT:</b>	Shire of Ngaanyatjarraku
<b>LOCATION:</b>	Shire of Ngaanyatjarraku
<b>AUTHOR:</b>	Chris Paget, Chief Executive Officer
<b>REPORTING OFFICER:</b>	Chris Paget, Chief Executive Officer
<b>FILE NO:</b>	FM.04
<b>DECLARATION OF INTERESTS:</b>	Nil

### BACKGROUND

The authority to invest money held in any Council Fund is delegated to the Chief Executive Officer. Council Funds may be invested in one or more of the following:

- Fixed Deposits
- Commercial Bills
- Government bonds
- Other Short-term Authorised Investments

Council funds are to be invested with the following financial institutions.

- Major banks
- Bonds Issued by Government and/ or Government Authorities.

### COUNCIL INVESTMENTS AS AT 25 AUGUST 2017

Institution	Amount Invested	Investment type	Assets Repl./Acq./Devp. Reserve Fund	Cultural Centre Reserve Fund	Municipal Account
Westpac Banking Corporation		Term deposit	\$830,071.20	\$6,607.83	
Westpac Banking Corporation		Operating a/c			\$3,283,148.14
<b>TOTAL INVESTMENTS</b>	<b>\$4,119,827.17</b>		<b>\$830,071.20</b>	<b>\$6,607.83</b>	<b>\$3,283,148.14</b>

### RECOMMENDATION

That the report on Council investments as at 25<sup>th</sup> August 2017 be received and noted.

### VOTING REQUIREMENTS

Simple majority



**MOVED Cr. Jones, seconded Cr. Frazer, that the recommendation contained within report 046-17 be adopted.**

**#046-17**

**RESOLUTION**

*That the report on Council investments as at 25<sup>th</sup> August 2017 be received and noted.*

**CARRIED 7/0**

---

**REPORT NO: 047-17**      **TO: ORDINARY COUNCIL MEETING 31st AUGUST 2017**  
**SUBJECT: ADOPTION OF 2017/2018 ANNUAL BUDGET**

<b>DATE:</b>	31 August 2017
<b>PROPONENT:</b>	Shire of Ngaanyatjarraku
<b>LOCATION:</b>	Shire of Ngaanyatjarraku
<b>AUTHOR:</b>	Chris Paget, Chief Executive Officer
<b>REPORTING OFFICER:</b>	Chris Paget, Chief Executive Officer
<b>FILE NO:</b>	FM.05
<b>DECLARATION OF INTERESTS:</b>	Nil

#### **PURPOSE**

The purpose of this report is to recommend the adoption of the Council's annual budget for the 2017/2018 financial year.

#### **BACKGROUND**

The 2017/2018 budget has been prepared as a balanced budget with significant input from staff and elected members, as well as considering any requests from the Lands communities and other groups.

#### **STATUTORY ENVIRONMENT**

Section 6.2 of the Local Government Act 1995 requires a local government to prepare and adopt, by absolute majority, an annual budget by 31 August in each year. Sections 6.15 to 6.19 of the Local Government Act 1995 relate to the imposition of fees and charges for a local government.

#### **FINANCIAL IMPLICATIONS**

The adoption of the budget enables the operations of the Council to continue effectively and issue rates in a timely manner to assist with income generation and cash flow.

#### **POLICY IMPLICATIONS**

Not applicable

#### **STRATEGIC IMPLICATIONS**

Shire of Ngaanyatjarraku Strategic Community Plan, goal 4 *Our Leadership*:  
Outcomes 4.2 A compliant & capable local government, and 4.3 Sustainable service delivery

#### **RECOMMENDATION**

That pursuant to Section 6.2 of the *Local Government Act 1995* and Local Government (Financial Management) Regulations Part 3, Regulations 22 to 33, Council adopts the Annual Budget for 2017/2018 as tabled.

---

**VOTING REQUIREMENTS**

Absolute majority required

**MOVED Cr. B. Thomas, seconded Cr. Bates, that the recommendation contained within report 020-17 be adopted.**

**#047-17**

**RESOLUTION**

*That pursuant to Section 6.2 of the Local Government Act 1995 and Local Government (Financial Management) Regulations Part 3, Regulations 22 to 33, Council adopts the Annual Budget for 2017/2018 as tabled.*

**CARRIED BY AN ABSOLUTE MAJORITY 7/0**

---

**REPORT NO: 048-17** TO: **ORDINARY COUNCIL MEETING 31<sup>st</sup> AUGUST 2017**  
**SUBJECT: IMPOSITION OF FEES AND CHARGES 2017/2018**

<b>DATE:</b>	31 August 2017
<b>PROPONENT:</b>	Shire of Ngaanyatjarraku
<b>LOCATION:</b>	Shire of Ngaanyatjarraku
<b>AUTHOR:</b>	Chris Paget, Chief Executive Officer
<b>REPORTING OFFICER:</b>	Chris Paget, Chief Executive Officer
<b>FILE NO:</b>	FM.05 & FM.09
<b>DECLARATION OF INTERESTS:</b>	Nil

### **BACKGROUND**

Pursuant to Section 6.16 of the Local Government Act 1995 and Regulation 25, a Local Government may impose and recover a fee or a charge for any goods or services it provides or proposes to provide other than a service for which a service charge is imposed.

The Annual Budget document contains a Schedule of Fees and Charges (refer attached). Council is hereby requested to give consideration to the Fees and Charges to be imposed. Notes to the Annual Budget detail total Revenue for fees and charges for each program as required by Financial Management Regulation 25.

### **STATUTORY ENVIRONMENT**

Local Govt Act s6.16

### **POLICY IMPLICATIONS**

Nil

### **VOTING REQUIREMENTS**

Absolute majority required

### **RECOMMENDATION**

That pursuant to section 6.16 of the Local Government Act 1995, the Schedule of Fees and Charges included in the 2017/2018 Annual Budget be adopted.

**MOVED Cr. Jones, seconded Cr. B. Thomas, that the recommendation contained within report 048-17 be adopted.**

**#048-17**

### **RESOLUTION**

*That pursuant to section 6.16 of the Local Government Act 1995, the Schedule of Fees and Charges included in the 2017/2018 Annual Budget be adopted.*

**CARRIED BY AN ABSOLUTE MAJORITY 7/0**

**REPORT NO: 049-17**      **TO: ORDINARY COUNCIL MEETING 31<sup>st</sup> AUGUST 2017**  
**SUBJECT: RATES – 2017/2018 ANNUAL BUDGET**

<b>DATE:</b>	31 August 2017
<b>PROPONENT:</b>	Shire of Ngaanyatjarraku
<b>LOCATION:</b>	Shire of Ngaanyatjarraku
<b>AUTHOR:</b>	Chris Paget, Chief Executive Officer
<b>REPORTING OFFICER:</b>	Chris Paget, Chief Executive Officer
<b>FILE NO:</b>	FM.05
<b>DECLARATION OF INTERESTS:</b>	Nil

### **BACKGROUND**

Pursuant to Section 6.32 when adopting the annual budget, a local government in order to make up the budget deficiency, is to impose a general rate on rateable land.

### **COMMENT**

The deficiency of expenditure over income for the purpose of striking the rate for the 2017/2018 financial year amounts to \$246,670. This amount to be raised by way of rates will impact as follows:

- (1) The general rate is maintained at 19.00 cents in the dollar for the 2017/2018 financial year, thus representing a nil increase from the prior year.
- (2) The minimum rate will be increased to \$240 per annum, representing a 2.1276% increase in the rate over the year prior. A total of 3 assessments will be affected.

Section 6.45 of the Local Government Act 1995 states that rates charged may be made by single payment or a person may elect to make payment by 4 equal or nearly equal instalments. A local government may impose an additional charge (including an amount by way of interest) where payment of a rate charge is made by instalments.

Financial Management Regulation 67 and 68 permits a Council to impose the following additional charge where payment of rates is by instalments:

- Additional Cost of Administration
- Interest component to a maximum of 5.5%.

**It's recommended that the Council does not impose the above-mentioned additional charges.**

Section 6.50 of the Local Government Act 1995 permits a Council to determine when a rate charge becomes due and payable, but cannot be earlier than 35 days after the date noted on the rate notice as the date the rate notice was issued. Where a person elects to pay a rate charge by instalments the

second and each subsequent instalment does not become due and payable at intervals of less than 2 months.

**The due date of each instalment for the 2017/2018 financial year will be as follows:**

- Date of issue	18 <sup>th</sup> September 2017
- 1st Instalment	27 <sup>th</sup> October 2017
- 2nd Instalment	29 <sup>th</sup> December 2017
- 3rd Instalment	2 <sup>nd</sup> March 2018
- 4th Instalment	4 <sup>th</sup> May 2018

Section 6.51 of the Local Government Act permits the Council to impose interest on a rate or service charge that remains unpaid (including instalment):

- (a) Where no election has been made to pay the rate charge by instalments due
  - (i) after it becomes due and payable;
  - or
  - (ii) 35 days after the date of issue of the rate noticewhichever is the later.
- (b) Where an election has been made to pay the rate charge by instalments and an instalment remains unpaid after its due and payable.

Financial Management Regulation 70 states that the maximum rate of interest on overdue rates to be imposed under Section 6.51 of the Local Government Act is 11%.

It is recommended that Council again imposes a rate of 11% interest to apply on overdue rates.

**STATUTORY ENVIRONMENT**

Not applicable

**POLICY IMPLICATIONS**

Nil

**VOTING REQUIREMENTS**

Absolute majority required

**RECOMENDATION**

That Council:

1. Adopts the general rate on UV rateable property at **\$0.19** rate in the dollar for 2017/18;
  2. Impose general minimum for the 2017/2018 financial year at **\$240** per rateable property;
  3. Adopts the rates due dates as outlined in the report above;
  4. Impose a rate of 11% interest to apply on overdue rates.
-

**MOVED Cr. Bates, seconded Cr. West, that the recommendation contained within report 049-17 be adopted.**

**#049-17**

**RESOLUTION**

*That Council:*

- 1. Adopts the general rate on UV rateable property at \$0.19 rate in the dollar for 2017/18;*
- 2. Impose general minimum for the 2017/2018 financial year at \$240 per rateable property;*
- 3. Adopts the rates due dates as outlined in the report above;*
- 4. Impose a rate of 11% interest to apply on overdue rates.*

**CARRIED BY AN ABSOLUTE MAJORITY 7/0**

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**REPORT NO: 050-17** TO: ORDINARY COUNCIL MEETING 31<sup>st</sup> AUGUST 2017  
**SUBJECT: 2017/2018 ELECTED MEMBER FEES AND ALLOWANCES**

<b>DATE:</b>	31 August 2017
<b>PROPONENT:</b>	Shire of Ngaanyatjarraku
<b>LOCATION:</b>	Shire of Ngaanyatjarraku
<b>AUTHOR:</b>	Chris Paget, Chief Executive Officer
<b>REPORTING OFFICER:</b>	Chris Paget, Chief Executive Officer
<b>FILE NO:</b>	FM.05
<b>DECLARATION OF INTERESTS:</b>	Nil

### **PURPOSE**

It is recommended that Council pay the following meeting attendance fees and allowances for the 2017/18 financial year. These amounts lie within the thresholds set by the Salaries & Allowances Tribunal in its determination of 11<sup>th</sup> April 2017 for Local Government Elected Members' remuneration for a Band 4 LGA such as the Shire of Ngaanyatjarraku:

- In accordance with Section 5.98(1)(b) of the Local Government Act, Local Government (Administration) Regulation 30, Part 2.2 (1) and Part 2.3 (1)(a) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act, Councillor meeting attendance fees be set at **\$200** per Council meeting, and **\$100** per committee meeting.
- In accordance with Section 5.98(1) (b) of the Local Government Act, Local Government (Administration) 30, Part 2.2 (1) and Part 2.3 (1)(a) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act, meeting attendance fees for the Shire President be set at **\$400** per Council meeting and **\$100** per committee meeting.
- In accordance with Section 5.98(5) of the Local Government Act, Local Government (Administration) Regulation 33 and Part 3.2 (4) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act, the annual allowance for the Shire President remains set at **\$4,000**.
- In accordance with Section 5.98A(1) of the Local Government Act, Local Government (Administration) Regulation 33A and Part 3.3 of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act, the annual allowance for the Deputy Shire President remains set at **\$1,000**.

### **STATUTORY ENVIRONMENT**

Local Government Act sections 5.98 and 5.98A

Local Government (Administration) Regulations 30, 33 and 33A



## **VOTING REQUIREMENTS**

Absolute majority required

### **RECOMMENDATION**

1. Pursuant to section 5.98 of the Local Government Act 1995 and regulation 30 of the Local Government (Administration) Regulations 1996, the meeting attendance fees for elected members as outlined in the report above be adopted
2. Pursuant to section 5.98(5) of the Local Government Act 1995 and regulation 33 of the Local Government (Administration) Regulations 1996, an annual local government allowance of \$4,000 be paid to the Shire President.
3. Pursuant to section 5.98A of the Local Government Act 1995 and regulations 33A of the Local Government (Administration) Regulations 1996, an annual local government allowance of \$1,000 be paid to the Deputy Shire President.

**MOVED Cr. West, seconded Cr. P. Thomas, that the recommendation contained within report 050-17 be adopted.**

**#050-17**

### **RESOLUTION**

1. *Pursuant to section 5.98 of the Local Government Act 1995 and regulation 38 of the Local Government (Administration) Regulations 1996, the meeting attendance fees for elected members as outlined in the report above be adopted*
2. *Pursuant to section 5.98(5) of the Local Government Act 1995 and regulation 33 of the Local Government (Administration) Regulations 1996, an annual local government allowance of \$4,000 be paid to the Shire President.*
3. *Pursuant to section 5.98A of the Local Government Act 1995 and regulations 33A of the Local Government (Administration) Regulations 1996, an annual local government allowance of \$1,000 be paid to the Deputy Shire President.*

**CARRIED BY AN ABSOLUTE MAJORITY 7/0**

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**REPORT NO: 051-17**      **TO: ORDINARY COUNCIL MEETING 31st AUGUST 2017**  
**SUBJECT: ADMINISTRATIVE COMPLIANCE WITH THE LG ACT 1995**

<b>DATE:</b>	31 August 2017
<b>PROPONENT:</b>	Shire of Ngaanyatjarraku
<b>LOCATION:</b>	Shire of Ngaanyatjarraku
<b>AUTHOR:</b>	Kevin Hannagan, Deputy Chief Executive Officer
<b>REPORTING OFFICER:</b>	Chris Paget, Chief Executive Officer
<b>FILE NO:</b>	CS.06
<b>DECLARATION OF INTERESTS:</b>	Nil

### **PURPOSE**

For Council to consider the Monthly Report of outstanding actions to achieve administrative compliance with the Local Government Act 1995.

### **BACKGROUND**

The Minister for Local Government appointed an Approved Adviser to work with the Shire to meet the administrative requirements of the Local Government Act 1995. The Approved Advisers' Scope of Work is to "Undertake a review of the Shire's policies, systems and procedures to establish the level of compliance with the legislative provisions of the Local Government Act 1995".

### **STATUTORY IMPLICATIONS**

Local Government Act 1995, various Sections.

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

As directed by the Minister, the costs associated with the Approved Adviser are to be borne by Council. The Annual Budget has taken this into account.

### **STRATEGIC IMPLICATIONS**

#### **Strategic Community Plan**

Goal 4, Our Leadership

Outcome 4.2, A capable and compliant local government

### **COMMUNITY CONSULTATION**

Community consultation is not required.

### **COMMENT**

Shire Staff have compiled for the Approved Adviser a list of tasks to be undertaken, split into two sections:

1. Tasks carried over from 30 June 2017 to achieve administrative compliance with the Local Government Act 1995, and
2. New Tasks to be undertaken by a Local Government for the Quarter Ended September 2017 to maintain compliance with various Acts during that period.

A copy of the list of tasks is attached for Councillors information. Further monthly reports will be made to Council advising progress against the task 'due dates'.

The two main items outstanding to achieve compliance are the Audits for 2014/15 and 2015/16 Financial Years End.

### **ATTACHMENTS**

Attachment 1 – Compliance Action List

### **VOTING REQUIREMENT**

Simple majority

### **OFFICER'S RECOMMENDATION**

That Council notes the attached Compliance Action List and this Report.

**MOVED Cr. P. Thomas, seconded Cr. Frazer, that the recommendation contained within report 051-17 be adopted.**

#051-17

### **RESOLUTION**

*That Council notes the attached Compliance Action List and this Report.*

**CARRIED 7/0**

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**REPORT NO: 052-17**      **TO: ORDINARY COUNCIL MEETING 31st AUGUST 2017**  
**SUBJECT: REVIEW OF RISK MANAGEMENT FRAMEWORK**

<b>DATE:</b>	31 August 2017
<b>PROPONENT:</b>	Shire of Ngaanyatjarraku
<b>LOCATION:</b>	Shire of Ngaanyatjarraku
<b>AUTHOR:</b>	Kevin Hannagan, Acting Deputy Chief Executive Officer
<b>REPORTING OFFICER:</b>	Chris Paget, Chief Executive Officer
<b>FILE NO:</b>	RM.00 & CM.14
<b>DECLARATION OF INTERESTS:</b>	Nil

### **PURPOSE**

For Council to amend its existing Risk Management Framework following a further review by Councils Management and its insurer Local Government Insurance Services (LGIS) as part of undertaking development of a Risk Register and work associated with the 2017 Audit Regulation 17 Review.

### **BACKGROUND**

Council is required to regularly review its policies and plans. This review is being coordinated with a major review of all elements of Risk Management and involve:

- a) reviews of existing:
  - Risk Management Policy, and
  - Risk Management Framework.
- b) development of:
  - Risk Register.

### **STATUTORY ENVIRONMENT**

#### **Local Government (Audit) Regulations 1996**

17. CEO to review certain systems and procedures:

- (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —
  - (a) risk management; and
  - (b) internal control; and
  - (c) legislative compliance.

### **POLICY IMPLICATIONS**

Council Policy CS2.22, Risk Management – no implications.

### **FINANCIAL IMPLICATIONS**

Nil, the Regulation 17 Review is being undertaken in consultation with LGIS (approx. \$1k) and will be funded from the credit balance the Shire has in its LGIS Members Experience Fund

(approx. \$9k). The Shire's A/Deputy CEO has undertaken the bulk of the work required to do this with guidance from LGIS on using their model.

### **STRATEGIC IMPLICATIONS**

#### **Strategic Community Plan**

Goal 4, Our Leadership

Outcome 4.2, A capable and compliant local government

### **COMMUNITY CONSULTATION**

Not required.

### **COMMENT**

The Chief Executive Officer has commenced the process of undertaking the 2017 review, to be completed and forwarded to the Audit Committee later this calendar year. As part of this work it became evident that the current Risk Management Framework, Measures of Consequence associated with Financial Impact and Project Time / Cost were not appropriate for a Shire the size of Ngaanyatjarraku. As such the following were amended:

<b>FINANCIAL IMPACT</b>	<b>Project</b>	
	<b>TIME</b>	<b>COST</b>
Less than \$10,000	Exceeds deadline by 10% of project timeline	Exceeds project budget by 5%
\$10,000 - \$50,000	Exceeds deadline by 20% of project timeline	Exceeds project budget by 10%
\$50,001 to \$250,000	Exceeds deadline by 30% of project timeline	Exceeds project budget by 15%
\$250 000 to \$500,000	Exceeds deadline by 40% of project timeline	Exceeds project budget by 20%
>\$500,000	Exceeds deadline by 50% of project timeline	Exceeds project budget by 25%

### **ATTACHMENTS**

Attachment 1 – Amended Risk Management Framework.

### **VOTING REQUIREMENT**

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Simple majority

**OFFICER'S RECOMMENDATION**

That Council notes the attached amended Risk Management Framework.

**MOVED Cr. P. Thomas, seconded Cr. Frazer, that the recommendation contained within report 052-17 be adopted.**

**#052-17**

**RESOLUTION**

*That Council notes the attached amended Risk Management Framework.*

**CARRIED 7/0**

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**REPORT NO: 053-17** TO: ORDINARY COUNCIL MEETING 31<sup>st</sup> AUGUST 2017  
**SUBJECT: ACTION REPORT – ENVIRONMENTAL HEALTH & BUILDING SERVICES**

<b>DATE:</b>	31 August 2017
<b>PROPONENT:</b>	Shire of Ngaanyatjarraku
<b>LOCATION:</b>	Shire of Ngaanyatjarraku
<b>AUTHOR:</b>	Philip Swain, Principal EHO & Building Officer
<b>REPORTING OFFICER:</b>	Chris Paget, Chief Executive Officer
<b>FILE NO:</b>	GV.07
<b>DECLARATION OF INTERESTS:</b>	Nil

**PURPOSE**

To inform Council of Environmental Health program & Building Services activities and actions through the periods on-site 7<sup>th</sup> to 15<sup>th</sup> June and 14-21 July 2017.

Date	Subject	Action Taken
6/6/2017	Shire Risk Management Plan	I have met with the Project Officer from LGIS for the establishment of the Shire's Risk Management Plan and established the framework data for the areas that I have responsibility for. It is understood that training will be conducted for other staff at the Shire shortly and there will be a need to review the information I have provided due to the overlap with other programme areas. Action: Plan to be reviewed following all staff input and identification of major risks
8-30/6/2017	Wanarn Aged Care & Clinic Facility – Septic System Upgrade	There has been an ongoing issue with effluent disposal from the Aged Care facility and the dialysis treatment at the Clinic in Wanarn. I have been liaising with Ngaanyatjarra Health and Services to enable an upgrade of the existing effluent disposal system however the Clinic building was original only approved as consulting rooms and consequently the building classification will have to be changed in accordance with the requirements of the Building Code. I have been awaiting application for the reclassification however the matter has not been resolved. I have now written to the Department of Health explaining the situation and seeking approval for the effluent disposal upgrade. Action: Awaiting DoH approval of the septic system alterations and clarification of the building classification

		issue.
4-6/6/2017	Food Business Inspections	I have conducted the final routine food business inspections for the financial year including Irrunytju Store, Wingellina and the Tjukurla Store following a complaint. Some progress is being made with the HACCC facilities which are still a major concern, with Ngaanyatjarra Health utilising their food safety coordinator at the Wanarn Aged Care to implement the food safety plans for each HACCC. Action: PS to prepare inspection schedule for 2017/18. PS to continue liaison with Ng Health regarding the improvements to the HACCC facilities and the establishment of food safety plans
1 -30/6/17	NATS deliveries to Communities	Following complaints, I have previously written to NATS and requested that they ensure proper logistics are in place for the cold chain and that temperature records be made available. I have received some recent records which I am assessing before providing further advice. Action: PS to follow up with NATS and the contract driver to ensure that proper monitoring and records are in place.
30/6/2017	EH Field Support Officer Position	The EHFSO position been filled by Mr Michael Cooke from Perth. Michael has worked previously in remote communities and has experience in education, planning and office administration. Michael will commence duties in early to mid-July and will be relocating, with his partner, to Warburton, in early August Action: PS and Geoff Handy to undertake workplace induction for Mr Cooke.
1-30/6/2017	Squeaky Clean Kids Programme	Goldfields Health are progressing the "Squeaky Clean Kids" (SCK's) programme which provides free remanufactured soap to Indigenous Communities. I have made arrangements for the first delivery of soap (2 x pallets to Warburton) whereupon the Shire will liaise with communities to distribute the product Action – PS and MC to arrange distribution of soap and continue liaison with communities.
18-23/6/17	Veterinarian Visit Ngaanyatjarraku	Dr Bob Irving visited the "lands" in June and attended to various dog health issues visiting most communities Action: PS&MC to arrange for Veterinarian visit in September 2017.
Ongoing	EHW Training Schedule	I am attending via teleconference the meetings of the Goldfields Region training sub committee being facilitated by Bega Garnbirringu Health Service who have been employed by the Department of Health to arrange training for Environmental Health Workers for the next 12 months.



		<p>The committee is meeting monthly and will arrange for training on various subjects to be rolled out throughout WA.</p> <p>Action: PS to attend teleconferences and arrange training as appropriate for EHW's</p>
Nov 16- June 2017	Issue of Occupancy Certifications for Buildings approved under the 2011 Building Act and the 2012 Regulations	<p>There were 8 buildings of Classes 2-9 constructed on the Lands since the roll out of the new Building legislation in 2012. I have now finalised documentation for four (4) of these and have received applications for Occupancy Permits for a further two (2). Finalisation of the other two (2) buildings is being progressed with Ng Services.</p> <p>Action: PS to finalise the issue of Occupancy Certification for Class 2-9 buildings as appropriate</p>
15/6/2017	AEHW Team Registrations NATSIEH Conference	<p>After discussions with the CEO I have registered the workers, supervisor and myself for the National Aboriginal and Torres Strait Islander Environmental Health Conference in Cairns to be held 4-7 September 2017. The worker team will drive to Uluru on Sunday 3<sup>rd</sup> August returning Friday 8 August. Registrations have been paid and bookings made for accommodation.</p> <p>Action: PS, MC &amp; GH to finalise arrangements including flights and staff photo identification for flights</p>
Pending	Community Service Summary – Public Health Plan	<p>Following the service report prepared by P Todd in 2013 I have continued to develop a follow up community service summary. With the enactment of the Public Health Act 2016 the Shire will in due course need to develop a Public Health Plan. The need for this plan is not clearly identified in the Strategic &amp; Business Plans for the Shire. I have provided proposed wording to be included in the Corporate Business Plan. The community service summary can be used in determining appropriate service levels for the future plan however consideration needs to be given to the development of a baseline health status for the communities of the Shire.</p> <p>Action: Public Health Plan development to be included in the Corporate Business Plan and budget consideration to be given to budget for the establishment of baseline data.</p>
Nov 2016 –June 2017	EHW Programme Contract	<p>I have commenced drafting a Community Environmental Health Action Plan based on the previous submission by the Shire to the Department of Health. I have submitted records relating to current insurances to the Department of Health and provided the 6 monthly report. Reporting requirements for the contract are up to date with the next 6 monthly report due shortly.</p>

		Action: PS to liaise with CEO to develop the Community Environmental Health Action Plan.
Pending	Container Deposit Legislation	I have discussed this issue with Joseph from NATS and Matt from Ridges Transport. Although the issue is some way off, the Shire and Ngaanyatjarra Council need to plan for the eventuality as there will be infrastructure requirements to provide for the service in 2018. I have made enquiries with DER and will prepare a report in relation to this matter for consideration in the new year. Action: PS to prepare report on CDA transportation and infrastructure requirements
Pending	Roadhouse Caravan & Campsites	I previously investigated the history and reissued the Caravan & Camping Ground Licence, for the Roadhouse with 10 powered sites. I have again discussed a preliminary plan to extend the short stay sites, with a view to providing for additional campsites during busy periods in 2017. I have again reiterated my advice that I do not believe that additional ablutions are necessary save for the fact that there are no universal access facilities at the park and the laundry building will require an additional facility. Action: Awaiting additional campsite/overflow proposal.
Pending	Warburton Drainage Issues	Previously I had been unable to locate any surveys of the drainage network, or contour surveys for the settlement. These are needed to develop improvements to the current drainage scheme. This issue has not been progressed since March 2015, but its need has been highlighted with recent rains. Action: Issue to be prioritised by Health Building Officer pending corporate plan and budget
Pending	Swimming Pool Procedures	I have reviewed the previous documentation on the pools and located procedure manuals for the Blackstone and Warakurna pools. I have established a sampling register for the pools and forwarded hardcopy materials to each pool manager. I have advised of the need to ensure a current procedures manual is located at each site. Action: Pool staff to review manual information and advise PS of alterations or changes to manuals.

### VOTING REQUIREMENTS

Simple majority

### RECOMMENDATION

That Council receives and notes the report on Environmental Health & Building activities for the period.

**MOVED Cr. Frazer, seconded Cr. B. Thomas, that the recommendation contained within report 053-17 be adopted.**

**#053-17**

**RESOLUTION**

*That Council receives and notes the report on Environmental Health & Building activities for the period.*

**CARRIED 7/0**

**MATTERS FOR THE INFORMATION OF MEMBERS**

The President Cr. McLean advised that the Federal Government would be announcing today that the Goldfields region would become the third trial site in Australia for the 'cashless welfare' card; he said it was not certain if the Ngaanyatjarra Lands would be included in this rollout. However, if so, it would mean participants would be locked into the Newstart system and as a result there would no longer be a CDP in the Lands.

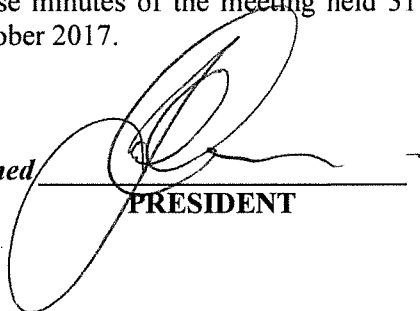
He then gave the Members and Mr Thurtell an update on the progress of the Shire's complaint to the Australian Human Rights Commission regarding the CDP.

**CLOSURE**

There being no further business, the President thanked everyone for their attendance and declared the meeting closed at 2.03pm (WST).

These minutes of the meeting held 31<sup>st</sup> August 2017 were confirmed at the meeting held on 25<sup>th</sup> October 2017.

Signed



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**PRESIDENT**

Date

25/10/17

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