



AGENDA FOR THE  
ORDINARY COUNCIL MEETING  
TO BE HELD ON  
WEDNESDAY  
12<sup>TH</sup> DECEMBER 2018

SHIRE OF THREE SPRINGS  
PROGRAM FOR WEDNESDAY 12<sup>TH</sup> DECEMBER 2018

11.30 – 12 NOON	DR NATHAN CRAIG PRESENTATION ON WILD DOG CONTROL
12 NOON - 12:30PM	WORKING LUNCH
12:30 - 1:30PM	COUNCIL FORUM - WORKS SUPERVISOR AND CDO
1:30PM	COUNCIL MEETING COMMENCES
2.30PM (TBC)	AUDIT TELECONFERENCE MEETING
3:00PM	AFTERNOON TEA



WILDFLOWER COUNTRY

**SHIRE OF THREE SPRINGS  
ORDINARY COUNCIL MEETING NOTICE PAPER  
12<sup>TH</sup> DECEMBER 2018**

President and Councillors,

An ordinary meeting of Council is called for Wednesday, 12<sup>th</sup> December 2018, in the Council Chambers, Railway Road, Three Springs commencing at 1:30pm.

**Sylvia Yandle  
Chief Executive Officer**

**6<sup>th</sup> December 2018**

## **THREE SPRINGS SHIRE COUNCIL**

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## SHIRE OF THREE SPRINGS

### AGENDA FOR ORDINARY MEETING OF COUNCIL TO BE HELD IN COUNCIL CHAMBERS ON 12<sup>TH</sup> DECEMBER 2018 COMMENCING AT 1.30 PM.

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- 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
- 2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**
- 3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
- 4. PUBLIC QUESTION TIME**
- 5. APPLICATIONS FOR LEAVE OF ABSENCE**
- 6. CONFIRMATION OF PREVIOUS MEETING MINUTES**

### 6.1. Confirmation of Minutes of Ordinary Meeting held 26<sup>th</sup> November 2018

### OFFICER RECOMMENDATION – ITEM 6.1

**That the Minutes of the Ordinary Council Meeting held on the 26<sup>th</sup> of November 2018 be confirmed as a true and accurate record of proceedings.**

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

## 9.1. HEALTH/BUILDING and PLANNING REPORT – 2018

[illegible]

**For Council's Information**

### 9.1.1. EARLY CHILDHOOD LEARNING CENTRE

**Agenda Reference:** TP 12/18-01  
**Location/Address:** Lot 561 (Reserve 53200) Maley Street, Three Springs  
**Name of Applicant:** Shire of Three Springs  
**File Reference:** Portion A341  
**Disclosure of Interest:** Nil  
**Date:** 28 November 2018  
**Author:** Simon Lancaster, DCEO/Planning Advisor Shire of Chapman Valley and Sylvia Yandle, CEO

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

#### SUMMARY

Council is in receipt of the finalised plans from the architect for the Early Childhood Learning Centre proposed for Lot 561 (Reserve 53200) Maley Street, Three Springs. This report recommends that Council endorse the plans and authorise the CEO to proceed to tender.

#### ATTACHMENT

9.1.1 Copy of Early Childhood Learning Centre building plans and documentation (provided as separate attachment to agenda due to file size)

#### BACKGROUND

Lot 561 is a 2,250m<sup>2</sup> Crown Reserve on the corner of Maley and Mayrhofer Streets to the south of the Three Springs Primary School.

**Figure 9.1.1(a) – Location Plan of Lot 561 Maley Street, Three Springs**



The Shire has identified the site for development of an Early Childhood Learning Centre and sought the excision and management of the land to allow for this.



The Department of Planning, Lands & Heritage issued a management order for Lot 561 (Reserve 53200) with the purpose of 'Child Care Centre with power to lease' to the Shire of Three Springs on 23 January 2018, with the power to lease or sub-lease the whole or portion thereof for a period not exceeding 21 years.

The architect overseeing the project has prepared the plans and documentation for the Early Childhood Learning Centre and these have been provided as **separate Attachment 9.1.1** for Council's consideration.

**Figure 9.1.1(b) – Lot Plan of Lot 561 Maley Street, Three Springs**



**Figure 9.1.1(c) – View of Lot 561 looking north-west from Maley Street**



## COMMENT

It is a requirement under Section 3.57 of the *Local Government Act 1995* and Part 4 Division 2 Regulation 11 of the *Local Government (Function & General) Regulations 1996* for Council to call tenders for the provision of goods and services that will exceed the \$150,000 (GST exclusive) threshold.

The Officer Recommendation is for Council to delegate to the Shire CEO to finalise with the architect the tender documentation and subsequently call for tenders for the construction of the Early Childhood Learning Centre, with the intention that the received tenders would be presented back to Council as a confidential item for its consideration at the 20 February 2019 meeting.

## CONSULTATION

Part 4 Divisions 2 & 3 of the *Local Government (Function & General) Regulations 1996* establishes the process by which tenders and panels of pre-qualified suppliers must be conducted.

The Western Australian Local Government Association also assist local governments with procurement services.

## STATUTORY ENVIRONMENT

Reserve 53200 is zoned 'Public Purposes: Education' under Shire of Three Springs Local Planning Scheme No.2.

The objective under Table 1 of the Scheme for this zone is "*Public Purposes which specifically provide for a range of essential education facilities*".

The proposed development of an Early Childhood Learning Centre would meet with this objective.

## POLICY IMPLICATIONS

### 3007 PURCHASING POLICY

#### 3007.1 PURCHASE OF GOODS AND SERVICES

##### **PURCHASE OF GOODS AND SERVICES – \$150,000 or more**

All contracts for the purchase of goods and services with a value of \$150,000 or more shall be in accordance with the provisions of the *Local Government (Functions and General) Regulations 1996*.

Council will also enforce the following additional requirements:

- That suitable local suppliers shall be notified that the tender has been advertised. Such notice will be given as soon as possible after the advertisement appears in the newspaper.
- Acceptance of a tender for construction projects will be subject to the execution of a contract based on the standard contract supplied by the Master Builders Association.
- Council's Buy Local Policy will apply to the consideration of tender submissions.

Any decision not to call tenders for Goods or Services valued at more than \$150,000 because of one of the exceptions listed in Regulation 11(2) shall be by Council Resolution.

Before calling for tenders the CEO shall investigate whether the goods or services requested:

- Are available via a joint purchasing arrangement through WALGA,
- May be combined with the requirements of other Local Governments in the North Midlands Region to obtain better value for money.



## 3008 REGIONAL PRICE PREFERENCE – LOCAL GOODS AND SERVICES

### Purpose

The policy is designed to meet the following objectives:

- To contribute to regional sustainability by supporting local businesses; and
- To provide the best value for money for the Shire of Three Springs.

### Interpretation

Local Business – is a business that maintains its primary place of business in the Shire of Three Springs or has 80% of its business activity in the Shire of Three Springs.

Sub Regional Business – is a business that maintains its primary place of business in the sub-Region, or has 80% of its business in the sub-region. For the purposes of this policy, sub regional businesses are those located within Shires of the North Midlands Zone of WALGA.

Regional Business – is a business that maintains its primary place of business in the region or has 80% of its business activity in the region. For the purposes of this policy the region consists of those Shires located within the State development commission regions of Mid-West.

### Policy

When comparing bids from suppliers of Goods and Services, prices will be reduced for evaluation purposes only, as set out in the table below:

#### Goods and Services (Excluding Works)

Supplier	% Reduction	Maximum Differential
Local Business	10%	\$5,000
Sub Regional Business	4%	\$2,000
Regional Business	2%	\$1,000

#### Works – Total Bid Price

Supplier	% Reduction	Maximum Differential
Local Business	5%	\$5,000
Sub Regional Business	2%	\$2,000
Regional Business	1%	\$1,000

#### Works – Local Content (In addition to Total Bid Price Reduction)

Supplier	% Reduction	Maximum Differential
Local Business	5%	\$5,000
Sub Regional Business	2%	\$2,000
Regional Business	1%	\$1,000

### FINANCIAL IMPLICATIONS

2018/2019 Budget Capital Expenditure including construction and in-kind work is \$1,630,000 with Grant funding income of \$500,000 BBRF, \$300,000 Mid West Development Commission, \$250,000 Lotterywest and Council contribution \$500,000

### STRATEGIC IMPLICATIONS

The Shire of Three Springs Strategic Community Plan 2018-2028 identifies the community's visions and is the Shire's principal strategic guide for future planning and activities. The Plan notes that:

*“Educational facilities include Three Springs Primary School and the Three Springs Early Childhood Learning Centre (ECLC). A new purpose-built facility for the ECLC will be completed in late 2019 and will provide places for 19 children.”*  
(page 8)

Council's Strategic Community Plan 2018-2028 and Corporate Business Plan both identify the Early Childhood Learning Centre as a Community High Priority Level, with the latter stating:

Programs or Projects	Scope Statement	Project Outputs	Outcome	Indicators of Success
<b>HIGH PRIORITY</b>				
Early Childhood Learning Centre	<p>The current Three Springs Childcare facility provides full time care, is at full capacity and casual spaces are extremely limited.</p> <p>The project is to construct a Purpose built childcare centre for 21 childcare places including a Toy library and consulting rooms. The project includes costing, business planning, and funding application processes to fund the expected capital cost of the project of \$1,500,000.</p> <p>Land excised from Primary School.</p>	<ul style="list-style-type: none"> <li>• Building approvals</li> <li>• Purpose built building constructed</li> <li>• Local organisation to employ staff to manage facility</li> </ul>	<p>The purpose built facility will meet the childcare and respite care needs of the community for up to 10 years. It will also provide employment within the community and enable parents to enter employment, undertake further training or take part in volunteering activities within the community. Overall it will enable the community to be attractive to new residents who consider childcare services to be a standard for choosing a town to live.</p>	<ul style="list-style-type: none"> <li>• Increase in number of places</li> <li>• Advertising of Job vacancies</li> <li>• Prioritising placements</li> </ul>

The proposed development is in keeping with the following objective identified in the Three Springs Townsite Strategy (2014)

*“Continue to lobby government for retention and expansion of existing services, such as health, education, power, water and hospital facilities.” (page 11)*

## VOTING REQUIREMENTS

Simple Majority

## OFFICERS RECOMMENDATION – ITEM 9.1.1

**That Council endorse the design for the Early Childhood Learning Centre provided as Attachment 9.1.1 and authorise the Shire Chief Executive Officer to finalise the tender documentation and call for tenders for construction of the Early Childhood Learning Centre, and at the conclusion of the tender period any received submissions be presented to a meeting of Council for its consideration.**

## 9.1.2 UNMANNED 24 HOUR FUEL FACILITY

**Agenda Reference:** TP 12/18-02  
**Location/Address:** Lots 2 & 3 Water Street, Three Springs  
**Name of Applicant:** Shire of Three Springs  
**File Reference:** A840  
**Disclosure of Interest:** Nil  
**Date:** 29 November 2018  
**Author:** Simon Lancaster, DCEO/Planning Advisor Shire of Chapman Valley and Sylvia Yandle, CEO

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

### SUMMARY

Council is in receipt of an application for an unmanned 24 hour fuel facility upon Lots 2 & 3 Water Street, Three Springs. This report recommends that Council advertise the application for comment and at the conclusion of the advertising period that the matter be returned to Council for its consideration of the application and any submissions received.

### ATTACHMENT

9.1.2 Copy of unmanned 24 hour fuel facility application

### BACKGROUND

Lots 2 & 3 are each 3,980m<sup>2</sup> in area and located on the south side of Water Street and are owned by Dudawa Haulage Pty Ltd and used for transport depot purposes along with adjoining Lots 4 & 5 to the west that are owned by Rowan Parker.

**Figure 9.1.2(a) – Location Plan of Lots 2 & 3 Water Street, Three Springs**



The applicant (Geraldton Fuel Company Pty Ltd) are seeking approval to develop an unmanned 24 hour fuel facility upon Lots 2 & 3 Water Street and a copy of the received application has been provided as **Attachment 9.1.2** for Council's consideration.

**Figure 9.1.2(b) – Lot Plan of Lots 2 & 3 Water Street, Three Springs**





**Figure 9.1.2(c) – View of Lots 2 & 3 looking south from Water Street**



#### **COMMENT**

The unmanned 24 hour fuel facility is proposed to be located at the northern end of Lots 2 & 3 and would consist of the following:

- 55kL self bunded above-ground diesel storage tank and duel hose bowser setback;
- 16kL self bunded below-ground unleaded petrol tank and single hose bowser (shared with Ad-Blue);
- 10kL self bunded above-ground Ad-Blue storage tank and single hose bowser (shared with ULP);
- outdoor payment terminal; &
- 5m lighting pole.



The unmanned fuel facility would access Water Street via 2 x 8m wide vehicle access points with the fuel bowsters able to be accessed in both directions and bollards sited to protect infrastructure.

The fuel storage tanks would be setback approximately 3.8m from the front property boundary, and the fuel bowsters setback approximately 13.5m from the front property boundary. The facility would be fenced off from the remainder of the transport depot activities upon Lots 2 & 3.

## CONSULTATION

Council may wish to advertise the application prior to making its determination and Clause 64 of the Deemed Provisions under the *Planning and Development (Local Planning Schemes) Regulations 2015* establishes the procedure under which this may occur.

It is recommended that should Council resolve to advertise the application that the following actions be undertaken:

- write directly to surrounding landowners inviting comment;
- write directly to the Department of Water & Environment Regulation, Department of Health, Department of Fire & Emergency Services, Department of Mines, Industry Regulation & Safety, Water Corporation and Western Power inviting comment;
- display of a notice on-site during the advertising period;
- display of a notice in the Yakabout local newspaper;
- display of a copy of the application on the Shire website during the advertising period.

The minimum advertising period under the Regulations is 14 days, however, given that the advertising period would be conducted over the Christmas/New Year period, and that Council do not have a meeting in January it is recommended that the advertising period be extended to a period of 39 days to enable reasonable opportunity for parties to make comment (e.g. advertised from 17/12/18 – 25/1/19 and returned to Council for consideration of the application and any received submissions at the 20/2/19 meeting).

## STATUTORY ENVIRONMENT

Lots 2 & 3 Water Street are zoned 'Light Industry' under Shire of Three Springs Local Planning Scheme No.2.

The objectives listed in Table 2 of the Scheme for the 'Light Industry' zone are as follows:

- *To provide for a range of industrial uses and service industries generally compatible with urban areas, that cannot be located in commercial zones.*
- *To ensure that where any development adjoins zoned or developed residential properties, the development is suitably set back, screened or otherwise treated so as not to detract from the residential amenity."*

'Fuel Depot' is listed as an X (i.e. not permitted use) in the 'Light Industry' zone. The Scheme (and the Regulations) define 'Fuel Depot' as being:

- "fuel depot means premises used for the storage and sale in bulk of solid or liquid or gaseous fuel but does not include premises used —*
- (a) as a service station; or*
  - (b) for the sale of fuel by retail into a vehicle for use by the vehicle."*

Given that the proposed development does involve the sale of fuel by retail into a vehicle for use by the vehicle then the proposed development should not be determined under the definition of a 'Fuel Depot'.

'Service Station' is listed as a 'D' (i.e. discretionary use) in the 'Light Industry' zone. The Scheme (and the Regulations) defines 'Service Station as being:

- “service station means premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for —*
- (a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; or*
  - (b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles.”*

Given that the proposed development would involve the sale of fuel but not the associated retail sale of motor vehicle accessories and goods of an incidental or convenience nature, then the proposed development should not be determined under the definition of 'Service Station'.

It is recommended that this application be considered as an 'Unmanned 24 Hour Fuel Facility' which is a use not listed in the Scheme.

Section 18(4) of the Scheme notes that:

*“The local government may, in respect of a use that is not specifically referred to in the zoning table and that cannot reasonably be determined as falling within a use class referred to in the zoning table —*

- (a) determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or*
- (b) determine that the use may be consistent with the objectives of a particular zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or*
- (c) determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.”*

It is recommended that the application be addressed under Section 18(b) of the Scheme and be advertised for comment prior to being returned to Council for its consideration of the application and submissions received.

Lots 2 & 3 Water Street also fall within the 'Special Control Area 3 – Waste Water Treatment Plant Separation' zone under the Scheme which contains the following Scheme provisions, and whilst it is not anticipated that the proposed development would be deemed incompatible with the purpose, objectives and provisions of the zoning it is nevertheless recommended that the comment of the Water Corporation be sought.

Name of Area	Purpose	Objectives	Additional Provisions
Special Control Area 3 – Waste Water Treatment Plant Separation (SCA3)	To ensure that the development and use of land is compatible with the Three Springs Waste Water Treatment Plant.	To determine suitable nominal separation distances around existing and proposed industrial uses prior to further detailed investigations in order to protect the amenity of sensitive land uses.	In determining proposals, the local government is to have due regard to the provisions of relevant State government policies including State Planning Policy 4.1 State Industrial Buffer Policy

Schedule 2 of the Scheme lists the minimum front boundary setback for the 'Light Industry' zone as being 7.5m and the proposed development would not comply with this requirement, proposing instead that the above-ground tanks would be located approximately 3.8m from the front property boundary. Part 4 Requirement (4) of Table 7 of the Scheme does make allowance for Council to consider, **by absolute majority**, a reduction to this setback distance, subject to the application being advertised (i.e. were Council to advertise the application and subsequently at a future meeting consider giving conditional approval to the application it would need to be by absolute majority).

Description of Land	Requirement
General Industry and Light Industry Zones	<ol style="list-style-type: none"> <li>1) When considering any application for development approval for any industrial use, the local government may: <ol style="list-style-type: none"> <li>a) require the applicant to provide a report on such matters as the effect of the proposal on the air quality, the levels of dust and other airborne pollutants, the quality of the ground water, road traffic and the amenity of the area as well as other matters which in the opinion of the local government need to be addressed.</li> <li>b) consult and shall have regard to the advice of the Department of Health, the Department of Parks and Wildlife, the Department of Environmental Regulation and the Environmental Protection Authority regarding any aspect of the proposal.</li> </ol> </li> <li>2) The maximum site coverage to be permitted for development on land zoned 'Light Industry' is 0.6.</li> <li>3) The maximum site coverage to be permitted for development on land zoned 'General Industry' is 0.5.</li> <li>4) The local government may by absolute majority vary the minimum setback to less than that shown in Schedule 2 subject the application being publicly advertised as per clause 64 of the Deemed Provisions.</li> <li>5) A person may display finished goods for sale in the street setback area of a subject site, subject to the display area being limited to a maximum of 25% of any street setback area; and excluding the following: <ol style="list-style-type: none"> <li>a) the dumping or storage of waste or raw materials; or</li> <li>b) the wreckage or storage of wrecked vehicles or parts thereof.</li> </ol> </li> <li>6) The local government shall require the applicant to submit for approval a detailed landscaping plan showing all areas to be landscaped and the type of landscaping and / or treatments proposed.</li> </ol>

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Nil.

## STRATEGIC IMPLICATIONS

The Shire of Three Springs Strategic Community Plan 2018-2028 identifies the community's visions and is the Shire's principal strategic guide for future planning and activities, and list the following outcomes:

Reference	Strategy	Still Relevant	Priority	Timeframe
1.3.1	Promote existing and new industry opportunities to increase employment	Yes	High	Ongoing
4.2.4	Encourage business to employ local where possible.	Yes	High	Ongoing

It may be considered that an unmanned 24 hour fuel facility whilst offering a new service to the residents of, and visitors to, Three Springs also has the potential to impact upon the existing Three Springs Roadhouse and may be considered contrary to these Strategic Community Plan Outcomes.

Competition and impact on existing local businesses is an issue that local governments have often been forced to grapple with, particularly where arguments have been mounted that an existing retailing operation offers multiple services and employment to a local community, and when faced with an arriving (often unmanned or non-locally employing) competitor that offers a single service that undermines their profitability, this can result in the existing multiple service provider no longer being viable and the local community resultantly losing those associated services and employment.

Council can have some regard for this issue under Clause 67 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* including the requirements of orderly and proper planning, having regard for the amenity of the locality including social impacts of the development, the amount of traffic likely to be generated by the development particularly in relation to the capacity of the local road system in the locality, the impact of the development on the community as a whole, and any submissions received on the application. However, it is noted that the Clause 67 of the Regulations also lists the following matter to be considered by local government:

*“(v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses.”*

This is an issue that Section 3.3.7 ‘Economic Competition’ of the Western Australian Planning Commission publication ‘Development Assessment Panel Training Notes – Making Good Planning Decisions’ (2011) also addresses as follows:

*“The threat of competition to existing businesses is not a relevant planning consideration. It only becomes a relevant planning consideration if there is a prospect that there will be a reduction in the facilities available to the community.*

*This was made clear in the High Court decision of Kentucky Fried Chicken Pty Ltd v Gantidis (1979) 140 CLR 675. In that case, Barwick CJ at [681] said that: “economic competition feared or expected from a proposed use is not a planning consideration within the terms of the planning ordinance governing this matter”.*

*Stephen J at [687] noted that:*

*“...the mere threat of competition to existing businesses, if not accompanied by a prospect of a resultant overall adverse effect upon the extent and adequacy of facilities available to the local community if the development be proceeded with, will not be a relevant town planning consideration.”*

However, it is also noted that Section 2.10 of the *Local Government Act 1995* lists one of the roles of a Councillor as being:

*“A councillor —*

*(a) represents the interests of electors, ratepayers and residents of the district;”*

The Three Springs Townsite Strategy (2014) identifies Lots 2 & 3 Water Street as being within ‘Precinct 5-Industrial’ and lists the following:



Objectives	Planning Provisions	Priority Level
5.1 Development will be predominantly light industrial in nature.	P5.1 To encourage further Light Industrial expansion, consideration should be given to the rezoning, subdivision and redevelopment of the Rural zoned land for industrial land uses.	Medium Term
	P5.2 Service Commercial and Light Industrial land uses are to be encouraged to locate in close proximity to the existing industrial lots on Water Street.	Medium Term
	P5.3 Further Rural Residential subdivision in this location should be discouraged.	Short Term
4.2 High quality built form is to be encouraged, notably in areas that are visible from West Yarra Road.	P5.4 New industrial development is encouraged to be constructed to a high standard and ensure the buildings facing the street maintain an attractive façade enhance the visual amenity of the streetscape.	Short – Medium Term
	P5.5 Any landscaping details are encouraged to be locally themed and of a species that is “water wise” and well represented throughout Three Springs.	Short – Medium Term
	P5.6 Any signage on the road frontage to Water Street should be in a style that is in keeping with other signage throughout the Town to provide an integrated theme within Three Springs.	Short Term

The Strategy also notes a key outcome as being:

*“Diversify and expand employment opportunities, services and facilities for the benefit of residents and tourists.” (page 37)*

## VOTING REQUIREMENTS

Simple Majority

## OFFICERS RECOMMENDATION – ITEM 9.1.2

That Council determine that an Unmanned 24 Hour Fuel Facility is a use not listed within its Local Planning Scheme Zoning Table and that the application for an Unmanned 24 Hour Fuel Facility upon Lot 2 & 3 Water Street, Three Springs shall be advertised for public comment and returned to a future meeting of Council for its consideration of the application and any submissions received.



ABN 29 002 844 162 ACN 002 844 162

Chief Executive Officer  
 Shire of Three Springs  
 Administration Office  
 132 Railway Road  
 THREE SPRINGS WA 6519

Dear Ms Yandle

**APPLICATION FOR PLANNING APPROVAL – LOT 203, WATER STREET, THREE SPRINGS**

Please find attached and application for a "24 Hour Unmanned fuel Facility"

Included in the application is:

- 1 55KI Self Bunded aboveground diesel storage tank and bowser
- 2 16KI Self Bunded below ground ULP tank and bowser
- 3 Above ground Adblue tank and bowser
- 4 Outdoor payment terminal; and
- 5 Lighting pole.

This facility will be a general public retail site to provide a service to the community and our own trucks to enable them to have access to fuel 24 hours per day seven days per week. It will also benefit tourists and businesses that come through the Shire of Three Springs.

There are no other facilities allowing people access to fuel out of normal working hours.

It will also be the only site for Adblue between Moora and Dongara, assisting everyone in the area requiring Adblue, which lowers emission entering our atmosphere and improving our environment.

A Dangerous Goods Licence will be applied for, which has very strict regulations to adhere to, Fire Management and fuel spill management included and an Emergency Management Plan will be put in place as well.

Should you require any further information, please do not hesitate to contact me.

Yours faithfully

A handwritten signature in blue ink, appearing to read "IAN BURROWS".

**IAN BURROWS**  
**MANAGING DIRECTOR**

Enc: Application, Drawings, Site Plan

27 November 2018

Freecall 1800 123 835

[www.refuelaus.com.au](http://www.refuelaus.com.au)

Head Office 120 Flores Rd, Geraldton, Western Australia



## FORM OF APPLICATION FOR PLANNING APPROVAL

(PLEASE COMPLETE ALL BOXES)

### OWNER DETAILS:

Name(s): DUDAWA HAULAGE PTY LTD  
Postal Address: C/O POST OFFICE THREE SPRINGS Postcode: 6519  
Contact Person: ROWAN PARKER  
Phone: 0427 541 291 Email: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

NOTE: The signatures of ALL the owner(s) is required to process this application.

### APPLICANT DETAILS: (if different from owner)

Name: GERALDTON FUEL COMPANY PTY LTD  
Postal Address: PO BOX 119 GERALDTON WA Postcode: 6531  
Contact Person: IAN BURROWS  
Phone: 0417376766 Email: ianbarefuel.com.au  
Signature: \_\_\_\_\_ Date: 16/11/18

### PROPERTY DETAILS:

Lot/Location No: LOT 2e3 House/Street No: \_\_\_\_\_  
Street Name: WATGE ST Locality/Suburb: THREE SPRINGS  
Diagram/Plan No: LOT 2 D065489 Volume No: 1654 Folio No: 95/94

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**EXISTING DEVELOPMENT/LAND USE:**

Nature of any Existing Development/Land Use: TRANSPORT YARD / WORKSHOP  
TRUCK PARKING.

**PROPOSED DEVELOPMENT/LAND USE:**

Description of Proposed Development/Land Use: 24 HOUR REFUELLING  
SITE - UNMANNED.

Approximate Cost: \$160,000

Estimated Time of Completion: MARCH 2019

**REQUIRED INFORMATION & FEES:**

Please refer over for the information required to be submitted with this application and the schedule of fees. This application will not be processed without all required information including payment of the appropriate fee.

**OFFICE USE ONLY:**

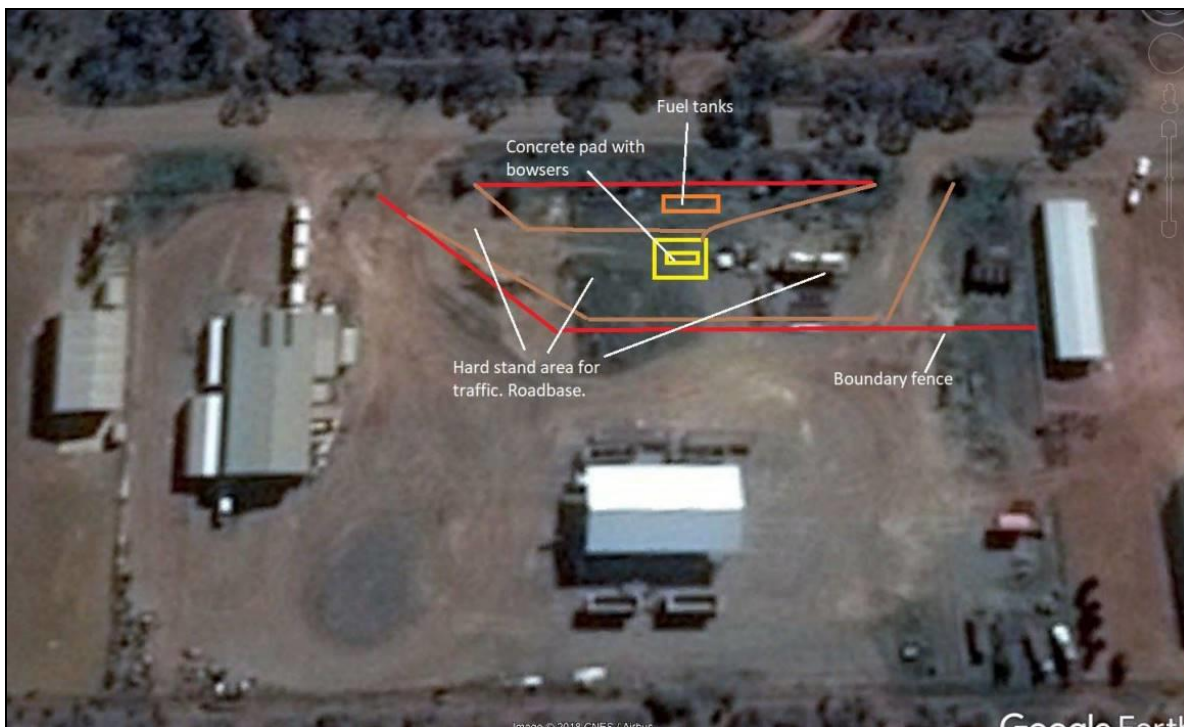
Date Received: \_\_\_\_\_ Application No: \_\_\_\_\_

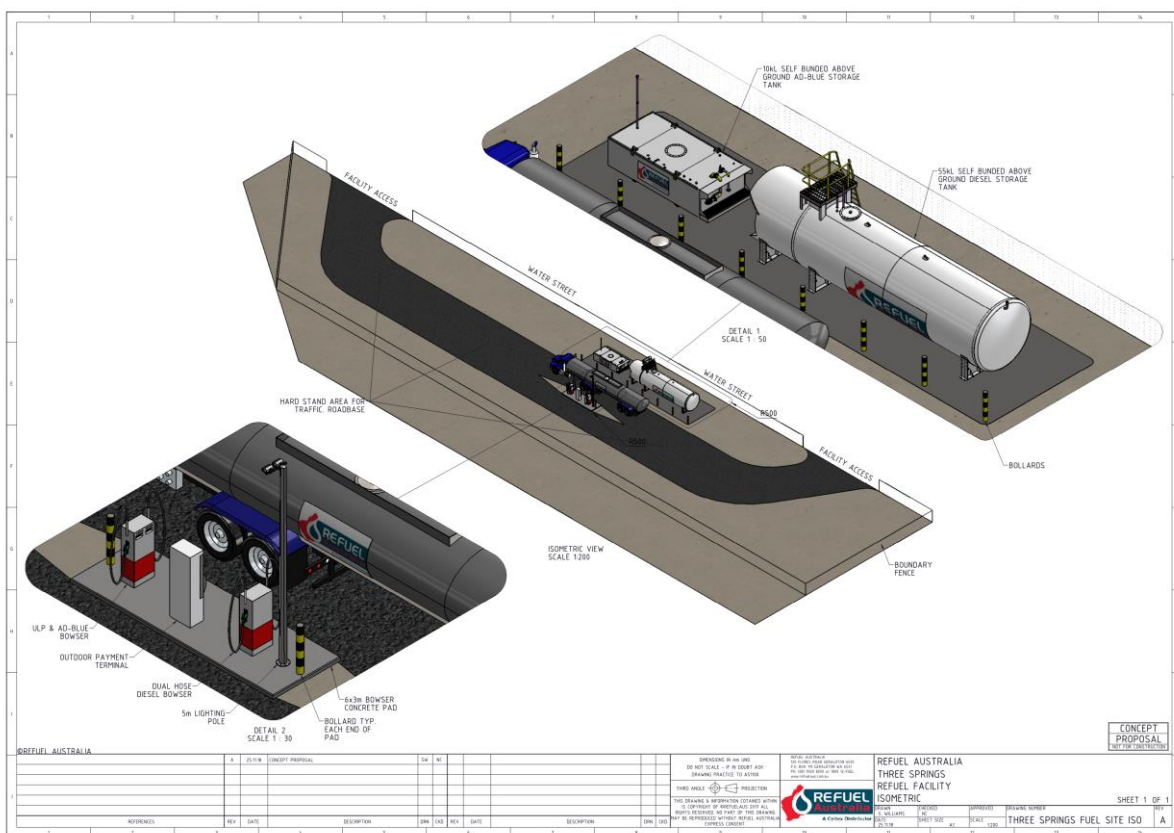
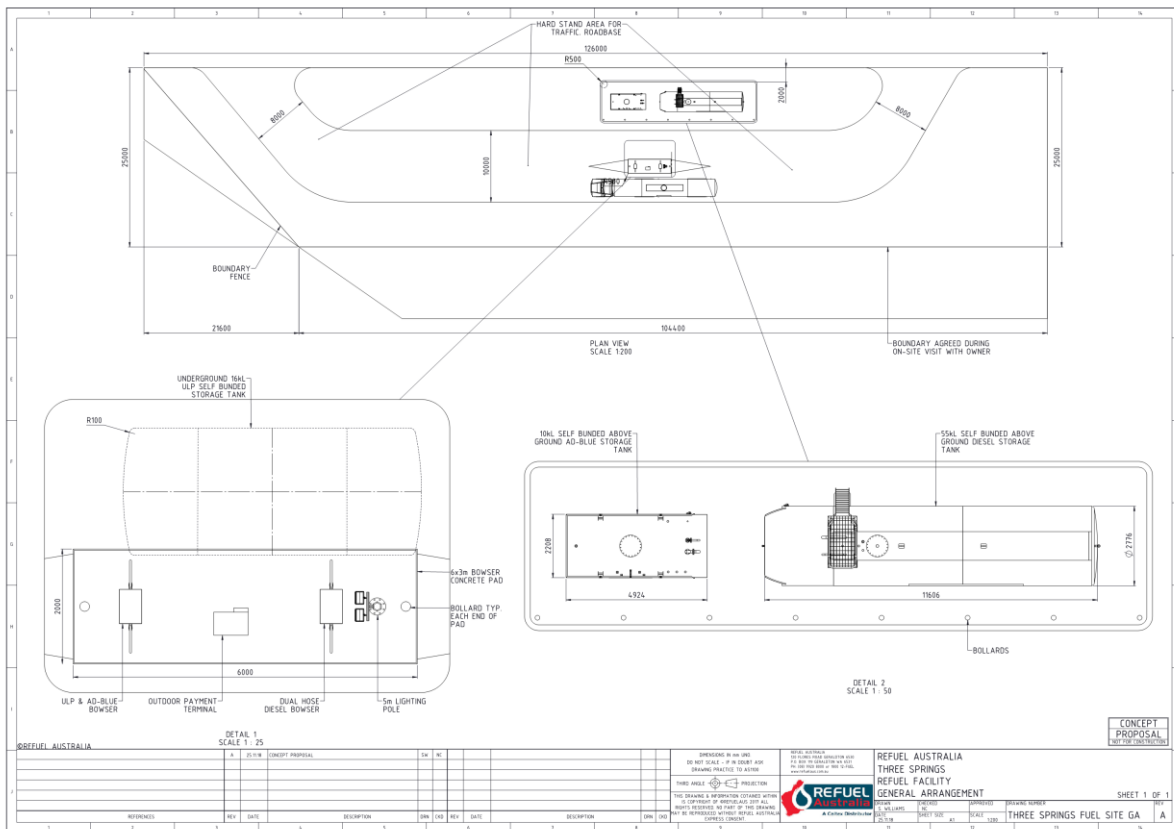
Accepting Officer's Initials: \_\_\_\_\_ File Number: \_\_\_\_\_

Required Fee: \$ \_\_\_\_\_ Date Paid: \_\_\_\_\_

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## **9.2. ADMINISTRATION**

### **9.2.1 REVIEW OF DELEGATIONS REGISTER**

**Agenda Reference:** CEO 12/18-01  
**Location/Address:** 132 Railway Road, Three Springs  
**Name of Applicant:** Shire of Three Springs  
**File Reference:** ADM0199  
**Disclosure of Interest:**  
**Date:** 4th December 2018  
**Author:** Sylvia Yandle, CEO

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

#### **SUMMARY**

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

#### **ATTACHMENTS**

1. Draft Delegations Register Reviewed December 2018. As separate document.

#### **BACKGROUND**

The Delegations Register was last reviewed in December 2017 with amendments made with reference to Community Emergency Services Manager changed to Emergency and Ranger Services Officer.

#### **COMMENT**

The December 2018 reviewed document contains minor changes, most significant with Health, Building and Planning delegation.

The Delegations Register has been reviewed and based on its current contents, no changes are required. Moore Stephens conducted an Audit Regulation 17 in November 2016 which provided information on current delegations and registers. A more comprehensive review of Council's Delegations Registers will be undertaken in 2019 along with other Council documents including Policy Manual, Local Laws and Code of Conduct..

#### **CONSULTATION**

CEO, Manager of Finance

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995 Section 5.46 (2) states –

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

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



## **POLICY IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

Nil.

## **STRATEGIC IMPLICATIONS**

Nil.

## **VOTING REQUIREMENTS**

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

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

## **OFFICER RECOMMENDATION – ITEM 9.2.1**

**That Council endorse the Shire of Three Springs Delegations Register to that document listed at Attachment 9.2.1a *“Register of Delegations Reviewed December 2018”*.**

## 9.2.2 PASSWORD POLICY FOR SHIRE COMPUTERS AND TABLETS

**Agenda Reference:** CEO 18/12 - 04  
**Location/Address:** Shire of Three Springs  
**Name of Applicant:**  
**File Reference:** ADM0124  
**Disclosure of Interest:** Nil  
**Date:** 4<sup>th</sup> December, 2018  
**Author:** Donna Newton – Finance Officer

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

### SUMMARY

For Council to consider the implementation of the use of a stringent password policy for the Shires computers and tablets, to prevent unauthorised access to electronic information.

### ATTACHMENT

Nil

### BACKGROUND

In recent times the Shire of Three Springs has received a number of phishing and scam emails. Whilst due diligence is used by staff and councillors alike to prevent the possibility of the Shire's electronic information becoming corrupt or destroyed by unauthorised access, we are still seeing incidences of possible hacking attempts via email.

In previous Audits it has been brought to the attention of the Shire that our current password policy is outdated and not very strong against outside attacks.

The Shire's electronic information systems are protected by antivirus and antispam software and are monitored on a daily basis. The Shire's Computer and IT service, Perfect Computer Solutions, strongly suggests the implementation of a stringent password policy, to further prevent the possibility of the Shire's electronic systems being accessed by unauthorised persons.

Perfect Computer Solutions propose the following password policy for access to the Shire of Three Springs computers and Council tablets.

1. Password is not to contain the user's account name or parts of the user's full name that exceed two consecutive characters.
2. Be at least 7 characters in length.
  - Contain characters from three of the following four categories:
  - English uppercase characters (A through Z)
  - English lowercase characters (a through z)
  - Base 10 digits (0 through 9)
  - Non-alphabetic characters (for example, ! , \$, #, %)
4. Password cannot be the same as any of the last 24 passwords.

5. Passwords cannot be changed for 1 day after a new password is picked. (To stop people changing their password 24 times to get back to the same one).
6. Passwords expire every 42 days.
7. You will be notified your password is going to expire 5 days before it does. Any people who log in remotely will need to change their password before it fully expires otherwise they won't be able to log in remotely when it does expire.

These are the preferred settings, though these can be relaxed somewhat. However, relaxing them will lower the security.

## **CONSULTATION**

CEO Sylvia Yandle, Finance Officer Donna Newton and Perfect Computer Solutions

## **STATUTORY ENVIRONMENT**

Nil

## **POLICY IMPLICATIONS**

### **Policy Manual – Information Technology**

- 4.4 Where the use of any IT facility is governed by a password then the password must not be inappropriately divulged to any other person.
- 4.5 Users must take every reasonable precaution to ensure that their passwords, accounts, software and data are adequately protected.

## **FINANCIAL IMPLICATIONS**

Nil

## **STRATEGIC IMPLICATIONS**

Nil

## **OFFICERS COMMENT**

Due to the ever increasing threat of unauthorised access to the Shire's electronic information, it is highly recommended that the Shire stay abreast of changing security measures. By implementing a strong password policy we can help insure that the Shire of Three Springs will not fall prey to hacking or destruction of our electronic information.

## **VOTING REQUIREMENTS**

Simple Majority

## **OFFICER RECOMMENDATION – ITEM 9.2.2**

**That Council authorise the implementation of the proposed stringent password policy as per Perfect Computer Solutions recommendation.**

## **9.2.3 AUDIT COMMITTEE MEETING**

**Agenda Reference:** CEO 12/18 – 05  
**Location/Address:** Shire of Three Springs  
**Name of Applicant:** Shire of Three Springs  
**File Reference:** ADM0081  
**Disclosure of Interest:** Nil  
**Date:** 5th December 2018  
**Author:** Sylvia Yandle CEO

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

### **SUMMARY**

For the Audit Committee to review the Annual Financial Statements, Audit Report, Management Report and make recommendations to Council in relation to the 2017/2018 Annual Financial Statements and set the date for the Annual Electors Meeting.

### **ATTACHMENT**

9.2.3a Annual Financial Report for the year ended 30th June 2018. As Separate Document.  
9.2.3b Independent Audit Report for the year ended 30th June 2018  
9.2.3c Audit concluding memorandum 2017/2018. As Separate Document.

### **BACKGROUND**

All elected members form the Audit Committee therefore the review of the Financial Report, Audit Report and Management Report for the previous financial year is undertaken by full Council at the Ordinary Meeting of Council following receipt of these reports.

Following proclamation of the Local Government Amendment (Auditing) Act 2017, the Auditor General was made responsible for the financial and performance auditing of local governments. In November 2017 Council was informed the annual financial audit for financial year ending 30th June 2018 for Shire of Three Springs would be undertaken by the Auditor General via contracted companies. Moore Stephens was the company contracted to do the audit on behalf of the Auditor General, Greg Godwin continued as audit partner responsible for the Shire of Three Springs 2017/18 audit.

### **COMMENT**

On Monday 3rd December 2018 Greg Godwin (representing Moore Stephens) and Yusoof Ariff from Office of the Auditor General for Western Australia conducted an audit exit meeting via teleconference with CEO Sylvia Yandle and Manager of Finance Leah John. The final reports were signed off by the Auditor General and are presented to Council for review (attachment 9.23a and 9.2.3b).

Arrangements have been made for Greg Godwin and Yusoof Ariff to attend the Audit Meeting via teleconference at Wednesday the 12<sup>th</sup> December 2018.

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

The Management Report is a reflection of the sound governance principles and effort that staff have put into the finance and administration processes throughout 2017/2018.

## **CONSULTATION**

CEO, Manager of Finance, Senior Finance and Admin Officer, Moore Stephens audit staff and OAG Assistant Director Financial Audit.

## **STATUTORY ENVIRONMENT**

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

### **5.53. Annual reports**

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

The Local Government Act 1995 Section 7.2 provides:

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

The Local Government Act 1995 Section 7.12a provides:

- (3) A local government is to examine the report of the auditor prepared under section 7.9(1), and any report prepared under section 7.9(3) forwarded to it, and is to —
  - (a) determine if any matters raised by the report, or reports, require action to be taken by the local government; and



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

Local Government Act 1995 s5.27 & s5.29

**5.27. Electors' general meetings**

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

**5.29. Convening electors' meetings**

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

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Strategic Resource Plan 2016-2031

Monitoring and reporting of the key performance measures is important to help ensure levels of service are maintained.

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER RECOMMENDATION – ITEM 9.2.3**

**That the Audit Committee recommends that Council:**

1. **Accept the Financial Report for the year ended 30<sup>th</sup> June 2018**
2. **Accept the Audit Report for the year ended 30<sup>th</sup> June 2018**
3. **Accept the Management Report for the year ended 30<sup>th</sup> June 2018**
4. **Schedule the Annual Electors meeting in Council Chambers for 6<sup>th</sup> February 2019.**

### INDEPENDENT AUDITOR'S REPORT TO THE OFFICE OF THE AUDITOR GENERAL SHIRE OF THREE SPRINGS

#### Opinion

We have audited the accompanying financial report of the Shire of Three Springs (the Shire), which comprises the Statement of Financial Position as at 30 June 2018, Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and the Rate Setting Statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the Statement by Chief Executive Officer.

In our opinion, the financial report of the Shire of Three Springs:

- i. is based on proper accounts and reports; and
- ii. fairly represents, in all material respects, the results of the operations of the Shire for the year ended 30 June 2018 and its financial position at the end of that period in accordance with the Local Government Act 1995 (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

#### Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Shire in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the "Code") that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Emphasis of Matter – Basis of Preparation

We draw attention to Note 1 to the financial report, which describes the basis of preparation. The financial report has been prepared for the purpose of fulfilling the Shire's financial reporting responsibilities under the Act. Regulation 16 of the Local Government (Financial Management) Regulations 1996 (Regulations), does not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report. Our opinion is not modified in respect of this matter.

#### Responsibilities of the Chief Executive Officer and Council for the Financial Report

The Chief Executive Officer (CEO) of the Shire is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for assessing the Shire's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

**INDEPENDENT AUDITOR'S REPORT  
TO THE OFFICE OF THE AUDITOR GENERAL  
SHIRE OF THREE SPRINGS (CONTINUED)**

**Auditor's Responsibilities for the Audit of the Financial Report**

Our objectives of the audit are to obtain reasonable assurance about whether the 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 our 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.

As part of an audit in accordance with the 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 our 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, misrepresentation, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the CEO.
- Conclude on the appropriateness of the CEO'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 Group'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.

We communicate with the Council and the CEO regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit

**INDEPENDENT AUDITOR'S REPORT  
TO THE OFFICE OF THE AUDITOR GENERAL  
SHIRE OF THREE SPRINGS (CONTINUED)**

**REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS**

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

- a) All required information and explanations were obtained by us.
- b) All audit procedures were satisfactorily completed in conducting our audit.
- c) In my opinion, the asset consumption ratio and the asset renewal ratio included in the annual financial report were supported by verifiable information and reasonable assumptions.

**Matters Relating to the Electronic Publication of the Audited Financial Report**

This auditor's report relates to the annual financial report of the Shire of Three Springs for the year ended 30 June 2018 included on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

GREGORY GODWIN  
PARTNER

MOORE STEPHENS  
CHARTERED ACCOUNTANTS

Signed at Perth this 5th day of December 2018.

### 9.3. FINANCE

<b>9.3.1. FINANCIAL STATEMENTS FOR MONTH ENDING 30 NOVEMBER 2018</b>
--

**Agenda Reference:** Manager of Finance  
**Location/Address:** Shire of Three Springs  
**Name of Applicant:** Shire of Three Springs  
**File Reference:** ADM0243  
**Disclosure of Interest:**  
**Date:** 4<sup>th</sup> December, 2018  
**Author:** Leah John

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

#### **SUMMARY**

The Monthly Statement of Financial Activity report for the month ending 30<sup>th</sup> November, 2018 is presented to Council for adoption.

#### **ATTACHMENT**

Finance Report ending 30<sup>th</sup> November, 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 30 November, 2018 is \$3,323,717.



<b>SUMMARY OF FUNDS – SHIRE OF THREE SPRINGS</b>	
Municipal Account	\$42,521
Business Cash Maximiser (Municipal Funds)	\$2,066,677
Grant Funds Holding Maximiser Account (Municipal Funds)	\$974,018
Trust Account	\$988
Reserve Maximiser	\$1,734,916
Police Licensing Account	\$96,439

Monthly Account Balances as at 30<sup>th</sup> November 2018:

- Sundry Debtor balances are \$14,453.
- Creditors outstanding are \$66,005.
- Rates Debtors outstanding is \$322,748.
- Other rates related debts, totals to \$25,040.

#### VOTING REQUIREMENTS

Simple Majority.

#### **OFFICER RECOMMENDATION – ITEM 9.3.1**

**That Council adopts the preliminary Monthly Statement of Financial Activity for the month ending 30<sup>th</sup> November, 2018.**

**SHIRE OF THREE SPRINGS**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2018 TO 30 NOVEMBER, 2018**

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Statement of Financial Activity	2
Statement of Financial Activity Reportable Variances	3
Graphical Presentations	4
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Works Programme Report	23
Debtor Information	24
Supplementary Information	27

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2018 TO 30 NOVEMBER, 2018**

	NOTE	30/11/18 Y-T-D Actual \$	30/11/18 Y-T-D Budget \$	2018/19 Original Budget \$	30/11/18 Y-T-D Variance \$	30/11/18 Y-T-D Variance %
<b>REVENUES/SOURCES</b>	1,2					
Governance		36,670	9,542	22,913	27,128	(284%)
General Purpose Funding		346,217	260,083	514,530	86,134	(33%)
Law, Order, Public Safety		5,866	10,585	41,000	(4,719)	45%
Health		6,500	6,710	16,100	(210)	3%
Education and Welfare		155,282	505,735	1,063,762	(350,453)	69%
Housing		35,499	39,339	97,209	(3,840)	10%
Community Amenities		71,667	71,750	77,101	(83)	0%
Recreation and Culture		3,500	10,166	47,654	(6,666)	66%
Transport		347,909	637,829	1,531,740	(289,920)	45%
Economic Services		15,018	3,895	9,369	11,123	(286%)
Other Property and Services		15,987	25,600	61,450	(9,613)	38%
		<u>1,040,115</u>	<u>1,581,234</u>	<u>3,482,828</u>	<u>541,119</u>	<u>(34%)</u>
<b>(EXPENSES)/(APPLICATIONS)</b>	1,2					
Governance		(103,785)	(126,891)	(268,130)	(23,106)	18%
General Purpose Funding		(13,357)	(16,650)	(39,961)	(3,293)	20%
Law, Order, Public Safety		(93,506)	(90,303)	(182,091)	3,203	(4%)
Health		(51,433)	(48,720)	(116,905)	2,713	(6%)
Education and Welfare		(1,879)	(5,330)	(12,810)	(3,451)	65%
Housing		(157,897)	(142,685)	(342,311)	15,212	(11%)
Community Amenities		(94,642)	(134,295)	(322,233)	(39,653)	30%
Recreation & Culture		(270,215)	(369,981)	(892,279)	(99,766)	27%
Transport		(357,358)	(368,626)	(1,406,786)	(11,268)	3%
Economic Services		(54,362)	(50,320)	(120,780)	4,042	(8%)
Other Property and Services		(92,747)	(58,355)	(45,936)	34,392	(59%)
		<u>(1,291,181)</u>	<u>(1,412,156)</u>	<u>(3,750,222)</u>	<u>(120,975)</u>	<u>(9%)</u>
<b>Net Result Excluding Rates</b>		(251,066)	169,078	(267,394)	420,144	
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>						
(Profit)/Loss on Asset Disposals	4	(5,250)	5,750	5,750	(11,000)	191%
Movement in Leave Reserve (Added Back)		825	0	0	0	(100%)
Depreciation on Assets	2(a)	411,385	363,035	871,290	48,350	(13%)
<b>Capital Expenditure and Income</b>						
Purchase Land and Buildings	3	(252,909)	(265,000)	(2,067,500)	(12,091)	5%
Purchase Furniture and Equipment	3	0	(17,500)	(122,500)	(17,500)	100%
Purchase Plant and Equipment	3	(103,869)	(44,444)	(490,000)	59,425	(134%)
Purchase Infrastructure Assets - Roads	3	(115,518)	(413,319)	(2,017,476)	(297,801)	72%
Purchase Infrastructure Assets - Footpaths	3	0	0	(80,000)	0	0%
Purchase Infrastructure Assets - Parks	3	0	(25,000)	(53,600)	(25,000)	100%
Proceeds from Disposal of Assets	4	21,000	0	100,000	(21,000)	(100%)
Repayment of Debentures	5	(23,033)	(23,033)	(66,233)	0	0%
Transfers to Reserves (Restricted Assets)	6	(10,864)	(10,528)	(168,240)	336	(3%)
Transfers from Reserves (Restricted Assets)	6	0	0	760,000	0	0%
AD/Net Current Assets July 1 B/Fwd	7	1,614,197	1,555,477	1,555,477	58,720	
LE/Net Current Assets Year to Date	7	<u>3,323,717</u>	<u>745,910</u>	<u>0</u>	<u>2,577,807</u>	<u>(346%)</u>
<b>Amount Req'd to be Raised from Rates</b>		<u>(2,038,819)</u>	<u>(2,040,426)</u>	<u>(2,040,426)</u>	<u>1,607</u>	<u>0%</u>
Variance		(0)	0	0	0	

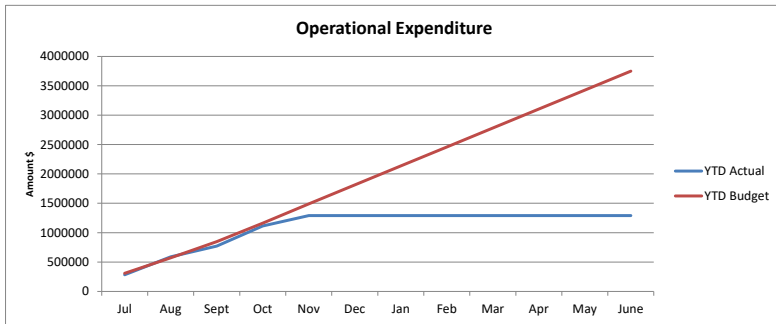
# Statement of Financial Activities Reportable Variances - Actuals Vs. Current Budget

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

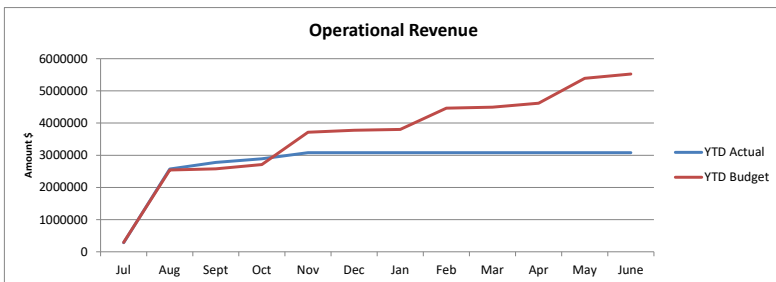
% - Under-expenditure / extra income, (%) - Over-expenditure / reduced income.

	%	\$	
<b>REVENUES/SOURCES</b>			<b>Explanation of Variances</b>
Governance	(284%)	\$ 27,128	Unplanned income from premium adjustments of 2016/17 & 2017/18 actual wages declarations combined with credit received from LGIS Insurance scheme.
General Purpose Funding	(33%)	\$ 86,134	Increased funding in FAGS by Grants Commission.
5 Law, Order, Public Safety	45%	-\$ 4,719	Emergency service grants reduced by 2016/17 adjustment of unspent funds.
Education and Welfare	69%	-\$ 350,453	First progress claim of \$150,000 from MWDC received and subsequent claims will follow as project commences 2019 new year.
9 Housing	10%	-\$ 3,840	Attributed by couple of vacant houses for staff and non-staff.
14 Recreation and Culture	66%	-\$ 6,666	Income for use of recreational facilities low at this stage. Pool opened late due to capital works.
12 Transport	45%	-\$ 289,920	Second 40% claim of RRG funding to progress after road projects starts in new year. Black spot funding budgeted early than project schedule.
Economic Services	(286%)	\$ 11,123	Lease income for Glyde street campsite agreement renewal, income not in budgeted.
Other Property and Services	38%	-\$ 9,613	Overestimate of workers compensation claims, adjustment required at budget review.
<b>(EXPENSES)/(APPLICATIONS)</b>			
Governance	18%	-\$ 23,106	Attributed by low remuneration costs and audit fees.
Housing	(11%)	\$ 15,212	Housing maintenance expense picking up well ahead of budget with a permanent Building Officer.
Community Amenities	30%	-\$ 39,653	Town planning and development activities low in the year. Allocated funds for townscaping yet to be spent. Refuse site maintenance costs low at this stage.
Recreation & Culture	27%	-\$ 99,766	Variance is driven mainly by low pool maintenance costs and salary costs while its closed for capital works. Expenditure in parks, gardens & reserves and sporting amenities lower at this stage.
Transport	3%	-\$ 11,268	Disposal of Grader planned for new year 2019.
Economic Services	(8%)	\$ 4,042	Attributed by low salary costs, new CDO starting in September. Low usage of standpipe to date
Other Property and Services	(59%)	\$ 34,392	Mainly driven by increase in plant depreciation resulting from increase in rates.
<b>CAPITAL EXPENDITURE AND INCOME</b>			
Depreciation on Assets	(13%)	\$ 48,350	Depreciation rates for plant & equipment reviewed in line with remaining economic life of major plant/equipment. The rates have increased with short economic life. Disposal of skid steer loader this month also attributes to the increase.
Purchase Land and Buildings	5%	-\$ 12,091	Architects design costs and consultant cost at this stage, main spending to occur in 2019 year.
Purchase Furniture and Equipment	100%	-\$ 17,500	Website upgrade, final invoice pending and funds on tourism and area promotion yet to be spent.
Purchase Plant and Equipment	(134%)	\$ 59,425	Purchase of 2018 skid steer loader ahead of budget.
Purchase Infrastructure Assets - Roads	72%	-\$ 297,801	Major road projects planned for January 2019, budget phase to be adjusted in budget review.
Purchase Infrastructure Assets - Parks	100%	-\$ 25,000	Funds yet to be spent on Hockey Lights and skate park. Purchase of park barbecue equipment will not go ahead as planned, fund to be reallocated. Hockey Lights
Proceeds from Disposal of Assets	(100%)	-\$ 21,000	Trade-in of 2009 skid steer loader ahead of schedule.

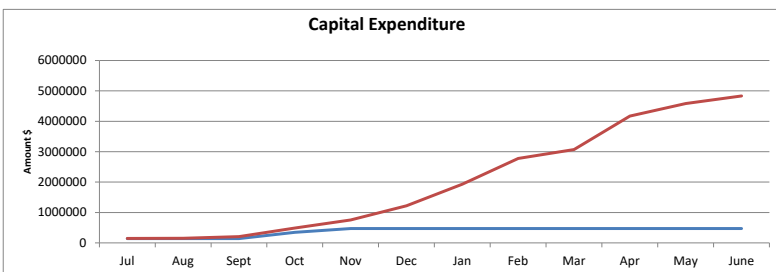
## General Income and Expenditure Graphs



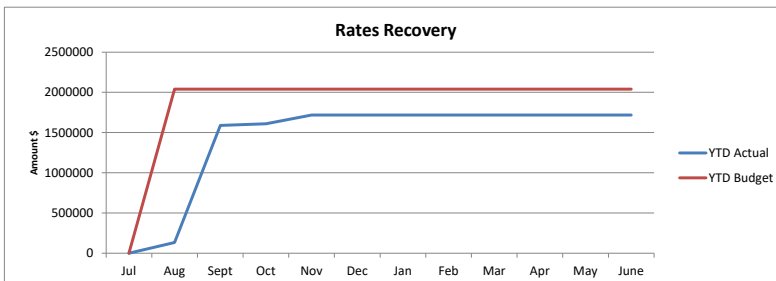
Comment: Road maintenance ahead of budget due to heavy wet period in the first quarter. Pool shut down for capital works program meant reduction in utilities costs. Expenditure should pick up in summer season when pool opens. Housing maintenance expenditure picking up with a full time building officer on board.



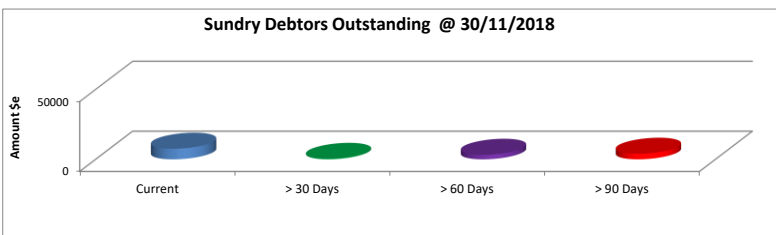
Comment: First 40% Regional Road Group funding and Direct Grants claimed in advance. FAGs received slightly over budgeted for 1st quarter. First progress claim of \$150,000 received from MWDC.



Comment: Purchased of new Staff Housing at 41 Slaughter Street completed in first quarter. Major projects including road works to start incurring costs in second quarter of the year. Capital works on Simpson Rd started this month.



Comment: Rates Billing for 2018/19 issued in August 2018. About 84% of rates levied collected to date.



Comment: Debt collection improved in the month with a balance of less than \$15,000 remaining to be collected.



**SHIRE OF THREE SPRINGS  
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY, 2018 TO 30 NOVEMBER, 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, 2018 TO 30 NOVEMBER, 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, 2018 TO 30 NOVEMBER, 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, 2018 TO 30 NOVEMBER, 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, 2018 TO 30 NOVEMBER, 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, 2018 TO 30 NOVEMBER, 2018**

		<b>30 November, 2018</b>	<b>2018/19</b>
		<b>Actual</b>	<b>Original Budget</b>
		<b>\$</b>	<b>\$</b>
<b>3. ACQUISITION OF ASSETS</b>			
The following assets have been acquired during the period under review:			
<b><u>By Program</u></b>			
<b>Governance</b>			
	IT equipments, Website		
Furniture & Equipment	Upgrade	0	30,000
Buildings		215	0
<b>Law, Order, Public Safety</b>			
Furniture & Equipment	CCTV Cameras	0	20,000
Fire Prevention Buildings	Fire Shed	872	0
<b>Health</b>			
Furniture & Equipment (Medical Centre)	Medical Centre equipment	0	30,000
	Upgrade IT system		
<b>Welfare Services</b>			
	Early Childhood Learning		
Buildings	Centre	43,082	1,630,000
<b>Housing</b>			
Buildings	Staff Housing	0	47,000
Buildings	Purchase New Staff Housing	140,633	140,000
Buildings	Other Housing	2,658	65,000
<b>Community Amenities</b>			
Buildings	Thrity Shop	0	5,000
<b>Recreation and Culture</b>			
Buildings	Pool Paint, Lane Ropes & Shelter	65,449	158,000
Furniture & Equipment (Pool)	Pool Large Inflater	0	20,000
Infrastructure - Parks & Oval	Hockey Lights	0	30,000
Infrastructure - Parks & Oval	Skate Park revamp	0	10,000
Infrastructure - Parks & Oval	Park BBQ	0	5,000
Building - Pavilion		0	7,500
Buildings - Public Halls/Civic Centre		0	5,000
<b>Transport</b>			
Infrastructure - Roads		115,384.49	1,914,870
Purchase Plant & Equipment	Cat Grader/Skid Steere	103,869	430,000
	Free Roller / Dolly	0	40,000
Tools & Equipment	Automated Traffic Lights	0	20,000
Footpaths	Town	0	80,000
Drainage	Town Drainage	133	102,606
Furniture & Equipment	Office Equipment & Network	0	10,000
<b>Economic Services</b>			
Furniture & Equipment	Tourist Radio / CV internet	0	12,500
Buildings	Visitor Centre Ceiling works	0	10,000
Infrastructure - Parks & Oval	Sign Board for Visitors	0	8,600
		<b>472,296</b>	<b>4,831,076</b>

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2018 TO 30 NOVEMBER, 2018**

	30 November, 2018 Actual \$	2018/19 Original Budget \$
<b>3. ACQUISITION OF ASSETS</b>		
The following assets have been acquired during the period under review:		
<b><u>By Class</u></b>		
Land Held for Resale	0	0
Land and Buildings	252,909	2,067,500
Furniture and Equipment	0	122,500
Plant and Equipment	103,869	490,000
Motor Vehicles	0	0
Infrastructure Assets - Roads	115,518	2,017,476
Infrastructure Assets - Footpaths	0	80,000
Infrastructure Assets - Airfield	0	0
Infrastructure Assets - Parks and Ovals	0	53,600
	<u><b>472,296</b></u>	<u><b>4,831,076</b></u>

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

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

472,296	4,831,076
472,296	4,831,076
0	0

ACQUISITION OF ASSETS		2018/2019 ORIGINAL BUDGET	
<b><u>By Program</u></b>			Trade-In
<b>Governance</b>			
Furniture & Equipment	Website upgrade & IT equipment	30,000	
<b>Law, Order, Public Safety</b>			
Furniture & Equipment	CCTV Cameras	20,000	
<b>Health</b>			
Furniture & Equipment	Medical system - IT Upgrade & Equipment	20,000 10,000	
<b>Welfare Services</b>			
Buildings	Child Centre Building	1,630,000	
<b>Housing</b>			
Buildings	Staff Housing	47,000	
	New House	140,000	
Buildings	Other Housing	65,000	
<b>Community Amenities</b>			
Buildings	Thrifty Shop	5,000	
<b>Recreation and Culture</b>			
Buildings	Pool Shelter & Bowl repaint, new ropes	158,000	
Furniture & Equipment	Pool large Inflatable	20,000	
Buildings - Pavillion	Sport Pavillion	7,500	
Furniture & Equipment			
Buildings - Public Halls/Civic Centre	Community Hall	5,000	
Infrastructure-Parks & Oval	Hockey Lights	30,000	
	Skate Park	10,000	
	Park BBQ	5,000	
<b>Transport</b>			
Infrastructure - Roads	RRG, R2R, Own	1,914,870	
Infrastructure - Drainage	Drainage	102,606	
Plant & equipment	Grader 12M Cat	330,000	80,000
Plant & equipment	Skid Steerer Cat	100,000	20,000
	Dolly	25,000	
	Auto Traffic Lights	20,000	
	Free Roller	15,000	
	Town Street	80,000	
Footpath			
Buildings			
Furniture & Equipment	Office Equipment & Network	10,000	
<b>Economic Services</b>			
Furniture & Equipment	V/Centre IT Equipment	5,000	
	FM Tourist Radio	7,500	
Building	Visitor Centre	10,000	
Infrastructure-Other	Signs/Notice Board	8,600	
Total by Program		<u>4,831,076</u>	<u>100,000</u>
Land Held for Resale			
Land and Buildings		2,067,500	
Furniture and Equipment		122,500	
Plant and Equipment		490,000	100,000
Motor Vehicles			
Infrastructure Assets - Roads		1,914,870	
Infrastructure Assets - Footpaths		80,000	
Infrastructure Assets - Drainage		102,606	
Infrastructure-Parks & Oval		53,600	
Total by Class		<u>4,831,076</u>	<u>100,000</u>

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2018 TO 30 NOVEMBER, 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)
	2018/19 BUDGET	2018/19 ACTUAL		2018/19 BUDGET	2018/19 ACTUAL		2018/19 BUDGET	2018/19 ACTUAL
	\$	\$		\$	\$		\$	\$
<b>Transport</b>								
2009 Caterpillar Skid Steere	15,750	15,750		20,000	21,000		4,250	5,250
Caterpillar 12M Motor Grader	90,000	0		80,000	0		(10,000)	0
	105,750	15,750		100,000	21,000		(5,750)	5,250
<u>By Class</u>	Net Book Value	Net Book Value		Sale Proceeds	Sale Proceeds		Profit(Loss)	Profit(Loss)
	2018/19 BUDGET	2018/19 ACTUAL		2018/19 BUDGET	2018/19 ACTUAL		2018/19 BUDGET	2018/19 ACTUAL
	\$	\$		\$	\$		\$	\$
<b>Plant &amp; Equipment</b>	0	0		100,000	21,000		(5,750)	21,000
	105,750	0		100,000	21,000		(5,750)	21,000

**Summary**

Proceeds on Sale of Assets

Profit on Asset Disposals

Loss on Asset Disposals

2018/19 BUDGET	30/11/2018 ACTUAL
\$	\$
100,000	21,000
4,250	5,250
(10,000)	0
<u>(5,750)</u>	<u>5,250</u>

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2018 TO 30 NOVEMBER, 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 18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual To Date \$	Budget Full Year \$	Actual To Date \$	Budget Full Year \$	Actual To Date \$	Budget Full Year \$	Actual To Date \$	Budget Full Year \$
<b>Recreation &amp; Culture</b>									
Loan 156 - Swimming Pool Upgrad	17,531	0	0	8,651	17,531	8,880	0	(1,040)	703
Loan 160 - Swimming Pool	129,146	0	0	0	19,496	129,146	109,650	0	4,861
<b>Transport</b>									
Loan 157 - Grader	60,230	0	0	14,383	29,206	45,847	31,024	1,736	3,251
	206,907	0	0	23,033	66,233	183,874	140,674	695	8,815

All other loan repayments will be financed by general purpose revenue

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

**(b) New Debentures - 2018/19**

No new debentures are budgeted for the financial year ending 30 June 2019.

**(c) Unspent Debentures**

Council had no unspent debenture funds as at 30 June 2018 nor is it expected to have unspent debenture funds as at 30th June 2019

**(d) Overdraft**

Council do not anticipate having an overdraft facility during 2018/19



**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2018 TO 30 NOVEMBER, 2018**

	30 November, 2018 Actual \$	2018/19 Original Budget \$
<b>6. RESERVES</b>		
<b>Cash Backed Reserves</b>		
<b>(a) Leave Reserve</b>		
Opening Balance	131,141	131,141
Amount Set Aside / Transfer to Reserve	826	3,213
Amount Used / Transfer from Reserve	-	-
	<u>131,967</u>	<u>134,354</u>
<b>(b) Plant Reserve</b>		
Opening Balance	240,654	240,654
Amount Set Aside / Transfer to Reserve	1,516	61,896
Amount Used / Transfer from Reserve	-	-
	<u>242,170</u>	<u>302,550</u>
<b>(c) Housing &amp; Development Reserve</b>		
Opening Balance	123,308	123,308
Amount Set Aside / Transfer to Reserve	777	23,021
Amount Used / Transfer from Reserve	-	(100,000)
	<u>124,085</u>	<u>46,329</u>
<b>(d) Local Gov Com Housing Reserve</b>		
Opening Balance	161,548	161,548
Amount Set Aside / Transfer to Reserve	1,018	3,958
Amount Used / Transfer from Reserve	-	(60,000)
	<u>162,566</u>	<u>105,506</u>
<b>(e) Gravel Pit Reserve</b>		
Opening Balance	47,703	47,703
Amount Set Aside / Transfer to Reserve	301	1,169
Amount Used / Transfer from Reserve	-	-
	<u>48,004</u>	<u>48,872</u>
<b>(f) Swimming Pool Rec Eq Reserve</b>		
Opening Balance	136,891	136,891
Amount Set Aside / Transfer to Reserve	863	3,354
Amount Used / Transfer from Reserve	-	(100,000)
	<u>137,754</u>	<u>40,245</u>
<b>(g) Day Care Centre Reserve</b>		
Opening Balance	520,893	520,893
Amount Set Aside / Transfer to Reserve	3,282	12,762
Amount Used / Transfer from Reserve	-	(500,000)
	<u>524,175</u>	<u>33,655</u>
<b>(h) Lovelocks Soak Reserve</b>		
Opening Balance	50,635	50,635
Amount Set Aside / Transfer to Reserve	319	26,241
Amount Used / Transfer from Reserve	-	-
	<u>50,954</u>	<u>76,876</u>
<b>(i) Road Project Reserve</b>		
Opening Balance	25,000	25,000
Amount Set Aside / Transfer to Reserve	158	25,612
Amount Used / Transfer from Reserve	-	-
	<u>25,158</u>	<u>50,612</u>
<b>(i) Drainage Project Reserve</b>		
Opening Balance	286,279	286,279
Amount Set Aside / Transfer to Reserve	1,804	7,014
Amount Used / Transfer from Reserve	-	-
	<u>288,083</u>	<u>293,293</u>
<b>Total Cash Backed Reserves</b>	<u>1,734,916</u>	<u>1,132,291</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, 2018 TO 30 NOVEMBER, 2018**

	30 November, 2018 Actual \$	2018/19 Original Budget \$
<b>6. RESERVES (Continued)</b>		
<b>Summary of Transfers To Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Leave Reserve	826	3,213
Plant Reserve	1,516	61,896
Housing & Development Reserve	777	23,021
Local Gov Com Housing Reserve	1,018	3,958
Gravel Pit Reserve	301	1,169
Swimming Pool Rec Eq Reserve	863	3,354
Day Care Centre Reserve	3,282	12,762
Lovelocks Soak Reserve	319	26,241
Roads Reserve	158	25,612
Drainage Reserve	1,804	7,014
	<u>10,864</u>	<u>168,240</u>
<b>Transfers from Reserves</b>		
Housing & Development Reserve	-	(100,000)
Local Gov Com Housing Reserve	-	(60,000)
Swimming Pool Rec Eq Reserve	-	(100,000)
Day Care Centre Reserve	-	(500,000)
Drainage Reserve	-	-
	<u>-</u>	<u>(760,000)</u>
<b>Total Transfer to/(from) Reserves</b>	<u>10,864</u>	<u>(591,760)</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**

- to be used 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, 2018 TO 30 NOVEMBER, 2018**

	30 November, 2018 Actual \$	Brought Forward 1-Jul-18 \$
<b>7. NET CURRENT ASSETS</b>		
<b>Composition of Estimated Net Current Asset Position</b>		
<b>CURRENT ASSETS</b>		
Cash - Unrestricted	3,083,003	1,511,157
Cash - Restricted (Reserves)	1,734,916	1,724,052
Cash - Restricted (Unspent Grants)	-	-
Receivables		
- Rates Outstanding	300,108	35,623
- Excess Rates	(4,379)	(6,742)
- Sundry Debtors	35,952	224,525
- Emergency Services Levy	(6,237)	2,503
- Accrued income	-	40,720
- Prepayments	-	-
- Provision for doubtful debt	(1,055)	(1,055)
- GST Receivable	12,151	1,633
Inventories	5,497	5,497
Land held for resale	-	-
	<u>5,159,956</u>	<u>3,537,913</u>
<b>LESS: CURRENT LIABILITIES</b>		
Payables		
- Sundry Creditors	(66,005)	(139,158) *
- Accrued Expenditure	-	(28,755)
- GST Payable	(3,458)	(3,453)
- PAYG/Withholding Tax Payable	(15,605)	-
- Payroll Creditors	-	-
Accrued Interest on Debentures	-	(1,617)
Accrued Salaries and Wages	-	(9,600)
Current Employee Benefits Provision	(148,222)	(148,222)
Current Loan Liability	(43,200)	(66,233)
	<u>(276,490)</u>	<u>(397,038)</u>
<b>NET CURRENT ASSET POSITION</b>	4,883,466	3,140,875
Less: Cash - Reserves - Restricted	(1,734,916)	(1,724,052)
Less: Cash - Restricted/Committed	-	-
Add Back : Liabilities Supported by Reserves		
Component of leave liability not required to be funded	131,967	131,141
Add Back : Current Loan Liability	43,200	66,233
	<u>175,167</u>	<u>167,374</u>
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<u><u>3,323,717</u></u>	<u><u>1,614,197</u></u>

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2018 TO 30 NOVEMBER, 2018**

**8. RATING INFORMATION - 2018/2019 FINANCIAL YEAR**

<b>RATE TYPE</b>	<b>Rate in \$</b>	<b>Number of Properties</b>	<b>Rateable Value \$</b>	<b>2018/19 Rate Revenue \$</b>	<b>2018/19 Interim Rates \$</b>	<b>2018/19 Back Rates \$</b>	<b>2018/19 Total Revenue \$</b>	<b>2018/19 Original Budget \$</b>
<b>Differential General Rate</b>								
GRV - Residential	0.119606	208	2,041,052	244,122	(1,275)	0	242,846.99	244,122
GRV - Mining	0.239212	1	252,500	60,401	0	0	60,401.03	60,401
UV - Rural & Arrino	0.015334	184	111,030,000	1,702,534	0	0	1,702,534.04	1,702,534
UV - Mining	0.030667	14	363,228	11,139	(481)	423	11,082.02	11,139
Other		67						
<b>Sub-Totals</b>		474	113,686,780	2,018,196	(1,756)	423	2,016,864.08	2,018,196
<b>Minimum Rates</b>	<b>Minimum \$</b>							
GRV - Residential	455	20	13,439	9,100	0	0	9,100.00	9,100
UV - Rural & Arrino	455	21	280,150	9,555	0	0	9,555.00	9,555
UV - Mining	275	13	31,985	3,575	(275)	0	3,300.00	3,575
<b>Sub-Totals</b>		54	325,574	22,230	(275)	0	21,955.00	22,230
		528	114,012,354	2,040,426	(2,031)	423	2,038,819	2,040,426
Discounts								0
<b>Totals</b>							2,038,819	2,040,426

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 2018/2019 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-18 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Police Licensing	785	91,251	(89,871)	2,165
Three Springs LCDC	4,334			4,334
Arrowsmith Catchment	77,393			77,393
Arrowsmith Rates	11,556			11,556
Nomination Fees	0			0
East Three Springs Catchment	2,014			2,014
BCITF Levy	91		(91)	0
BRB Levy	63	113	(176)	0
Cat Trap Bond	0			0
Housing Bonds	280	1,440	(1,440)	280
Community Bus Bond	100			100
	<u>96,616</u>			<u>97,842</u>

## 10. CASH / INVESTMENTS SUMMARY

### Short Term Investments (0 - 3 months)

Financial Institution	Fund	Date Invested	Investment Amount \$	Interest Rate % \$	Maturity Date	30 November 2018 Actual \$
National Australia Bank	Reserve Maxi	19/06/2018	1,724,052	2.5% 10,864	19/09/2018	1,734,916
National Australia Bank	Maxi Investment	1/11/2018	1,994,494	<b>Credits</b> 196,062	<b>Debits</b> (93,879)	2,096,677
National Australia Bank	Grant Acc	1/11/2018	808,707	165,311	-	974,018

### Cash at Bank

	Fund	Total cash at Bank	O/S Deposits	O/S Cheques	Adjustment	30 November 2018 Actual \$
National Australia Bank	Muni	42,521	289	(802)	-	42,008
National Australia Bank	Trust	988		(280)	-	708
National Australia Bank	Licensing	96,439	289		-	96,728

**SHIRE OF THREE SPRINGS**

**INCOME STATEMENT**

**BY PROGRAM**

**FOR THE PERIOD 1 JULY, 2018 TO 30 NOVEMBER, 2018**

	<b>30/11/18 Y-T-D Actual</b>	<b>30/11/18 Y-T-D Budget</b>	<b>2018/19 Original Budget</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>OPERATING REVENUES</b>			
Governance	36,670	9,542	22,913
General Purpose Funding	2,385,036	2,298,902	2,554,956
Law, Order, Public Safety	5,866	10,585	41,000
Health	6,500	6,710	16,100
Education and Welfare	155,282	505,735	1,063,762
Housing	35,499	39,339	97,209
Community Amenities	71,667	71,750	77,101
Recreation and Culture	3,500	10,166	47,654
Transport	347,909	637,829	1,531,740
Economic Services	15,018	3,895	9,369
Other Property and Services	15,987	25,600	61,450
	<u>3,078,934</u>	<u>3,620,053</u>	<u>5,523,254</u>
<b>OPERATING EXPENSES</b>			
Governance	(103,785)	(126,891)	(268,130)
General Purpose Funding	(13,357)	(16,650)	(39,961)
Law, Order, Public Safety	(93,506)	(90,303)	(182,091)
Health	(51,433)	(48,720)	(116,905)
Education and Welfare	(1,879)	(5,330)	(12,810)
Housing	(157,897)	(142,685)	(342,311)
Community Amenities	# (94,642)	(134,295)	(322,233)
Recreation & Culture	(270,215)	(369,981)	(892,279)
Transport	(357,358)	(368,626)	(1,406,786)
Economic Services	(54,362)	(50,320)	(120,780)
Other Property and Services	(93,155)	(58,355)	(45,936)
	<u>(1,291,589)</u>	<u>(1,412,156)</u>	<u>(3,750,222)</u>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<u><b>1,787,345</b></u>	<u><b>2,207,897</b></u>	<u><b>1,773,032</b></u>



# SHIRE OF THREE SPRINGS

## BALANCE SHEET

FOR THE PERIOD 1 JULY, 2018 TO 30 NOVEMBER, 2018

	30 November, 2018 ACTUAL \$	2017/18 \$
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	4,817,919	3,235,209
Trade and Other Receivables	336,541	293,755
Inventories	5,497	5,497
<b>TOTAL CURRENT ASSETS</b>	<u>5,159,957</u>	<u>3,534,461</u>
<b>NON-CURRENT ASSETS</b>		
Other Receivables	22,640	22,640
Property, Plant and Equipment	14,234,417	14,300,079
Infrastructure	35,435,425	35,324,600
<b>TOTAL NON-CURRENT ASSETS</b>	<u>49,692,482</u>	<u>49,647,319</u>
<b>TOTAL ASSETS</b>	<u>54,852,439</u>	<u>53,181,780</u>
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables	85,068	179,130
Long Term Borrowings	43,200	66,233
Provisions	148,222	148,222
<b>TOTAL CURRENT LIABILITIES</b>	<u>276,490</u>	<u>393,585</u>
<b>NON-CURRENT LIABILITIES</b>		
Long Term Borrowings	140,675	140,675
Provisions	32,228	32,228
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>172,903</u>	<u>172,903</u>
<b>TOTAL LIABILITIES</b>	<u>449,393</u>	<u>566,488</u>
<b>NET ASSETS</b>	<u>54,403,046</u>	<u>52,615,292</u>
<b>EQUITY</b>		
Retained Profits (Surplus)	30,380,318	28,603,836
Reserves - Cash Backed	1,734,916	1,724,052
Reserves - Asset Revaluation	22,357,473	22,357,473
<b>TOTAL EQUITY</b>	<u>54,472,707</u>	<u>52,685,361</u>

**SHIRE OF THREE SPRINGS**  
**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE PERIOD 1 JULY, 2018 TO 30 NOVEMBER, 2018**

	<b>30 November 2018 Actual \$</b>	<b>2018 \$</b>
<b>RETAINED PROFITS (SURPLUS)</b>		
Balance as at 1 July 2018	28,533,768	27,646,814
Change in Net Assets Resulting from Operations	1,787,346	1,354,901
Transfer from/(to) Reserves	(10,864)	(467,947)
Balance as at 30 November 2018	<u>30,310,250</u>	<u>28,533,768</u>
 <b>RESERVES - CASH BACKED</b>		
Balance as at 1 July 2018	1,724,052	1,256,105
Amount Transferred (to)/from Surplus	10,864	467,947
Balance as at 30 November 2018	<u>1,734,916</u>	<u>1,724,052</u>
 <b>RESERVES - ASSET REVALUATION</b>	 #	
Balance as at 1 July 2018	22,357,472	21,927,453
Revaluation Increment		430,019
Revaluation Decrement	-	-
Balance as at 30 November 2018	<u>22,357,472</u>	<u>22,357,472</u>
 <b>TOTAL EQUITY</b>	 <u>54,402,638</u>	 <u>52,615,292</u>

**SHIRE OF THREE SPRINGS**

**INCOME STATEMENT**

**BY NATURE OR TYPE**

**FOR THE PERIOD 1 JULY, 2018 TO 30 NOVEMBER, 2018**

	<b>NOTE</b>	<b>30/11/2018 Y-T-D Actual</b>	<b>30/11/2018 Y-T-D Current Budget</b>	<b>2018/19 Original Budget</b>
		<b>\$</b>		<b>\$</b>
<b>REVENUES FROM ORDINARY ACTIVITIES</b>				
Rates	8	2,037,708	2,040,426	2,040,426
Grants and Subsidies - Operating		425,559	310,906	967,047
Grants and Subsidies - Non Operating		383,600	1,063,818	2,129,101
Contributions Reimbursements and Donations - Operating		21,088	25,450	49,250
Contributions Reimbursements and Donations - Capital		-	-	-
Proceeds on Disposal of Assets		21,000	-	100,000
Service Charges		-	-	-
Fees and Charges		140,187	133,256	227,990
Interest Earnings		24,830	24,767	63,940
Other Revenue		40,713	17,180	41,250
Realisation on Asset Disposal		(21,000)	0	(100,000)
		<u>3,073,685</u>	<u>3,615,803</u>	<u>5,519,004</u>
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>				
Employee Costs		(455,447)	(496,170)	(1,190,640)
Materials and Contracts		(196,190)	(305,410)	(1,227,516)
Utilities		(43,590)	(95,590)	(229,363)
Depreciation		(411,385)	(363,035)	(871,290)
Interest Expenses		(2,796)	(3,772)	(12,314)
Insurance		(174,521)	(126,948)	(175,916)
Other Expenditure		(7,661)	(11,231)	(33,183)
		<u>(1,291,590)</u>	<u>(1,402,156)</u>	<u>(3,740,222)</u>
Loss on Sale of Assets		-	(10,000)	(10,000)
Profit on Asset Disposal		5,250	4,250	4,250
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>		<u><b>1,787,345</b></u>	<u><b>2,207,897</b></u>	<u><b>1,773,032</b></u>
Income Statement by Nature & Type		1,787,345	2,207,897	1,773,032
Income Statement by Program		1,787,345	2,207,897	1,773,032
		-		-

Shire of Three Springs 2018/2019 Works Programme @ 30/11/2018																		
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																		
Three Springs Morawa Rd slk15.71-20.35 Pre seal	MR09	3154													267,000	59,334	0	Tender process - January-2019 start
Three Spring - Enneabba Road 10mm PMB re-seal SLK 12-19	MR10	3154													320,000	71,112	0	Tender process - January-2019 start
Three Spring - Perenjori 10mm PMB re-seal SLK8.4-14.8	MR11	3154													266,500	59,222	0	Tender process - January-2019 start
Black Spot - Midlands Arrino intersection	1252	3104													225,000	50,000	0	Tender process - January-2019 start
RG04 - Intersection - Three Springs-Eneabba, Nebru Rd	RG04	3124	X	X											0	0	766	
Perenjori Road -Widen, seal & reconstruct	MR08	3154		X											0	0	983	
															1,078,500	239,668	1,748	
Roads To Recovery																		
Dudawa Road Various locations Pavement Repairs	RR09	3134													50,868	11,304	0	Tender process - November -2018 start
Arrino South Road Various locations Pavement Repairs	RR10	3134													155,444	34,544	0	Tender process - November -2018 start
Bunney Road	RR01	3134				X	X								117,633	0	104,057	Shire to carryout work, October commenced.
															323,945	45,848	104,057	
Shire Projects																		
Strutton RoadResheet 1km	C1095	3164													34,876	7,750	0	Shire to carryout works -Jan 2019
First North gravel resheeting	C1010	3164													104,633	23,254	0	Shire to carryout works -Oct 2018
Beekeeper Resheet 3km	C1034	3164													104,633	23,254	0	Shire to carryout works -Nov 2018
Simpson Road Resheet 1km & pruning	C1007	3164					X								44,876	9,972	9,290	Shire to carryout works -Feb 2019
Kangaroo Road Resheet 3km	C1091	3164													104,633	23,254	0	Shire to carryout works - Nov/Dec
Arrino West shoulders and reseal	C1024	3164													82,638	18,366	0	Shire /Contractor - Mar 2019
Broad Road resheet bends 1km	C1013	3164													36,136	8,032	0	Shire to carryout works -Feb 2019
Drainage	1208	5594		X											102,606	22,802	133	Shire /Contractor - Jan/Feb 2019
Footpath	1262	3224													80,000	0	0	
															695,031	136,684	9,423	
Total Capital Works															2,097,476	422,200	115,228	
WANDRRA PROJECTS																		
FLOOD DAMAGE WORKS		3322													537,311	0	0	Various roads
															537,311	0	0	
Operations and Maintenance Expenditure																		
Maintenance General		3352													0	0	218,610	Total made up of individual road maintenance costings.
Town Street Maintenance	1201	3352	X	X	X	X	X								32,116	13,385	18,461	
Rural Road Maintenance	1202	3352	X	X		X	X								113,433	47,270	4,665	
Road Maintenance Grading	1229	3352													305,471	127,280	0	Costs against individual roads -see row 43
Fire Control	5001	0692	X	X	X	X	X											
Refuse Site Maintenance	1001	1772	X		X	X	X								35,426	14,760	6,239	
Tree Pruning Rural Roads (Contract)	1324	3372													100,000	41,665	0	
Tree Pruning Town (Contract)	1322	3372				X									15,000	6,250	524	
Traffic Signs & Control	1240	3442													6,000	2,500	0	
Parks and Garden Maintenance																		
other Parks & Gardens Maintenance	1105	2642	X	X	X	X	X								99,017	41,260	25,060	Most costs captured in activity areas.
Street Trees & Watering	1232	3362	X	X	X	X	X								6,650	2,775	674	
Street Cleaning	1231	3432	X	X	X	X	X								19,720	8,220	12,447	
Oval Maintenance	1107	2652	X	X	X	X	X								112,315	46,825	32,911	
Stormwater Drain Maintenance	1003	2002	X	X	X		X								9,950	4,150	5,088	
Centenary Water Feature	1120	3132	X	X	X	X	X								7,950	3,315	2,812	
Verge Spraying - Weed control	1301	3842	X	X	X	X	X								15,900	6,625	11,542	
Cemetery Maintenance		2302	X	X	X	X	X								16,580	6,905	17,066	Clean up Arrino and T/Springs cemeteries
Depot Maintenance	1230	3402	X	X	X	X	X								34,391	14,330	16,313	
Total Operations and Maintenance															929,919	387,515	372,411	

		Debtors Trial Balance						
		As at 30.11.2018						
Debtor #	Name	Credit Limit	01.09.2018		01.10.2018	31.10.2018	30.11.2018	Total
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
				Of				
			Oldest					
			Invoice					
			(90Days)					
A18			0.00	0	1781.00	0.00	0.00	1781.00
C110			0.00	0	0.00	0.00	20.00	20.00
D72			283.90	402	0.00	0.00	0.00	283.90
D87			0.00	0	0.00	0.00	400.00	400.00
E24			0.00	0	0.00	0.00	924.00	924.00
E38			0.00	0	0.00	0.00	225.00	225.00
G31			0.00	0	0.00	0.00	512.00	512.00
G57			0.00	0	0.00	0.00	0.00	0.00
G66			0.00	0	0.00	0.00	2200.00	2200.00
H54			0.00	0	0.00	0.00	0.00	-0.02
J17			1430.00	0	0.00	0.00	1430.00	2860.00
K20			0.00	0	0.00	0.00	0.00	-100.00
K32			425.70	477	0.00	0.00	0.00	425.70
L91			0.00	0	25.03	0.00	0.00	25.03
M100			0.00	0	0.00	0.00	0.00	-0.02
M103			0.00	0	0.00	0.00	10.00	10.00
M119			0.00	0	0.00	0.00	60.00	60.00
M135			155.38	249	0.00	0.00	0.00	155.38
N46			190.00	750	0.00	0.00	0.00	190.00
O16			0.00	0	0.00	0.00	226.00	226.00
O17			0.00	0	0.00	0.00	0.00	-360.00
R51			0.00	0	0.00	0.00	550.00	550.00
S112			0.00	0	0.00	0.00	112.50	112.50
T52			1519.65	150	1440.00	323.48	640.00	3923.13
T79			0.00	0	0.00	0.00	112.50	112.50
V11			0.00	0	0.00	0.00	150.00	150.00
W60			0.00	0	0.00	0.00	0.00	-233.05
Totals --- Credit Balances:		-693.09	4004.63		3246.03	323.48	7572.00	14453.05

### **9.3.2. ACCOUNTS FOR PAYMENT – 30 NOVEMBER 2018**

**Agenda Reference:** CEO  
**Location/Address:** Shire of Three Springs  
**Name of Applicant:** Shire of Three Springs  
**File Reference:** ADM0083  
**Disclosure of Interest:**  
**Date:** 4<sup>th</sup> December, 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 30<sup>th</sup> November, 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

### **OFFICER RECOMMENDATION – ITEM 9.3.2**

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

Municipal Fund totalling \$191,012.53 represented by Electronic Fund Transfers No's 14876 – 14930, Cheque No's 11509 – 11514 and Direct Debits 11642.1, 11643.1, 11655.1 – 11655.4, 1168.1 -11668.4 & 11671.1.

Licensing Fund totalling \$24,115.40 represented by Direct Debit No. 11674.1.

Trust Fund totalling \$320.00 represented by Cheque Number 46.

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**SHIRE OF THREE SPRINGS**  
**Statement of Payments for the Month of November 2018**

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
<b>Bond Administrator</b>				
46	02/11/2018	BOND FOR 41 SLAUGHTER STREET THREE SPRINGS -		320.00
INV T25	02/11/2018	Housing Bond 41 Slaughter Street	320.00	
<b>Synergy</b>				
11509	09/11/2018	Electricity Usage Charges		5,552.65
INV	26/10/2018	Reversal of invoice 2216516099 23/06/2018 to 22/08/2018 FM	0.75	
INV	01/11/2018	Electricity Usage Charges 31/08/2018 to 30/10/2018, Over the Counter	64.05	
INV	01/11/2018		99.15	
INV	01/11/2018	Electricity Usage Charges 21/08/2018 to 30/10/2018	140.80	
INV	01/11/2018	Electricity Usage Charges 15/09/2018 to 30/10/2018 Unit 1 Kadathinni	118.10	
INV	01/11/2018	Electricity Usage Charges 31/08/2018 to 30/10/2018 (charges from	165.65	
INV	01/11/2018	Electricity Usage Charges 31/08/2018 to 30/10/2018, Over the Counter	216.45	
INV	01/11/2018	Electricity Usage Charges 01/09/2018 to 30/10/2018, Over the Counter	1,356.75	
INV	01/11/2018		386.25	
INV	01/11/2018	Electricity Usage Charges 31/08/2018 to 30/10/2018 - Portion on charged	195.75	
INV	01/11/2018	Electricity Usage Charges 31/08/2018 to 30/10/2018, Over the Counter	155.85	
INV	01/11/2018	Electricity Usage Charges 30/08/2018 to 30/10/2018, Over the Counter	240.40	
INV	01/11/2018	Electricity Usage Charges 31/08/2018 to 30/10/2018, Over the Counter	102.85	
INV	01/11/2018	Electricity Usage Charges 01/09/2018 to 30/10/2018, Over the Counter	135.75	
INV	01/11/2018	Electricity Usage Charges Electricity Charges 25/09/2018 to 24/10/2018	2,110.05	
INV	02/11/2018	Electricity Usage Charges 29/09/2018 to 30/10/2018, Over the Counter	64.05	
<b>Telstra</b>				
11510	09/11/2018	Monthly Account		158.91
INV	05/11/2018	Mobile Phone Usage 05/09/18 to 04/10/18 - 0409 835 726	0.17	
INV	05/11/2018	Mobile Phone Usage 05/10/18 to 04/11/18 - 0407 981 659 \$8.45, 0448	158.74	
<b>Synergy</b>				
11512	26/11/2018	Electricity Usage Charges		49.85
INV	20/11/2018	Electricity Usage Charges 13/09/2018 to 29/10/2018, Over the Counter	49.85	
<b>Telstra</b>				
11513	26/11/2018	Monthly Account		1,505.71
INV	11/11/2018	Mobile Phone Usage 11/10/2018 to 10/11/2018 - 0407 981 659 \$50.00	100.00	
INV	23/11/2018	Monthly Telephone Usage Charges to 15/11/2018, Service Charges to	1,405.71	
<b>Three Springs Engineering</b>				
11514	26/11/2018	Contractor		495.00
INV P98/68	07/09/2018	10x B62 Belts, 2x Exhaust Claps - TS5012, 1x Rain cap - TS5012, 1x	495.00	
<b>BOC Gases</b>				
EFT14876	09/11/2018	Monthly Account		44.81
INV	29/10/2018	Daily Cylinder Tracking 28/09/2018 to 28/10/2018 - Oxygen Industrial	44.81	
<b>Blackwoods</b>				
EFT14877	09/11/2018	Monthly Account		235.61
INV	11/10/2018	750ml Spray Bottles x 12, Wrench Adjustable Chrome 300mm, Wrench	235.61	
<b>B W McGree</b>				
EFT14878	09/11/2018	Contractor		340.00
INV 340.00	27/10/2018	Supply Digital antenna, amplifier and cabling - 3 Howard Place, Install	340.00	
<b>Child Support Agency</b>				
EFT14879	09/11/2018	Payroll deductions		337.56
INV	30/10/2018	Payroll Deduction for 30/10/2018	337.56	
<b>Courier Australia</b>				
EFT14880	09/11/2018	Freight Account Various		112.66
INV 0385	26/10/2018	Freight from PCS to Three Springs - CSO2 Screen Adaptor and Monday	21.46	
INV 0386	02/11/2018	Freight From Westrac to Three Springs - Parts, Freight From WINC to	91.20	
<b>Veolia Environmental Services</b>				
EFT14881	09/11/2018	Monthly Account		4,554.31
INV	28/10/2018	Monthly Account - Weekly Bin Collection - (09/10/2018, 16/10/2018,	4,554.31	
<b>Shire of Carnamah</b>				
EFT14882	09/11/2018	Reimbursement of Costs for Ranger/Emergency Service Officer		3,705.11

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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name Invoice Description</b>	<b>INV Amount</b>	<b>Amount</b>
		<b>Shire of Carnamah</b>		
INV 11738	31/10/2018	38.6 hours + 10.64 hours (being 20% of hours for 1 sick day and 6 days	3,705.11	
		<b>Cancer Council Western Australia</b>		
EFT14883	09/11/2018	Annual Sunscreen Order		204.23
INV 6020202	25/10/2018	Swimming Pool Sunscreen Order- Everyday Sunscreen Range SPF 30+ 1	204.23	
		<b>Coates Hire operations Pty Limited</b>		
EFT14884	09/11/2018	Hire of Equipment		218.65
INV	04/10/2018	Hire Pump for Draining Pool for Re furbishment	218.65	
		<b>WINC Australia Pty Limited</b>		
EFT14885	09/11/2018	Cleaning Products and Stationery Order		1,189.83
INV	23/10/2018	Meterplan Charge MPC6004EXSP 28/09/2018 - 20/10/2018 - 3460	438.37	
INV	06/11/2018	Castaway Easy Pick Bin Liner 80L Box200, Castaway Easy Pick Bin	751.46	
		<b>Department for Planning, Lands &amp; Heritage</b>		
EFT14886	09/11/2018	S87 Contract of Sale of Land Eneabba - Three Springs Road		742.50
INV	08/10/2018	Land Sale of Portion of Eneabba, Three Springs Road as shown in yellow	742.50	
		<b>Great Southern Fuel Supplies</b>		
EFT14887	09/11/2018	Monthly Fuel Card Account		334.15
INV	31/10/2018	ULP for OTS 22/10/2018 67.29 Litres and 26/10/2018 57.89 litres plus	334.15	
		<b>Health Insurance Fund (HIF) of WA (Inc)</b>		
EFT14888	09/11/2018	Payroll deductions		120.20
INV	30/10/2018	Payroll Deduction for 30/10/2018	120.20	
		<b>Leeman Plumbing &amp; Excavation</b>		
EFT14889	09/11/2018	Contractor		295.81
INV	16/10/2018	Replace toilet waste pipe- Labour - 5 Howard Place, Replace toilet waste	295.81	
		<b>LG Assist Australia</b>		
EFT14890	09/11/2018	Advertising Account		605.00
INV 0010290	26/10/2018	Advert on LG Assist website on 26/10/2018 for Leading Hand/Plant	605.00	
		<b>LGIS Insurance Broking</b>		
EFT14891	09/11/2018	2017/2018 Motor Vehicle Premium Adjustment		2,730.83
INV	29/10/2018	Motor Vehicle Premium Adjustment 30/06/2017 to 30/06/2018 - TS7002,	2,730.83	
		<b>McLeods</b>		
EFT14892	09/11/2018	Professional Services		176.00
INV 105710	02/11/2018	Re: Annual Audit - Shire of Three Springs - 2018	176.00	
		<b>Marketforce Pty Ltd</b>		
EFT14893	09/11/2018	Advertising Account		869.38
INV 29802	01/10/2018	Early Settlement Discount for Invoice 23367 and 23368	-49.65	
INV 24510	25/10/2018	Advertisement West Australian 29th September Leading Hand Vacancy	646.93	
INV 24509	25/10/2018	Advertisement Geraldton Guardian 2nd October Leading Hand vacancy	272.10	
		<b>Phonographic Performance Company of Australia Ltd (PPCA)</b>		
EFT14894	09/11/2018	Annual Licence Renewal		46.02
INV 3125616	01/10/2018	350 Capacity & 4 Nights of Operation Licence for 01/11/2018 -	46.02	
		<b>Perfect Computer Solutions Pty Ltd</b>		
EFT14895	09/11/2018	Computer & IT Services		212.50
INV 24123	30/10/2018	Labour, 8/10/2018 - Expand Shire Data. Drive was filling up., Expanded	212.50	
		<b>The Royal Life Saving Society Australia</b>		
EFT14896	09/11/2018	Pool Lifeguard Requalification - Pool Manager		150.00
INV 95536	06/11/2018	Pool Life Guard Requalification for Pool Manager 24/11/2018	150.00	
		<b>Dudawa Haulage</b>		
EFT14897	09/11/2018	Contractor		2,640.00
INV	13/10/2018	Cart sand for sports oval - Supply and Cart of concrete sand ex Dongara	2,640.00	
		<b>Three Springs - Arrino RSL</b>		
EFT14898	09/11/2018	Contribution to RSL Remembrance day Centenary Celebrations		1,000.00
INV 140394	11/10/2018	Three Springs-Arrino RSL Remembrance Day Centenary Celebrations	1,000.00	

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<b>Shire of Three Springs</b>				
EFT14899	09/11/2018	Rates refund for assessment A477 41 SLAUGHTER STREET THREE		5.94
INV A477	29/10/2018		5.94	
<b>Sweetman's Hardware</b>				
EFT14900	09/11/2018	Monthly Account		1,358.37
INV 53	31/10/2018	Plants for Garden, Depot Maintenance (Retic), 47 Williamson Street-	1,041.37	
INV 54	31/10/2018	Items for repairs - Glue, Door Rollers, Items for repairs - grinding disc,	317.00	
<b>SEEK Limited</b>				
EFT14901	09/11/2018	Advertising Account		308.00
INV	26/10/2018	Advert submitted on 26/10/2018 for Leading Hand/Plant Operation and	308.00	
<b>Three Springs IGA</b>				
EFT14902	09/11/2018	Monthly IGA Account		215.56
INV	31/10/2018	Nobbies Mixed Nuts 375gm Councillors Meeting October 2018. Cad	215.56	
<b>Truckline</b>				
EFT14903	09/11/2018	Monthly Account		332.64
INV 6469194	03/11/2018	Wheel Steel x 2 22.5"x8.25"10/285	332.64	
<b>Three Springs Rural Services</b>				
EFT14904	09/11/2018	Monthly Account		888.98
INV 43650	23/10/2018	Socket 1/2 Threaded Poly- 47 Williamson, Nipple 1/2 Threaded Poly- 47	14.49	
INV 43648	23/10/2018	Socket 3/4 threaded poly- 47 Williamson, Bush reducing 3/4 x 1/2	47.47	
INV 43576	17/10/2018	180c pop up sprinkler - 47 Williamson, 90c pop up sprinkler - 47	34.74	
INV 43526	12/10/2018	360c pop up Sprinkler - 47 Williamson, Bush ruducing 1 x 3/4 Threaded	26.57	
INV 43690	26/10/2018	Neta Joiner Barbed 13mm, Neta Joiner Barbed 19mm, Neta Drip 360	23.80	
INV 41907	01/07/2018	PVC 90mm Elbow 90Deg F x F	4.45	
INV 43626	22/10/2018	Elbow fi 3/4 Threaded Poly- 5 Glyde, Utc universal 12-21mm x 3/4- 5	33.58	
INV 43624	22/10/2018	Rapid Set Concrete 20kg dgray- Bunny Road	40.00	
INV 43613	19/10/2018	Steel Blue argyle wheat zip up boots	184.36	
INV 43684	25/10/2018	W1 mild steel clamps 100-120mm & 110-130mm	23.35	
INV 43584	17/10/2018	Gorilla S/Glue gel 15gm- TS7001	12.99	
INV 43781	31/10/2018	Rapid Set Concrete, 360C pop Up Sprinkler x 3 and 180C Pop up	28.95	
INV 43873	06/11/2018	Rapid set Concrete 20KG DGRAY x 10, Sprinklers for Oval, Oil	100.00	
INV 43874	06/11/2018	Rapid Set Concrete, Sprinklers for Oval, Oil Padlock, Broom and	17.50	
INV 43875	06/11/2018	Rapid Set Concrete, Sprinklers for Oval, Oil Padlock, Broom and	35.00	
INV 43861	05/11/2018	Rapid Set Concrete, Sprinklers for Oval, Oil Padlock, Nipple 2"Threaded	4.02	
INV 438660	05/11/2018	Rapid Set Concrete, Sprinklers for Oval, Oil Padlock, End Connector	48.01	
INV 43355	31/10/2018	Rapid Set Concrete, Sprinklers for Oval, Oil Padlock, Broom Sweep ZE	154.14	
INV 43824	01/11/2018	Rapid Set Concrete, Sprinklers for Oval, Oil Padlock, Bit Bulk Torsion	2.42	
INV 43773	31/10/2018	Rapid Set Concrete, Sprinklers for Oval, Padlock 40mm Alloy 50mm	20.30	
INV 43741	30/10/2018	Gorilla Epoxy Clear 25ml	15.99	
INV 43744	30/10/2018	Air Hose Tail 3/8"Plus Clamp Nitto Scorpion	16.85	
<b>Van't Veer Services</b>				
EFT14905	09/11/2018	Monthly Account		172.15
INV 776	31/10/2018	0-125g Large Letter 01/10/2018, 15/10/2018 and 19/10/2018 - Yakabout	172.15	
<b>Westrac Pty Ltd</b>				
EFT14906	09/11/2018	Purchase of New Skid Steer		78,371.13
INV	08/10/2018	QUOTE Number 50887, Supply One (1) New Caterpillar 239D LRC	77,832.76	
INV PI	18/10/2018	130-0229 Seal-O-Ring, 174-2297 Cable GP	285.25	
INV PI	30/10/2018	472-5753 KIT OIL FILT, 387-8389 KIT-FLTR CEN, 376-2578	253.12	
<b>Afagri Equipment Pty Ltd</b>				
EFT14907	09/11/2018	Service of 001TS Nissan Pathfinder		393.26
INV 1779224	10/10/2018	Nissan Pathfinder, Carry out service between 50,000km per schedule.	393.26	
<b>Wurth Australia Pty Ltd</b>				
EFT14908	09/11/2018	Monthly Account		187.73
INV	01/11/2018	Cleaner, Air Conditioning Unit Disinfectant Spray x 4, Rust Remover	187.73	
<b>Australian Taxation Office</b>				
EFT14909	16/11/2018	BAS Remittance for October 2018		1,781.00
INV BAS 10	31/10/2018	BAS Remittance for October 2018, BAS Remittance for October 2018,	1,781.00	

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<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name Invoice Description</b>	<b>INV Amount</b>	<b>Amount</b>
<b>Child Support Agency</b>				
EFT14910	26/11/2018	Payroll deductions		337.56
INV	13/11/2018	Payroll Deduction for 13/11/2018	337.56	
<b>Courier Australia</b>				
EFT14911	26/11/2018	Freight Account Various		105.07
INV 0387	09/11/2018	Freight from WINC to Three Springs - Spray Bottles, Freight from WINC	53.47	
INV 0388	16/11/2018	Freight from Three Springs to State Library - Library books, Freight from	51.60	
<b>Three Springs Community Action Group</b>				
EFT14912	26/11/2018	WA Police Community Engagement Division Grant		1,000.00
INV C.E.D.	16/11/2018	Grant from the WA Police Community Engagement Division to Assist	1,000.00	
<b>Department of Fire and Emergency Services (DFES)</b>				
EFT14913	26/11/2018	Emergency Services Levy 2018/19 2nd Quarter		11,020.80
INV 148490	21/11/2018		11,020.80	
<b>Geraldton Fuel Company Pty Ltd (Refuel Australia)</b>				
EFT14914	26/11/2018	Monthly Account		12,016.80
INV	09/11/2018	ULS/Diesel 8,000 Litres @ \$1.5021 P/L	12,016.80	
<b>Gilmour Earthmoving</b>				
EFT14915	26/11/2018	Contractor		17,732.00
INV 0001088	06/11/2018	Stockpile gravel on Bunney Road & Clear rocks & Bush 4 Hours	17,732.00	
<b>Health Insurance Fund (HIF) of WA (Inc)</b>				
EFT14916	26/11/2018	Payroll deductions		120.20
INV	13/11/2018	Payroll Deduction for 13/11/2018	120.20	
<b>Himac Attachments</b>				
EFT14917	26/11/2018	Attachments Cat Loader		13,323.20
INV	07/11/2018	Attachments -3500Max Auger Drive- To suit 239D Cat Compact Track	4,730.00	
INV	07/11/2018	Attachments - 2100mm (82") Heavy Duty push stick rake UN- To suit	8,593.20	
<b>Kleenheat Gas</b>				
EFT14918	26/11/2018	Annual Facility Fee		75.90
INV 4181999	01/11/2018	Annual Facility Fee / Cylinder Service Charge 45KG x 2	75.90	
<b>Leeman Plumbing &amp; Excavation</b>				
EFT14919	26/11/2018	Contractor		249.84
INV INV-	08/11/2018	Invoice 02220 - Repairs to leaking toilet - repair and replace cistern valve	249.84	
<b>Starick Tyres</b>				
EFT14920	26/11/2018	Monthly Account		2,775.30
INV 31136	31/10/2018	3/10/18 6x 215/75R17.5 Kumho KRS03 Steer/AP Tyres fitted- TS5004,	2,775.30	
<b>Perfect Computer Solutions Pty Ltd</b>				
EFT14921	26/11/2018	Computer and IT Services		255.00
INV 24155	13/11/2018	26/10/2018 - Set up new CSO2 PC from old CSO2 pc. 8/11/2018 - CSO2	255.00	
<b>The Royal Life Saving Society Australia</b>				
EFT14922	26/11/2018	Watch Around Water Registration		150.00
INV 88213	15/11/2018	Watch Around Water Re-Registration 2018/2019 - TS Aquatic Centre	150.00	
<b>St John Ambulance</b>				
EFT14923	26/11/2018	Annual first aid kit servicing		1,039.41
INV	28/09/2018	Service First Aid Equipment, Service First Aid Equipment, Depot and	1,039.41	
<b>State Library of Western Australia</b>				
EFT14924	26/11/2018	Better Beginnings Program		49.50
INV	13/07/2018	Yellow Better Beginnings Birth Packs 2018/2019 Financial Year 9x	49.50	
<b>Sweetman's Ampol Cafe</b>				
EFT14925	26/11/2018	Catering - Wildflower Country Inc Meeting 22/11/2018		171.00
INV 4	22/11/2018	3 X Assorted Sandwiches- Wildflower Country Meeting Nov 2018, , 1 X	171.00	
<b>Scotty's Contracting</b>				
EFT14926	26/11/2018	Contractor		237.60
INV 1044	09/11/2018	Check Issue HWS and reset at Unit 5 Kadathinni	82.50	
INV 1045	09/11/2018	Replace faulty Kitchen Light and Repair oversight light fitting at 41	155.10	

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<b>Three Springs Rural Services</b>				
EFT14927	26/11/2018	Monthly Account		375.67
INV 43888	07/11/2018	Fencing Star Pickets, Plumbing repairs - Socket 2"Threaded Poly, Riser	24.06	
INV 43909	08/11/2018	Fencing Star Pickets, Plumbing repairs - 100MM Slip Coupling DWV	19.75	
INV 43935	12/11/2018	Fencing Star Pickets, Plumbing repairs, Reticulation repairs - Neta Joiner	4.80	
INV 43913	08/11/2018	Fencing Star Pickets, Plumbing repairs, Reticulation repairs - Neta Elbow	5.40	
INV 43894	07/11/2018	Fencing Star Pickets, Plumbing repairs, Reticulation repairs - Neta Drip	9.20	
INV 43923	09/11/2018	Clamp 149-161mm	15.50	
INV 43922	09/11/2018	1x 100mm Junction Plain (88 Deg) DWV Fitting, 1x 90x100x80mm	296.96	
<b>Westrac Pty Ltd</b>				
EFT14928	26/11/2018	Monthly Account		383.43
INV PI	31/10/2018	358-3436 Filter	68.18	
INV	08/11/2018	3x DEO ULS 15W40.20LS- TS5002	315.25	
<b>Landmark Operations Ltd</b>				
EFT14929	26/11/2018	Monthly Account		536.80
INV	01/10/2018	2 x 10 ltr Spearhead Herbicide	536.80	
<b>Wildflower Country Incorporated</b>				
EFT14930	26/11/2018	Annual Membership Contribution 2018/19 Financial Year		4,950.00
INV 1818	16/11/2018	Wildflower Country Incorporated - Annual Membership Contribution	4,950.00	
<b>iiNet Limited</b>				
DD11642.1	01/11/2018	Monthly M/C Coorow Account		54.95
INV	01/11/2018	Monthly Medical Centre Internet Account, 10 ADSL 1 SP-10 User Name	54.95	
<b>Commander Australia</b>				
DD11643.1	08/11/2018	Monthly Account		46.92
INV	01/11/2018	Commander Contract (System Rental) 16/11/2018 to 15/12/2018 - Depot	46.92	
<b>WA Super</b>				
DD11655.1	13/11/2018	Payroll deductions		4,453.99
INV SUPER	13/11/2018	Super. for 13/11/2018	3,675.15	
INV	13/11/2018	Payroll Deduction for 13/11/2018	37.62	
INV	13/11/2018		150.47	
INV	13/11/2018	Payroll Deduction for 13/11/2018	311.15	
INV	13/11/2018	Payroll Deduction for 13/11/2018	207.69	
INV	13/11/2018	Payroll Deduction for 13/11/2018	71.91	
<b>Australian Super</b>				
DD11655.2	13/11/2018	Superannuation contributions		329.15
INV	13/11/2018	Payroll Deduction for 13/11/2018	94.04	
INV SUPER	13/11/2018	Super. for 13/11/2018	235.11	
<b>Colonial First State - FirstChoice Wholesale Personal Super</b>				
DD11655.3	13/11/2018	Payroll deductions		646.16
INV SUPER	13/11/2018	Super. for 13/11/2018	346.16	
INV	13/11/2018	Payroll Deduction for 13/11/2018	300.00	
<b>Sunsuper Superannuation Fund</b>				
DD11655.4	13/11/2018	Superannuation contributions		200.34
INV SUPER	13/11/2018	Super. for 13/11/2018	200.34	
<b>WA Super</b>				
DD11668.1	27/11/2018	Payroll deductions		4,489.61
INV SUPER	27/11/2018	Super. for 27/11/2018	3,705.81	
INV	27/11/2018	Payroll Deduction for 27/11/2018	37.62	
INV	27/11/2018		150.47	
INV	27/11/2018	Payroll Deduction for 27/11/2018	311.15	
INV	27/11/2018	Payroll Deduction for 27/11/2018	207.69	
INV	27/11/2018	Payroll Deduction for 27/11/2018	76.87	
<b>Australian Super</b>				
DD11668.2	27/11/2018	Superannuation contributions		329.15
INV	27/11/2018	Payroll Deduction for 27/11/2018	94.04	
INV SUPER	27/11/2018	Super. for 27/11/2018	235.11	



Date: 04/12/2018  
Time: 8:58:46AM

**SHIRE OF THREE SPRINGS**  
**Statement of Payments for the Month of November 2018**

USER: Donna Newton  
PAGE: 6

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name Invoice Description</b>	<b>INV Amount</b>	<b>Amount</b>
<b>Colonial First State - FirstChoice Wholesale Personal Super</b>				
DD11668.3	27/11/2018	Payroll deductions		646.16
INV SUPER	27/11/2018	Super. for 27/11/2018	346.16	
INV	27/11/2018	Payroll Deduction for 27/11/2018	300.00	
<b>Sunsuper Superannuation Fund</b>				
DD11668.4	27/11/2018	Superannuation contributions		250.98
INV SUPER	27/11/2018	Super. for 27/11/2018	250.98	
<b>National Mastercard</b>				
DD11671.1	26/11/2018	Monthly Credit Card Account		18.00
INV	20/11/2018	Card Fee SJY, Card Fee LJ	18.00	
<b>Department Of Transport - Daily Licensing</b>				
DD11674.1	30/11/2018	POLICE LICENSING PAYMENTS FOR NOVEMBER 2018		24,115.40
INV T1	30/11/2018	POLICE LICENSING 30/10/2018, POLICE LICENSING 31/10/2018,	24,115.40	

**REPORT TOTALS**

<b>Bank Code</b>	<b>Bank Name</b>	<b>TOTAL</b>
L	POLICE LICENSING	<b>24,115.40</b>
M	MUNICIPAL BANK	<b>191,012.53</b>
T	TRUST BANK	<b>320.00</b>
<b>TOTAL</b>		<b>215,447.93</b>

## National Business Visa Card

20 October, 2018 to 20 November, 2018

### Chief Executive Officer

Nil	\$	-
	<b>\$</b>	<b>-</b>

### Deputy Chief Executive Officer

Nil	\$	-
	<b>\$</b>	<b>-</b>

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

<b>Total Direct Debit Payment made on 26/11/2018</b>	<b>\$</b>	<b>18.00</b>
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## Police Licensing

Direct Debits from Trust Account

1 November, 2018 to 30 November, 2018

Thursday, 1 November 2018	\$	1,316.50
Friday, 2 November 2018	\$	438.50
Monday, 5 November 2018	\$	1,098.90
Tuesday, 6 November 2018	\$	1,297.55
Wednesday, 7 November 2018	\$	158.65
Thursday, 8 November 2018	\$	241.75
Monday, 12 November 2018	\$	50.35
Wednesday, 14 November 2018	\$	551.10
Thursday, 15 November 2018	\$	167.85
Friday, 16 November 2018	\$	2,599.55
Monday, 19 November 2018	\$	35.55
Tuesday, 20 November 2018	\$	1,955.00
Wednesday, 21 November 2018	\$	5,972.05
Thursday, 22 November 2018	\$	1,102.60
Friday, 23 November 2018	\$	64.55
Monday, 26 November 2018	\$	1,201.55
Tuesday, 27 November 2018	\$	552.05
Wednesday, 28 November 2018	\$	2,729.15
Thursday, 29 November 2018	\$	1,877.60
Friday, 30 November 2018	\$	288.90
	<b>\$</b>	<b>23,699.70</b>

## Bank Fees

Direct Debits from Muni Account  
1 November, 2018 to 30 November, 2018

Total direct debited from Municipal Account	\$	<b>225.47</b>
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## Payroll

Direct Payments from Muni Account  
1 November, 2018 to 30 November, 2018

Wednesday, 14 November 2018	\$	29,932.38
Wednesday, 28 November 2018	\$	29,694.69
	\$	<b>59,627.07</b>

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

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

**11.1. ELECTED MEMBERS**

**11.2. STAFF**

**12. QUESTIONS BY MEMBERS WITHOUT NOTICE**

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

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

**The Next Ordinary Council Meeting will be held on Wednesday 20<sup>th</sup> February 2018 at 1.30pm.**

**15. CONFIDENTIAL ITEMS**

In accordance with the Local Government Act 1995 Section 5.23(2)(d) & (f) it is appropriate for Council to resolve “the meeting be closed to members of the public” for Agenda Item 15.1.1.

It is a requirement of the Freedom of Information Act 1992 that all this information is returned to the Chief Executive Officer at the completion of these items for appropriate filing to maintain confidentiality.

Once all negotiations have been completed for Agenda Item 15.1.1 this will be considered an “exempt document” in accordance with Schedule 1 of the Freedom of Information Act 1992 denying public access.

**STAFF RECOMMENDATION – item 15.1.1**

**Council resolve the meeting be closed to members of the public to discuss Agenda Item 15.1.1 in accordance with the Local Government Act 1995 Section 5.23(2)(d) & (f).**

<b>15.1.1 ROADSIDE SIGN – LOT M765 MIDLANDS ROAD, KADATHINNI</b>
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<b>Agenda Reference:</b>	CI 12/18-01
<b>Location/Address:</b>	Lot M765 Midlands Road, Kadathinni
<b>Name of Applicant:</b>	Paramount Australia Outdoor Media
<b>File Reference:</b>	ADM0095
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	30 November 2018
<b>Author:</b>	Simon Lancaster, DCEO/Planning Advisor Shire of Chapman Valley and Sylvia Yandle, CEO

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

**SUMMARY**

For Council to resolve the issue of the roadside sign upon Lot M765 Midlands Road, Kadathinni displaying advertising material.

<p><b>Officer Recommendation;</b></p>
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<p><b>That Council re-open the meeting to members of the public after discussion of Confidential item.</b></p>
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**16. MEETING CLOSURE**