



MINUTES OF  
ORDINARY COUNCIL MEETING  
HELD ON  
WEDNESDAY  
19<sup>TH</sup> JULY 2017



WILDFLOWER COUNTRY

## SHIRE OF THREE SPRINGS

### MINUTES OF ORDINARY MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS ON 19<sup>th</sup> JULY 2017 COMMENCING AT 1.30 PM.

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# **SHIRE OF THREE SPRINGS**

## **MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS ON 19<sup>th</sup> JULY 2017 COMMENCING AT 1:30PM.**

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

The Presiding Member, Cr Anthony Thomas declared the Meeting open at 1.30pm.

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

#### **2.1. PRESENT**

AEC Thomas	President
RJ Thorpe	Councillor
RN Hebiton	Councillor
C Connaughton	Councillor
J Lake	Councillor

#### **STAFF**

S Yandle	Chief Executive Officer
L John	Manager of Finance
J Clifford	Works Supervisor
P Every	Maintenance Officer

#### **MEMBERS OF THE PUBLIC**

Robert Hunt

#### **2.2. APOLOGIES**

Cr C Lane

#### **2.3. LEAVE OF ABSENCE**

Nil

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

Nil

### **4. PUBLIC QUESTION TIME**

Jim Heal, Chad Eva, Robert Weir and Michael Verrall on behalf of Bush Fire Advisory Committee entered Chambers at 1.35pm seeking a response to questions and motions which were included in Community Emergency Services Manager's report tabled at the April Shire Council meeting;

1. Motion: that all shire machinery be made available to be used at fires
2. That the Works Manager is the first point of contact for machinery that is required to assist at a fire
3. That a Councillor attend all BFAC meetings
4. Why was there no consultation with the BFAC in relation to not renewing the CESM MOU

In addition for Council to provide answers to the following:

1. What process did the Shire follow in reaching the conclusion that the position was to be abolished
2. Who will now undertake the duties of the CESM

Councillors and Chief Executive Officer provided the following comments in relation to the above points raised by BFAC:-

1. Shire machinery is available to be used at fires, however due to a number of issues and including reimbursement of expenses when staff and machinery are required for fire fighting purposes on Department of Environmental Regulation land, Council has been reluctant to commit both staff and machinery to fires on such property. There has never been any issues with making available staff and machinery for fire fighting purposes on ratepayers' (owners or occupiers) properties within Shire of Three Springs.
2. Confirmed the Works Manager is first point of contact for shire machinery that is required to assist at a fire, request to come from Emergency Services Manager or Fire Control Officer. Chief Executive Officer to be advised when shire machinery is requested
3. A delegated Council representative will attend Bush Fire Advisory Committee meetings –Shire to be advised of time, date and place for the meetings as notification of such meetings over a number of years has not always been known.
4. There was no consultation with BFAC in relation to renewing the CESM contract as it was classified as confidential. Under Section 5.23 of the Local Government Act 1995 -

*The council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —*

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

The Bush Fire Advisory Committee was informed that the position had not been abolished. The incumbent CESM's contract was not being renewed but Shire of Three Springs would be entering into a Memorandum of Understanding with the Shires of Carnamah and Mingenew for provision of Ranger and Emergency Services. Emergency management would still be undertaken by the Shire under shared arrangement but with more interaction between Three Springs Shire Council and Bush Fire Advisory Committee.

BFAC members left the chambers at 2.05pm

**5. APPLICATIONS FOR LEAVE OF ABSENCE**  
Nil

**6. CONFIRMATION OF PREVIOUS MEETING MINUTES**

**6.1 Confirmation of Minutes of Ordinary Meeting held 21st June 2017**

**140251 COUNCIL RESOLUTION – ITEM 6.1**

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

**That the Minutes of the Ordinary Council Meeting held on the 21st June 2017 be confirmed as a true and accurate record of proceedings.**

**CARRIED**  
**Voted: 5/0**

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

- 22/06/17 Wildflower Country meeting – Cr Lake and CEO
- 22/06/17 Opening Wildflower Country, Midlands Route - Crs Thorpe, Lake, Connaughton and CEO
- 22/06/17 Mid West Development Commission meeting and Sundowner – Crs Thorpe, Hebiton, Lane, Lake, Connaughton and CEO
- 28/06/17 Tidy Town Judging – Cr Lane and Thorpe, and CEO
- 11/07/17 CAG meeting – Cr Lane

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

Nil

## 9. OFFICERS REPORTS

### a) Community Emergency Services Manager

### b) Works Supervisor Report July 2017

**Reference:** Works Supervisor  
**Location:** Shire of Three Springs  
**Date:** 14 July 2017  
**Author:** Joe Clifford

#### Maintenance Grading

Kangaroo Road  
Bunney Road  
First North Road  
Nebru Road  
Doghole Road  
Campbell Road  
Bligh Road  
Simpson Road  
Shephard Road

#### Re- sheets

Beekeeper Road commenced 30<sup>th</sup> June 2017

#### Other

Carried out site works and prepare pad for new fire shed  
Commenced new track to tip extension  
Cleared shoulder on Scott Road 9Northern end)  
Shoulder clearing and general road side maintenance to commence on Three Springs Eneabba Road  
Extra cells being excavated at rubbish tip.

#### Private Works – Nil

Nil

### c) Parks and Gardens Report July 2017

**Reference:** Works Supervisor  
**Location:** Shire of Three Springs  
**Date:** 14 July 2017  
**Author:** Joe Clifford

#### Parks and Gardens

The oval, hockey ground, swimming pool and the other small parks around town are mowed on a fortnightly basis during winter.  
Cleaning of parking area at rear of office and blowing down footpath in front of office on a daily basis.  
Weekly inspection and repairs carried out on all reticulation systems.  
General tidying up of 5 Howard Place in preparation for relief doctor  
Leaf matter and other debris being burnt in open table drains in preparation for winter rains.  
Pruning of roses in Jack Thorpe gardens.  
Traffic control for Imerys road train inspection on Mayrhofer Street by primary school students  
Tree pruning for new fire shed location

**d) Mechanic Report July 2017**

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

**PLANT MAINTENANCE & REPAIRS**

**P500509 120M grader**

Check over

**P50091 Backhoe**

Clean  
Top up fluids  
Grease

**P5002 Cat**

Rear clearance light replaced  
Mount for cab beacon light bar repaired  
Bolt in bumper replaced and all re-tensioned  
Bolt removed from drive tyre and tyre plugged  
Unit greased  
Service  
Coolant leak repaired

**P500509 12m**

Fire extinguisher bracket repaired and refitted to unit  
Coolant leak repaired engine

**P700101 Side tipper**

Brake booster replaced  
All boosters cleaned of debris and sealed properly  
Brakes adjusted  
Greased  
Side light repaired

**P70021 Water cart**

Enable unit to suck water direct from dams and test operation  
Check clearances during operation due to mud guard incident

**Services**

5001 TS-5017 Arrino fire appliance  
P50014 W/S Ranger  
P5002 Cat truck  
P501503 Maintenance vehicle  
P50213 Grader vehicle

**P500802 Loader**

Worn bucket teeth swapped out with second hand ones  
Grease

**P5013 vibe roller**

Grease  
Inflate tyres

**P500408 crew cab**

Engine check light fault repaired  
Hand brake checked

**P500306 Western Star**

Checks  
Remove damaged mud guard –to be replaced, cause still under investigation

**P5565 Bobcat**

Grease and check

**P50213 Grader vehicle**

Service

**P501503 Maintenance vehicle**

Service  
Taken to dealer for transmission recall

**5001 TS-5017 Fire Appliance**

Service

**P50014 Works Manager**

Serviced

**P000**

Repairs to chainsaws-brake band replaced on, chain and bar repaired  
-side cover replaced chain replaced  
-service all 3  
Whipper snipper repaired  
Hedge trimmer repaired  
Extension saw serviced checked and chain sharpened  
Air operated grease pot repaired

**Other**

Install last of wildflower signs with W/S.  
Remove broken off bollard outside Post Office below ground level and pour new concrete slab over it.  
Modify Wildflower Show sign to take mounting poles.  
Air cleaners to Geraldton for cleaning  
Rubbish tip  
Hub metres purchased –yet to be fitted

*Works Supervisor Joe Clifford and Mechanic Malcolm Elliott left chambers at 2.12pm*



**Plant Vehicle Report - Month of**

<b>Light Vehicles</b>	<b>Year</b>	<b>July -12th</b>	<b>Odo/hours</b>	<b>Service Done At</b>	<b>Next Service Due</b>	<b>Comments</b>
CEO (Holden Calais Sedan 2014 (White) 0 TS)	2014		75428			
DCEO/MoF (Nissan Pathfinder ST 2WD, Alpine White)	2016		21871			
CESM Vehicle (Leased) (Ford Ranger PX MY14 (1/15) 3.2L)	2014		U/A			
Doctors Vehicle (Toyota RAV4 GX 2.5L Auto AWD 5 Door)	2016		41071		42000	
Works Supervisor (Ford PX MKII Ranger XLT Dual Cab D	2015		U/A	72,865	85000	
Mechanic (Fuso Canter Tray Top Light Truck white 4.5t)	2016		8502	5,000	25000	
Maintenance Officer (Ford Ranger PX Super Cab 2.2 TD	2012		60269	59,616	75000	
Maintenace Grader Ute (Ford PX Ranger XL 4X2 Single C	2012		68460	68,066	80000	
Parks & Gardens (Ford Ranger XL 4X2 Single Cab Tippin	2013		45493		55000	
<b>Heavy Plant</b>						
Caterpillar Highway Tip Truck	2015		59519	59,121	85000	
Western Star P/Mover	2012		149670			
Work Gang Truck (Mitsubishi FUSO Canter 815 Crew C	2014		47945	47,000	72,000	
Cat 12M Motor Grader	2009		7495	7,000	7500	
Cat 120M Motor Grader	2015		1026	990	1500 hr	
CAT Loader 928ZQ (Front End Loader)	2011		4177			
Case 580LE Backhoe	2001		4752			
Mitsubishi Canter T/Truck (Not to be replaced)	2002		122603			
Multipac Roller (MULTI TYRED ROLLER)	2004		3112			
Vibrating Roller (CATERPILLAR CS-563C VIBRATORY R	1999		5703			
Farmall JX90 4WD Cab Tractor	2016		158			
Toro Ride/On Mower (TORO MOWER GM 7200 72 S/D)	2010		581			
Side Tipper Trailer (Tri-Axle Semi Side Tipper Trailer)	2012	n/a	N/A			
Skid Steer Loader (Bobcat) (Caterpillar 232B2AC Skid Ste	2009		1344			
Beavertail Trailer	1997	n/a	N/A			
Shermac Water tanker (semi)	2014	n/a	126209			
Jpapas Box Top Trailer	2009	n/a	N/A			No Asset detail
Toyota HiAce Bus 14 Seater	2011		23948	20,000	30000	

## **e) Maintenance Officer Report July 2017**

**Date:** 12 July 2017

**Author:** Peter Every

**5 Glyde** – Work is progressing, kitchen cupboards arrived, some windows replaced.

**19 Gooch** – Showers to both bathrooms have been re-built with tiling complete, screens to be reassembled and walls and door frames to be painted. Vanity cupboard doors to be replaced. Water damage to linen cupboard wall repaired. Vinyl to living area has been replaced.

**5 Howard** – House has been cleaned and ready for the doctor, however quite a bit of work required to bring it up to a decent standard- ceilings and some walls need painting and outside needs a paint.

**Kadathinni** – The fence at the rear of unit 6 has rusted and some has fallen. I have done some temporary repairs that will do in the short term. We need to possibly look at alternative fencing as the colorbond type doesn't seem to last very well.

**Pool** – I have been keeping an eye on the pool and condition of the water and having discussions with Sylvia with regard to what we should be doing to maintain the pool in reasonable condition over winter. We have had a new water service installed to the southern side of the pool with a tap to allow the use of the chair lift and to connect to reticulation.

**Airstrip** – I do a regular check at the airstrip and after a lot of work we have finally got the remote activation of the strip lighting working.

**Doctor Surgery** – Public toilet sensor light replaced

**Pavilion** – Damaged home team toilet wall repaired, cistern replaced and toilet seats replaced for the third time.

**Duffy's** – Termite inspection carried out

**Refuse Site** – After discussion with Sylvia the current cell is being extended. Also starting a new cell adjacent to the current one as we believe we have more room to use before moving to the new tip site. We believe we may extend the life of the current site by anything up to 8 or 9 years.

**Depot** – The transportable toilet block and archive storage building are in place at the depot. I still need to get the power to the archive storage and power, water and sewer to the toilet block. This now gives us decent offices for the works supervisor and mechanic, good temperature controlled storage for archives and male and female toilet facilities for staff and disabled access.

**Other** – We have received quotes for the supply of solar power to the administration building as well as the pool. As I have little understanding of what all the information means I am trying to do more work and get more information for these projects.

Have also got quotes for possible rendering of admin building

I am also trying to get quotes for a 3 year service for our pest control and treatment

*Maintenance Officer Peter Every left chambers at 2.25pm*

**f) Community Development Officer**

NIL

**g) Club Development Officer Information Report**

NIL

## 9.1. HEALTH, BUILDING AND TOWN PLANNING

### 9.1.1. PROPOSED REZONING OF FORMER THREE SPRINGS POLICE STATION

**Agenda Reference:** TP 07/17 - 01  
**Location/Address:** Lot 555 Carter Street, Three Springs  
**Name of Applicant:** TPI for LandCorp  
**File Reference:** A304  
**Disclosure of Interest:** Nil  
**Date:** 11 July 2017  
**Author:** Simon Lancaster, DCEO Shire of Chapman Valley and Sylvia Yandle, CEO

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

#### SUMMARY

For Council to consider an application submitted by the State Government (through LandCorp) seeking to rezone the former Police Station at Lot 555 Carter Street in the Three Springs townsite from the 'Public Purposes-Emergency Services' zone to the 'Residential R10/30' zone, to enable its subsequent disposal.

#### ATTACHMENTS

- 9.1.1a Letter TPI – Proposed scheme amendment Lot 555 Carter Street
- 9.1.1b Submitted rezoning document – *provided as separate attachment*

#### BACKGROUND

Lot 555 is a 3,215m<sup>2</sup> property located on the corner of Carter and Maley Street that was previously used for the purposes of a police station, and has been underutilised since 2015.

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



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

Lot 555 is zoned 'Public Purposes-Emergency Services' under the Shire of Three Springs Local Planning Scheme No.2 ('the Scheme') and were the property to be sold into private

ownership by the State Government then the zoning should be amended to no longer be for public purposes.

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



#### **COMMENT**

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

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

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

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

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

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

#### *"Objectives*

1. *To ensure proposed development is to be sympathetic to the residential location and compatible with adjacent residential landuses to the satisfaction of the Shire of Three Springs.*
2. *To allow for a limited range of small scale businesses.*

#### *Conditions*

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

## **CONSULTATION**

Were Council to initiate the rezoning, and the Western Australian Planning Commission ('WAPC') to grant consent to advertise the application as a standard scheme amendment, then the Shire would undertake the following actions of consultation, inviting comments and responses within a 42 day advertising period:

- erect a public notification sign upon the site;
- place a notice within a locally circulating newspaper;
- place a copy of the Scheme Amendment documentation on the Shire website;
- place a copy of the Scheme Amendment documentation in the Shire office/library for public viewing;
- write directly to all surrounding landowners; &
- write directly to all relevant government agencies and service authorities.

At the completion of the advertising period all received submissions must be presented for Council's consideration, and should the Scheme Amendment be given final approval at this point by Council then the rezoning documents would be forwarded to the WAPC seeking final assessment and approval.

## **STATUTORY ENVIRONMENT**

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

Should Council support this rezoning application then it is required to forward a copy of the Scheme Amendment documentation to the Environmental Protection Authority ('EPA') for its assessment as per Section 81 of the *Planning & Development Act 2005*. Should the EPA advise that the proposed rezoning does not warrant assessment under Part IV Division 3 of the *Environmental Protection Act 1986* then the Shire would forward a copy of the Scheme Amendment documentation to the WAPC seeking its consent to advertise the rezoning application as a standard scheme amendment.

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

Nil

## **STRATEGIC IMPLICATIONS**

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

## **VOTING REQUIREMENTS**

Simple Majority



**MOVED:** Cr Thorpe  
**SECONDED:** Cr Connaughton

That Council pursuant to Part 5 of the *Planning and Development Act 2005* amend the Shire of Three Springs Local Planning Scheme No.2 by:

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

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

3. Modifying the Scheme Map accordingly.

**CARRIED**  
**Voted: 5/0**

### 9.1.1.a Attachment



Our Ref: 16-2017

9 June 2017

Shire of Three Springs  
Attention: Chief Executive Officer  
Po Box 117  
Three Springs WA 6519

Dear Sylvia,

#### PROPOSED SCHEME AMENDMENT IN SHIRE OF THREE SPRINGS – LOT 555 CARTER STREET

We act on behalf of LandCorp who represent the State of WA (in assisting with land disposal).

As you aware we previously lodged a draft scheme amendment to the Shire for comment. At that time you provided informal advice that the Shire looked at a number of uses for this land such as a thrift shop, community resource centre or commercial use. We have taken your advice into consideration.

We now wish to formally lodge the amendment for assessment and referral to Council to consider initiation. As you advised that the Rowe Group assist the Shire with planning matters, we have also lodged a copy to the Shires consultants concurrently (letter attached).

We seek your assistance to ensure that a report on the amendment is referred to Council for formal consideration.

We also respectfully seek the Shires estimated fee for the proposed scheme amendment, in accordance with that *Planning and Development (Local Government Planning Fees) Regulations 2000*.

Please be advised that LandCorp will pay the necessary fees, however require an invoice to be sent to:

LandCorp  
Attention: Gordon Walmsley  
Level 6, 40 The Esplanade  
PERTH WA 6000

I look forward to the amendment progressing. If you wish to discuss any aspect please do not hesitate to contact me on 0488910869.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'Liz Bushby', is written over a circular stamp or seal.

Liz Bushby  
TOWN PLANNING INNOVATIONS

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PO Box 223, Guildford WA 6035 T 0488910869 [liz@tptanning.com.au](mailto:liz@tptanning.com.au)  
Longstanding member of the Local Government Planners Association ABN 1961886070



## **9.2. ADMINISTRATION**

### **9.2.1 DISABILITY ACCESS AND INCLUSION PLAN**

**Agenda Reference:** CEO 07/17 - 02  
**Location/Address:** Three Springs  
**Name of Applicant:** Disability Services Commission  
**File Reference:** ADM0193  
**Disclosure of Interest:**  
**Date:** 11<sup>th</sup> July 2017  
**Author:** Sylvia Yandle CEO

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

## **SUMMARY**

For Council to endorse the Shire of Three Springs Disability Access and Inclusion Plan Report for 2017.

## **ATTACHMENT**

- 9.2.2a Circular DAIP Progress reporting 2016-17
- 9.2.2b Reviewed Disability Access and Inclusion Plan (DAIP) 2016.
- 9.2.2c Disability Access and Inclusion Plan submitted Report 2016-17

## **BACKGROUND**

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

## **COMMENT**

The 2013 Plan is still very much current and there were two externally imposed changes that saw the plan updated in 2015. Those changes were –

1. Terminology referring to a “Person with Disabilities” has been amended to read a “Person with Disability”.
2. New Outcome 7 is included which states – “People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.”

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

Reference to the Disability Access and Inclusion Plan was referenced in Shire of Three Springs 2015/2016 Annual Report as required

## **CONSULTATION**

Chief Executive Officer and Finance Officer

## STATUTORY ENVIRONMENT

Disability Services Act 1993.

### **29. Report about disability access and inclusion plan**

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

## POLICY IMPLICATIONS

### **Access and Inclusion Policy Statement**

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

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

## FINANCIAL IMPLICATION

Nil.

## STRATEGIC IMPLICATIONS

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

## VOTING REQUIREMENT

Simple Majority.

### **140253 COUNCIL RESOLUTION – ITEM 9.2.1**

**MOVED:** Cr Hebiton  
**SECONDED:** Cr Thorpe

**That Council endorses the Shire of Three Springs Disability Access and Inclusion Plan (DAIP) 2017 report submitted to the Disability Services Commission on 30th June 2017.**

**CARRIED**  
**Voted: 5/0**

### 9.2.1.a Attachment



## DAIP Progress Reporting 2016-2017

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

### 2016-2017 DAIP Progress Report

As you may be aware, submission of your 2016-2017 DAIP progress report is due to the Disability Services Commission by Friday 30 June 2017.

DAIP progress reports provide an annual overview of the work public authorities have done to support people with disability across the State. This information is tabled in Parliament by the Minister for Disability Services. The DAIPs Progress Report for 2015-2016 is available at [www.disability.wa.gov.au](http://www.disability.wa.gov.au).

The Access and Inclusion team are using Survey Monkey again this year to make it easier and faster for you to report on your DAIP. Survey Monkey is used by many state and local governments to collect information from stakeholders. The system also provides the option to print out a full copy of your report for approval before lodgement online.

A letter from Dr Ron Chalmers, Director General of the Disability Services Commission has been sent to your CEO as formal notification that progress reports are due 30 June 2017.

### Accessing the online survey

An invitation to access the online reporting system will be emailed to DAIP Officers soon. The system is user friendly and detailed instructions are provided as additional support on the [DAIP reporting web page](#).

### Reminder - information session

As previously advised, an information session will be held about how to use the online reporting system for lodging your DAIP report:

10am-12pm, Wednesday 5 April  
Halcyon House  
Floor 3 - Conference Room 1  
Disability Services Commission  
1 Campbell Street West Perth

Please RSVP by reply email.

### **Hardcopy reporting**

If you prefer, you can still complete your progress report in hardcopy and submit by mail or email using the [progress reporting template](#).

If you have any queries, please let us know by reply to this email. If you wish to change which emails you receive or help someone sign up to our mailing list, please use the links at the bottom.

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

Kind regards

### **The Access and Inclusion team**

Mark Kingston: 9426 9316  
Sue Henson: 9426 9353  
Email: [access@dsc.wa.gov.au](mailto:access@dsc.wa.gov.au)



[Disability Services Commission](#)



[Access and Inclusion Team](#)

You are receiving this email because our records show you are involved in developing your organisation's Disability Access and Inclusion Plan.

You can [check and update your preferences](#) or [unsubscribe by clicking this link](#). We would appreciate if you made sure at least one person from your organisation is signed up for emails about yearly DAIP reporting.

If you know someone who should be receiving DAIP emails, forward this email to them and they can [click here to subscribe](#).

This message is available in alternative formats on request.

### **Our mailing address is:**

Disability Services Commission  
PO Box 441  
West Perth, Wa 6872  
Australia

## 9.2.1.b Attachment

### Disability Access and Inclusion Plan (DAIP) Progress Reporting 2016-2017

#148



#### COMPLETE

Collector: Email Invitation 1 (Email)

Started: Friday, June 30, 2017 11:33:31 AM

Last Modified: Friday, June 30, 2017 1:36:28 PM

Time Spent: 02:02:56

First Name: Sylvia Yandle

Email: ceo@threesprings.wa.gov.au

IP Address: 110.143.193.72

#### PAGE 2: Your details

Q1: Name of public authority:	Shire of Three Springs
Q2: Type of public authority:	Local government
Q3: Name of contact person:	Sylvia Yandle
Q4: Phone number:	08 99541001
Q5: Email:	ceo@threesprings.wa.gov.au

#### PAGE 4: Outcome 1: Services and events

Q6: How many strategies did you plan for Outcome 1?	8
Q7: Implemented and highly effective?	4
Q8: Implemented and somewhat effective?	4
Q9: Implemented but ineffective?	0
Q10: Implemented but not yet evaluated?	0
Q11: Not implemented?	0
Q12: What did your organisation achieve this year in support of Outcome 1? All organisers of events held were made aware of any requirements to cater for people with disabilities. Turnover of large print books, audio CD and DVD's available through Library service. DAIP plan accessible on Shire website and provision of a wide variety of services to the community in order to achieve its vision and objectives to people with disabilities considered in planning documents	
Q13: Photograph	P6300228.JPG (1.9MB)
Q14: Permission to use image	Respondent skipped this question

#### PAGE 5: Outcome 2: Buildings and facilities

Q15: How many strategies did you plan for Outcome 2?	5
--	---

## Disability Access and Inclusion Plan (DAIP) Progress Reporting 2016-2017

Q16: Implemented and highly effective?	4
Q17: Implemented and somewhat effective?	1
Q18: Implemented but ineffective?	0
Q19: Implemented but not yet evaluated?	0
Q20: Not implemented?	0
<b>Q21: What did your organisation achieve this year in support of Outcome 2?</b>	
Construction and renovation to Council properties ensured access to people with disabilities were provided	
Q22: Photograph	<i>Respondent skipped this question</i>
Q23: Permission to use image	<i>Respondent skipped this question</i>

### PAGE 6: Outcome 3: Information

Q24: How many strategies did you plan for Outcome 3?	3
Q25: Implemented and highly effective?	3
Q26: Implemented and somewhat effective?	0
Q27: Implemented but ineffective?	0
Q28: Implemented but not yet evaluated?	0
Q29: Not implemented?	0
<b>Q30: What did your organisation achieve this year in support of Outcome 3?</b>	
General advertising informing the community documents available on Shire website or alternative formats upon request through administration staff.	
Q31: Photograph	<i>Respondent skipped this question</i>
Q32: Permission to use image	<i>Respondent skipped this question</i>

### PAGE 7: Outcome 4: Quality of service

Q33: How many strategies did you plan for Outcome 4?	3
Q34: Implemented and highly effective?	1
Q35: Implemented and somewhat effective?	2
Q36: Implemented but ineffective?	0

## Disability Access and Inclusion Plan (DAIP) Progress Reporting 2016-2017

Q37: Implemented but not yet evaluated?	0
Q38: Not implemented?	0
<b>Q39: What did your organisation achieve this year in support of Outcome 4?</b>	
Ensured all Integrated Planning documents included provision for people with disabilities, this is an ongoing process that is reviewed and updated annually	
Q40: Photograph	<i>Respondent skipped this question</i>
Q41: Permission to use image	<i>Respondent skipped this question</i>

### PAGE 8: Outcome 5: Complaints

Q42: How many strategies did you plan for Outcome 5?	2
Q43: Implemented and highly effective?	0
Q44: Implemented and somewhat effective?	2
Q45: Implemented but ineffective?	0
Q46: Implemented but not yet evaluated?	0
Q47: Not implemented?	0
<b>Q48: What did your organisation achieve this year in support of Outcome 5?</b>	
Forms available on Shire website. Administration staff informed and provide assistance when necessary to people with disabilities on such issues.	
Q49: Photograph	<i>Respondent skipped this question</i>
Q50: Permission to use image	<i>Respondent skipped this question</i>

### PAGE 9: Outcome 6: Consultation

Q51: How many strategies did you plan for Outcome 6?	4
Q52: Implemented and highly effective?	0
Q53: Implemented and somewhat effective?	4
Q54: Implemented but ineffective?	0
Q55: Implemented but not yet evaluated?	0
Q56: Not implemented?	0

## Disability Access and Inclusion Plan (DAIP) Progress Reporting 2016-2017

### Q57: What did your organisation achieve this year in support of Outcome 6?

The Shire does not discriminate when seeking public consultation, public consultation is sort through advertising in the Shire local newspaper or on Shire Website. On several occasions consultation with people with disabilities has been made to the individuals seeking specific input.

Q58: Photograph	Respondent skipped this question
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Q59: Permission to use image	Respondent skipped this question
------------------------------	----------------------------------

## PAGE 10: Outcome 7: Employment

Q60: How many strategies did you plan for Outcome 7?	3
--	---

Q61: Implemented and highly effective?	2
--	---

Q62: Implemented and somewhat effective?	1
--	---

Q63: Implemented but ineffective?	0
-----------------------------------	---

Q64: Implemented but not yet evaluated?	0
---	---

Q65: Not implemented?	0
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### Q66: What did your organisation achieve this year in support of Outcome 7?

Advertising for recruitment of staff includes Equal Employment Opportunity statement . Flexible arrangements are negotiable with prospective employees, training opportunities made available when required to employees with disabilities.

Q67: Photograph	Respondent skipped this question
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Q68: Permission to use image	Respondent skipped this question
------------------------------	----------------------------------

## PAGE 11: Agents and contractors

Q69: For 2016–2017, how have you informed agents and contractors about your DAIP?	Provided a link to the DAIP on your website
---	---

Q70: Other (please describe):	Respondent skipped this question
-------------------------------	----------------------------------

Q71: How do agents and contractors report progress of outcomes to you?	Through internal annual progress reporting systems (email, meetings etc.)
--	---

Q72: Other (please explain):	Respondent skipped this question
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## Disability Access and Inclusion Plan (DAIP) Progress Reporting 2016-2017

**Q73: Please provide a description of any significant DAIP strategies undertaken by your organisation's agents and contractors in 2016–2017.**

A number of applications for employment were received from people with minor disabilities, however the applicants were not addressing the selection criteria and therefore in majority of instances the applicant was not being considered for the position. Contact was made with individuals and a liaison officer regarding this situation as concern was expressed that applicants were not even given the opportunity of an interview.

It was determined the applicants required assistance with their applications and following meetings with them and feedback on the application process, this situation was resolved. Opportunities would be available to such applicants if recruited to obtain skills required for particular positions.

### PAGE 12: Challenges in implementing your DAIP

**Q74: What challenges did you experience with strategies that were planned but not implemented?**

Lack of support / input and feedback from the community

**Q75: Other (please explain):**

*Respondent skipped this question*

**Q76: If you would like to provide more information about the challenges your organisation faced, please do so below.**

Community engagement is one of the main challenges the Shire faces with a number of issues. This is not isolated to our DAIP but the Shire has difficulty in receiving feedback from all sectors; whether this can be determined that the Shire is doing things to an acceptable standard or lack of empathy on the community's behalf?

It is hoped with the appointment of a Community Development Officer commencing in July 2017, that further interaction and input will be achieved during 2017/18

### PAGE 15: Feedback

**Q77: How would you rate your overall satisfaction with the quality of service provided by the Access and Inclusion team?**

*Respondent skipped this question*

**Q78: Do you have any comments or feedback about the Access and Inclusion team?**

*Respondent skipped this question*

**Q79: How do you feel about the online DAIP reporting system?**

*Respondent skipped this question*

**Q80: Do you have any comments or feedback about the online DAIP reporting system?**

*Respondent skipped this question*

**Q81: How do you feel about the Commission's online resources for developing and implementing DAIPs?**

*Respondent skipped this question*

**Q82: Do you have any comments or feedback about the online resources?**

*Respondent skipped this question*

### PAGE 16: Ready to lodge your report

**Q83: My DAIP progress report is complete and I wish to lodge it with the Disability Services Commission** Yes

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## 9.2.2 FREEDOM OF INFORMATION STATEMENT

**Agenda Reference:** CEO 07/17 - 03  
**Location/Address:** Shire of Three Springs  
**Name of Applicant:** Officer of Information Commissioner  
**File Reference:** ADM0063  
**Disclosure of Interest:**  
**Date:** 11th July 2017  
**Author:** Donna Newton Finance Officer and Sylvia Yandle CEO

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

### SUMMARY

For Council to endorse Shire of Three Springs Freedom of Information Statement 2017.

### ATTACHMENT

Shire of Three Springs Draft Freedom of Information Statement 2017 – as separate document.

### BACKGROUND

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

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

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

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

### CONSULTATION

Chief Executive Officer and Finance Officer.

### STATUTORY ENVIRONMENT

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

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

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

- (2) In giving approval under subsection (1) the Minister has to have regard, amongst other things, to the need to assist members of the public to exercise their rights under this Act effectively.
- (3) In the case of an agency that comes into existence after the commencement of this Act the reference in subsection (1)(a) to the commencement of this Act is to be read as a reference to the time when the agency commences its operations.
- (4) A subcontractor does not have to comply with subsection (1) if the relevant contractor has complied with that subsection on behalf of the subcontractor.

*(Section 96 amended by No. 47 of 1999 s. 13)*

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

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

**FINANCIAL IMPLICATIONS**

Fees as determined by Freedom of Information Act.

**STRATEGIC IMPLICATIONS**

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

**OFFICERS COMMENT**

The Freedom of Information Statement 2017 for Shire of Three Springs has been prepared and updated and on endorsement by Council will be forwarded to Office of the Information Commissioner as required (at intervals of not more than 12 months).

**VOTING REQUIREMENTS**

Simple Majority

**140254 COUNCIL RESOLUTION – ITEM 9.2.2**

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

**That Council endorse Shire of Three Springs Freedom of Information Statement 2017, forward a copy to Office of the Information Commissioner and publish statement on Council website with a copy available at the Shire Office.**

**CARRIED**  
**Voted: 5/0**

### 9.2.3. Memorandum of Understanding – Emergency and Ranger Services

**Agenda Reference:** CEO 07/15 - 04  
**Location/Address:** Shires of Carnamah, Mingenew and Three Springs  
**Name of Applicant:** Shire of Carnamah  
**File Reference:** ADM0145  
**Disclosure of Interest:**  
**Date:** 12th July 2017  
**Author:** Sylvia Yandle CEO

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

#### SUMMARY

For Council to endorse the Memorandum of Understanding (MOU) for the provision of shared Emergency and Ranger Services.

#### ATTACHMENT

9.2.3a Memorandum of Understanding – Emergency and Ranger Services.

#### BACKGROUND

The Shire of Three Springs has shared the services of a Community Emergency Services Manager with DFES, the Shires of Morawa, Mingenew and Perenjori for a period of 6 years and has contracted Ranger services through Canine Control Pty Ltd since 2012.

The agreement for ranger services with Canine Control allowed for 27 visits a year at a cost of approximately \$27,765 per annum with provision for the service fee to be increased by CPI each year.

The Community Emergency Services Manager position was jointly funded with DFES paying 60% of the costs and the other four participating Shires of Mingenew, Three Springs, Morawa and Perenjori contributing 10% each. The 10% contribution from local governments for the Community Emergency Services Manager averaged out per year to be \$13,965.

Combined cost for emergency and ranger services totalled \$42k per annum. However over and above that amount Three Springs provides the house and office rent free and also administrative work including processing debtors, creditors and payroll and all other related work involved with CESM position.

#### COMMENT

In November 2016 The Shire of Carnamah contacted Shire of Mingenew and Three Springs to discuss the possibility of entering into a shared services agreement for Ranger and Emergency Services. All three shires saw merit in the proposal and an item was presented to Council at its February 2017 meeting with the following resolution:-

#### **140216 COUNCIL RESOLUTION - ITEM 15.1.4**

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

***That Council;***

**1. Continue discussions with the Shire of Carnamah for the shared services arrangement of a Ranger & Emergency Services Officer on the basis that the Shire of Three Springs would be allocated 20% of the resources available up to a maximum of \$25,000 per annum; and**

**2. Review the final proposal from the Shire of Carnamah prior to formalising any agreement which would not commence until 1st July 2017 or thereafter.**

**CARRIED**

**Voted: 5/0**

Shire of Carnamah has prepared a Memorandum of Understanding outlining objectives, responsibilities of each parties's, Terms of MOU, Communication, Legislative requirements and fee structure as per attached Draft.

## **CONSULTATION**

Shire of Three Springs, Mingenew and Carnamah CEOs.

## **STATUTORY ENVIRONMENT**

- a) Bush Fires Act (and Regulations);
- b) Dog and Cat Acts;
- c) Local Government Act (and Regulations); and
- d) State Records Act.

## **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATIONS**

Council's draft 2017/18 budget contains financial provision for the support of this position and payout of lease and leave requirements for incumbent CESM..

## **STRATEGIC IMPLICATIONS**

Strategic Community Plan Outcome 3.9.1 *"Continue to support and fund the Community Emergency Services Management position for the region."*

## **VOTING REQUIREMENTS**

Simple Majority.

## **140255 COUNCIL RESOLUTION – ITEM 9.2.3**

**MOVED:** Cr Hebiton

**SECONDED:** Cr Thorpe

**That Council endorse the Memorandum of Understanding for Provision of "Emergency and Ranger Services" between Shire of Carnamah and Shire of Mingenew and Shire of Three Springs for a three year period, commencing from 1st July 2017 and expiring on 30th June 2020.**

**CARRIED**

**Voted: 5/0**

**MEMORANDUM OF UNDERSTANDING**

**FOR**

**PROVISION OF “EMERGENCY AND RANGER SERVICES”**

**Between:**

**Shire of Carnamah**

**-and-**

**Shire of Mingenew and Shire of Three Springs**

## **MOU dated 15 June 2017**

**This MOU is made between:**

**Shire of Carnamah  
and  
the Shires of Mingenew and Three Springs**

### **1. Introduction**

This MOU reflects the commitment made between Shires of Carnamah, and Mingenew and Three Springs.

This MOU sets out details of an agreement between the signatories for provision of Emergency and Ranger Services by the Shires of Carnamah, and Mingenew and Three Springs.

The parties entering into this MOU do not intend this MOU to be a legally binding agreement but an understanding between parties.

### **2. Definitions**

In this Memorandum of Understanding –

- a) “Carnamah” means the Shire of Carnamah
- b) “Mingenew” means the Shire of Mingenew
- c) “Three Springs” means the Shire of Three Springs

### **3. Objectives**

The parties agree that the objectives of this MOU are to:

- a) Provide a good quality Emergency and Ranger Service under fair and flexible arrangements;
- b) Work together to retain experienced, qualified professional staff in the region; and
- c) Maintain the positive relationship between Carnamah, Mingenew and Three Springs.

### **4.0 Responsibilities of Each Party**

#### **4.1 Carnamah**

- a) Employ and accommodate the Emergency and Ranger Services Officer;
- b) Provide the necessary workplace equipment (motor vehicle, office space, safety clothing and equipment etc) and provide the necessary officer training and support, to ensure the officer can operate to the required level;
- c) Make available a suitably qualified Emergency and Ranger Services Officer at intervals as reasonably required, but not less than weekly for a period of up to one work day, to provide an onsite Emergency and Ranger Service to Mingenew and Three Springs; and
- d) Invoice Mingenew and Three Springs on a monthly basis for relevant charges in accordance with Table 1, and conduct an annual reconciliation of costs and charges.



#### **4.2 Mingenew and Three Springs**

- a) To provide reasonable levels of overarching support, to facilitate the task of providing an Emergency and Ranger Services to the standard required;
- b) To provide to the Emergency and Ranger Services Officer, the necessary local tools, services and facilities (e.g. office space/equipment if required, mapping information, local gazettal information, permit books, etc) to enable that officer to satisfactorily undertake task of providing the required level of service; and
- c) Pay Carnamah in accordance with Table 1.

#### **5.0 Term of the MOU**

The Term of this MOU is for a period of three years commencing from the 1 July 2017 and expiring on the 30 June 2020.

The parties agree to formally review the MOU each calendar year and in the event of any party wishing to propose significant document changes or withdrawing from the MOU entirely, endeavouring to provide six months notice to the other parties of the implementation of that action.

The parties may agree in writing to amend the terms of this MOU.

#### **6.0 Communication**

The parties to the MOU agree wherever practical, to predominately transfer information between parties in electronic format, so as to maintain good quality records.

#### **7.0 Legislative Requirements**

The parties to the MOU agree to adhere to the relevant legislation and subsidiary regulations. For example:

- e) Bush Fires Act (and Regulations);
- f) Dog and Cat Acts;
- g) Local Government Act (and Regulations); and
- h) State Records Act.

#### **8.0 Fee Agreement**

Mingenew and Three Springs agrees to pay Carnamah for this service in accordance with the Table below -

<b>Service</b>	<b>Fee Structure</b>
Emergency and Ranger Services Officer (inclusive of salary, normal overheads and operation costs, motor vehicle running costs, etc); and any agreed capital costs (motor vehicle and related equipment, etc).	Monthly charge to be \$2,083.33/month (i.e. \$25,000pa) with a reconciliation undertaken annually at 30 June. This accommodates an efficient accounting process.
Note – capital costs to be charged out proportionately and monthly, but over a reasonable longer term (e.g. two years, depending on the life expectancy of the asset).	It is acknowledged that for the 2017/18 financial year, the annual charge is to be no more than 20% of the total cost of the service, nor more than \$25,000.  If there is any “annualised overcharge” (i.e. actual annual costs are less than 20%/\$25,000pa) these are to be credited back to Mingenew and Three Springs equally.  Costs for future years beyond 2016/17 are to be increased in line with actual costs (but by mutual agreement).

**EXECUTED by the Carnamah, Mingenew, and Three Springs, as a MOU.**

Signed for and behalf of the Shire of Three Springs -

.....  
**Sylvia Yandle** **Date**  
**CHIEF EXECUTIVE OFFICER**

Signed for and on behalf of the Shire of Mingenew -

.....  
**Martin Whitely** **Date**  
**CHIEF EXECUTIVE OFFICER**

Signed for and behalf of the Shire of Carnamah -

.....  
**Neil Hartley** **Date**  
**CHIEF EXECUTIVE OFFICER**

#### 9.2.4. CHIEF EXECUTIVE OFFICER RELIEF ARRANGEMENTS

**Agenda Reference:** Confidential Item  
**Location/Address:** Shire of Three Springs  
**Name of Applicant:** Sylvia Yandle  
**File Reference:** ADM0061  
**Disclosure of Interest:** Senior Staff Member  
**Date:** 13th July 2017  
**Author:** Sylvia Yandle, CEO

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

#### SUMMARY

To discuss and agree on the appointment of a relief Chief Executive Officer while the current Chief Executive Officer is on annual leave.

#### BACKGROUND

The current CEO Sylvia Yandle has applied for leave effective 21<sup>st</sup> August through to 16<sup>th</sup> September 2017.

#### COMMENT

Enquiries have been made with other Shires who currently employ staff in acting positions and Mr Gary Martin has been recommended. Mr Martin has been involved with local government for 52 years and recent roles have included Acting CEO Shire of Dowerin following the CCC intervention in 2015, Shire of Mount Magnet, and the investigation of issues referred by the CCC to the Shire of Exmouth in 2017, and a governance health check at the Shire of Serpentine Jarrahdale.

#### CONSULTATION

CEO Sylvia Yandle, Acting Shire President Richard Thorpe and Acting CEO Shire of Morawa Sean Fletcher.

#### ATTACHMENT

CV Mr Gary Martin

#### STATUTORY ENVIRONMENT

Local Government Act 1995

##### 5.36. Local government employees

1. (1) A local government is to employ —
  - (a) a person to be the CEO of the local government; and
  - (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.
2. (2) A person is not to be employed in the position of CEO unless the council —

- (a) believes that the person is suitably qualified for the position; and
- (b) is satisfied\* with the provisions of the proposed employment contract.

\* Absolute majority required.

#### **5.41. Functions of CEO**

3. The CEO's functions are to —

- (a) advise the council in relation to the functions of a local government under this Act and other written laws; and
- (b) ensure that advice and information is available to the council so that informed decisions can be made; and
- (c) cause council decisions to be implemented; and
- (d) manage the day to day operations of the local government; and
- (e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and
- (f) speak on behalf of the local government if the mayor or president agrees; and
- (g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and
- (h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- (i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

Hourly rate for the period of relief time has been factored into draft budget for 2017/18

#### **STRATEGIC IMPLICATIONS**

Given the fact that the Manager of Finance is not willing to act as CEO, it is imperative an Acting CEO be appointed for the 4 week period.

#### **VOTING REQUIREMENTS**

Absolute Majority

#### **140256 COUNCIL RESOLUTION – ITEM 9.2.4**

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

**That Council engage the services of Mr Gary Martin as Acting Chief Executive Officer for Shire of Three Springs from 21<sup>st</sup> August to 19<sup>th</sup> September based on a 76hour fortnight at a set hourly rate with normal Chief Executive Officer delegation powers and benefits.**

**CARRIED by Absolute Majority**  
**Voted: 5/0**

## 9.2.4.a Attachment

### Gary Martin Local Government Consultant

Box 7050 EATON 6232 Mob: 041 9831068 Email garylgwa@iinet.net.au



#### Background:

Fifty-two year's local government involvement in all regions of Western Australia. I am also an ex licensed private investigator (06358) with extensive experience in the conduct of local government investigations, including internal Code of Conduct allegations, disciplinary matters and Public Interest Disclosure complaints.

#### Service Objectives:

To provide local governments with an independent, impartial, external resource to assist with the provision of sound governance and management and including Compliance Reviews, Performance Reviews, Internal Controls, Complaint and internal investigations, Indigenous Service Delivery, Special Projects and short term Acting CEO.

Recent roles have included Acting CEO Shire of Dowerin following the CCC intervention in 2015, Shire of Mount Magnet, and the investigation of issues referred by the CCC to the Shire of Exmouth in 2017, and a governance health check at the Shire of Serpentine Jarrahdale.

An overview of past projects is listed below:

PROJECT	FOR	
Inquiry into Shire of Busselton	Department of Local Government	1992
Inquiry into Shire of Boddington		1993/1994
Inquiry into City of Wanneroo		1995/1996
Inquiry into Shire of York		1998
Inquiry into City of Cockburn		1998/1999
Inquiry into City of South Perth		2000
Inquiry into City of Belmont		2002/2003
Investigations – various		1992/2002
Council Advice Program - various		
Compliance Assessment Program Development		
Review of Local Government response to SRAC		
Minute and Agenda Assessment project		
Royal Commission into City of Wanneroo	Premier's Department	1996/1997
Consultant to CIB (Boddington)	Director of Public Prosecutions	1994
Inquiry into the Shire of Cocos Islands	Department of Territories	1996/1997
Review of Tender Probity controls	Town of Kwinana	
Local Government Reform	Various	
CEO Performance Reviews	Various	
Compliance Audit Reviews	Various	
Relieving CEO	Various	
Financial Management Reviews	Various	
Internal Management Review	Shires of Dardanup and Cue	
Review Complaint Issues	Wanneroo, Nedlands, and Fremantle	
Public Interest Disclosure Investigation	Gosnells	
Feasibility Study - Formation Regional Council For Service Delivery Remote Indigenous Communities	Shire of Derby/West Kimberley (with Quantum Consultants)	2008
Local Government Service Delivery for Remote Indigenous Communities.	DIA Broome Regional Operation Centre	2010

PROJECT	FOR
Water Deficient Farmlands Study	West Australian Water Authority
Rural Water Strategy Review	ACIL Australia
Farmland Reticulation Study	Water Resources Council
Post Secondary/Post Compulsory Education Report	Combined Central Regional Development Advisory Committees
Shire of Murray and Shire of Waroona Social Infrastructure Studies	Department of Resource Development
Local Economic Development	Bunbury Enterprise Centre (Chair) Ninghan Council Group
Regional Planning Officer	South West Development Authority
Industry Capability Study	South West Development Commission
Rating Study	Shire of Harvey
Review of future Office Accommodation	
Relieving Shire Clerk	Shire of Broome (1992/1993)
Investigate internal complaints	
Investigate Development Application Process - Wanneroo	Municipal Liability Scheme
Wiluna Shire Boundaries Inquiry (Formation of Shire of Ngaanyatjaraku)	Geraldton Mid-West Development Authority
Elected Member training (various)	WALGA
Review Office Relocation Proposal	Shire of Dandaragan
Review Elected Member Numbers	Shire of Coolgardie
Review Complaint handling process	City of Wanneroo
Review proposed new Kalbarri Shire	Shire of Northampton
Review Onslow Aerodrome Project	Shire of Ashburton
Review Flood Damage Issue	Shire of Ashburton 2004
CEO/Manager Corporate Services	Shire of Ashburton 2005/2006
Career Appointments including Acting CEO	Kalgoorlie, Onslow, Coolgardie, Dundas, Mt.Marshall, Mt Magnet, Dowerin, Corrigin, Carnarvon, Murchison, Derby/West Kimberley, Jerramungup, Kulin, Ashburton, Nedlands, Donnybrook, Halls Creek, Ravensthorpe, Sandstone, Yalgoo, Lake Grace.
Regional Council Feasibility Studies	Kimberley Shires (Indigenous Remote communities) ROEROC Shires Shires of Manjimup and Bridgetown-Greenbushes
Local Government Reform 2009	Corrigin, Narembeen, Kulin, Kondinin, Bruce Rock, Westonia, Yilgarn and Mt Magnet.

Note: I use a specialist software suite for the professional conduct of internal investigations, or for researching any complex and long-standing issue(s) such as legal discovery that span multiple years and multiple issues. Apart from basic fact, issues, document control and reference, the programs enable the preparation of visual chronological timelines of key facts, providing a simple but valuable tool for management purposes.

*Councillors Hebiton and Lake declared an interest in Item 9.2.5*

Due to declaration of interest by Cr Hebiton and Cr Lake for item 9.2.5, the quorum for the meeting was less than 50%, therefore a decision could not be made.

### **Subdivision 3 — Matters affecting council and committee meetings**

#### **5.19. Quorum for meetings**

*The quorum for a meeting of a council or committee is at least 50% of the number of offices (whether vacant or not) of member of the council or the committee.*

### **9.2.5 AMEND APPLICATION FOR CLEARING PERMIT**

<b>Agenda Reference:</b>	CEO 07/17 -06
<b>Location/Address:</b>	Imerys Talc Mine – Perenjori Road
<b>Name of Applicant:</b>	Department of Mines and Petroleum
<b>File Reference:</b>	ADM0066
<b>Disclosure of Interest:</b>	
<b>Date:</b>	14th July 2017
<b>Author:</b>	Sylvia Yandle CEO

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

#### **SUMMARY**

For Council to consider making comment on the amendment of a previously granted clearing permit submitted on behalf of Imerys Talc Australia Pty Ltd. Application CPS 6616/1.

#### **ATTACHMENT**

9.2.5a Letter from Department of Mines and Petroleum.  
9.2.5b Clearing map  
9.2.5c Site map

#### **BACKGROUND**

The Department of Mines and Petroleum have written to Council asking if they have any comment on Imerys Talc Australia Pty Ltd application to amend a previously granted clearing permit for the purposes of Mining Production and Associated Activities, on an area of 15.055Ha containing native vegetation. Comments to be made within 21 days from Monday 10th July 2017.

#### **COMMENT**

The land concerned is wholly contained within the Imerys Talc Australia Pty Ltd Mining Lease M70/243 as depicted on the enclosed plan. A permit was granted for the period September 2015 to September 2025 and this application is requesting an amendment to the permit.

There is no indication of the type of native vegetation on the site or if there are any specific concerns with the proposal that would justify any investigation into the proposal. Council has

long worked in partnership with the mine and this is seen as a continuation of their normal operations in an area where there is a mining lease held.

There is not a delegation in place that would see this matter dealt with at officer level hence the application is put before Council. There are very few native vegetation clearing applications that are referred to Council hence it is probably best that they are put before Council for a decision on whether to comment.

There does not appear to be any issue with this particular application and Council should also bear in mind the constant rehabilitation work that Imerys Talc undertake on their site.

## **CONSULTATION**

Chief Executive Officer.

## **STATUTORY ENVIRONMENT**

Environmental Protection Act 1986.

## **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATION**

Nil.

## **STRATEGIC IMPLICATIONS**

### **Environment**

Work with relevant authorities to develop a strategy to manage native and feral flora and fauna.

## **VOTING REQUIREMENT**

Simple Majority.

## **OFFICER RECOMMENDATION – Item No. 9.2.5**

**That Council advise the Department of Mines and Petroleum that it has no issues in respect of the proposed clearing of 15.055Ha contained within the Imerys Talc Australia Pty Ltd Mining Lease CPS 6616/1 and the amendment to the Clearing Permit is therefore granted.**



## 9.2.5.a Attachment



Government of Western Australia  
Department of Mines and Petroleum

Our Ref: A1126/201501 - CPS 6616/2  
Enquiries: Tricia Hudgell – Ph: 08 9222 3570 Fax: 08 9222 3860  
Email: [tricia.hudgell@dmp.wa.gov.au](mailto:tricia.hudgell@dmp.wa.gov.au)

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

Dear Ms Yandle

### **Application to amend a previously granted Clearing Permit under the *Environmental Protection Act 1986***

The Department of Mines and Petroleum has received the following application to amend a previously granted clearing permit under the *Environmental Protection Act 1986* (the Act):

Permit Holder:	Imerys Talc Australia Pty Ltd - South Dump Project
Permit Type:	Purpose Permit
Tenement:	Mining Lease 70/243
Purpose:	Mineral Production and Associated Activities
Area (ha):	15.055 ha
Period of Permit:	1 September 2015 – 30 September 2025
Shire:	Shire of Three Springs
Clearing Permit System (CPS) No:	CPS 6616/1
Amendment requested:	Amendment to: increase clearing from 13.235 to 15.055 ha

In accordance with sub-section 51E(4) of the Act, on behalf of the Director Operations, Environment, I consider that you may have a direct interest in the subject matter of the application and invite your comment on the proposal. The Director Operations, Environment, will then, after having taken into account any comments received and subject to sections 51O and 51P, either grant the amended clearing permit (including any specified conditions) or refuse to grant the amendment.

Enclosed are maps indicating the amended application area. Please forward your submission to the above address within 21 days from the **Monday, 10 July 2017** quoting CPS 6616/2.

If you have any queries regarding this matter, please contact Tricia Hudgell in the Department's Environment Division, as above, for further information.

Yours sincerely

p.p. 

Dan Machin  
Acting/Director Operations  
Environment

7 July 2017

Encl

017202.heather.johnson

Mineral House 100 Plain Street East Perth Western Australia 6004  
Telephone +61 8 9222 3333 Facsimile +61 8 9222 3862  
[www.dmp.wa.gov.au](http://www.dmp.wa.gov.au)  
[www.wa.gov.au](http://www.wa.gov.au)  
ABN 69 410 335 356

## 9.2.5.b Attachment

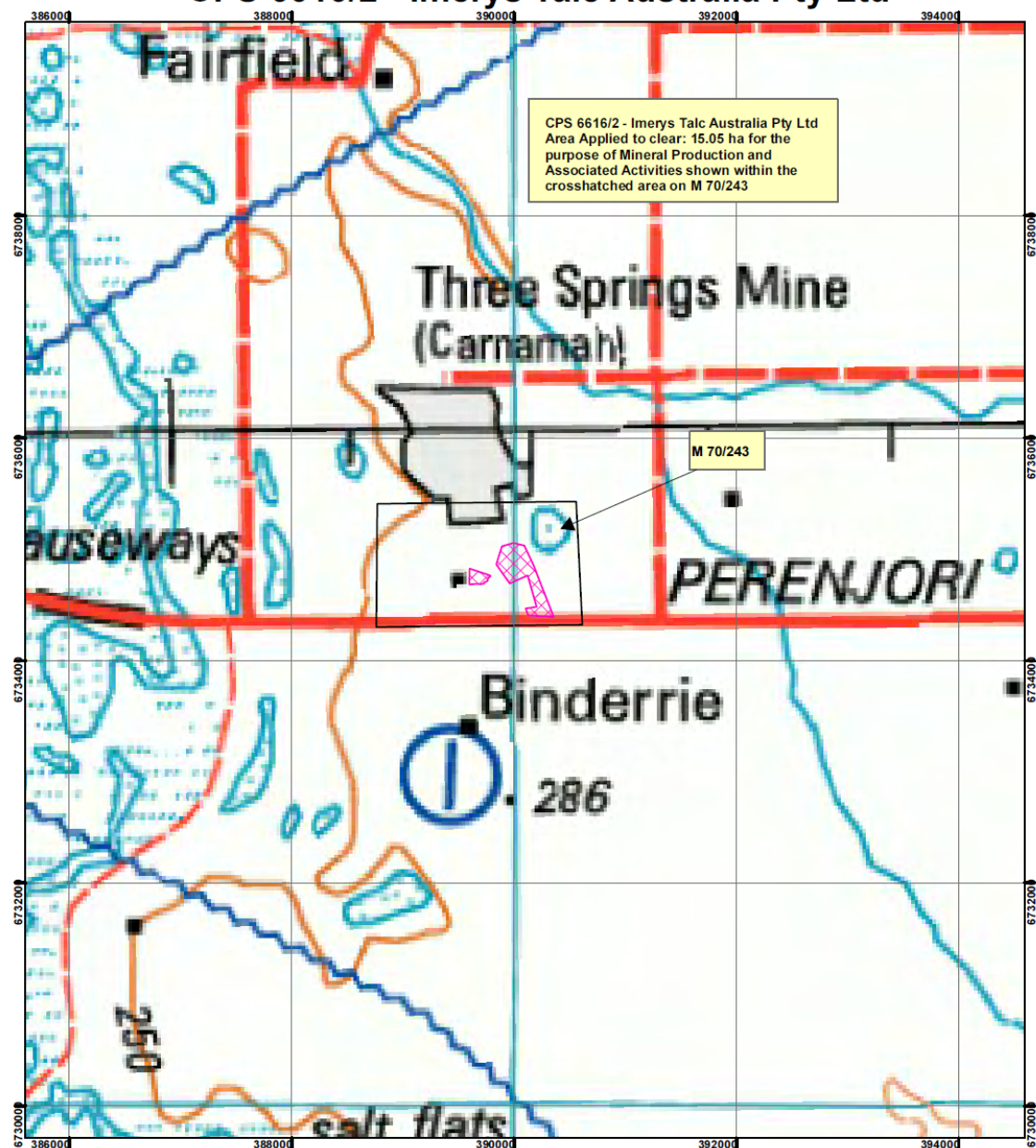
### CPS 6616/2 - Imerys Talc Australia Pty Ltd





## 9.2.5.c Attachment

### CPS 6616/2 - Imerys Talc Australia Pty Ltd



### **9.3. FINANCE**

#### **9.3.1. FINANCIAL STATEMENTS FOR MONTH ENDING 30 JUNE 2017**

**Agenda Reference:** Manager of Finance  
**Location/Address:** Shire of Three Springs  
**Name of Applicant:** Shire of Three Springs  
**File Reference:** ADM0243  
**Disclosure of Interest:**  
**Date:** 10<sup>th</sup> July, 2017  
**Author:** Leah John

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

#### **SUMMARY**

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

#### **ATTACHMENT**

Finance Report ending 30 June 2017.

#### **BACKGROUND**

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

#### **CONSULTATION**

No consultation required.

#### **STATUTORY ENVIRONMENT**

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

#### **POLICY IMPLICATIONS**

Nil.

#### **FINANCIAL IMPLICATIONS**

Financial implications are outlined in comments.

#### **STRATEGIC IMPLICATIONS**

Nil.

#### **OFFICER COMMENT**

Council's estimated Surplus C/FWD as at the 30 June 2017, is \$1,720,540.

<b>SUMMARY OF FUNDS – SHIRE OF THREE SPRINGS</b>	
Municipal Account	\$38,135
Business Cash Maximiser (Municipal Funds)	\$55,395
Grant Funds Holding Maximiser Account (Municipal Funds)	\$1,611,069
Trust Account	\$1,045
Reserve Maximiser	\$1,256,105
Police Licensing Account	\$95,101

Debtor's accounts as at 30 June 2017, total \$49,613.

Creditors as at 30 June 2017 are \$262.

The total outstanding Rates debt is \$55,070.

#### VOTING REQUIREMENTS

Simple Majority.

#### **140257 COUNCIL RESOLUTION – ITEM 9.3.1**

**MOVED:** Cr Hebiton  
**SECONDED:** Cr Thorpe

**That Council adopts the preliminary Monthly Statement of Financial Activity for the month ending 30 June 2017.**

**CARRIED**  
**Voted: 5/0**

**SHIRE OF THREE SPRINGS**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

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Notes to and Forming Part of the Statement	5 to 19
Works Programme Report	20
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Supplementary Information	29

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

	NOTE	30/06/17 Y-T-D Actual \$	30/06/17 Y-T-D Budget \$	2016/17 Revised Budget \$	2017/16 Original Budget \$	30/06/17 Y-T-D Variance \$	30/06/17 Y-T-D Variance %
<b>REVENUES/SOURCES</b>	1,2						
Governance		42,457	41,613	41,613	23,063	844	(2%)
General Purpose Funding		1,484,317	983,033	983,033	993,290	501,284	(51%)
Law, Order, Public Safety		629,866	819,750	819,750	773,990	(189,884)	23%
Health		17,703	22,420	22,420	25,100	(4,717)	21%
Education and Welfare		9,043	509,660	509,660	509,900	(500,617)	98%
Housing		95,113	95,782	95,782	110,583	(669)	1%
Community Amenities		148,812	127,080	127,080	86,425	21,732	(17%)
Recreation and Culture		58,043	62,547	62,547	56,066	(4,504)	7%
Transport		1,075,844	1,179,105	1,179,105	1,366,673	(103,261)	9%
Economic Services		10,377	18,042	18,042	20,232	(7,665)	42%
Other Property and Services		64,181	51,392	51,392	49,250	12,789	(25%)
		<u>3,635,756</u>	<u>3,910,424</u>	<u>3,910,424</u>	<u>4,014,572</u>	<u>274,668</u>	<u>(7%)</u>
<b>(EXPENSES)/(APPLICATIONS)</b>	1,2						
Governance		(235,186)	(291,760)	(291,760)	(293,885)	(56,574)	19%
General Purpose Funding		(41,118)	(39,540)	(39,540)	(38,207)	1,578	(4%)
Law, Order, Public Safety		(299,036)	(310,412)	(310,412)	(310,261)	(11,376)	4%
Health		(132,278)	(173,418)	(173,418)	(178,218)	(41,140)	24%
Education and Welfare		(5,059)	(10,680)	(10,680)	(10,680)	(5,621)	53%
Housing		(339,737)	(359,244)	(359,244)	(349,781)	(19,507)	5%
Community Amenities		(187,947)	(243,771)	(243,771)	(272,544)	(55,824)	23%
Recreation & Culture		(845,176)	(913,394)	(913,394)	(881,138)	(68,218)	7%
Transport		(510,737)	(705,513)	(705,513)	(704,170)	(194,776)	28%
Economic Services		(103,925)	(113,896)	(113,896)	(134,246)	(9,971)	9%
Other Property and Services		(9,188)	(29,813)	(29,813)	(60,186)	(20,625)	69%
		<u>(2,709,387)</u>	<u>(3,191,441)</u>	<u>(3,191,441)</u>	<u>(3,233,316)</u>	<u>(482,054)</u>	<u>(15%)</u>
<b>Net Result Excluding Rates</b>		926,369	718,983	718,983	781,256	(207,386)	
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>							
(Profit)/Loss on Asset Disposals	4	22,719	11,950	11,950	11,950	10,769	(90%)
Rounding			0	0	0	0	0%
Depreciation on Assets	2(a)	889,799	972,424	972,424	972,424	(82,625)	8%
<b>Capital Expenditure and Income</b>							
Purchase Land held for resale	3	0	0	0	0	0	
Purchase Land and Buildings	3	(259,181)	(1,549,574)	(1,549,574)	(1,502,284)	(1,290,393)	83%
Purchase Furniture and Equipment	3	(3,395)	(49,342)	(49,342)	(90,342)	(45,947)	93%
Purchase Plant and Equipment	3	(556,906)	(729,880)	(730,380)	(684,970)	(172,974)	24%
Purchase of Motor Vehicles	3	(59,636)	(62,000)	(62,000)	(62,000)	(2,364)	4%
Purchase Infrastructure Assets - Roads	3	(1,949,882)	(2,330,629)	(2,280,629)	(2,674,319)	(380,747)	16%
Purchase Infrastructure Assets - Footpaths	3	(32,620)	(50,000)	(50,000)	(50,000)	(17,380)	35%
Purchase Infrastructure Assets - Airfields	3	0	0	0	0	0	0%
Purchase Infrastructure Assets - Parks	3	(24,349)	(19,212)	(19,212)	0	5,137	(27%)
Proceeds from Disposal of Assets	4	5,450	20,000	20,000	20,000	14,550	73%
Repayment of Debentures	5	(149,072)	(149,073)	(149,073)	(149,073)	(1)	0%
Proceeds from New Debentures	5	0	0	0	0	0	0%
Transfers to Reserves (Restricted Assets)	6	(422,630)	(424,371)	(424,371)	(224,371)	(1,741)	0%
Transfers from Reserves (Restricted Assets)	6	0	0	347,290	300,000	0	0%
ADINet Current Assets July 1 B/Fwd	7	1,345,634	1,345,634	1,345,634	1,359,234	0	
LENet Current Assets Year to Date	7	<u>1,720,540</u>	<u>4,284,494</u>	<u>50,104</u>	<u>0</u>	<u>(2,563,954)</u>	<u>60%</u>
<b>Amount Req'd to be Raised from Rates</b>		<u>(1,988,240)</u>	<u>(1,989,404)</u>	<u>(1,989,404)</u>	<u>(1,992,495)</u>	<u>1,164</u>	<u>(0%)</u>
Rates per Note 8		1,988,240	1,989,404	1,989,404	1,992,495		
Variance		0	0	0	0		

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

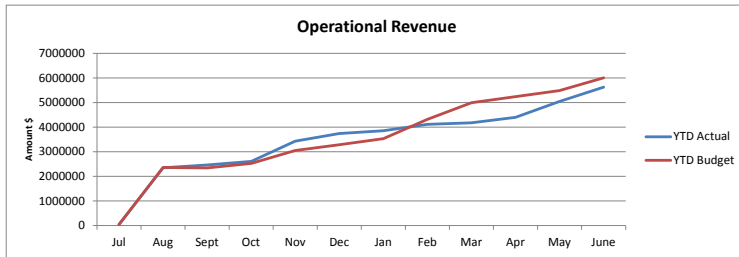
Council has adopted a 10% variance measurement with a minimum reportable value amount of \$5,000.

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

		%	\$		
<b>REVENUES/SOURCES</b>				<b>Explanation for Variances</b>	
General Purpose Funding	(51%)	\$	501,284	WA Grants Commission advance payment of \$500k for 2017/18 financial year.	
5 Law, Order, Public Safety	23%	-\$	189,884	Grants for Fire Shed delayed till new year 2017/18, pending construction of Shed. Reimbursement on CESM expenses low as he is assigned to relieving position with DFES.	
7 Health	21%	-\$	4,717	Medical Center reimbursements low at this stage, budget overestimated.	
				Grant Funding for Child Care Centre - Application to Midland Development Commission for RfR funds (\$300k) had been successful - release of funds deferred to new financial year. Lotterywest	
Education and Welfare	98%	-\$	500,617	funding of \$250k also deferred to 2017/18 year.	
10 Community Amenities	(17%)	\$	21,732	Increase in planning fees for Solar Farm - received a second application in June 2017.	
11 Recreation and Culture	7%	-\$	4,504	Facilities hire and usage lower than expected in the year.	
12 Transport	9%	-\$	103,261	Road funding claims below budget due to work schedule.	
Economic Services	42%	-\$	7,665	Grant funding for Visitor Centre cancelled by WA Tourism.	
Other Property and Services	(25%)	\$	12,789	Insurance claim for damaged water tank, trailer and plant.	
<b>(EXPENSES)/(APPLICATIONS)</b>					
Governance	19%	-\$	56,574	Generally low spending mainly audit fees, staff remuneration including FBT. Corporate Business plan and legal fees unspent to be rebudgeted in 2017/18.	
Law, Order, Public Safety	4%	-\$	11,376	Low remuneration costs as staff relieving in a DFES role in Geraldton.	
				Attributed by delay in submission of overdue invoices (management fees) by previous medical practice. Budget review allowed for increase in maintenance costs for Shire's responsibilities	
Health	24%	-\$	41,140	under new management.	
Education and Welfare	53%	-\$	5,621	Less expenses incurred for Childcare centre.	
Housing	5%	-\$	19,507	Driven by low maintenance and depreciation costs.	
				Low salary costs in the absence of a CDO and work on old refuse site rehabilitation not commenced	
Community Amenities	23%	-\$	55,824	Pool maintenance behind budget at this stage with staff on leave combined with low depreciation costs.	
Recreation & Culture	7%	-\$	68,218	Attributed by general road maintenance behind budget. Tree pruning and depot maintenance also	
Transport	28%	-\$	194,776	came under budget.	
Economic Services	9%	-\$	9,971	To date less spending in vermin & weeds/pest plant control.	
Other Property and Services	69%	-\$	20,625	Mainly driven by staff remuneration, leave build up.	
<b>CAPITAL EXPENDITURE AND INCOME</b>					
(Profit)/Loss on Asset Disposals	(90%)	\$	10,769	Backhoe replacement delayed to September/October 2017.	
Depreciation on Assets	8%	-\$	82,625	Depreciation low due to take up of fair value valuations.	
				Child Care building on hold till all funding is fully secured, project carryover to 2017/18 year. Admin building kitchen upgrade, purchase of new office furniture and outside works deferred to next year.	
Purchase Land and Buildings	83%	-\$	1,290,393	Housing capital maintenance behind schedule.	
Purchase Furniture and Equipment	93%	-\$	45,947	Expenditure for CCTV cameras, website, computer equipment & Network upgrade at visitor centre delayed due to staff shortage, funds carried over to .2017/18 year.	
Purchase Plant and Equipment	24%	-\$	172,974	Order for Backhoe was in place before 30 June 2017, supplier advised delivery in September /October 2017.	
				T/S Eneabba Road 7m wide PMB reseal SLK.72 to 5.35 not completed as work crew assigned to other jobs. Only survey costs incurred against drainage budget, actual project will commence in future years based on survey report.	
Purchase Infrastructure Assets - Roads	16%	-\$	380,747		
Purchase Infrastructure Assets - Footpaths	35%	-\$	17,380	Footpath works in Touche Street commenced and completed in June 2017, came under budget.	
Purchase Infrastructure Assets - Parks	(27%)	\$	5,137	Purchase and delivery of 240ltr wheelie bins for parks & gradens	
Proceeds from Disposal of Assets	73%	\$	14,550	Delivery of Backhoe delayed by supplier to new financial year.	
				All budgeted transfers to reserve processed in June 2017, variance is due to reduced interest rate on reserve funds invested.	
Transfers to Reserves (Restricted Assets)	0%	-\$	1,741		

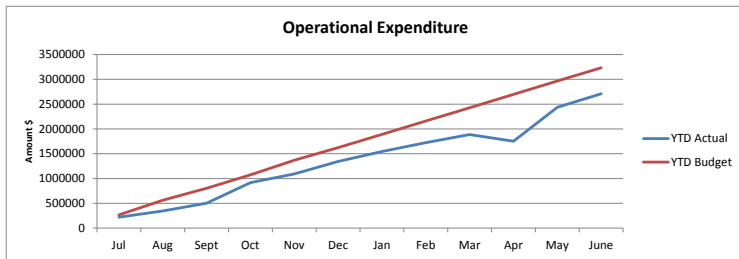


## General Income and Expenditure Graphs



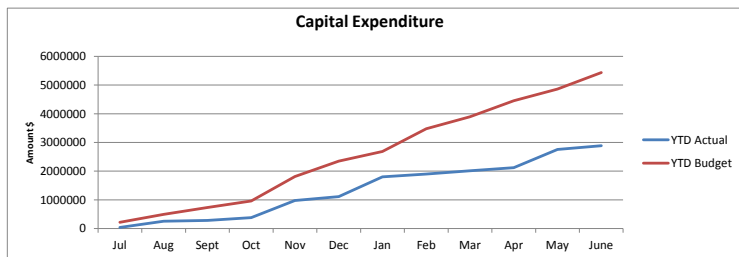
### Comment:

Rates Billing issued end of August per budget. An advance payment of \$500k received in June 2017 from WA Grants Commission for 2017/18 financial year. MRWA & RTR grants received less than budget. DFES value of New Fire Truck recognised as capital grant contribution. DFES grants for Fire Shed deferred to next year pending completion of Shed.



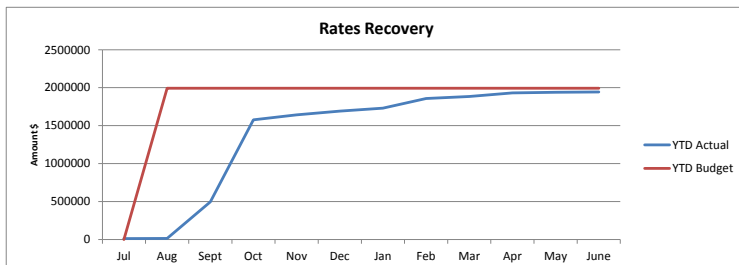
### Comment:

Operational costs below budget in most programs. For general road maintenance, staff working on capital road projects and street signs. Housing maintenance costs picked up closer to budget. Refer to variance analysis for more comments. Note. Actual graph line down in April due to Building depreciation backed out to take up fair value valuation as at 1 July 2016, corrected in May report.



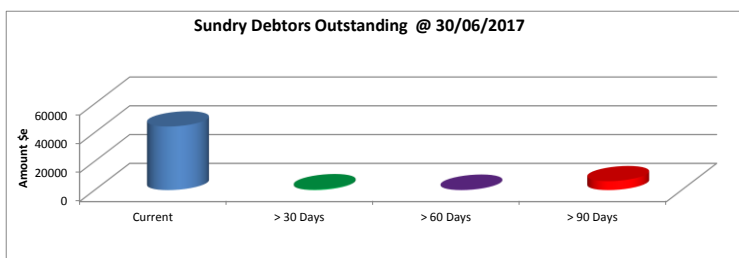
### Comment:

Road capital works: Eneabba - TS Road Alignment completed. Top Sealing commenced and completed for in April for T/S - Morawa. T/S - Perenjori and widening of T/S - Eneabba done in the year. New Fire Truck received in October from DFES. Mechanic vehicle replaced with a Mini Truck, funds for Roller & Traffic lights allocated towards purchase of Backhoe and Water Cart. Backhoe order delayed to September/October 2017. Admin office interior works completion, kitchen upgrade and outside works carried over to 2017/18 year. Child Care Centre deferred till funding fully sourced. Building capital works behind schedule.



### Comment:

98% of Rate revenue collected during the rating period. Debt recovery process commenced for the unpaid rates.



### Comment:

Sundry Debtors - Debt collection has been good this financial year, most outstanding at 30 June 2017 is current. A total of \$2,944 bad debts written off during the year which have been outstanding for an excessive period of time and debt recovery proved difficult.

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

**1. SIGNIFICANT ACCOUNTING POLICIES**

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

**(a) Basis of Accounting**

This statement has been prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

**(b) The Local Government Reporting Entity**

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 9.

**(c) Rounding Off Figures**

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

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

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

-8730

**(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, 2016 TO 30 JUNE, 2017**

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

**(h) Inventories**

**General**

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

**Land Held for Resale**

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

**(i) Fixed Assets**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Municipality includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

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

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

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

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

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

**(k) Impairment**

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

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

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

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

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2017.

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, 2016 TO 30 JUNE, 2017**

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

**(o) Provisions**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

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

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

**SHIRE OF THREE SPRINGS  
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

**2. STATEMENT OF OBJECTIVE**

In order to discharge its responsibilities to the community, the Shire has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

**GOVERNANCE**

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

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

**GENERAL PURPOSE FUNDING**

Objective: To collect revenue to fund provision of services.

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

**LAW, ORDER, PUBLIC SAFETY**

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

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

**HEALTH**

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

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

**EDUCATION AND WELFARE**

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

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

**HOUSING**

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

Activities: Maintenance of council owned housing.

**COMMUNITY AMENITIES**

Objective: Provide services as required by the community.

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

**RECREATION AND CULTURE**

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

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

**TRANSPORT**

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

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

**ECONOMIC SERVICES**

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

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

**OTHER PROPERTY & SERVICES**

Activities: Private works, plant repairs

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

		30 June, 2017 Actual \$	2016/17 Current Budget \$
<b>3. ACQUISITION OF ASSETS</b>			
The following assets have been acquired during the period under review:			
<b><u>By Program</u></b>			
<b>Governance</b>			
Furniture & Equipment		0	30,000
Buildings	Chambers/Admin	161,988	330,000
<b>Law, Order, Public Safety</b>			
Firefighting Equipment	Fire Truck	494,910	494,910
Furniture & Equipment	CCTV Cameras	0	20,000
Fire Prevention Buildings	Fire Shed	10,117	165,784
<b>Health</b>			
Furniture & Equipment (Medical Centre)		3,395	10,000
Buildings - Doctors House	Doctor's House	0	10,000
<b>Welfare Services</b>			
Buildings	Child Care Centre	9,118	850,000
<b>Housing</b>			
Buildings	Staff Housing	2,400	39,600
Buildings	Other Housing	20,534	101,190
<b>Community Amenities</b>			
Infrastructure Assets Parks & Gardens	Revitalisation & Arrino	24,349	19,212
Land	Land - Refuse site	1,667	0
Buildings	Cemetery Shed	0	5,000
Furniture & Equipment	Trestles, Gazebo, Tables, etc	0	9,342
Plant & Equipment	Potable Water	1,792	500
<b>Recreation and Culture</b>			
Buildings	Pool Shelter	0	8,000
<b>Transport</b>			
Infrastructure - Roads		1,878,566.70	2,080,629
Purchase Plant & Equipment	Backhoe/Free Roller	55,000	205,000
Tools & Equipment	Traffic Lights, Welder, Genset, etc	5,204	29,970
Purchase of Motor Vehicles	Mechanics vehicle	59,636	62,000
Furniture & Equipment	Office Equipment & Network	0	11,000
Building	Transportable Office	53,358	40,000
Footpaths	Slaughter Street	32,620	50,000
Drainage	Town Drainage	71,316	200,000
<b>Economic Services</b>			
Furniture & Equipment			10,000
		<b>2,885,969</b>	<b>4,782,137</b>

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

	30 June, 2017 Actual \$	2016/17 Current 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	259,181	1,549,574
Furniture and Equipment	3,395	90,342
Plant and Equipment	556,906	730,380
Motor Vehicles	59,636	62,000
Infrastructure Assets - Roads	1,949,882.30	2,280,629
Infrastructure Assets - Footpaths	32,620	50,000
Infrastructure Assets - Airfield	0	0
Infrastructure Assets - Parks and Ovals	24,349	19,212
	<u><u>2,885,969</u></u>	<u><u>4,782,137</u></u>

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

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

2,885,969	4,782,137
2,885,969	4,782,137
0	0



## ACQUISITION OF ASSETS

## 2016/2017 ORIGINAL BUDGET

**By Program**

Trade-In

**Governance**

Building	Chambers/Admin	330,000	
Furniture & Equipment	IT	30,000	

**Law, Order, Public Safety**

Buildings	Fire Shed	165,784	
Plant & Equipment	Fire Truck	450,000	
Furniture & Equipment	CCTV Cameras	20,000	

**Health**

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

**Welfare Services**

Buildings	Child Centre Building	850,000	
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**Housing**

Buildings	Staff Housing	39,600	
Buildings	Other Housing	53,900	

**Community Amenities**

Buildings	Cemetery Shelter	5,000	
Furniture & Equipment	Trestles, Gazebo, Tables, etc	9,342	

**Recreation and Culture**

Buildings	Pool Shelter	8,000	
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**Transport**

Infrastructure - Roads	RRG, R2R, Own	2,474,319	
Infrastructure - Drainage	Drainage	200,000	
Plant & equipment	Backhoe	160,000	15,000
Plant & equipment	Free Roller	45,000	
	Traffic Lights, Welder, Genset, etc	29,970	
Motor Vehicles	Mechanic	62,000	5,000
Footpath	Slaughter Street	50,000	
Buildings	Transportable Office	40,000	
Furniture & Equipment	Office Equipment & Network	11,000	

**Economic Services**

Furniture & Equipment	V/Centre IT Equipment	10,000	
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Total by Program	5,063,915	20,000
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Land Held for Resale		
Land and Buildings	1,502,284	
Furniture and Equipment	90,342	15,000
Plant and Equipment	684,970	
Motor Vehicles	62,000	5,000
Infrastructure Assets - Roads	2,474,319	
Infrastructure Assets - Footpaths	50,000	
Infrastructure Assets - Airfield	0	
Infrastructure Assets - Parks and Ovals	0	
Infrastructure Assets - Drainage	200,000	
Total by Class	5,063,915	20,000

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

**4. DISPOSALS OF ASSETS**

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

<u>By Program</u>	Net Book Value	Net Book Value		Sale Proceeds	Sale Proceeds		Profit(Loss)	Profit(Loss)
	2016/17 BUDGET \$	2016/17 ACTUAL \$		2016/17 BUDGET \$	2016/17 ACTUAL \$		2016/17 BUDGET \$	2016/17 ACTUAL \$
<b>Housing</b> 36 Christine St (Units) Assessment #649	0	21,058		0	0		0	(21,058)
<b>Transport</b> Mitsubishi Triton - Mechanic	8,750	7,112		5,000	5,450		(3,750)	(1,662)
Case 580OLE Backhoe	23,200	0		15,000	0		(8,200)	0
	31,950	28,169		20,000	5,450		(11,950)	(22,719)
<u>By Class</u>	Net Book Value	Net Book Value		Sale Proceeds	Sale Proceeds		Profit(Loss)	Profit(Loss)
	2016/17 BUDGET \$	-8730 ACTUAL \$		2016/17 BUDGET \$	2016/17 ACTUAL \$		2016/17 BUDGET \$	2016/17 ACTUAL \$
<b>Buildings</b>	0	21,058		0	0		0	(21,058)
<b>Plant &amp; Equipment</b>	23,200	0		15,000	0		(8,200)	0
<b>Vehicles</b>	8,750	7,112		5,000	5,450		(3,750)	(1,662)
	31,950	28,169		20,000	5,450		(11,950)	(22,719)

**Summary**

Proceeds on Sale of Assets

Profit on Asset Disposals

Loss on Asset Disposals

2016/17 BUDGET \$	30/6/2017 ACTUAL \$
20,000	5,450
0	0
(11,950)	(22,719)
(11,950)	(22,719)

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

**5. INFORMATION ON BORROWINGS**

**(a) Debenture Repayments**

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

Particulars	Principal 1 Jul 16	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	49,949			15,784	15,784	34,165	34,165	2,450	2,796
Loan 160 - Swimming Pool	165,944			18,043	18,043	147,901	147,901	6,314	6,314
<b>Transport</b>									
Loan 157 - Grader	113,610			25,884	25,884	87,726	87,726	6,574	6,574
Loan 159 - Prime Mover	89,362			89,362	89,362	0	0	3,088	3,088
	418,865	0	0	149,072	149,073	269,793	269,792	18,425	18,772

All other loan repayments will be financed by general purpose revenue

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

(b) New Debentures - 2016/2017

No new debentures are budgeted for the financial year ending 30 June 2017.

(c) Unspent Debentures

Council had no unspent debenture funds as at 30 June 2016 nor is it expected to have unspent debenture funds as at 30th June 2017

(d) Overdraft

Council did not utilise an overdraft facility during 2016/17

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

	30 June, 2017 Actual \$	2016/2017 Current Budget \$	C
<b>6. RESERVES</b>			
<b>Cash Backed Reserves</b>			
<b>(a) Leave Reserve</b>			
Opening Balance	124,574	124,572	
Amount Set Aside / Transfer to Reserve	3,342	3,613	
Amount Used / Transfer from Reserve	-	-	
	<u>127,916</u>	<u>128,185</u>	
<b>(b) Plant Reserve</b>			
Opening Balance	131,199	131,199	
Amount Set Aside / Transfer to Reserve	103,537	103,805	
Amount Used / Transfer from Reserve	-	-	
	<u>234,736</u>	<u>235,004</u>	
<b>(c) Housing &amp; Development Reserve</b>			
Opening Balance	78,172	78,172	
Amount Set Aside / Transfer to Reserve	42,104	42,267	
Amount Used / Transfer from Reserve	-	-	
	<u>120,276</u>	<u>120,439</u>	
<b>(d) Local Gov Com Housing Reserve</b>			
Opening Balance	119,172	119,173	
Amount Set Aside / Transfer to Reserve	38,403	38,656	
Amount Used / Transfer from Reserve	-	(47,290)	
	<u>157,575</u>	<u>110,539</u>	
<b>(e) Gravel Pit Reserve</b>			
Opening Balance	45,314	45,315	
Amount Set Aside / Transfer to Reserve	1,216	1,314	
Amount Used / Transfer from Reserve	-	-	
	<u>46,530</u>	<u>46,629</u>	
<b>(f) Swimming Pool Rec Eq Reserve</b>			
Opening Balance	35,043	35,044	
Amount Set Aside / Transfer to Reserve	940	1,016	
Amount Used / Transfer from Reserve	-	-	
	<u>35,984</u>	<u>36,060</u>	
<b>(g) Day Care Centre Reserve</b>			
Opening Balance	300,000	300,000	
Amount Set Aside / Transfer to Reserve	208,083	208,700	
Amount Used / Transfer from Reserve	-	(300,000)	
	<u>508,083</u>	<u>208,700</u>	
<b>(h) Lovelocks Soak Reserve</b>			
Opening Balance	-	-	
Amount Set Aside / Transfer to Reserve	25,004	25,000	
Amount Used / Transfer from Reserve	-	-	
	<u>25,004</u>	<u>25,000</u>	
<b>Total Cash Backed Reserves</b>	<u>1,256,105</u>	<u>910,556</u>	

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

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

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

	30 June, 2017 Actual \$	2015/2016 Current Budget \$	C
<b>6. RESERVES (Continued)</b>			
<b>Summary of Transfers To Cash Backed Reserves</b>			
<b>Transfers to Reserves</b>			
Leave Reserve	3,342	3,613	
Plant Reserve	103,537	103,805	
Housing & Development Reserve	42,104	42,267	
Local Gov Com Housing Reserve	38,403	38,656	
Gravel Pit Reserve	1,216	1,314	
Swimming Pool Rec Eq Reserve	940	1,016	
Day Care Centre Reserve	208,083	208,700	
Lovelocks Soak Reserve	25,004	25,000	
	<u>422,630</u>	<u>424,371</u>	
<b>Transfers from Reserves</b>			
Leave Reserve	-	-	
Plant Reserve	-	-	
Housing & Development Reserve	-	-	
Local Gov Com Housing Reserve	-	(47,290)	
Gravel Pit Reserve	-	-	
Swimming Pool Rec Eq Reserve	-	-	
Day Care Centre Reserve	-	(300,000)	
Lovelocks Soak Reserve	-	-	
	<u>-</u>	<u>(347,290)</u>	
<b>Total Transfer to/(from) Reserves</b>	<u>422,630</u>	<u>77,081</u>	

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

**Leave Reserve**

- to be used to fund long service leave requirements

**Plant Reserve**

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

**Housing and Development Reserve**

- to be used to fund housing/accommodation projects

**Local Gov Com Housing Reserve**

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

**Gravel Pit Reserve**

- to be used for rehabilitation of disused gravel pits

**Swimming Pool Rec Eq Reserve**

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

**Child Centre Reserve**

- to be used to upgrade Child Care Building and equipments

**Lovelocks Soak Reserve**

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

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

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

	30 June, 2017 Actual \$	Brought Forward 1-Jul-16 \$
<b>7. NET CURRENT ASSETS</b>		
<b>Composition of Estimated Net Current Asset Position</b>		
<b>CURRENT ASSETS</b>		
Cash - Unrestricted	1,143,022	1,020,135
Cash - Restricted (Reserves)	1,256,105	833,475
Cash - Restricted (Unspent Grants)	561,564	-
Receivables		
- Rates Outstanding	31,190	24,942
- Excess Rates	(4,530)	(4,976)
- Sundry Debtors	57,840	434,573
- Emergency Services Levy	1,782	906
- Accrued income	-	-
- Prepayments	-	-
- Provision for doubtful debt	(5,096)	(3,856)
- GST Receivable	29,661	983
Inventories	1,905	11,436
Land held for resale	-	-
	<u>3,073,443</u>	<u>2,317,618</u>
<b>LESS: CURRENT LIABILITIES</b>		
Payables		
- Sundry Creditors	(68,257)	(120,458) *
- Accrued Expenditure	-	(11,374)
- GST Payable	(1,419)	-
- PAYG/Withholding Tax Payable	(14,126)	-
- Payroll Creditors	(197)	(197)
Accrued Interest on Debentures	(2,422)	(4,836)
Accrued Salaries and Wages	(12,956)	(8,343)
Current Employee Benefits Provision	(121,995)	(117,875)
Current Loan Liability	<u>(62,885)</u>	<u>(149,072)</u>
	(284,257)	(412,155)
<b>NET CURRENT ASSET POSITION</b>	2,789,186	1,905,463
Less: Cash - Reserves - Restricted	(1,256,105)	(833,475)
Less: Cash - Restricted/Committed	-	-
Add Back : Liabilities Supported by Reserves		
Component of leave liability not required to be funded	124,574	124,574
Add Back : Current Loan Liability	<u>62,885</u>	<u>149,072</u>
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<u>1,720,540</u>	<u>1,345,634</u>

**SHIRE OF THREE SPRINGS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

**8. RATING INFORMATION - 2016/2017 FINANCIAL YEAR**

<b>RATE TYPE</b>	<b>Rate in \$</b>	<b>Number of Properties</b>	<b>Rateable Value \$</b>	<b>2016/17 Rate Revenue \$</b>	<b>2016/17 Interim Rates \$</b>	<b>2016/17 Back Rates \$</b>	<b>2016/17 Total Revenue \$</b>	<b>2016/17 Revised Budget \$</b>	<b>2016/17 Original Budget \$</b>
<b>Differential General Rate</b>									
GRV - Residential	0.1161	208	1,990,280	231,072	(786)	62	230,347.80	231,266	231,129
GRV - Mining	0.2323	1	248,500	57,727	98	0	57,800.05	57,800	57,716
UV - Rural & Arrino	0.0162	183	100,865,700	1,634,024	(245)	0	1,633,778.95	1,634,024	1,637,353
UV - Mining	0.1192	14	338,534	40,353	0	0	40,353.25	40,353	40,337
Other		105	0	0			0.00	0	0
<b>Sub-Totals</b>		511	103,443,014	1,963,176	(933)	62	1,962,280.05	1,963,444	1,966,535
<b>Minimum Rates</b>	<b>Minimum \$</b>								
GRV - Residential	440	23	13,919	10,120	0	0	10,120.00	10,120	10,120
UV - Rural & Arrino	440	23	307,400	10,120	0	0	10,120.00	10,120	10,120
UV - Mining	440	13	25,459	5,720	0	0	5,720.00	5,720	5,720
<b>Sub-Totals</b>		59	346,778	25,960	0	0	25,960.00	25,960	25,960
							1,988,240	1,989,404	1,992,495
Discounts							0.00	0	0
<b>Totals</b>							1,988,240	1,989,404	1,992,495

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 2016/2017 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-15 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Police Licensing	1,723	262,521	(263,047)	1,197
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	0			0
BRB Levy	0	56		56
Housing Bonds	280	400	(400)	280
Hall Hire Bond	0			0
Community Bus Bond	100			100
Swimming Pool Inflatable	0			0
	<u>97,400</u>			<u>96,930</u>

## 10. CASH / INVESTMENTS SUMMARY

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

Financial Institution	Fund	Date Invested	Investment Amount \$	Interest Rate % \$	Maturity Date	30 June 2017 Actual \$
National Australia Bank	Reserve Maxi	22/06/2017	1,256,105	2.55%	19/10/2017	1,256,105
National Australia Bank	Maxi Investment	1/06/2017	795,549			
National Australia Bank	Grant Acc	1/06/2017	1,105,904			
				<b>Credits</b>	<b>Debits</b>	
				245	(740,400)	55,394
				505,165		1,611,069

### Cash at Bank

	Fund	Total cash at Bank	O/S Deposits	O/S Cheques	Adjustment	30 June 2017 Actual \$
National Australia Bank	Muni	38,135	2,784	(3,097)		37,822
National Australia Bank	Trust	1,045	-	(280)		765
National Australia Bank	Licensing	95,101	1,064	-		96,165



**SHIRE OF THREE SPRINGS**

**INCOME STATEMENT**

**BY NATURE OR TYPE**

**FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

	NOTE	30/06/2017 Y-T-D Actual	30/06/2017 Y-T-D Current Budget	2016/17 Budget
		\$		\$
<b>REVENUES FROM ORDINARY ACTIVITIES</b>				
Rates	8	1,988,239	1,989,404	1,989,404
Grants and Subsidies - Operating		1,707,651	1,201,809	1,201,809
Grants and Subsidies - Non Operating		1,371,237	2,135,862	2,135,862
Contributions Reimbursements and Donations - Operating		160,005	189,521	189,521
Contributions Reimbursements and Donations - Capital		-	-	-
Proceeds on Disposal of Assets		5,450	20,000	20,000
Service Charges		-	-	-
Fees and Charges		304,827	272,645	272,645
Interest Earnings		47,841	52,796	52,796
Other Revenue		44,195	57,791	57,791
Realisation on Asset Disposal		(5,450)	(20,000)	(20,000)
		<u>5,623,995</u>	<u>5,899,828</u>	<u>5,899,828</u>
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>				
Employee Costs		(981,331)	(1,149,565)	(1,149,565)
Materials and Contracts		(366,670)	(607,429)	(607,429)
Utilities		(213,153)	(210,590)	(210,590)
Depreciation	##	(889,799)	(972,424)	(972,424)
Interest Expenses		(19,085)	(22,071)	(22,071)
Insurance		(158,687)	(168,674)	(168,674)
Other Expenditure		(57,483)	(48,738)	(48,738)
		<u>(2,686,208)</u>	<u>(3,179,491)</u>	<u>(3,179,491)</u>
Loss on Sale of Assets		(22,719)	(11,950)	(11,950)
Profit on Asset Disposal		-	-	-
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>		<u><b>2,915,068</b></u>	<u><b>2,708,387</b></u>	<u><b>2,708,387</b></u>

**SHIRE OF THREE SPRINGS**

**INCOME STATEMENT**

**BY PROGRAM**

**FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

	<b>30/06/17 Y-T-D Actual</b>	<b>30/06/17 Y-T-D Current Budget</b>	<b>2016/17 Current Budget</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>OPERATING REVENUES</b>			
Governance	42,457	41,613	41,613
General Purpose Funding	3,472,557	2,972,437	2,972,437
Law, Order, Public Safety	629,866	819,750	819,750
Health	17,703	22,420	22,420
Education and Welfare	9,043	509,660	509,660
Housing	95,113	95,782	95,782
Community Amenities	148,812	127,080	127,080
Recreation and Culture	58,043	62,547	62,547
Transport	1,075,844	1,179,105	1,179,105
Economic Services	10,377	18,042	18,042
Other Property and Services	64,181	51,392	51,392
	<u>5,623,996</u>	<u>5,899,828</u>	<u>5,899,828</u>
<b>OPERATING EXPENSES</b>			
Governance	(235,186)	(291,760)	(291,760)
General Purpose Funding	(41,118)	(39,540)	(39,540)
Law, Order, Public Safety	(299,036)	(310,412)	(310,412)
Health	(132,278)	(173,418)	(173,418)
Education and Welfare	(5,059)	(10,680)	(10,680)
Housing	(339,737)	(359,244)	(359,244)
Community Amenities	# (187,947)	(243,771)	(243,771)
Recreation & Culture	(845,176)	(913,394)	(913,394)
Transport	(510,737)	(705,513)	(705,513)
Economic Services	(103,925)	(113,896)	(113,896)
Other Property and Services	(8,730)	(29,813)	(29,813)
	<u>(2,708,929)</u>	<u>(3,191,441)</u>	<u>(3,191,441)</u>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<u><b>2,915,067</b></u>	<u><b>2,708,387</b></u>	<u><b>2,708,387</b></u>

# SHIRE OF THREE SPRINGS

## BALANCE SHEET

FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017

	30 June, 2017 ACTUAL \$	2015/16 \$
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	2,960,690	1,853,610
Trade and Other Receivables	110,847	452,573
Inventories	1,905	11,436
<b>TOTAL CURRENT ASSETS</b>	<b>3,073,442</b>	<b>2,317,619</b>
<b>NON-CURRENT ASSETS</b>		
Other Receivables	18,227	18,227
Inventories - Refuse Land	-	-
Property, Plant and Equipment	15,114,917	14,892,894
Infrastructure	37,007,266	35,069,756
<b>TOTAL NON-CURRENT ASSETS</b>	<b>52,140,410</b>	<b>49,980,877</b>
<b>TOTAL ASSETS</b>	<b>55,213,852</b>	<b>52,298,496</b>
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables	99,376	145,209
Long Term Borrowings	62,884	149,072
Provisions	121,995	117,875
<b>TOTAL CURRENT LIABILITIES</b>	<b>284,255</b>	<b>412,156</b>
<b>NON-CURRENT LIABILITIES</b>		
Long Term Borrowings	206,908	269,793
Provisions	51,232	51,232
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>258,140</b>	<b>321,025</b>
<b>TOTAL LIABILITIES</b>	<b>542,395</b>	<b>733,181</b>
<b>NET ASSETS</b>	<b>54,671,457</b>	<b>51,565,315</b>
<b>EQUITY</b>		
Retained Profits (Surplus)	28,519,610	26,027,171
Reserves - Cash Backed	1,256,105	833,475
Reserves - Asset Revaluation	24,895,742	24,704,669
<b>TOTAL EQUITY</b>	<b>54,671,457</b>	<b>51,565,315</b>

**SHIRE OF THREE SPRINGS**  
**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE PERIOD 1 JULY, 2016 TO 30 JUNE, 2017**

	<b>30 June 2017 Actual \$</b>	<b>2016 \$</b>
<b>RETAINED PROFITS (SURPLUS)</b>		
Balance as at 1 July 2016	26,027,172	25,924,955
Change in Net Assets Resulting from Operations	2,915,069	417,270
Transfer from/(to) Reserves	<u>(422,630)</u>	<u>(315,053)</u>
Balance as at 30 June 2016	<u>28,519,611</u>	<u>26,027,172</u>
 <b>RESERVES - CASH BACKED</b>		
Balance as at 1 July 2016	833,475	518,422
Amount Transferred (to)/from Surplus	<u>422,630</u>	<u>315,053</u>
Balance as at 30 June 2016	<u>1,256,105</u>	<u>833,475</u>
 <b>RESERVES - ASSET REVALUATION</b>	<b>#</b>	
Balance as at 1 July 2016	24,704,668	24,346,032
Revaluation Increment		358,637
Revaluation Decrement	<u>191,073</u>	<u>-</u>
Balance as at 30 June 2016	<u>24,895,741</u>	<u>24,704,668</u>
 <b>TOTAL EQUITY</b>	 <u><u>54,671,457</u></u>	 <u><u>51,565,315</u></u>

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

General  
Ledger

	2017/16 Original Budget \$	2016/17 Revised Budget \$	30/06/17 Y-T-D Budget \$	30/06/17 Y-T-D Actual \$
<b><u>OPERATING EXPENDITURE</u></b>				
General purpose income	38,207	39,540	39,540	41,118
General administration	293,885	291,760	291,760	235,186
Law, order and public safety	310,261	310,412	310,412	299,036
Health	178,218	173,418	173,418	132,278
Welfare services	10,680	10,680	10,680	5,059
Housing	349,781	359,244	359,244	339,737
Community amenities	272,544	243,771	243,771	187,947
Recreation and culture	881,138	913,394	913,394	845,176
Transport	704,170	705,513	705,513	510,737
Economic services	134,246	113,896	113,896	103,925
Other property and services	60,188	29,813	29,813	8,729
<b>Total</b>	<b>3,233,318</b>	<b>3,191,441</b>	<b>3,191,441</b>	<b>2,708,927</b>
<b><u>CAPITAL EXPENDITURE</u></b>				
General purpose income	-	-	-	-
General administration	363,613	363,613	363,613	165,330
Law, order and public safety	635,784	680,694	660,694	505,026
Health	20,000	20,000	20,000	3,395
Welfare services	858,700	1,058,700	8,700	217,201
Housing	174,423	221,713	221,713	103,441
Community amenities	39,342	59,054	59,054	52,812
Recreation and culture	42,843	42,843	42,843	34,767
Transport	3,291,340	2,897,650	2,897,650	2,374,483
Economic services	11,314	11,314	11,314	1,216
Other property and services	-	-	-	-
<b>Total</b>	<b>5,437,359</b>	<b>5,355,581</b>	<b>4,285,581</b>	<b>3,457,671</b>
<b>TOTAL EXPENDITURE</b>	<b>8,670,677</b>	<b>8,547,022</b>	<b>7,477,022</b>	<b>6,166,598</b>
<b><u>OPERATING INCOME</u></b>				
General purpose income	(2,985,785)	(2,972,437)	(2,972,437)	(3,472,557)
General administration	(23,063)	(41,613)	(41,613)	(42,457)
Law, order and public safety	(773,990)	(819,750)	(819,750)	(629,866)
Health	(25,100)	(22,420)	(22,420)	(17,703)
Welfare services	(509,900)	(509,660)	(509,660)	(9,043)
Housing	(110,583)	(95,782)	(95,782)	(95,113)
Community amenities	(86,425)	(127,080)	(127,080)	(148,812)
Recreation and culture	(56,066)	(62,547)	(62,547)	(58,043)
Transport	(1,366,673)	(1,179,105)	(1,179,105)	(1,075,844)
Economic services	(20,232)	(18,042)	(18,042)	(10,377)
Other property and services	(49,250)	(51,392)	(51,392)	(64,181)
<b>Total</b>	<b>(6,007,067)</b>	<b>(5,899,828)</b>	<b>(5,899,828)</b>	<b>(5,623,996)</b>
<b><u>CAPITAL INCOME</u></b>				
General purpose income	-	-	-	-
General administration	-	-	-	-
Law, order and public safety	-	-	-	-
Health	-	-	-	-
Welfare services	(300,000)	(300,000)	-	-
Housing	-	(47,290)	(47,290)	-
Community amenities	-	-	-	-
Recreation and culture	-	-	-	-
Transport	-	-	-	-
Economic services	-	-	-	-
Other property and services	-	-	-	-
<b>Total</b>	<b>(300,000)</b>	<b>(347,290)</b>	<b>(47,290)</b>	<b>-</b>
<b>TOTAL INCOME</b>	<b>(6,307,067)</b>	<b>(6,247,118)</b>	<b>(5,947,118)</b>	<b>(5,623,996)</b>
<b>SURPLUS/DEFICIT</b>	<b>2,363,610</b>	<b>2,299,904</b>	<b>1,529,904</b>	<b>542,602</b>

		Debtors Trial Balance						
		As at 30.06.2017						
Debtor #	Name	Credit Limit	01.04.2017		01.05.2017	31.05.2017	30.06.2017	Total
			GT 90 days	Age Of Oldest Invoice (90Days)	GT 60 days	GT 30 days	Current	
4			0.00	0	0.00	0.00	20.00	20.00
A51			0.00	0	0.00	80.00	0.00	80.00
B33			0.00	0	0.00	0.00	50.00	50.00
B97			200.00	232	0.00	0.00	0.00	200.00
C95			0.00	0	0.00	0.00	300.00	300.00
C97			0.00	0	0.00	136.50	0.00	136.50
C102			0.00	0	0.00	0.00	125.40	125.40
E37			0.00	0	0.00	0.00	295.00	295.00
F41			0.00	0	0.00	320.00	0.00	320.00
G57			0.00	0	0.00	0.00	0.00	-40.00
H51			0.00	0	235.52	0.00	125.34	360.86
I2			0.00	0	0.00	0.00	40.00	40.00
J1			0.00	0	0.00	0.00	0.00	-281.49
J17			0.00	0	0.00	0.00	1430.00	1430.00
K20			0.00	0	0.00	0.00	0.00	-100.00
M95			0.00	0	0.00	0.00	80.00	80.00
M100			1746.06	455	0.00	0.00	0.00	1746.06
M115			1110.00	543	0.00	0.00	0.00	1110.00
N46			190.00	232	0.00	0.00	0.00	190.00
O17			0.00	0	0.00	0.00	0.00	-600.00
P11			0.00	0	0.00	0.00	40.00	40.00
P43			0.00	0	0.00	60.00	0.00	60.00
P50			2955.00	231	0.00	0.00	0.00	2955.00
R2			0.00	0	0.00	0.00	0.00	0.00
S100			0.00	0	0.00	0.00	100.00	100.00
S101			0.00	0	0.00	0.00	0.00	-320.00
S102			0.00	0	0.00	0.00	40950.00	40950.00
S103			0.00	0	0.00	0.00	100.00	100.00
T13			0.00	0	0.00	0.00	58.50	58.50
T15			0.00	0	0.00	0.00	81.00	81.00
T52			0.00	0	0.00	0.00	97.34	97.34
T57			0.00	0	0.00	0.00	50.00	50.00
T83			0.00	0	0.00	0.00	63.00	63.00
V11			0.00	0	0.00	0.00	200.00	200.00
W60			0.00	0	0.00	0.00	0.00	-284.13

		Debtors Trial Balance					
		As at 30.06.2017					
Debtor #	Name	Credit Limit	01.04.2017	01.05.2017	31.05.2017	30.06.2017	Total
			GT 90 days	GT 60 days	GT 30 days	Current	
			Age				
			Of				
			Oldest				
			Invoice				
			(90Days)				
	Totals --- Credit Balances:	-1625.62	6201.06	235.52	596.50	44205.58	49613.04

### **9.3.2. ACCOUNTS FOR PAYMENT – 30 June 2017**

**Agenda Reference:** CEO  
**Location/Address:** Shire of Three Springs  
**Name of Applicant:** Shire of Three Springs  
**File Reference:** ADM0083  
**Disclosure of Interest:**  
**Date:** 13<sup>th</sup> July, 2017  
**Author:** Donna Newton

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

#### **SUMMARY**

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

#### **ATTACHMENT**

Lists of creditors paid as at 30<sup>th</sup> June, 2017 is attached.

#### **BACKGROUND**

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

#### **CONSULTATION**

No consultation required.

#### **STATUTORY ENVIRONMENT**

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

#### **POLICY IMPLICATIONS**

Payments have been made under delegation.

#### **FINANCIAL IMPLICATIONS**

Funds available to meet expenditure.

#### **STRATEGIC IMPLICATIONS**

Nil.



## **OFFICER COMMENT**

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

## **VOTING REQUIREMENTS**

Simple Majority

### **140258 COUNCIL RESOLUTION – ITEM 9.3.2**

**MOVED:** Cr Hebiton  
**SECONDED:** Cr Connaughton

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

**Municipal Fund totalling \$344,924.27 represented by Electronic Fund Transfers No's 13684 – 13780, Cheque No's 11382 – 11396 and Direct Debits 10859.1, 108621.1, 10869.1 – 10869.6, 10884.1, 10889.1 – 10889.6, 10895.1**

**Licensing Fund totalling \$14,418.15 represented by Electronic Fund Transfer No 13781.**

**Trust Fund totalling \$420.00 represented by Cheque No 000037**

**CARRIED**  
**Voted: 5/0**

Date: 06/07/2017  
Time: 3:32:56PM

**Shire of THREE SPRINGS**  
**Statement of Payments for the Month of June 2017**

USER: Donna Newton  
PAGE: 1

Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
<b>Bond Administrator</b>				
37	23/06/2017	Bond for Unit 1 (A) 66 Williamson Street		420.00
INV T21	15/06/2017	Bond for Unit 1 (A) 66 Williamson Street - Pet Bond for Unit 1 (A) 66	420.00	
<b>Shire of Three Springs - Department Of Transport</b>				
11382	09/06/2017	Insurance on vehicle licence renewal TS5022		49.25
INV TS5022	27/05/2017	Insurance on vehicle licence renewal TS5022, Recording on vehicle	49.25	
<b>Exoma Energy Limited</b>				
11383	09/06/2017	Rates refund for assessment A617 TS - ENEABBA ROAD THREE		100.00
INV A617	08/06/2017		100.00	
<b>Greenview Pty Ltd</b>				
11384	09/06/2017	Rates refund for assessment A763 EXPLORATION LICENCE MINING		97.30
INV A763	08/06/2017		97.30	
<b>Iluka Resources Limited</b>				
11385	09/06/2017	Rates refund for assessment A800 EXPLORATION E70/04470		157.65
INV A800	08/06/2017		157.65	
<b>Moora Talc Pty Ltd</b>				
11386	09/06/2017	Rates refund for assessment A785 EXPLORATION LICENCE MINING		156.67
INV A785	08/06/2017		156.67	
<b>Synergy</b>				
11387	09/06/2017	Electricity Usage Charges 28/04/2017 to 26/05/2017 - 168 Mayrhofer St		12,199.20
INV	01/06/2017	Electricity Usage Charges 25/04/2017 to 24/05/2017 - 132 Street Lights	2,014.95	
INV	26/05/2017	Electricity Usage Charges 28/04/2017 to 26/05/2017 - Admin Office,	10,184.25	
<b>Telstra</b>				
11388	09/06/2017	Mobile Phone Usage 05/06/17 to 04/07/17 - 0407 981 659 \$41.59, 0448		524.92
INV	05/06/2017	Mobile Phone Usage 05/06/17 to 04/07/17 - 0407 981 659 \$41.59, 0448	524.92	
<b>Western Diagnostic Pathology</b>				
11389	09/06/2017	25/05/2017 Pre-employment drug screening test - CSO		35.04
INV	28/05/2017		35.04	
<b>Synergy</b>				
11390	23/06/2017	Electricity Usage Charges		58.65
INV	13/06/2017	Final Account - Electricity Usage Charges 06/06/2017 to 29/04/2017 -	58.65	
<b>Water Corporation</b>				
11391	23/06/2017	Water Usage and Service Charges		14,341.91
INV	13/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 - 65 Carter Street, Water	613.40	
INV	09/06/2017	Water Usage Charges 03/04/2017 to 08/06/2017 - 21 Franklin Street,	314.98	
INV	14/06/2017	Water Usage Charges 04/04/2017 to 13/06/2017 50 Carter Street, Water	728.73	
INV	14/06/2017	Water Usage Charges 04/04/2017 to 13/06/2017 4 Mayrhofer Street,	106.03	
INV	14/06/2017	Water Service Charges 01/05/2017 to 30/06/2017 2 Mayrhofer Street	106.03	
INV	14/06/2017	Water Usage Charges 04/06/2017 to 13/06/2017 - OPP 27L Dudawa Rd	87.98	
INV	09/06/2017	Water Usage Charges 03/04/2017 to 08/06/2017 64L Daly Street Arrino	857.28	
INV	09/06/2017	Water Usage Charges 03/04/2017 to 08/06/2017 The Midlands Rd	27.07	
INV	09/06/2017	Water Service Charges 01/05/2017 to 30/06/2017 17 Glyde Street	106.10	
INV	09/06/2017	Water Usage Charges 03/04/2017 to 08/06/2017 5 Glyde Street, Water	103.20	
INV	13/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 - 5 Maley Street, Water	784.29	
INV	09/06/2017	Water Usage Charges 03/04/2017 to 08/06/2017 - 5 Gooch Street, Water	189.93	
INV	13/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 104 Railway Rd, Water	39.81	
INV	13/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 59 Carter Street, Water	521.13	
INV	13/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 - 118 Railway Rd,	82.15	
INV	13/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 - Mayrhofer St Pool Lot	2,548.61	
INV	13/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 -96 L Mayrhofer Street,	33.84	
INV	13/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 - Midlands Rd Opp	133.10	
INV	13/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 - Thomas St Lot 320	403.82	
INV	13/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 - 128 Railway Rd, Water	130.17	
INV	09/06/2017	Water Usage Charges 03/04/2017 to 08/06/2017 - 89 Williamson Street,	437.73	
INV	13/06/2017	Water Usage Charges 03/04/2017 to 12/06/2017 - 85 Slaughter St, Water	90.24	
INV	13/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 - Railway Rd Lot 301,	345.17	

Date: 06/07/2017  
Time: 3:32:56PM

**Shire of THREE SPRINGS**  
**Statement of Payments for the Month of June 2017**

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<b>Water Corporation</b>				
INV	13/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 Railway Rd Lot Railway	135.36	
INV	13/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 - 134 Railway Rd	374.50	
INV	13/06/2017	Water Usage Charges 03/04/2017 to 12/06/2017 - 30 Touche St, Water	255.86	
INV	13/06/2017	Water Service Charges 01/05/2017 to 30/06/2017 3 Howard Place	103.20	
INV	13/06/2017	Water Service Charges 01/05/2017 to 30/06/2017 - 5 Howard Pl	115.44	
INV	13/06/2017	Water Service Charges 01/05/2017 to 30/06/2017 - Unit 5/8 Carter St	39.81	
INV	13/06/2017	Water Service Charges 01/05/2017 to 30/06/2017 - Unit 6/8 Carter St	39.81	
INV	13/06/2017	Water Usage Charges 03/04/2017 to 12/06/2017 - 44 Williamson Street,	111.85	
INV	13/06/2017	Water Service Charges 01/05/2017 to 30/06/2017 - Unit 6/8 Carter St	39.81	
INV	13/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 - 8 Carter St	2,341.71	
INV	13/06/2017	Water Service Charges 01/05/2017 to 30/06/2017 - Unit 2/8 Carter St	39.81	
INV	13/06/2017	Water Service Charges 01/05/2017 to 30/06/2017 - Unit 3/8 Carter St	39.81	
INV	13/06/2017	Water Service Charges 01/05/2017 to 30/06/2017 Unit 1/8 Carter St	39.81	
INV	13/06/2017	Water Service Charges 01/05/2017 to 30/06/2017 - Unit 4/8 Carter St	40.42	
INV	09/06/2017	Water Usage Charges 03/04/2017 to 08/06/2017 - Standpipe at Glyde St,	426.38	
INV	13/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 - Medical Centre 45%,	136.12	
INV	09/06/2017	Water Usage Charges 03/04/2017 to 08/06/2017 - 47 Williamson St,	266.75	
INV	13/06/2017	Water Usage Charges 03/04/2017 to 08/06/2017 - 66A Williamson Street,	229.37	
INV	14/06/2017	Water Usage Charges 04/04/2017 to 13/06/2017 - 58 Carter Street, Water	150.78	
INV	14/06/2017	Water Usage Charges 04/04/2017 to 13/06/2017 - 46 Carter Street, Water	166.64	
INV	09/06/2017	Water Usage Charges 03/04/2017 to 08/06/2017 - 19 Gooch Street, Water	145.35	
INV	14/06/2017	Water Usage Charges 04/04/2017 to 13/06/2017 - 40 Mayrhofer Street -	249.07	
INV	14/06/2017	Water Usage Charges 04/06/2017 to 13/06/2017 - 2 Hunt Street DR	63.46	
<b>Shire of Three Springs - Department Of Transport</b>				
11392	30/06/2017	Transfer Fee for Semi Water Tanker		16.40
INV	28/06/2017	Transfer Fee for Semi Water Tanker TS7002 (1TOY038) Acquired	16.40	
<b>City of Kalgoorlie-Boulder</b>				
11393	30/06/2017	Provision of Long Service Leave Entitlement		1,743.82
INV 166649	22/06/2017	Provision of Long Service Leave Entitlement. Commenced 02/02/09 -	1,743.82	
<b>WA College of Agriculture Morawa</b>				
11394	30/06/2017	Miscellaneous 25 Plants		125.00
INV 2070	13/06/2017	Please supply 25 x Eremophila's	125.00	
<b>Synergy</b>				
11395	30/06/2017	Electricity Usage Accounts		5,189.60
INV 37105	28/06/2017	Electricity Usage Charges 18/05/2017 to 14/06/2017- Lot 168 Mayrhofer	5,189.60	
<b>Telstra</b>				
11396	30/06/2017	Monthly Account		1,785.54
INV	23/06/2017	Monthly Telephone Usage Charges to 15/06/2017, Service Charges to	1,785.54	
<b>Shermac Engineered Equipment Transitions</b>				
EFT13684	09/06/2017	Supply 1 x 30,000litre water tanker - SN: 0114229903; VIN:		60,500.00
INV	31/05/2017		60,500.00	
<b>Australian Services Union (A.S.U.)</b>				
EFT13685	09/06/2017	Payroll deductions		52.70
INV	30/05/2017	Payroll Deduction for 30/05/2017	52.70	
INV	30/05/2017	Payroll Deduction for 30/05/2017	-26.35	
INV	30/05/2017		26.35	
<b>AMPAC Debt Recovery (WA) Pty Ltd</b>				
EFT13686	09/06/2017	Debt Recovery		745.10
INV 39411	31/05/2017	11-May-2017 310241 Rent of 5 Glyde St, Three Springs - M100 AU WA	745.10	
<b>Griffin Valuation Advisory</b>				
EFT13687	09/06/2017	Professional Services		330.00
INV 1385	24/05/2017	Revised Report - Revaluation of additional Building assets on campsite	330.00	
<b>BOC Gases</b>				
EFT13688	09/06/2017	Monthly Account		57.04
INV	29/05/2017	Daily Cylinder Tracking 28/04/2017 to 28/05/2017 - Oxygen Industrial	57.04	
<b>Bob Waddell &amp; Associates Pty Ltd</b>				

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<b>Bob Waddell &amp; Associates Pty Ltd</b>				
EFT13689	09/06/2017	Contractor		99.00
INV 1084	05/06/2017	Assistance with ATO Reporting Requirements and Fair Value	99.00	
<b>Child Support Agency</b>				
EFT13690	09/06/2017	Payroll deductions		556.12
INV	30/05/2017	Payroll Deduction for 30/05/2017	556.12	
<b>Courier Australia</b>				
EFT13691	09/06/2017	Freight Account Various		174.77
INV 0314	19/05/2017	Freight from Direct Communications to Three Springs - Ground Antenna	143.97	
INV 0315	26/05/2017	Freight from Cogs to Three Springs - Consumables, Freight from Cogs to	30.80	
<b>Shire of Carnamah</b>				
EFT13692	09/06/2017	Provide BWTM and TC Training for Works Supervisor		312.08
INV 10924	24/05/2017	Provide BWTM and TC Training for Joe Clifford, Provide BWTM, TC	312.08	
<b>Staples Australia Pty Limited</b>				
EFT13693	09/06/2017	Meterplan Charges		472.57
INV	24/05/2017	Credit for Kleenex 4440 Compact Towel 90 Sheet Carton 24 Product	-65.98	
INV	22/05/2017	Meterplan Charge MPC5502A 20/02/2017 - 20/04/2017 3211 Colour	538.55	
<b>Dynasty Resources Limited</b>				
EFT13694	09/06/2017	Rates refund for assessment A762 EXPLORATION LICENCE MINING		99.81
INV A762	08/06/2017		99.81	
<b>Mitchell &amp; Brown</b>				
EFT13695	09/06/2017	Monthly Account		300.00
INV	25/05/2017	Supply 1 x 600mm 3 speed twin centrifugal fan, 400 M3H - as per	300.00	
<b>Great Southern Fuel Supplies</b>				
EFT13696	09/06/2017	Monthly Account		182.27
INV MAY	31/05/2017	25/05/2017 - Diesel Fuel for TS5001 67.03 Litres, 24/05/2017 - ULP for	182.27	
<b>Hille, Thompson &amp; Delfos Surveyors &amp; Planners</b>				
EFT13697	09/06/2017	Carry out survey works on Perenjori Road		3,718.00
INV	31/05/2017		3,718.00	
<b>Health Insurance Fund (HIF) of WA (Inc)</b>				
EFT13698	09/06/2017	Payroll deductions		112.45
INV	30/05/2017	Payroll Deduction for 30/05/2017	112.45	
<b>Kamma's Bulldozing</b>				
EFT13699	09/06/2017	Relieving Rates Officer		2,623.50
INV 820	07/06/2017	Relieving Rates Officer for the period 26/05/2017 to 09/06/2017 - As	2,623.50	
<b>Landgate Valuations</b>				
EFT13700	09/06/2017	GRV Revaluations 2016/2017 Country Town Region		7,064.70
INV	26/05/2017		7,000.00	
INV	30/05/2017	Minimum Charge - Rural UV's Chargeable - Schedule R2017/4 29/04/17	64.70	
<b>Leander Tree Lopping</b>				
EFT13701	09/06/2017	Prune trees Southern side Perenjori Road For 2 kms West Talc mine		1,800.00
INV 229	31/05/2017		1,800.00	
<b>Leeman Plumbing &amp; Excavation</b>				
EFT13702	09/06/2017	Contractor		418.09
INV	01/06/2017	Disconnect, visually inspect, flush and reconnect solar hot water system -	418.09	
<b>Moore Stephens</b>				
EFT13703	09/06/2017	Interim Billing in respect of the audit for the year ended 30 June 2017 in		15,719.00
INV	12/05/2017	Financial and Management Reporting Workshops - 22, 23 May 2017	1,760.00	
INV	12/05/2017	Financial and Management Reporting Workshops - 25, 26 May 2017	2,310.00	
INV 206950	26/05/2017	Interim Billing in respect of the audit for the year ended 30 June 2017 in	11,649.00	
<b>McDowall Affleck Pty Ltd</b>				
EFT13704	09/06/2017	Contractor		5,668.96
INV 607787	26/05/2017	Prepare Storm water drainage design for Three Springs Townsite as per	5,668.96	
<b>Shire of Perenjori</b>				
EFT13705	09/06/2017	Reimbursement - Club Development Contribution 2016/17 (50%)		5,000.00

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<b>Shire of Perenjori</b>				
INV 12189	07/06/2017	Reimbursement - Club Development Contribution 2016/17 (50%),	5,000.00	
<b>Perfect Computer Solutions Pty Ltd</b>				
EFT13706	09/06/2017	Computer and IT Services		892.50
INV 22434	30/05/2017	23/05/2017 - Lanier MP5502A was returned to Shire, needed scanning to	212.50	
INV 22477	06/06/2017	Medical Centre - 19/05/17 setup router for medical centre. 29/05/17	297.50	
INV 22459	31/05/2017	Monthly fee for Daily Monitoring, Management and Resolution of	85.00	
INV 22426	25/05/2017	21/04/17 CSO machine boot violation of os bios error on asus board.	297.50	
<b>Pro - Lamps Pty Ltd</b>				
EFT13707	09/06/2017	Monthly Account		257.40
INV	08/05/2017	J1/57 Runway lamp - (45w airstrip globe) as per manual purchase order	257.40	
<b>Red Dust Holdings Pty Ltd - Geraldton</b>				
EFT13708	09/06/2017	Dry Hire water Tanker from 8th May 2017 to 19th May 2017		6,204.00
INV	31/05/2017	De mob Water tanker	660.00	
INV	02/06/2017	Dry hire water tanker from 22 May 2017 to 2 June 2017	2,772.00	
INV	31/05/2017	Dry Hire water Tanker from 8th May 2017 to 19th May 2017	2,772.00	
<b>Sweetman's Hardware</b>				
EFT13709	09/06/2017	Monthly Account		1,145.19
INV 17A	03/05/2017	Toilet Cistern, Cistern Tap and Connection for Community Hall	110.25	
INV 19	25/05/2017	ULP for Chief Executive Officer Vehicle OTS for the Month of May 2017	388.61	
INV 18	17/05/2017	Cable Ties, Retic Parts, Pots, Spray Paint, Spray Bottle, Rake, Seeds,	268.84	
INV 17B	09/05/2017	ULP for Chief Executive Officer Vehicle OTS for the Month of May 2017	377.49	
<b>Scotty's Contracting</b>				
EFT13710	09/06/2017	Contractor		1,634.05
INV	28/05/2017	Attend to problems with lights to public toilets, disabled & umpires room	82.50	
INV	12/04/2017	Jack Thorpe Garden fault find electrical fault with reticulation as per	123.75	
INV	28/05/2017	Repair lights as per manual purchase order # 14423 - supply LED Flood	1,427.80	
<b>Silverwing Holdings T/As Three Springs Sand Blasting</b>				
EFT13711	09/06/2017	Hire small excavator and auger		809.49
INV 1293	01/06/2017		809.49	
<b>Three Springs IGA</b>				
EFT13712	09/06/2017	Refreshments & Functions - Milk, Water & Tea Bags		281.72
INV	31/05/2017	Allens Freckles 200gm, Allens Party Mix Retro 190gm, Allens Snakes	113.56	
INV MAY	31/05/2017	Refreshments & Functions Biscuits and rubbish bags, Refreshments &	168.16	
<b>Three Springs Rural Services</b>				
EFT13713	09/06/2017	Ball valve plastic threaded 1 1/4"		176.72
INV 36552	29/05/2017	3/8 nut and bolt x 2	2.40	
INV 36337	17/05/2017	Silicon Kitch/Bath whit 300g Plumbfix	9.96	
INV 36576	30/05/2017	Tee Rural Poly x FI 1 1/4" Philmac, Nipple 1 1/4" Threaded Poly	26.31	
INV 36575	30/05/2017	Nipple 1 1/4" Threaded Poly, Ball valve plastic threaded 1 1/4", Nipple	47.56	
INV 36587	30/05/2017	Nipple reducing 1 1/2" x 1 1/4" threaded poly, Tee rural poly FI 1 1/2"	35.27	
INV 36646	01/06/2017	Nipple reducing 2" x 1 1/2" threaded poly, End connector rural poly FI 1	17.42	
INV 36690	06/06/2017	End connector rural poly FI 1 1/2" Philmac, Plug poly threaded 1 1/2"	15.90	
INV 36697	06/06/2017	Liquid nails 320gm	9.90	
INV 36574	30/05/2017	Selley's sealant adhesive filler 3 in 1 300g	12.00	
<b>True-Line Traffic Management P/L</b>				
EFT13714	09/06/2017	Supply traffic management		3,188.02
INV	31/05/2017		3,188.02	
<b>Top Minerals Ltd</b>				
EFT13715	09/06/2017	Rates refund for assessment A808 EXPLORATION LICENCE MINING		636.75
INV A808	08/06/2017		636.75	
<b>Van't Veer Services</b>				
EFT13716	09/06/2017	Monthly Account		175.80
INV 617	31/05/2017	Postage Charges for Yakabout 02/05/2017 x 10 @ \$2.00, 16/05/17 x 10	175.80	
<b>Wright Express Australia Pty Ltd (Puma Card)</b>				
EFT13717	09/06/2017	CESM Monthly Fuel Card Account		62.53
INV	31/05/2017	17/05/2017 Diesel Fuel 002TS CESM Vehicle 46.57 Litres, , Card Fee, , ,	62.53	

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<b>Australian Taxation Office</b>				
EFT13718	23/06/2017	Fringe Benefits Tax (FBT) Return for Year Ending March 2016		3,472.00
INV	13/06/2017		3,472.00	
<b>Australian Services Union (A.S.U.)</b>				
EFT13719	23/06/2017	Payroll deductions		26.35
INV	13/06/2017	Payroll Deduction for 13/06/2017	26.35	
<b>Burgess Rawson (WA) Pty Ltd</b>				
EFT13720	23/06/2017	Water Usage Charges		24.82
INV 480478	16/06/2017	Water Usage Charges 04/04/2017 to 12/06/2017 - Railway Station (Lease	24.82	
<b>Bob Waddell &amp; Associates Pty Ltd</b>				
EFT13721	23/06/2017	Contractor		198.00
INV 1091	11/06/2017	Assistance with Fair Value Valuation of Buildings	198.00	
<b>Brittany Cocking</b>				
EFT13722	23/06/2017	Reimbursement		217.60
INV	16/05/2017	Reimbursement of National Police Certificate - CSO	52.60	
INV	24/05/2017	Reimbursement of Pre-Employment Medical for CSO	165.00	
<b>Child Support Agency</b>				
EFT13723	23/06/2017	Payroll deductions		556.12
INV	13/06/2017	Payroll Deduction for 13/06/2017	556.12	
<b>Courier Australia</b>				
EFT13724	23/06/2017	Freight Account Various		186.39
INV 0318	16/06/2017	Freight from Staples to Three Springs - Stationery and Cleaning Products,	133.68	
INV 0316	02/06/2017	Freight from Cows to Three Springs - Parts	12.13	
INV 0317	09/06/2017	Freight from Three Springs to State Library - Books, Freight from PCS to	40.58	
<b>Cunninghams Ag Services</b>				
EFT13725	23/06/2017	Monthly Account		385.61
INV 187598	12/05/2017	SPBX1600LW PI Belt for Slasher	385.61	
<b>Shire of Carnamah</b>				
EFT13726	23/06/2017	Provide BWTM, TC and chainsaw Training for Gardeners		1,040.88
INV 10958A	02/06/2017	Provide BWTM, TC and chainsaw Training for Gardener, Trainer	650.00	
INV 10958B	02/06/2017	Chainsaw training for Leading Hand Gardener and Gardener, Trainer	390.88	
<b>Staples Australia Pty Limited</b>				
EFT13727	23/06/2017	Cleaning Products and Stationery Order		1,023.76
INV	14/06/2017	Post-It Tabs 686F-1 50.8 X 38.1mm Assorted Primary Colours, ,	13.63	
INV	12/06/2017	Brighton Professional Disinfectant Commercial Grade Lemon 5L,	689.11	
INV	06/06/2017	Travel Charge for Photocopier repairs - travel time total 4 hours -	185.90	
INV	28/03/2017	Staples X-Cell AA Battery Premium Alkaline Box 24 - Product Code:	135.12	
<b>Canine Control (Trepheene Pty Ltd)</b>				
EFT13728	23/06/2017	Ranger Services		3,392.40
INV 1314	13/06/2017	Ranger Services for Thursday 8 June 2017 - I contacted shire staff and	1,130.80	
INV 1312	13/06/2017	Ranger Services for Wednesday 7 June 2017 - Patrols were conducted of	1,130.80	
INV 1323	21/06/2017	Ranger Services for Wednesday 21st June 2017 Patrols were conducted	1,130.80	
<b>Cows Parts Pty Ltd</b>				
EFT13729	23/06/2017	Monthly Account		1,057.17
INV	18/05/2017	Magnatec Prof C2 SW30	227.15	
INV	11/05/2017	Sze 10 Nitrile Foam Gloves	67.98	
INV	10/05/2017	Air Drill Right Angle 3/8, Nitrile Gloves Foam Dipped	176.88	
INV	09/05/2017	Pump-Oil Gear C/W Hose/Nozzle 20L	57.20	
INV	19/05/2017	Measure-Oil Flex Spout 5 Litre	-37.84	
INV	19/05/2017		75.68	
INV	19/05/2017	Cleaner- C/Tech Conc Truck 20L, Unilube Chain & Bar Heavy 5Lt, Oil-	179.82	
INV	16/05/2017	Multichushion 50 Dia x 45 ht	42.52	
INV	01/06/2017	Filter-Oil Spin On, Oil Spin-On Full Flow, Filter Fuel, Filter Air,	267.78	
<b>Clearwater Constructions Pty Ltd</b>				
EFT13730	23/06/2017	Contractor		46,498.00
INV	13/06/2017	Office administration upgrade additional electrical work to update to	46,498.00	

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<b>Catwest Pty Ltd</b>				
EFT13731	23/06/2017	Contractor		580.80
INV	22/05/2017	Supply 3 x tonne cold mix	580.80	
<b>Geraldton Fuel Company Pty Ltd (Refuel Australia)</b>				
EFT13732	23/06/2017	Monthly Account		10,983.31
INV	07/06/2017	Liplex EP2 450gm x 24	142.81	
INV	06/06/2017	Ultra L/Sulphur Diesel 9,000 Litres @ \$1.2045	10,840.50	
<b>JR &amp; A Hersey Pty Ltd</b>				
EFT13733	23/06/2017	Monthly Account		655.38
INV	23/04/2017	Yagan Black Frame Smoke Lens x 8	224.40	
INV	16/05/2017	Headband Earplugs, Lit Grip Glove Size 9	80.69	
INV	16/05/2017	Shovel Post Hole SM LH for TS5004, Tape 8 m c 25mm Nylon Blade for	350.29	
<b>Hille, Thompson &amp; Delfos Surveyors &amp; Planners</b>				
EFT13734	23/06/2017	Professional Services		660.00
INV	31/05/2017	Carry out extra survey for proposed drain & centreline of creek.	660.00	
<b>Health Insurance Fund (HIF) of WA (Inc)</b>				
EFT13735	23/06/2017	Payroll deductions		112.45
INV	13/06/2017	Payroll Deduction for 13/06/2017	112.45	
<b>Jason Signmakers</b>				
EFT13736	23/06/2017	Signage		367.40
INV 178948	20/06/2017	Supply "BROAD ROAD" tags and associated fixings, Supply	367.40	
<b>Kamma's Bulldozing</b>				
EFT13737	23/06/2017	Relief Rates Officer		264.00
INV 823	15/06/2017	Relieving Rates Officer for 15/06/2017 - As Contractor	264.00	
<b>Landgate Valuations</b>				
EFT13738	23/06/2017	Valuations		165.00
INV	06/06/2017	Country Southern Urban UV Revaluation 2016/17	165.00	
<b>Leeman Plumbing &amp; Excavation</b>				
EFT13739	23/06/2017	Contractor		783.67
INV 1006	21/06/2017	Supply Only of 50Ltr Electric Rheem Hard Water hot water system with	783.67	
<b>Starick Tyres</b>				
EFT13740	23/06/2017	Contractor		141.83
INV 20098A	31/05/2017	Puncture repairs for TS5006 120M Grader	113.78	
INV 20098B	31/05/2017	Repair Tyre and replace valve for Torro Ride on Mower TS5020	28.05	
<b>Perfect Computer Solutions Pty Ltd</b>				
EFT13741	23/06/2017	Computer and IT Services		425.00
INV 22527	22/06/2017	2/06/2017 - cso needed cutepdf on PC., 15/06/2017 - Update PLAY	425.00	
<b>Quantum Surveys Pty Ltd</b>				
EFT13742	23/06/2017	Professional Services		4,974.20
INV	19/06/2017	Cadastral Pegging for fencing - Eneabba/Three Springs/Neburu Road	4,974.20	
<b>Rumbold Ford Pty Ltd</b>				
EFT13743	23/06/2017	Parts Account		135.20
INV 21432	16/03/2017	LED IND/Park Pair for TS5001	135.20	
<b>Sweetman's Hardware</b>				
EFT13744	23/06/2017	Monthly Account		1,147.50
INV 18C	16/05/2017	22 Bags of Rapid Set, 1200 Level for TS5004	325.00	
INV 17C	01/05/2017	Crowbar for TS5004	77.00	
INV 18B	17/05/2017	Supply 71 bags rapid set	745.50	
<b>Signs Plus</b>				
EFT13745	23/06/2017	Staff Badges		45.50
INV	14/06/2017	Name Badge with Magnetic Attachment - Chief Executive Officer, CSO	45.50	
<b>Sweetman's Ampol Cafe</b>				
EFT13746	23/06/2017	Catering		138.00
INV 81	22/06/2017	2 trays sandwiches - Wildflower Country meeting, 1 tray slices -	138.00	

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<b>Scotty's Contracting</b>				
EFT13747	23/06/2017	Contracting		1,232.06
INV	13/06/2017	Labour - Check hot water system.	82.50	
INV	13/06/2017	Labour, HWS element	144.49	
INV	13/06/2017	Labour, 32mm ID Conduit	707.85	
INV	26/04/2017	Labour, Junction Box Size 1, Labour, 4 Gang GPO	297.22	
<b>Silverwing Holdings T/As Three Springs Sand Blasting</b>				
EFT13748	23/06/2017	Contractor		30,272.00
INV 1297	21/06/2017	Construct approximately 200 metre x 2 m wide footpath - Touche Street	29,942.00	
INV 1299	21/06/2017	Push up rubbish tip	330.00	
<b>Three Springs Rural Services</b>				
EFT13749	23/06/2017	Monthly Account		181.72
INV 36652	02/06/2017	Flat Bar 75 x 5 for TS5010	37.96	
INV 37009	22/06/2017	10 x Thread Tape- Philmac Blue	19.50	
INV 36790	12/06/2017	Joiner Rural poly 1 1/2" Philmac for Oval Tanks, Elbow Rural Poly x FL	35.30	
INV 36758	08/06/2017	Ball Valve Plastic Threaded 1 1/2", Nipple 1 1/2" Threaded Poly	49.60	
INV 36727	08/06/2017	IBC 60mm Butress x 2" Fi Bspt TS 5004, Nipple Reducing 1" x 3/4"	19.96	
INV 36794	12/06/2017	Neta Flexi Tube 4mm x 5mtr	19.40	
<b>True-Line Traffic Management P/L</b>				
EFT13750	23/06/2017	Traffic Control Diagram		99.00
INV WA	20/06/2017	Prepare Traffic Control Diagram for Closure Mayrhofer Street	99.00	
<b>Verona Maureen Van Rooyen</b>				
EFT13751	23/06/2017	Relief Cleaning		155.00
INV 1	20/06/2017	Relief Cleaning Service from 15/06/2017 to 19/06/2017 @ \$20.00 P/H -	155.00	
<b>Westrac Pty Ltd</b>				
EFT13752	23/06/2017	Parts Account		1,185.88
INV	01/06/2017	256-7902 Primary Element for TS5006, 462-1171 Filter-Lube for	114.10	
INV	13/05/2017	ELC Coolant 18 L x 2	178.51	
INV	31/05/2017	DEO 15W 40 208 Litre	893.27	
<b>WA Treasury Corporation</b>				
EFT13753	23/06/2017	Loan No. 160 Interest payment - Loan 160 Swimming pool U/G 2		12,178.29
INV 160	08/06/2017	Loan No. 160 Principal payment - Loan 160 Swimming pool U/G 2, Loan	12,178.29	
<b>WA Fire Protection</b>				
EFT13754	23/06/2017	Contractor		1,986.49
INV 19572	09/06/2017	Service fire Extinguishers, Service fire Extinguishers, Service fire	1,986.49	
<b>Australian Services Union (A.S.U.)</b>				
EFT13755	30/06/2017	Payroll deductions		26.35
INV	27/06/2017	Payroll Deduction for 27/06/2017	26.35	
<b>Child Support Agency</b>				
EFT13756	30/06/2017	Payroll deductions		556.12
INV	27/06/2017	Payroll Deduction for 27/06/2017	556.12	
<b>Courier Australia</b>				
EFT13757	30/06/2017	Freight Account Various		96.92
INV 0319	23/06/2017	Freight form Three Springs to PCS - Return Mobile Modem from	96.92	
<b>Veolia Environmental Services</b>				
EFT13758	30/06/2017	Monthly Account		5,963.60
INV	25/06/2017	4 x 240L Rearlift Medical - Three Springs Medical Centre	387.86	
INV	25/06/2017	Weekly Bin Collection - 30/05/2017, 06/06/2017, 13/06/2017,	5,575.74	
<b>Clearwater Constructions Pty Ltd</b>				
EFT13759	30/06/2017	Contractor		17,300.00
INV	22/06/2017	Admin Office upgrade amenities room - Kitchen Refurbishment	5,600.00	
INV	26/06/2017	Progress Payment for Refurbishment 5 (Lot 60) Glyde Street - Supply of	11,700.00	
<b>Christopher Shaun Connaughton</b>				
EFT13760	30/06/2017	Councillor Sitting Fees for Quarter Ending 30 June 2017		396.00
INV 30	28/06/2017	Council Meeting Fees for Ordinary Council Meeting 19/04/2017,	396.00	



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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>Wendy Every</b>				
EFT13761	30/06/2017	Reimbursement		586.77
INV	28/06/2017	Reimbursement for Linen Purchased for the Doctors Residence	586.77	
<b>Frank Gilmour Pest Control</b>				
EFT13762	30/06/2017	Pest Control		260.00
INV 559	22/06/2017	Terminate and general pest inspection of building. Internal/ External	260.00	
<b>Rowe Group</b>				
EFT13763	30/06/2017	Professional Services		184.80
INV	20/06/2017	JDAP Application for Solar Farm - Lots M761, M762, M763, M 764 and	74.80	
INV	20/06/2017	Local Planning Scheme Review - Various Lots, Three Springs - J: Format	110.00	
<b>Health Insurance Fund (HIF) of WA (Inc)</b>				
EFT13764	30/06/2017	Payroll deductions		112.45
INV	27/06/2017	Payroll Deduction for 27/06/2017	112.45	
<b>Robert Neil Hebiton</b>				
EFT13765	30/06/2017	Councillor Sitting Fees for Quarter Ending 30 June 2017		396.00
INV 30	28/06/2017	Council Meeting Fees for Ordinary Council Meeting 19/04/2017,	396.00	
<b>Robert William Hunt</b>				
EFT13766	30/06/2017	Councillor Sitting Fees for Quarter Ending 30 June 2017		264.00
INV 30	28/06/2017	Council Meeting Fees for Ordinary Council Meeting 17/05/2017 and	264.00	
<b>Chris Lane</b>				
EFT13767	30/06/2017	Councillor Sitting Fees for Quarter Ending 30 June 2017		396.00
INV 30	28/06/2017	Council Meeting Fees for Ordinary Council Meeting 19/04/2017,	396.00	
<b>Leeman Plumbing &amp; Excavation</b>				
EFT13768	30/06/2017	Contractor		2,467.70
INV 1011	29/06/2017	Labour- Supply, Install and commission new 40mm water service,	2,467.70	
<b>Jennyfer Ann Lake</b>				
EFT13769	30/06/2017	Councillor Sitting Fees for Quarter Ending 30 June 2017		396.00
INV 30	28/06/2017	Council Meeting Fees for Ordinary Council Meeting 19/04/2017,	396.00	
<b>Starick Tyres</b>				
EFT13770	30/06/2017	Contractor		5,752.91
INV 20098	31/05/2017	1400R24" TL Double Coin G2/L2 Tyres Fitted with Earthmover Valve	5,752.91	
<b>Marketforce Pty Ltd</b>				
EFT13771	30/06/2017	Advertising Account		472.30
INV 15066	28/06/2017	Advert for 2017/18 Fees & Services Schedule in Geraldton Guardian on	137.70	
INV 15067	28/06/2017	Public Notice - Notice of Intension to Impose Differential and Minimum	334.60	
<b>Novus Autoglass Repairs &amp; Replacement</b>				
EFT13772	30/06/2017	Windscreen Repair		511.05
INV	08/06/2017	Replace Windscreen on Pathfinder - Reg# TS001	511.05	
<b>Perfect Computer Solutions Pty Ltd</b>				
EFT13773	30/06/2017	Computer & IT Services		1,082.35
INV 22554	27/06/2017	Supply 3 x 1TB Seagate Hard Disc Drives for Server Backups @ \$195.00	585.00	
INV 22532	23/06/2017	Telstra Phone Bill for Mobile WAP service for Medical Centre.	497.35	
<b>Shire of Morawa</b>				
EFT13774	30/06/2017	Street Sweeper		3,412.50
INV 5507	18/06/2017	Sweep Streets of Three Springs Townsite 19.5 Hours on 30/05/2017,	3,412.50	
<b>Sweetman's Hardware</b>				
EFT13775	30/06/2017	Monthly Account		657.31
INV 22	28/06/2017	Toilet Seat for Pavilion Toilets, Retic, Pliers and Rake for Parks &	308.21	
INV 21	28/06/2017	ULP for Chief Executive Officer Vehicle OTS for the Month of June 2017	349.10	
<b>Scotty's Contracting</b>				
EFT13776	30/06/2017	Item 0005- Labour 7.5hrs		1,976.94
INV	28/06/2017	Labour- ELBC tests, change smoke alarm batteries and test, unit 1smoke	881.95	
INV	29/06/2017	Item 0005- Labour 7.5hrs, Item 103- Led Fluoro light fittings, Item 057-	1,094.99	
<b>Anthony Everett Thomas</b>				
EFT13777	30/06/2017	Councillor Sitting Fees for Quarter Ending 30 June 2017		2,403.00

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<b>Anthony Everett Thomas</b>				
INV 30	28/06/2017	Council Meeting Fees for Ordinary Council Meeting 19/04/2017 and	2,403.00	
<b>Richard Thorpe</b>				
EFT13778	30/06/2017	Councillor Sitting Fees for Quarter Ending 30 June 2017		739.75
INV 30	28/06/2017	Council Meeting Fees for Ordinary Council Meeting 19/04/2017,	739.75	
<b>Three Springs Rural Services</b>				
EFT13779	30/06/2017	Monthly Account		54.14
INV 37025	23/06/2017	Rapid Set Concrete 20kg Dgray	20.00	
INV 37105	28/06/2017	Non Return Valve 1-1/4" Threaded	34.14	
<b>Westrac Pty Ltd</b>				
EFT13780	30/06/2017	Westrac Parts		609.45
INV	21/06/2017	Filter F Wtr	32.78	
INV	21/06/2017	Kit Filter F, Kit Filter Cen, Kit Oil Filter	150.38	
INV	13/06/2017	Filter AS FU, Filter AS SE, Filter AS- LU, Element ACL, Deo-Uls 15W	426.29	
<b>Department Of Transport - Daily Licensing</b>				
EFT13781	30/06/2017	POLICE LICENSING PAYMENTS FOR JUNE 2017		14,418.15
INV T1	30/06/2017	POLICE LICENSING 01/06/2017, POLICE LICENSING 02/06/2017,	14,418.15	
<b>SG Fleet Pty Ltd</b>				
DD10859.1	15/06/2017	CESM Vehicle Lease		1,649.46
INV	31/05/2017	Lease for CESM Vehicle - Ford Ranger PX MY14 (1/15) 3.2 TDCi XL	1,649.46	
<b>Commander Australia</b>				
DD10862.1	13/06/2017	Monthly Account		46.92
INV 1688349	26/05/2017	Commander Contract (System Rental) 16/06/2017 - 15/07/2017 - Depot	46.92	
<b>WA Super</b>				
DD10869.1	13/06/2017	Payroll deductions		4,346.36
INV SUPER	13/06/2017	Super. for 13/06/2017	3,157.15	
INV	13/06/2017	Payroll Deduction for 13/06/2017	37.07	
INV	13/06/2017		148.30	
INV	13/06/2017	Payroll Deduction for 13/06/2017	296.15	
INV	13/06/2017	Payroll Deduction for 13/06/2017	207.69	
INV	13/06/2017	Payroll Deduction for 13/06/2017	500.00	
<b>Australian Super</b>				
DD10869.2	13/06/2017	Superannuation contributions		379.51
INV	13/06/2017	Payroll Deduction for 13/06/2017	86.03	
INV SUPER	13/06/2017	Super. for 13/06/2017	293.48	
<b>Concept One the Industry Superannuation Fund</b>				
DD10869.3	13/06/2017	Superannuation contributions		83.62
INV SUPER	13/06/2017	Super. for 13/06/2017	83.62	
<b>The Trustee for Every Superannuation Fund</b>				
DD10869.4	13/06/2017	Superannuation contributions		231.47
INV SUPER	13/06/2017	Super. for 13/06/2017	231.47	
<b>Cbus Super</b>				
DD10869.5	13/06/2017	Superannuation contributions		176.10
INV SUPER	13/06/2017	Super. for 13/06/2017	176.10	
<b>Sunsuper Superannuation Fund</b>				
DD10869.6	13/06/2017	Superannuation contributions		192.48
INV SUPER	13/06/2017	Super. for 13/06/2017	192.48	
<b>Commander Australia</b>				
DD10884.1	29/06/2017	Quarterly Account		301.28
INV	13/06/2017	Commander Contract (Quarterly System Maintenance) NT40 Contract	301.28	
<b>WA Super</b>				
DD10889.1	27/06/2017	Payroll deductions		4,235.60
INV SUPER	27/06/2017	Super. for 27/06/2017	3,046.39	
INV	27/06/2017	Payroll Deduction for 27/06/2017	37.07	
INV	27/06/2017		148.30	
INV	27/06/2017	Payroll Deduction for 27/06/2017	296.15	

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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>WA Super</b>				
INV	27/06/2017	Payroll Deduction for 27/06/2017	207.69	
INV	27/06/2017	Payroll Deduction for 27/06/2017	500.00	
<b>Australian Super</b>				
DD10889.2	27/06/2017	Superannuation contributions		417.09
INV	27/06/2017	Payroll Deduction for 27/06/2017	96.87	
INV SUPER	27/06/2017	Super. for 27/06/2017	320.22	
<b>Concept One the Industry Superannuation Fund</b>				
DD10889.3	27/06/2017	Superannuation contributions		139.36
INV SUPER	27/06/2017	Super. for 27/06/2017	139.36	
<b>The Trustee for Every Superannuation Fund</b>				
DD10889.4	27/06/2017	Superannuation contributions		231.47
INV SUPER	27/06/2017	Super. for 27/06/2017	231.47	
<b>Cbus Super</b>				
DD10889.5	27/06/2017	Superannuation contributions		176.10
INV SUPER	27/06/2017	Super. for 27/06/2017	176.10	
<b>Sunsuper Superannuation Fund</b>				
DD10889.6	27/06/2017	Superannuation contributions		192.48
INV SUPER	27/06/2017	Super. for 27/06/2017	192.48	
<b>National Mastercard</b>				
DD10895.1	26/06/2017	Monthly Credit Card Account		50.50
INV JUNE	20/06/2017	Parking fee for EOFY Workshop 22 & 23 May 2017 - Sylvia Yandle,	50.50	

**REPORT TOTALS**

<b>Bank Code</b>	<b>Bank Name</b>	<b>TOTAL</b>
L	POLICE LICENSING	<b>14,418.15</b>
M	MUNICIPAL BANK	<b>344,924.27</b>
T	TRUST BANK	<b>420.00</b>
<b>TOTAL</b>		<b>359,762.42</b>

## National Business Visa Card

20 May, 2017 to 20 June, 2017

### Chief Executive Officer

Parking Fee for EOFY Workshop	\$	15.50
	<b>\$</b>	<b>15.50</b>

### Deputy Chief Executive Officer

Parking Fee for EOFY Workshop	\$	17.00
	<b>\$</b>	<b>17.00</b>

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

<b>Total Direct Debit Payment made on 26/06/2017</b>	<b>\$</b>	<b>50.50</b>
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## Police Licensing

Direct Debits from Trust Account

1 June, 2017 to 30 June, 2017

Thursday, 1 June 2017	\$	662.00
Friday, 2 June 2017	\$	1,394.40
Tuesday, 6 June 2017	\$	2,363.40
Wednesday, 7 June 2017	\$	2,217.20
Thursday, 8 June 2017	\$	1,971.25
Friday, 9 June 2017	\$	816.95
Monday, 12 June 2017	\$	748.95
Wednesday, 14 June 2017	\$	1,128.45
Thursday, 15 June 2017	\$	504.90
Friday, 16 June 2017	\$	109.10
Monday, 19 June 2017	\$	292.55
Tuesday, 20 June 2017	\$	225.30
Wednesday, 21 June 2017	\$	381.80
Friday, 23 June 2017	\$	476.90
Monday, 26 June 2017	\$	116.40
Wednesday, 28 June 2017	\$	1,008.60
Thursday, 29 June 2017	\$	133.50
Friday, 30 June 2017	\$	1,063.90
	<b>\$</b>	<b>15,615.55</b>

## Bank Fees

### Direct Debits from Muni Account

1 June, 2017 to 30 June, 2017

Total direct debited from Municipal Account	\$	<b>387.10</b>
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## Payroll

### Direct Payments from Muni Account

1 June, 2017 to 30 June, 2017

Wednesday, 14 June 2017	\$	28,730.53
Wednesday, 28 June 2017	\$	28,330.06
	\$	<b>57,060.59</b>

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

Nil

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

11.1. ELECTED MEMBERS - Nil

11.2. STAFF - Nil

**12. QUESTIONS BY MEMBERS WITHOUT NOTICE**

Nil

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

Nil

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

The Next Ordinary Council Meeting will be held on Wednesday 16<sup>th</sup> August 2017 at 1.30pm.

**15. CONFIDENTIAL ITEMS**

Nil

**16. MEETING CLOSURE**

There being no further business the Presiding Officer closed the meeting at 3.15pm.

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

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

Presiding Officer

Date: 16th August 2017