



MINUTES OF THE
ORDINARY COUNCIL MEETING
HELD ON WEDNESDAY
17TH APRIL 2019



WILDFLOWER COUNTRY

SHIRE OF THREE SPRINGS

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS ON 17th APRIL 2019 COMMENCING AT 2.24 PM.

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SHIRE OF THREE SPRINGS

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS ON 17TH APRIL 2019 COMMENCING AT 2.24 PM.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, Cr Chris Lane declared the meeting open at 2.24pm.

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

2.1. PRESENT

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

STAFF

S Yandle	Chief Executive Officer
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PUBLIC

Nil

2.2 APOLOGIES

Nil

2.3 LEAVE OF ABSENCE

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE

190401 COUNCIL RESOLUTION – ITEM 5.1

MOVED: Cr Thorpe

SECONDED: Cr Heal

That Council approve Leave of Absence for Cr Chris Connaughton for the May 2019 ordinary meeting of Council.

CARRIED

Voted: 6/0

6. CONFIRMATION OF PREVIOUS MEETING MINUTES

6.1. Confirmation of Minutes of Ordinary Meeting held 20th March 2019

190402 COUNCIL RESOLUTION - ITEM 6.1

MOVED: Cr Connaughton

SECONDED: Cr Heal

That the Minutes of the Ordinary Council Meeting held on the 20th of March 2019 be confirmed as a true and accurate record of proceedings.

CARRIED

Voted: 6/0

7. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

- 18/03/19 RRG North Midlands Sub Branch meeting attended by Cr Connaughton and Works Supervisor
- 21/03/19 Cr Lane and CEO attended Northern Country Zone meeting
- 02/04/19 Cr Lane and CEO met with Imerys Talc personnel Scott Antonio and Gary Turley
- 03/04/19 LEMC meeting attended by Cr Lane, CEO, EMRS, Police Officer Dan Walsh and Samantha Adams WALGA Roadwise
- 08/04/19 Visit to Karara mine site – Crs Lane, Connaughton, Thorpe, Heal and Mutter and CEO
- 09/04/19 CAG meeting attended by Crs Lane and Mutter and CDO
- 12/04/19 Regional Road Group Mid-West meeting – Cr Connaughton and CEO attended
- 15/04/19 WALGA training (Planning Practices) – attendees Crs Lane, Mutter and Thorpe
- 16/04/19 Announcement by Minister MacTiernan Traineeship Program grants – Crs Lane, Connaughton and Thomas, CEO and CDO
- 30-31/03/19 Cr Connaughton – Cockie Cull sessions

8. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

9. OFFICERS REPORTS

9.1.1. Nil

9.2 ADMINISTRATION

9.2.1 COUNCIL VACANCY ELECTED MEMBER RESIGNATION

Agenda Reference: CEO 04/19-01
Location/Address: Three Springs
Name of Applicant: Shire of Three Springs
File Reference: ADM0166
Disclosure of Interest:
Date: 10TH April 2019
Author: Sylvia Yandle CEO

Signature of Author: _____

SUMMARY

For Council to acknowledge the resignation of Cr Jenny Lake and seek approval to allow the vacancy to remain unfilled.

BACKGROUND

Cr Jenny Lake tendered her resignation as Councillor in a letter to Council received by Chief Executive Officer on 22nd March 2019. Cr Lake was elected as Councillor to Shire of Three Springs at the 2015 Local Government Ordinary Elections for a term of four (4) years, which would expire in October 2019.

COMMENT

The two options available to Council are to hold an Extraordinary Election or seek approval from WA Electoral Commission to allow the vacancy to remain unfilled and hold the vacancy over until 2019 Local Government Elections to be held in October.

As the resignation was received after third Saturday in January 2019 and before third Saturday in July 2019, Council may allow the vacancy to remain unfilled with the Electoral Commissioner approval. In view of this it is recommended that this be the action Council considers rather than holding an extraordinary election.

CONSULTATION

Chief Executive Officer, Shire President and James McGovern, Manager Governance WALGA.

STATUTORY ENVIRONMENT

Local Government Act 1995

4.17. Cases in which vacant offices can remain unfilled

- (1) If a member's office becomes vacant under section 2.32 on or after the third Saturday in July in the election year in which the term of the office would have ended under the Table to section 2.28, the vacancy is to remain unfilled and the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.
- (2) If a member's office becomes vacant under section 2.32 —
 - (a) after the third Saturday in January in the election year in which the term of the office would have ended under the Table to section 2.28; but
 - (b) before the third Saturday in July in that election year,

the council may, with the approval of the Electoral Commissioner, allow the vacancy to remain unfilled and, in that case, the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.

- (3) If a councillor's office becomes vacant under section 2.32 and under subsection (4A) this subsection applies, the council may, with the approval of the Electoral Commissioner, allow* the vacancy to remain unfilled and, subject to subsection (4), in that case, the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.

* *Absolute majority required.*

- (4A) Subsection (3) applies —

(a) if —

- (i) the office is for a district that has no wards; and
- (ii) at least 80% of the number of offices of member of the council in the district are still filled;

or

(b) if —

- (i) the office is for a ward for which there are 5 or more offices of councillor; and
- (ii) at least 80% of the number of offices of councillor for the ward are still filled.

- (4) If an ordinary or an extraordinary election is to be held in a district then an election to fill any vacancy in the office of councillor in that district that was allowed to remain unfilled under subsection (3) is to be held on the same election day and Division 9 applies to those elections as if they were one election to fill all the offices of councillor for the district or ward that need to be filled.

[Section 4.17 amended by No. 49 of 2004 s. 31; No. 66 of 2006 s. 8; No. 17 of 2009 s. 12.]

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority.

190403 COUNCIL RESOLUTION – ITEM 9.2.1

MOVED: Cr Thorpe
SECONDED: Cr Thomas

That in accordance with Section 4.17 of the Local Government Act, Council seek the approval of the Electoral Commissioner to allow the current vacancy on the Council of the Shire of Three Springs to remain unfilled until Local Government 2019 Ordinary Election.

CARRIED By Absolute Majority
Voted: 6.0

9.2.2 SHIRE OF THREE SPRINGS TIME SHEET POLICY

Agenda Reference: CEO 04/19-06
Location/Address: Shire of Three Springs
Name of Applicant:
File Reference: ADM0311
Disclosure of Interest: Nil
Date: 5th April, 2019
Author: Donna Newton – Finance Officer

Signature of Author: _____

SUMMARY

For Council to review and authorise the Shire of Three Springs Time Sheet Policy.

ATTACHMENT

Draft Shire of Three Springs Time Sheet Policy

BACKGROUND

The Shire of Three Springs is committed to operating an effective payroll system which complies with legislative obligations and best practice. The completion and submission of accurate timesheets in accordance with this policy is a key part of this.

The Shire of Three Springs does not currently have a time sheet policy implemented.

In the past, the Shire has experienced some difficulty in obtaining time sheets from one or two employees for the correct payment of Salaries and Wages. In one particular instance, an employee who had resigned did not present time sheets for up to two pay periods prior to their final date of employment. This meant that a final pay, which includes any annual leave, long service leave and rostered days off accrued, could not be calculated for this employee in a timely manner.

By implementing a Time Sheet Policy the Shire will be better able to enforce that an accurate time sheet must be presented by employees for remuneration and calculation of accrued leave entitlements.

CONSULTATION

WALGA Employee relations, CEO Sylvia Yandle, Manager of Finance Leah John and Finance Officer Donna Newton.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

OFFICERS COMMENT

With more and more scrutiny being made of all Local Governments and the payments that are being made in relation to remuneration of staff, it is prudent that the Shire of Three Springs implements accurate policies and procedures. By implementing a time sheet policy the Shire of Three Springs will be able to ensure we are within legislation and regulations that require employers to keep accurate records of hours worked for employees.

VOTING REQUIREMENTS

Simple Majority

190404 COUNCIL RESOLUTION – ITEM 9.2.2

MOVED: Cr Mutter

SECONDED: Cr Thorpe

That Council authorise the implementation of the Shire of Three Springs Time Sheet Policy.

CARRIED

Voted: 6/0



Shire of Three Springs - Time Sheet Policy

1. Policy Statement

The Shire of Three Springs (“Shire”) is committed to operating an effective payroll system which complies with legislative obligations and best practice. The completion and submission of accurate timesheets in accordance with this policy is a key part of this.

This policy has been designed to ensure that managers and employees are supported by a clear framework which outlines their responsibilities in this area. In particular, this policy aims to ensure that:

- Employees receive the correct remuneration for work completed in a timely manner; and
- The Shire maintains accurate employment records.

2. Scope of Policy

This policy applies to all employees at the Shire of Three Springs who are required to submit, assess or process timesheets.

3. Responsibility

3.1. Managers, Supervisors and team leaders are responsible for the following:

- Advise each of their employees whether they are required to complete timesheets, together with the format and timing for doing so;
- Provide copies of timesheets to those staff who are required to complete them;
- Assess each submitted timesheet against an employee’s rostered hours;
- If satisfied that a submitted timesheet is accurate, then sign the timesheet to indicate that the employee is entitled to be paid in accordance with the timesheet;
- Investigate any discrepancies in completed timesheets;
- Report unexplained discrepancies or fraudulent timesheet entries to the Shire’s Payroll/Human Resources team; and
- Provide information and guidance to any employee who requests assistance in completing timesheets.

3.2. Employees who are required to submit timesheets are responsible for the following:

- Complete timesheets to verify their attendance at work and the hours that they have worked in accordance with this policy;
- Submit timesheets to their manager or team leader for approval in accordance with this policy;
- Submit completed timesheets to the Shire’s Payroll/Human Resources department in accordance with this policy; and
- If they are unsure about any aspect of this policy or the obligations that it places on them, contact their manager or team leader for assistance.



- **Methods of timesheet submission and Deadline for submission of timesheets**
 - It is the responsibility of each employee to complete and submit their timesheets in accordance with this policy.
 - Employees must submit their completed and authorised timesheets using one of the following methods:
 - Works Crew, Gardeners and Cleaners - Daily Time Sheets are to be completed and handed to Works Supervisor (for Crew) or CEO (Cleaners) each day. For end of Pay Period Tuesday (Day Prior to Pay being Deposited to your account), Time Sheet is to be completed in the morning and handed to Works Supervisor prior to leaving the Depot Yard.
 - Managers and Administration staff – Fortnightly Time sheets are to be completed and handed in to the Chief Executive Officer by the Tuesday afternoon of Pay Period Ending (Day Prior to Pay being Deposited to your account). Please ensure you enter in the description column the start and end times and brief summary of work completed for each day. Please ensure that leave taken is entered into the Leave Column and short description given (e.g. for Staff who accrue a Rostered Day off, enter Annual Leave, Sick Leave or RDO taken as 7.6 hours, Public holidays are entered as 8 hours. For Managers Who do not accrue a Rostered Day Off, enter 7.6 for leave taken or the regular time for that day).

3.3. The Shire's Payroll/Human Resources Officer is responsible for the following:

- Ensure the timely and accurate processing and payment of wages based on timesheets which are provided within appropriate timeframes and in accordance with this policy.

4. Falsification of Timesheets

Shire employees must not falsify their own, or another employee's, timesheet. This includes but is not limited to:

- Completion of timesheets in advance for work that may be authorised but not yet undertaken (with the exception of Tuesday end of Pay Period or Public Holidays falling on Pay Period Ending, E.G. Christmas, only).

Submission of falsified timesheets, or involvement in the submission of falsified timesheets, is considered to be serious misconduct. Any employee found to have been involved in serious misconduct will be subject to disciplinary action including but not limited to, summary dismissal (termination of employment without notice).

Further, in some instances, this may need to be reported to the police and/or the Corruption and Crime Commission



5. Discrepancy between timesheet and pay

If there is any discrepancy between the information contained in an employee's timesheet and the pay that they subsequently receive, then they must notify the Shire's Payroll/Human Resources team as soon as possible.

If the discrepancy is unable to be resolved between the employee and the Shire's Payroll/Human Resources team, then it may be resolved in accordance with the Shire's Grievance Resolution.
See the Shire of Three Springs Policy Manual (APPENDIX C - COMPLAINTS HANDLING GUIDELINES)

6. Variation to this Policy

This policy may be cancelled or varied from time to time. All of the Shire's employees will be notified of any variation to this policy by the normal correspondence method.

Policy Review Date:

9.2.3 APPOINTMENT OF BUSH FIRE CONTROL OFFICERS

Agenda Reference: CEO 04/19-02
Location/Address: Three Springs Shire
Name of Applicant: N/A
File Reference: ADM0132
Disclosure of Interest: Nil
Date: 10th April 2019
Author: Sylvia Yandle, CEO

Signature of Author: _____

SUMMARY

The Purpose of this report is for Council to appoint such persons as it thinks necessary to be Bush Fire Control officers for the Shire of Three Springs under and for the purposes of the Bush Fires Act 1954 Section 38.

BACKGROUND

It is the view of the Three Springs Bush Fire Advisory Committee that certain persons be appointed as bush fire control officers for the purposes of the Act. The Act enables Bush fire Control officers to issue Permits to Burn ie section 18 subsection (6) provides;

Subject to this Act a person shall not set fire to the bush on land within a zone of the State during the restricted burning times for that zone of the State unless —

- (a) he has obtained a permit in writing to burn the bush from a bush fire control officer of the local government in whose district the land upon which the bush proposed to be burnt is situated, or from the chief executive officer of the local government if a bush fire control officer is not available; and
- (b) the conditions prescribed for the purposes of this section are complied with in relation to the burning of the bush.

The persons nominated to be appointed as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

The Functions of the Bush Fire Advisory Committee are in accordance with Section 67 of the *Bush Fires Act 1954* that provides;

3.11 Bush Fire Advisory Committee to nominate bush fire control officers

As soon as practicable after the annual general meeting of each bush fire brigade in the district, the Bush Fire Advisory Committee is to nominate to the local government, from the persons nominated by each bush fire brigade, a person or persons for the position of a bush fire control officer(s) for the brigade area.

3.12 Local government to have regard to nominees

When considering persons for the position of a bush fire control officer, the local government is to have regard to those persons nominated by the Bush Fire Advisory Committee, but is not bound to appoint the persons nominated.

3.13 Bush Fire Advisory Committee to consider bush fire brigade

recommendations

The Bush Fire Advisory Committee is to make recommendations to the local government on all recommendations received by the Bush Fire Advisory Committee from bush fire brigades.

COMMENT

The Three Springs Bush Fire Advisory Committee met on 18th September 2018 and resolved that the Shire of Three Springs be notified that due to Department of Fire and Emergency Services annual directory produced prior to the commencement of the financial year the Bush Fire Control Officers and Permit Issuing Officers for the Shire of Three Springs appointed in September 2017 be carried over for 2018/19 financial year.

The Three Springs Bush Fire Advisory Committee resolved that at future post season meetings (usually held in March or April) to nominate Bush Fire Control Officers and Permit Issuing Officers for the Shire of Three Springs and recommend to Council to appoint such officers for the coming financial year.

The decision to endorse the recommendation of the Three Springs Bush Fire Advisory Committee for the Bush Fire Control Officers and Permit Issuing Officers for the Shire of Three Springs appointed in September 2017 be carried over for 2018/19 financial year was resolved by Council at its meeting held in October 2018.

The Bush Fire Advisory Committee is considered to be the preferred committee to recommend such appointments are made as prescribed in the Act in regards to fire control. However under the Bush Fires Act and the Local Government Council has a responsibility to appoint the officers.

Where a local government that has been served with a notice pursuant to section 38 subsection (2C) fails or neglects to comply with the requirements of that notice, the FES Commissioner may appoint a person who is not employed in the Department to the vacant office.

It should be noted the role of a Fire Weather Officer is to validate fire permits if the weather is better than the forecast. Also, on all permits it is stated that

“THIS PERMIT IS NOT VALID ON DAYS OF FORECAST VERY HIGH, SEVERE, EXTREME OR CATASTROPHIC FIRE DANGER”.

If the weather is better than the forecast this is where the Fire Weather Officer may validate a permit. The other very important part of a permit is where it is stated that there must be 3 able bodied persons on site at all times.

At the Bush Fire Advisory Committee meeting held on 12th March 2019 Chief Fire Control Officer, Deputy Chief Control Officer, Emergency and Ranger Services Manager, Brigade Officers, Bush Fire Control Officers and Fire Weather Reader for 2019/20 were appointed and recommended for endorsement by Council as per list in officer recommendation Item 9.2.3

STATUTORY ENVIRONMENT

Bush Fires Act 1954 Sections 38 and 67.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan

3.9 Maintain and improve the provision of emergency services

VOTING REQUIREMENTS

Simple Majority

190405 COUNCIL RESOLUTION – ITEM 9.2.3

MOVED: Cr Heal
SECONDED: Cr Thomas

That Council endorse the nominations by the Three Springs Bush Fire Advisory Committee for the appointment of the Bush Fire Control Officers, Permit Issuing Officers and Fire Weather Reader for the Shire of Three Springs for 2019/2020 year as follows:

Chief Fire Control Officer
Deputy Chief Fire Control Officer
Fire Control Officers

Craig Morgan
Christian Haeusler
David Mutter, Michael Verrall, Adam Thomas, Chad Eva, Robert (Jim) Heal and Robbie Wier

Emergency and Ranger Services Manager

Grant Fidock

Brigades
Three Springs Town

Rod Ennor

Three Springs East

Christian Haeusler, Robbie Weir, and Michael Verrall

Three Springs West

Jim Heal, Chad Eva, Adam Thomas

Arrino

David Mutter

Bush Fire Control Officers appointed as Permit issuing Officers

Emergency and Ranger Services Manager
Chief Executive Officer
Chief Bush Fire Control Officer
Deputy Bush Fire Control Officer

Grant Fidock
Sylvia Yandle
Craig Morgan
Christian Haeusler

Fire Weather Reader

Craig Morgan

CARRIED
Voted: 6/0

9.2.4 HEAVY VEHICLE ACCESS UPGRADE APPLICATION

Agenda Reference: CEO 04/19-03
Location/Address: Shire of Three Springs
Name of Applicant: Not applicable
File Reference: ADM0171
Disclosure of Interest: N/A
Date: 10th April 2019
Author: Sylvia Yandle CEO on behalf of Greg Stephens

MATTER FOR CONSIDERATION

Council is requested to endorse assessment for upgrade to Network 7 on

1. Wilton Well Rd SLK 0 -16.51(Farm Driveway) RAV 4 with conditions
2. Turkey Flat Rd RAV 4 with conditions
3. Dookoonooka Rd No RAV rating
And RAV 4 on
4. Bligh Road SLK 0 – 9.85 (to Network 4)

APPLICANT'S SUBMISSION

- Toras Nominees Pty Ltd Becks Transport submitted applications to MRWA Heavy Vehicle Services (MRWA HVS) requesting an upgrade to Network 7 Heavy Vehicle Access on Wilton Well Rd SLK 0 -16.51(Farm Driveway), Turkey Flat Rd and Dookoonooka Rd.
- MRWA Heavy Vehicle Services (MRWA HVS) have submitted an application 12.2.2019 on behalf of an applicant for the shire to consider the upgrade from RAV 2 to RAV 4 on Bligh Road SLK 0 to SLK 9.85

The majority of the Shire roads are currently at Network 4 level.

Whilst MRWA are authorised to ultimately decide Heavy Vehicle Access levels on roads, the road owners are consulted as part of the application process since they are responsible for the preservation of these roads. This consultation process is to give the road owner an opportunity to gauge how an applied for Heavy Vehicle Network upgrade will affect their road network, including possible cost implications due to road improvement and preservation aspects, and road safety in general.

If Council does not want a higher Network level on particular roads for these reasons, then they have the option to not support the application. This consultation process precedes the onsite assessment process by MRWA HVS staff members, who determine whether the road is suitable for the higher Network level. This assessment process either shows the road as suitable for the higher Network level, or highlights those blackspots and deficiencies that are restricting the higher levels to be achieved.

BACKGROUND

Council's Heavy Haulage system is currently, generally to a Network 4 level. Two thirds of Council's road network is at this Network 4 level to bring it into line with the Network 4 Low Volume (roads with less than 75 Vehicles per day) guidelines - which is a risk management process to allow larger RAV vehicles on narrower roads, utilising strict operating conditions. The Network 4 combination (Pocket Road Train) is considered by MRWA to be the most efficient and yet relatively safe means for transporting freight via the road network. This is because this Network 4 combination is able to haul the largest allowable GCM, for any RAV less than 27.5m in length. Network 5 and 6 RAV's (Long Road Trains from 27.5m to 36.5m) are really Network 3 and 4 RAV's respectively, with vehicle lengths just greater than 27.5m due to longer than normal prime movers and / or trailers. Network 3 and 5 RAVs have

allowable GCMs < 84 Tonne, and Network 4 and 6 RAVs have allowable GCMs < 87.5 Tonne.

The RAV ROUTE ASSESSMENT GUIDELINES utilised for assessing whether a road is suitable for a certain level of RAV access is a comprehensive assessment process, but the main elements of this guideline that generally determines a level of RAV access, or no allowed RAV access on a particular road / street, are:

- Carriageway Width – in the case of Rural Roads
- Seal Width – in the case of Townsite Streets / Roads
- Average Daily Traffic Counts (AADT) – if the AADT of a road is < 75, then the Low Volume mechanism with strict operating conditions applies. Since most of our Local Government roads within our area have AADT's < 75, this Low Volume mechanism applies, but only up to and including Network 4 RAVs. It does not apply to higher Network levels.
- Width of Structures (Bridges, culverts etc)
- Entering and Stopping Site Distances at Intersections
- Turning Clearances (Swept Path Analysis) at Intersections
- Stacking Distance between Railway Crossings and nearby Intersections

The average daily road count and speed restrictions are two elements that have large bearings on this assessment process.

In the wheatbelt, the road carriageway width is the main criteria within this assessment process that determines what Network level a particular road is suited to. As per the guidelines, Network 2 to 4 RAVs (<27.5m in length) are grouped and assessed to the same levels, and the longer 5 to 8 RAV's (27.5 to 36.5m in length) are grouped and assessed to the same levels, but higher levels than for Network 2 to 4 RAVs. Network 4 RAV's also have the Low Volume conditions which applies (for roads with daily counts < 75 VPD) to allow these larger combinations on narrower carriageway widths.

Generally, from the guidelines, the minimum carriageway widths for Rural Roads for each Network type are:

- Rural Road – Network 2-4 (0-150 VPD and 60 speed restriction) > 7.6 m
- Rural Road – Network 5-8 (0-150 VPD and 60 speed restriction) > 7.7 m
- Rural Road – Network 4 – Low Volume Type B (0-75 VPD and 40 speed restriction) – 3.5 – 5.8 m (maximum road section length criteria also applies)
- Rural Road – Network 4 – Low Volume Type A (0-75 VPD and 40 speed restriction) – 5.8 – 6.1 m
- Rural Road – Network 4 – Low Volume Type A (0-75 VPD and 60 speed restriction) – 6.1 – 7.6 m

Generally, from the guidelines, the minimum seal widths for Town Streets (with no centreline barrier marking) for each Network type are:

- Town Streets – Network 2-4 (60 speed restriction) > 6.4 m
- Town Streets – Network 5-8 (60 speed restriction) > 6.6 m

Of the roads that have been applied for to be assessed to Network 7:

- One(1) currently has no RAV access whatsoever,
- Two (2) currently have Network 4 RAV access with conditions.

Obviously, these roads are all at varying standards (carriageway widths, gravel loss and vegetation), and to bring all of them up to a higher Network 7 standard will require some work, and possibly some work on intersections, which will come at a cost.

COMMENT

Council at its February 2019 meeting resolved:

190206 COUNCIL RESOLUTION – ITEM 9.2.1

MOVED: Cr Thorpe

SECONDED: Cr Heal

That :

- 1. Those applied for roads currently at Network 4 level, be approved to be assessed to Network 7. These roads Wilton Well Road SLK 0 to SLK 16.51 (Farm Gate), Turkey Flat Road and Dookoonooka Rd.***
- 2. Those applied for rural roads currently at Network 2 Level, be approved to be assessed to Network 4. These roads are Bligh Road SLK 0 to SLK 9.85.***

CARRIED

Voted: 5/0

Main Roads have confirmed Turkey Flat Rd, Wilton Wells Rd and Dookoonooka Road in the Shire of Three Springs have been assessed for RAV Network 7 access.

On this occasion Turkey Flat Rd, Wilton Wells Rd and Dookoonooka Road have been deemed suitable for RAV Network 7 access with the following conditions;

Turkey Flat Road (5130012) SLK 0.00 to 12.05

- Subject to LGA support

Wilton Wells Road (5130079) SLK 0.00 to 17.62

- Subject to LGA support
- Vegetation clearing facing East onto Wilton Wells Road/Eneabba-Three Springs Road (ESD 200m – requires 252m). Please see photo attached.

Dookoonooka Road (5130035) SLK 0.00 to 6.86

- Subject to LGA support

CONSULTATION

Not applicable

STATUTORY ENVIRONMENT

Main Roads WA Heavy Vehicle Services requirements in respect to vehicle combinations, loads etc.

POLICY IMPLICATIONS

Routes and Conditions is relevant to this item.

FINANCIAL IMPLICATIONS

Council can decide to allow these roads, applied for Network 7 access, to be assessed but can agree to not expend monies to eliminate found blackspots and deficiencies, preventing this higher Network level.

STRATEGIC IMPLICATIONS

Shire of Three Springs Strategic Community Plan.

ECONOMIC

Provide an effective and efficient transportation network,
Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community

Maintain an efficient, safe and quality local road network
Support the provision of appropriate regional transportation links, including rail, air and bus services

VOTING REQUIREMENTS

Simple majority

190406 COUNCIL RESOLUTION – ITEM 9.2.4

MOVED: Cr Connaughton

SECONDED: Cr Thorpe

OFFICER RECOMMENDATION – ITEM 9.2.4

That Council :

1. Support Main Roads recommendation on the assessment of Turkey Flat Road, Wilton Wells Road and Dookoonooka Road and that they are deemed suitable for RAV Network 7 access subject to any conditions stipulated in the assessment.

CARRIED

Voted: 6/0

9.3. FINANCE

9.3.1. FINANCIAL STATEMENTS FOR MONTH ENDING 31 MARCH 2019

Agenda Reference: CEO
Location/Address: Shire of Three Springs
Name of Applicant: Shire of Three Springs
File Reference: ADM0243
Disclosure of Interest:
Date: 7th April, 2019
Author: Leah John

Signature of Author: _____

SUMMARY

The Monthly Statement of Financial Activity report for the month ending 31st March, 2019 is presented to Council for adoption.

ATTACHMENT

Finance Report ending 31st March, 2019.

BACKGROUND

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

CONSULTATION

No consultation required.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Financial implications are outlined in comments.

STRATEGIC IMPLICATIONS

Nil.

OFFICER COMMENT

Council's estimated Surplus C/FWD as at the 31st March, 2019 is \$3,008,594.

SUMMARY OF FUNDS – SHIRE OF THREE SPRINGS	
Municipal Account	\$85,967
Business Cash Maximiser (Municipal Funds)	\$1,756,706
Grant Funds Holding Maximiser Account (Municipal Funds)	\$975,289
Trust Account	\$919
Reserve Maximiser	\$1,866,452
Police Licensing Account	\$95,299

Debtor's accounts as at 31st March, 2019 total \$9,506

Creditors as at 31st March, 2019 are \$261

The total outstanding Rates debt is \$101,824

VOTING REQUIREMENTS

Simple Majority.

190407 COUNCIL RESOLUTION – ITEM 9.3.1

MOVED: Cr Thorpe
SECONDED: Cr Thomas

That Council adopts the preliminary Monthly Statement of Financial Activity for the month ending 31st March, 2019.

CARRIED
Voted: 6/0

SHIRE OF THREE SPRINGS
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

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SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

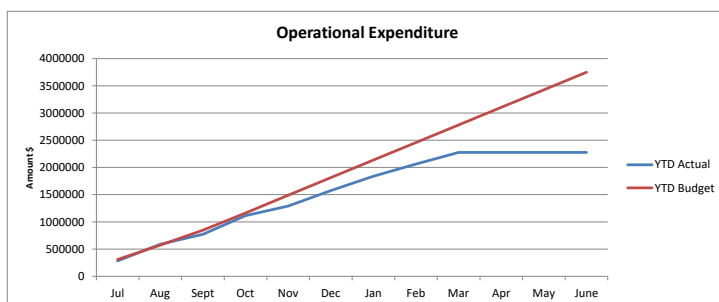
	NOTE	31/03/19 Y-T-D Actual \$	31/03/19 Y-T-D Budget \$	2018/19 Revised Budget \$	2018/19 Original Budget \$	31/03/19 Y-T-D Variance \$	31/03/19 Y-T-D Variance %
REVENUES/SOURCES	1,2						
Governance		41,589	40,723	46,397	22,913	866	(2%)
General Purpose Funding		514,135	508,718	676,441	514,530	5,417	(1%)
Law, Order, Public Safety		14,894	7,494	77,624	41,000	7,400	(99%)
Health		11,856	11,781	15,797	16,100	75	(1%)
Education and Welfare		161,866	511,576	1,064,762	1,063,762	(349,710)	68%
Housing		67,293	69,134	92,339	97,209	(1,841)	3%
Community Amenities		85,896	79,556	84,053	77,101	6,340	(8%)
Recreation and Culture		21,188	25,891	31,613	47,654	(4,703)	18%
Transport		671,275	875,404	1,191,618	1,531,740	(204,129)	23%
Economic Services		16,285	19,611	20,469	9,369	(3,326)	17%
Other Property and Services		26,344	29,791	35,755	61,450	(3,447)	12%
		<u>1,632,621</u>	<u>2,179,679</u>	<u>3,336,868</u>	<u>3,482,828</u>	<u>547,058</u>	<u>(25%)</u>
(EXPENSES)/(APPLICATIONS)	1,2						
Governance		(163,901)	(218,273)	(249,160)	(268,130)	(54,372)	25%
General Purpose Funding		(23,732)	(29,845)	(40,572)	(39,961)	(6,113)	20%
Law, Order, Public Safety		(147,828)	(135,521)	(179,985)	(182,091)	12,307	(9%)
Health		(91,111)	(93,313)	(120,426)	(116,905)	(2,202)	2%
Education and Welfare		(4,454)	(6,658)	(7,981)	(12,810)	(2,204)	33%
Housing		(252,888)	(281,370)	(377,133)	(342,311)	(28,482)	10%
Community Amenities		(161,341)	(236,077)	(308,426)	(322,233)	(74,736)	32%
Recreation & Culture		(590,837)	(653,894)	(818,083)	(892,279)	(63,057)	10%
Transport		(640,782)	(676,609)	(917,064)	(1,406,786)	(35,827)	5%
Economic Services		(85,061)	(100,905)	(129,893)	(120,780)	(15,844)	16%
Other Property and Services		(115,557)	(62,339)	(22,691)	(45,936)	53,218	(85%)
		<u>(2,277,492)</u>	<u>(2,494,804)</u>	<u>(3,171,414)</u>	<u>(3,750,222)</u>	<u>(217,312)</u>	<u>(9%)</u>
Net Result Excluding Rates		(644,871)	(315,125)	165,454	(267,394)	329,746	
Adjustments for Non-Cash (Revenue) and Expenditure							
(Profit)/Loss on Asset Disposals	4	(6,250)	4,750	4,750	5,750	(11,000)	232%
Movement in Leave Reserve (Added Back)		2,484	0	1,649	0	2,484	(100%)
Depreciation on Assets	2(a)	848,281	673,463	951,290	871,290	174,818	(26%)
Capital Expenditure and Income							
Purchase Land and Buildings	3	(343,454)	(1,040,026)	(2,001,030)	(2,067,500)	(696,572)	67%
Purchase Furniture and Equipment	3	(3,524)	(72,500)	(191,319)	(122,500)	(68,976)	95%
Purchase Plant and Equipment	3	(103,869)	(372,332)	(481,000)	(490,000)	(268,463)	72%
Purchase Infrastructure Assets - Roads	3	(342,876)	(1,029,612)	(1,902,069)	(2,017,476)	(686,736)	67%
Purchase Infrastructure Assets - Footpaths	3	(12,179)	(80,000)	(80,000)	(80,000)	(67,821)	85%
Purchase Infrastructure Assets - Parks	3	0	(27,800)	(36,400)	(53,600)	(27,800)	100%
Proceeds from Disposal of Assets	4	42,000	100,000	100,000	100,000	58,000	58%
Repayment of Debentures	5	(47,510)	(47,510)	(66,233)	(66,233)	0	0%
Transfers to Reserves (Restricted Assets)	6	(32,654)	(31,584)	(168,240)	(168,240)	1,070	(3%)
Transfers from Reserves (Restricted Assets)	6	0	0	732,400	760,000	0	0%
AD/Net Current Assets July 1 B/Fwd	7	1,614,197	1,614,197	1,614,197	1,555,477	0	0%
LE/Net Current Assets Year to Date	7	<u>3,008,594</u>	<u>2,662,898</u>	<u>682,268</u>	<u>0</u>	<u>345,696</u>	<u>(13%)</u>
Amount Req'd to be Raised from Rates		<u>(2,038,819)</u>	<u>(2,038,819)</u>	<u>(2,038,819)</u>	<u>(2,040,426)</u>	<u>0</u>	<u>0%</u>
Variance		(0)	0	0	0	0	

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

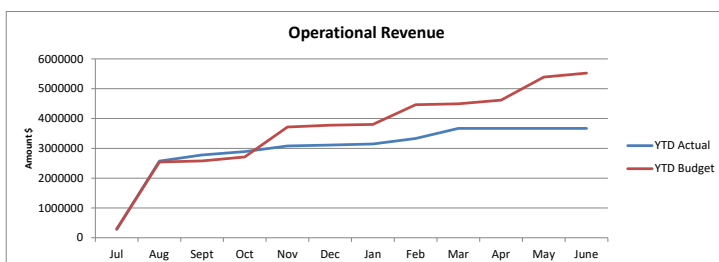
Council has adopted a 10% variance measurement with a minimum reportable value amount of \$5,000.
 % - Under-expenditure / extra income, (%) - Over-expenditure / reduced income.

	%	\$	
<u>REVENUES/SOURCES</u>			Explanation for Variances
General Purpose Funding	(1%)	\$ 5,417	Timing variance of other income related to rates such as fesa levy, instalment charges, non-payment charges, etc. Budget phased over 12 months.
5 Law, Order, Public Safety	(99%)	\$ 7,400	Emergency Services 3rd Qtr grant received ahead of budget schedule.
Education and Welfare	68%	-\$ 349,710	First progress claim of \$150,000 received from MWDC, subsequent claims to follow when construction starts.
10 Community Amenities	(8%)	\$ 6,340	Unplanned income - contributory of \$4k for Sewage Treatment Plant.
11 Recreation and Culture	18%	-\$ 4,703	Hockey Club to contribute 50% towards purchase and installation of lights at field.
12 Transport	23%	-\$ 204,129	Final RRG claim to be progressed after completion of road works. RTR funds received in the month. Black spot budget ahead of project schedule.
<u>(EXPENSES)/(APPLICATIONS)</u>			
Governance	25%	-\$ 54,372	Low salaries in administration driven by reduced hours and lower CPI adjustments.
General Purpose Funding	20%	-\$ 6,113	Landgate valuation costs expected in April/May period.
Law, Order, Public Safety	(9%)	\$ 12,307	Depreciation costs on fire prevention assets increased with the inclusion of new fire shed.
Housing	10%	-\$ 28,482	Budget increased for housing maintenance at March budget review inline with current maintenance schedule.
Community Amenities	32%	-\$ 74,736	Allocated funds for townscaping yet to be spent. Salary costs and Refuse site maintenance costs low at this stage.
Recreation & Culture	10%	-\$ 63,057	Attributed by low pool salary costs, low operational costs on sporting amenities and less expenditure in parks, gardens & reserves.
Transport	5%	-\$ 35,827	Tree pruning commenced in the month, allocated funds to be spent by end of the year.
Economic Services	16%	-\$ 15,844	Generally low spending in tourism and area promotion activities.
Other Property and Services	(85%)	\$ 53,218	Driven by higher asset depreciation costs and low cost recovery. Adjustments to done in April.
<u>CAPITAL EXPENDITURE AND INCOME</u>			
(Profit)/Loss on Asset Disposals	232%	-\$ 11,000	Skid Steer and Backhoe realised a gain at disposal against a budget loss.
Depreciation on Assets	(26%)	\$ 174,818	Review of economic useful life of major plants/equipment resulted in increased depreciation rates for assets, especially assets planned for replacement in current year.
Purchase Land and Buildings	67%	-\$ 696,572	Preparation of site and services installation completed. Actual construction of Childcare Facility planned for April/May.
Purchase Furniture and Equipment	95%	-\$ 68,976	Unspent funds for pool inflatable, upgrade of medical system, tourism radio and CV internet upgrade.
Purchase Plant and Equipment	72%	-\$ 268,463	Replacement of 12M Motor Grader deferred to last quarter.
Purchase Infrastructure Assets - Roads	67%	-\$ 686,736	RRG Projects commenced March, RTR and Municipal works to be progressed in April.
Purchase Infrastructure Assets - Footpaths	85%	-\$ 67,821	Laying of concrete completed late March and final fixes to be done in April.
Purchase Infrastructure Assets - Parks	100%	-\$ 27,800	Unspent funds for Hockey field lights, skate park revamp and sign boards for visitors.
Proceeds from Disposal of Assets	58%	\$ 58,000	Delay in disposal of 12M Motor Grader, deferred to last quarter.

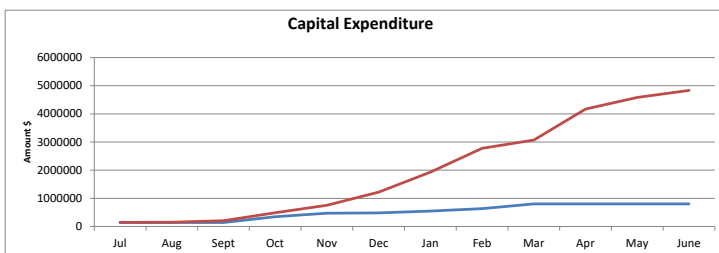
General Income and Expenditure Graphs



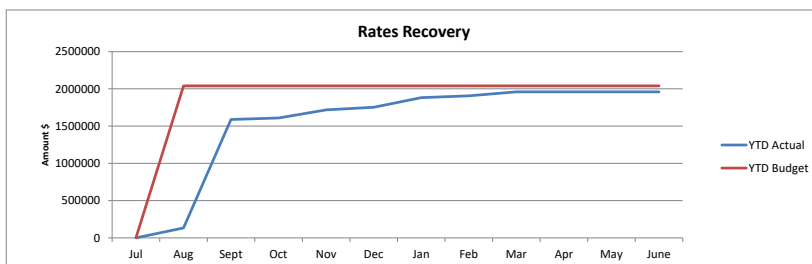
Comment: Road maintenance picked up and on track with budget. Pool opened in early December, delayed by capital works schedule hence operational costs under budget. Budget increased for Housing maintenance inline with current forecast. Other maintenance costs low in areas including reserve, parks and gardens, sporting amenities, refuse site.



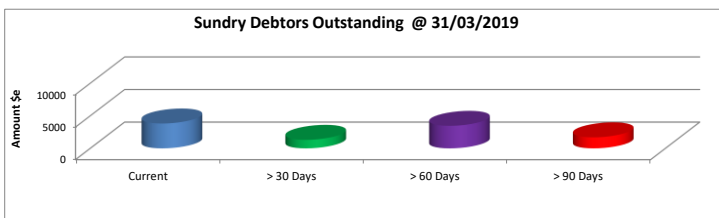
Comment: First 40% Regional Road Group funding and Direct Grants claimed in advance. FAGs received slightly over budgeted. First progress claim of \$150,000 received from MWDC for Child Care Facility. RTR funding released in March.



Comment: Purchased of new Staff Housing at 41 Slaughter Street completed in first quarter. Major projects including road works start incurring costs in March. Capital works on Simpson Rd and Bunney Rd completed. Services stallation for Child Care facility completed, actual construction start in June quarter. Pool bowl repatch and repainting completed well under budget with a purchase of new pool cleaning machine.



Comment: About 4 % of total Rates billed for 2018/19 year was outstanding at March close.



Comment: A total of more than \$9,000 was outstanding at March 2019 close.

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Basis of Accounting

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

(b) The Local Government Reporting Entity

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

(g) Trade and Other Receivables

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectibility of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

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

(g) Depreciation of Non-Current Assets

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

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

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

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Impairment

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

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

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

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

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2018.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on the Monthly Statement of Financial Position from a budgetary perspective.

(l) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

(m) Employee Benefits

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

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

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

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

(n) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

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

Borrowing Costs

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

**SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019**

2. STATEMENT OF OBJECTIVE

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

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

GOVERNANCE

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

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

GENERAL PURPOSE FUNDING

Objective: To collect revenue to fund provision of services.

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

LAW, ORDER, PUBLIC SAFETY

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

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

HEALTH

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

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

EDUCATION AND WELFARE

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

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

HOUSING

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

Activities: Maintenance of council owned housing.

COMMUNITY AMENITIES

Objective: Provide services as required by the community.

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

RECREATION AND CULTURE

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

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

TRANSPORT

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

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

ECONOMIC SERVICES

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

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

OTHER PROPERTY & SERVICES

Activities: Private works, plant repairs

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

		31 March, 2019 Actual \$	2018/19 Revised Budget \$	2018/19 Original Budget
3. ACQUISITION OF ASSETS				
The following assets have been acquired during the period under review:				
<u>By Program</u>				
Governance				
	IT equipments, Website			
Furniture & Equipment	Upgrade	2,860	15,000	30,000
Buildings		0	0	0
Law, Order, Public Safety				
Furniture & Equipment	CCTV Cameras	0	108,819	20,000
Fire Prevention Buildings	Fire Shed	0	0	0
Health				
Furniture & Equipment (Medical Centre)	Medical Centre equipment	0	30,000	30,000
	Upgrade IT system			
Welfare Services				
	Early Childhood Learning			
Buildings	Centre	116,466	1,630,000	1,630,000
Housing				
Buildings	Staff Housing	12,650	47,000	47,000
Buildings	Purchase New Staff Housing	140,633	140,632	140,000
Buildings	Other Housing	6,063	70,498	65,000
Community Amenities				
Buildings	Thrifty Shop	83	5,000	5,000
Recreation and Culture				
Buildings	Pool Paint, Lane Ropes & Shelter	67,401	85,400	158,000
Furniture & Equipment (Pool)	Pool Large Inflator	0	20,000	20,000
Infrastructure - Parks & Oval	Hockey Lights	0	12,800	30,000
Infrastructure - Parks & Oval	Skate Park revamp	0	10,000	10,000
Infrastructure - Parks & Oval	Park BBQ	0	5,000	5,000
Building - Pavilion		53	7,500	7,500
Buildings - Public Halls/Civic Centre		53	5,000	5,000
Transport				
Infrastructure - Roads		342,876.11	1,869,463	1,914,870
Purchase Plant & Equipment	Cat Grader/Skid Steere	103,869	430,000	430,000
	Free Roller / Dolly	0	25,000	40,000
Tools & Equipment	Automated Traffic Lights	0	26,000	20,000
Footpaths	Town	12,179	80,000	80,000
Drainage	Town Drainage	0	32,606	102,606
Furniture & Equipment	Office Equipment & Network	0	5,000	10,000
Economic Services				
Furniture & Equipment	Tourist Radio / CV internet	664	12,500	12,500
Buildings	Visitor Centre Ceiling works	53	10,000	10,000
Infrastructure - Parks & Oval	Sign Board for Visitors	0	8,600	8,600
		805,902	4,691,818	4,831,076

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

	31 March, 2019	2018/19	2018/19
	Actual	Revised Budget	Original Budget
	\$	\$	
3. ACQUISITION OF ASSETS			
The following assets have been acquired during the period under review:			
<u>By Class</u>			
Land Held for Resale	0	0	0
Land and Buildings	343,454	2,001,030	2,067,500
Furniture and Equipment	3,524	191,319	122,500
Plant and Equipment	103,869	481,000	490,000
Motor Vehicles	0	0	
Infrastructure Assets - Roads	342,876	1,902,069	2,017,476
Infrastructure Assets - Footpaths	12,179	80,000	80,000
Infrastructure Assets - Airfield	0	0	0
Infrastructure Assets - Parks and Ovals	0	36,400	53,600
	<u>805,902</u>	<u>4,691,818</u>	<u>4,831,076</u>

0

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

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

805,902	4,691,818	4,831,076
805,902	4,691,818	4,831,076
0	0	0

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

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

4. DISPOSALS OF ASSETS

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

<u>By Program</u>	Net Book Value	Net Book Value		Sale Proceeds	Sale Proceeds		Profit(Loss)	Profit(Loss)
	2018/19	2018/19		2018/19	2018/19		2018/19	2018/19
	BUDGET	ACTUAL		BUDGET	ACTUAL		BUDGET	ACTUAL
	\$	\$		\$	\$		\$	\$
Transport								
2009 Caterpillar Skid Steere	15,750	15,750		20,000	21,000		4,250	5,250
Caterpillar 12M Motor Grader	90,000	0		80,000	0		(10,000)	0
2001 Backhoe Case Loader 580LE	0	20,000		0	21,000		0	1,000
	105,750	35,750		100,000	42,000		(5,750)	6,250
<u>By Class</u>	Net Book Value	Net Book Value		Sale Proceeds	Sale Proceeds		Profit(Loss)	Profit(Loss)
	2018/19	2018/19		2018/19	2018/19		2018/19	2018/19
	BUDGET	ACTUAL		BUDGET	ACTUAL		BUDGET	ACTUAL
	\$	\$		\$	\$		\$	\$
Plant & Equipment	0							
	105,750	35,750		100,000	42,000		(5,750)	6,250
	105,750	35,750		100,000	42,000		(5,750)	6,250

Summary

Proceeds on Sale of Assets

Profit on Asset Disposals

Loss on Asset Disposals

2018/19	31/3/2019
BUDGET	ACTUAL
\$	\$
100,000	42,000
4,250	6,250
(10,000)	0
<u>(5,750)</u>	<u>6,250</u>

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

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

Particulars	Principal 1 Jul 18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual To Date \$	Budget Full Year \$	Actual To Date \$	Budget Full Year \$	Actual To Date \$	Budget Full Year \$	Actual To Date \$	Budget Full Year \$
Recreation & Culture									
Loan 156 - Swimming Pool Upgrad	17,531	0	0	8,651	17,531	8,880	0	466	703
Loan 160 - Swimming Pool	129,146	0	0	9,653	19,496	119,493	109,650	2,525	4,861
Transport									
Loan 157 - Grader	60,230	0	0	29,206	29,206	31,024	31,024	3,141	3,251
	206,907	0	0	47,510	66,233	159,397	140,674	6,132	8,815

excludes accrued interest

All other loan repayments will be financed by general purpose revenue

(b) New Debentures - 2018/19

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

(c) Unspent Debentures

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

(d) Overdraft

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

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

	31 March, 2019 Actual \$	2018/19 Revised Budget \$	2018/19 Original Budget \$
6. RESERVES			
Cash Backed Reserves			
(a) Leave Reserve			
Opening Balance	131,141	131,141	131,141
Amount Set Aside / Transfer to Reserve	2,484	3,213	3,213
Amount Used / Transfer from Reserve	-		
	<u>133,625</u>	<u>134,354</u>	<u>134,354</u>
(b) Plant Reserve			
Opening Balance	240,654	240,654	240,654
Amount Set Aside / Transfer to Reserve	4,558	61,896	61,896
Amount Used / Transfer from Reserve	-	-	-
	<u>245,212</u>	<u>302,550</u>	<u>302,550</u>
(c) Housing & Development Reserve			
Opening Balance	123,308	123,308	123,308
Amount Set Aside / Transfer to Reserve	2,335	23,021	23,021
Amount Used / Transfer from Reserve	-	(100,000)	(100,000)
	<u>125,644</u>	<u>46,329</u>	<u>46,329</u>
(d) Local Gov Com Housing Reserve			
Opening Balance	161,548	161,548	161,548
Amount Set Aside / Transfer to Reserve	3,060	3,958	3,958
Amount Used / Transfer from Reserve	-	(60,000)	(60,000)
	<u>164,608</u>	<u>105,506</u>	<u>105,506</u>
(e) Gravel Pit Reserve			
Opening Balance	47,703	47,703	47,703
Amount Set Aside / Transfer to Reserve	904	1,169	1,169
Amount Used / Transfer from Reserve	-		
	<u>48,607</u>	<u>48,872</u>	<u>48,872</u>
(f) Swimming Pool Rec Eq Reserve			
Opening Balance	136,891	136,891	136,891
Amount Set Aside / Transfer to Reserve	2,593	3,354	3,354
Amount Used / Transfer from Reserve	-	(72,400)	(100,000)
	<u>139,483</u>	<u>67,845</u>	<u>40,245</u>
(g) Day Care Centre Reserve			
Opening Balance	520,893	520,893	520,893
Amount Set Aside / Transfer to Reserve	9,866	12,762	12,762
Amount Used / Transfer from Reserve	-	(500,000)	(500,000)
	<u>530,759</u>	<u>33,655</u>	<u>33,655</u>
(h) Lovelocks Soak Reserve			
Opening Balance	50,635	50,635	50,635
Amount Set Aside / Transfer to Reserve	959	26,241	26,241
Amount Used / Transfer from Reserve	-		
	<u>51,594</u>	<u>76,876</u>	<u>76,876</u>
(i) Road Project Reserve			
Opening Balance	25,000	25,000	25,000
Amount Set Aside / Transfer to Reserve	474	25,612	25,612
Amount Used / Transfer from Reserve	-	-	-
	<u>25,474</u>	<u>50,612</u>	<u>50,612</u>
(i) Drainage Project Reserve			
Opening Balance	286,279	286,279	286,279
Amount Set Aside / Transfer to Reserve	5,422	7,014	7,014
Amount Used / Transfer from Reserve	-		
	<u>291,701</u>	<u>293,293</u>	<u>293,293</u>
Total Cash Backed Reserves	<u>1,756,706</u>	<u>1,159,891</u>	<u>1,132,292</u>

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

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

6. RESERVES (Continued)	31 March, 2019 Actual \$	2018/19 Revised Budget \$	2018/19 Original Budget \$
Summary of Transfers			
To Cash Backed Reserves			
Transfers to Reserves			
Leave Reserve	2,484	3,213	3,213
Plant Reserve	4,558	61,896	61,896
Housing & Development Reserve	2,335	23,021	23,021
Local Gov Com Housing Reserve	3,060	3,958	3,958
Gravel Pit Reserve	904	1,169	1,169
Swimming Pool Rec Eq Reserve	2,593	3,354	3,354
Day Care Centre Reserve	9,866	12,762	12,762
Lovelocks Soak Reserve	959	26,241	26,241
Roads Reserve	474	25,612	25,612
Drainage Reserve	5,422	7,014	7,014
	<u>32,654</u>	<u>168,240</u>	<u>168,240</u>
Transfers from Reserves			
Housing & Development Reserve	-	(100,000)	(100,000)
Local Gov Com Housing Reserve	-	(60,000)	(60,000)
Swimming Pool Rec Eq Reserve	-	(72,400)	(100,000)
Day Care Centre Reserve	-	(500,000)	(500,000)
Drainage Reserve	-	-	-
	<u>-</u>	<u>(732,400)</u>	<u>(760,000)</u>
Total Transfer to/(from) Reserves	<u>32,654</u>	<u>(564,160)</u>	<u>(591,760)</u>

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

- Leave Reserve
 - to be used to fund long service leave requirements
- Plant Reserve
 - to be used for the plant replacement, upgrade or purchase.
- Housing and Development Reserve
 - to be used to fund housing/accommodation projects
- Local Gov Com Housing Reserve
 - to be used to maintain the joint Ministry of Housing/Local Government Properties
- Gravel Pit Reserve
 - to be used for rehabilitation of disused gravel pits
- Swimming Pool Rec Eq Reserve
 - to be used to purchase recreational equipment for the swimming pool
- Child Centre Reserve
 - to be used to upgrade Child Care Building and equipments
- Lovelocks Soak Reserve
 - to be used for future upgrade of Water Infrastructure.
- Road Reserve
 - to be used for future Road upgrade/reconstruction.

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

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

	31 March, 2019 Actual \$	Brought Forward 1-Jul-18 \$
7. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	2,926,140	1,511,157
Cash - Restricted (Reserves)	1,756,706	1,724,052
Cash - Restricted (Unspent Grants)	-	-
Receivables		
- Rates Outstanding	58,296	35,623
- Excess Rates	(2,406)	(6,742)
- Sundry Debtors	33,999	224,525
- Emergency Services Levy	931	2,503
- Accrued income	-	40,720
- Prepayments	-	-
- Provision for doubtful debt	(80)	(1,055)
- GST Receivable	19,601	1,633
Inventories	5,497	5,497
Land held for resale	-	-
	<u>4,798,684</u>	<u>3,537,913</u>
LESS: CURRENT LIABILITIES		
Payables		
- Sundry Creditors	262	(139,158) *
- Accrued Expenditure	-	(28,755)
- GST Payable	(2,889)	(3,453)
- PAYG/Withholding Tax Payable	(16,160)	-
- Payroll Creditors	-	-
Accrued Interest on Debentures	-	(1,617)
Accrued Salaries and Wages	-	(9,600)
Current Employee Benefits Provision	(148,222)	(148,222)
Current Loan Liability	(18,723)	(66,233)
	<u>(185,732)</u>	<u>(397,038)</u>
NET CURRENT ASSET POSITION	4,612,952	3,140,875
Less: Cash - Reserves - Restricted	(1,756,706)	(1,724,052)
Less: Cash - Restricted/Committed	-	-
Add Back : Liabilities Supported by Reserves		
Component of leave liability not required to be funded	133,625	131,141
Add Back : Current Loan Liability	18,723	66,233
	<u>3,008,594</u>	<u>1,614,197</u>
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>3,008,594</u>	<u>1,614,197</u>

SHIRE OF THREE SPRINGS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

8. RATING INFORMATION - 2018/2019 FINANCIAL YEAR

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

All land except exempt land in the Shire of Three Springs is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2018/2019 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

9. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in the financial statements are as follows:

Detail	Balance 01-Jul-18 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Police Licensing	785	186,701	(186,953)	532
Three Springs LCDC	4,334			4,334
Arrowsmith Catchment	77,393			77,393
Arrowsmith Rates	11,556			11,556
Nomination Fees	0			0
East Three Springs Catchment	2,014			2,014
BCITF Levy	91	91	(91)	91
BRB Levy	63	233	(176)	120
Cat Trap Bond	0			0
Housing Bonds	280	1,760	(1,760)	280
Community Bus Bond	100			100
	<u>96,616</u>			<u>96,420</u>

10. CASH / INVESTMENTS SUMMARY

Short Term Investments (0 - 3 months)

Financial Institution	Fund	Date Invested	Investment Amount \$	Interest Rate % \$	Maturity Date	31 March 2019 Actual \$
National Australia Bank	Reserve Maxi	19/03/2019	1,756,706	2.50% 10,977	19/06/2019	1,756,706
National Australia Bank	Maxi Investment	1/03/2019	1,702,349	Credits 314,103	Debits (150,000)	1,866,452
National Australia Bank	Grant Acc	1/03/2019	974,979	310	-	975,289

Cash at Bank

	Fund	Total cash at Bank	O/S Deposits	O/S Cheques	Adjustment	31 March 2019 Actual \$
National Australia Bank	Muni	85,967	202	(2,070)	-	84,099
National Australia Bank	Trust	919	-	-	-	919
National Australia Bank	Licensing	95,299	202	-	-	95,501

SHIRE OF THREE SPRINGS

INCOME STATEMENT

BY PROGRAM

FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

	31/03/19 Y-T-D Actual	31/03/19 Y-T-D Budget	2018/19 Revised Budget
	\$	\$	\$
OPERATING REVENUES			
Governance	41,589	40,723	46,397
General Purpose Funding	2,552,954	2,547,537	2,714,543
Law, Order, Public Safety	14,894	7,494	77,624
Health	11,856	11,781	15,803
Education and Welfare	161,866	511,576	1,064,762
Housing	67,293	69,134	92,339
Community Amenities	85,896	79,556	84,053
Recreation and Culture	21,188	25,891	31,613
Transport	671,275	875,404	1,190,818
Economic Services	16,285	19,611	20,469
Other Property and Services	26,344	29,791	35,755
	<u>3,671,440</u>	<u>4,218,498</u>	<u>5,374,176</u>
OPERATING EXPENSES			
Governance	(163,901)	(218,273)	(249,160)
General Purpose Funding	(23,732)	(29,845)	(39,461)
Law, Order, Public Safety	(147,828)	(135,521)	(179,985)
Health	(91,111)	(93,313)	(120,426)
Education and Welfare	(4,454)	(6,658)	(7,981)
Housing	(252,888)	(281,370)	(377,133)
Community Amenities	# (161,341)	(236,077)	(308,426)
Recreation & Culture	(590,837)	(653,894)	(818,083)
Transport	(640,782)	(676,609)	(917,064)
Economic Services	(85,061)	(100,905)	(129,893)
Other Property and Services	(115,556)	(62,339)	(22,691)
	<u>(2,277,491)</u>	<u>(2,494,804)</u>	<u>(3,170,303)</u>
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>1,393,949</u>	<u>1,723,694</u>	<u>2,203,873</u>

SHIRE OF THREE SPRINGS

BALANCE SHEET

FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

	31 March, 2019 ACTUAL \$	2017/18 \$
CURRENT ASSETS		
Cash and Cash Equivalents	4,682,847	3,235,209
Trade and Other Receivables	110,341	293,755
Inventories	5,497	5,497
TOTAL CURRENT ASSETS	4,798,685	3,534,461
NON-CURRENT ASSETS		
Other Receivables	92,709	92,709
Investment		
Property, Plant and Equipment	13,999,275	14,300,079
Infrastructure	35,547,276	35,324,600
TOTAL NON-CURRENT ASSETS	49,639,260	49,717,388
TOTAL ASSETS	54,437,945	53,251,849
CURRENT LIABILITIES		
Trade and Other Payables	18,788	179,130
Long Term Borrowings	18,723	66,233
Provisions	148,222	148,222
TOTAL CURRENT LIABILITIES	185,733	393,585
NON-CURRENT LIABILITIES		
Long Term Borrowings	140,675	140,675
Provisions	32,228	32,228
TOTAL NON-CURRENT LIABILITIES	172,903	172,903
TOTAL LIABILITIES	358,636	566,488
NET ASSETS	54,079,309	52,685,361
EQUITY		
Retained Profits (Surplus)	29,965,130	28,603,836
Reserves - Cash Backed	1,756,706	1,724,052
Reserves - Asset Revaluation	22,357,473	22,357,473
TOTAL EQUITY	54,079,309	52,685,361

SHIRE OF THREE SPRINGS
STATEMENT OF CHANGES IN EQUITY
FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

	31 March 2019 Actual \$	2018 \$
RETAINED PROFITS (SURPLUS)		
Balance as at 1 July 2018	28,603,836	27,646,814
Change in Net Assets Resulting from Operations	1,393,948	1,424,969
Transfer from/(to) Reserves	(32,654)	(467,947)
Balance as at 31 march 2019	<u>29,965,130</u>	<u>28,603,836</u>
 RESERVES - CASH BACKED		
Balance as at 1 July 2018	1,724,052	1,256,105
Amount Transferred (to)/from Surplus	32,654	467,947
Balance as at 31 march 2019	<u>1,756,706</u>	<u>1,724,052</u>
 RESERVES - ASSET REVALUATION	#	
Balance as at 1 July 2018	22,357,472	21,927,453
Revaluation Increment		430,019
Revaluation Decrement	-	-
Balance as at 31 march 2019	<u>22,357,472</u>	<u>22,357,472</u>
 TOTAL EQUITY	 <u>54,079,308</u>	 <u>52,685,360</u>

SHIRE OF THREE SPRINGS

INCOME STATEMENT

BY NATURE OR TYPE

FOR THE PERIOD 1 JULY, 2018 TO 31 MARCH, 2019

	NOTE	31/03/2019 Y-T-D Actual	31/03/2019 Y-T-D Current Budget	2018/19 Revised Budget
		\$		\$
REVENUES FROM ORDINARY ACTIVITIES				
Rates	8	2,037,708	2,038,102	2,038,102
Grants and Subsidies - Operating		597,241	589,058	769,273
Grants and Subsidies - Non Operating		693,701	1,255,400	2,165,736
Contributions Reimbursements and Donations - Operating		31,655	27,674	30,616
Contributions Reimbursements and Donations - Capital		-	-	-
Proceeds on Disposal of Assets		42,000	100,000	100,000
Service Charges		-	-	-
Fees and Charges		196,552	200,578	237,282
Interest Earnings		53,965	48,659	65,047
Other Revenue		54,368	53,777	62,870
Realisation on Asset Disposal		(42,000)	(100,000)	(100,000)
		<u>3,665,190</u>	<u>4,213,248</u>	<u>5,368,926</u>
EXPENSES FROM ORDINARY ACTIVITIES				
Employee Costs		(774,447)	(901,253)	(1,126,947)
Materials and Contracts		(355,304)	(558,703)	(674,510)
Utilities		(104,514)	(159,775)	(185,333)
Depreciation		(848,281)	(673,463)	(951,290)
Interest Expenses		(7,349)	(8,870)	(12,314)
Insurance		(174,521)	(158,777)	(175,616)
Other Expenditure		(13,075)	(26,329)	(34,293)
		<u>(2,277,491)</u>	<u>(2,487,170)</u>	<u>(3,160,303)</u>
Loss on Sale of Assets		-	(10,000)	(10,000)
Profit on Asset Disposal		6,250	5,250	5,250
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS		<u>1,393,949</u>	<u>1,721,328</u>	<u>2,203,873</u>

Shire of Three Springs 2018/2019 Works Programme @ 31/03/2019																		
Road/Works	Job No	GL No	Works Program Progress												Financial Information			
			July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Full Year Budget	Y'td Budget	Y'td Actuals	Comments
Main Roads Projects																		
Three Springs Morawa Rd slk15.71-20.35 Pre seal	MR09	3154						X			X				267,000	178,002	35,973	Work started March
Three Spring - Enneabba Road 10mm PMB re-seal SLK 12-19	MR10	3154						X			X				320,000	213,336	40,034	Work started March
Three Spring - Perenjori 10mm PMB re-seal SLK8.4-14.8	MR11	3154						X			X				266,500	177,666	14,426	Work started March
Black Spot - Midlands Arrino intersection	1252	3104													225,000	150,000	0	Feasibility study commencing soon
RG04 - Intersection - Three Springs-Eneabba, Nebru Rd	RG04	3124	X	X			X				X				37,231	37,231	37,231	Release of retention monies for past capital works done.
Perenjori Road -Widen, seal & reconstruct	MR08	3154		X											0	0	983	
															1,078,500	756,235	128,646	
Roads To Recovery																		
Dudawa Road Various locations Pavement Repairs	RR09	3134													50,868	33,912	145	Work started March
Arrino South Road Various locations Pavement Repairs	RR10	3134													155,444	103,632	145	Work started March
Bunney Road	RR01	3134				X	X	X							117,633	117,633	105,951	Completed
															323,945	255,177	106,241	
Shire Projects																		
Strutton RoadResheet 1km	C1095	3164													139,509	53,656	0	Extend Road works to 4km @ total cost of \$139,509.
First North gravel resheeting	C1010	3164													0	0	0	Funds allocated to Strutton Rd - Mid year review
Beekeeper Resheet 3km	C1034	3164													0	0	0	Funds allocated to Wilton Well Rd - Mid year review
Simpson Road Resheet 1km & pruning	C1007	3164					X		X	X	X				149,509	56,316	83,071	Extend Road works from 1km to 4 km resheeting @ total cost of \$149,509.
Kangaroo Road Resheet 3km	C1091	3164													0	0	0	Funds allocated to Simpson Rd- Mid year review.
Arrino West shoulders and reseal	C1024	3164													0	0	0	Council resolved to defer and carryover over to 2019/2020 budget and increase funds.
Broad Road resheet bends 1km	C1013	3164													0	0	0	Funds allocated to Wilton Well Rd - Mid year review
Drainage	1208	5594		X											32,606	21,738	0	Shire /Contractor
Footpath	1245	3224								X		X			80,000	80,000	7,255	Project commenced during the month, completion in April.
															401,624	211,710	90,325	
Total Capital Works															1,804,069	1,223,122	325,213	
WANDRRA PROJECTS																		
FLOOD DAMAGE WORKS		3322													0	0	0	Wandrra project cancelled - removed in Budget review
															0	0	0	
Operations and Maintenance Expenditure																		
Maintenance General		3352													0	0	333,095	Total made up of individual road maintenance costings.
Town Street Maintenance	1201	3352	X	X	X	X	X	X	X	X	X				32,116	26,426	22,555	
Rural Road Maintenance	1202	3352	X	X		X	X	X	X	X		X			13,433	85,086	9,897	
Road Maintenance Grading	1229	3352													305,471	229,104	0	Cost against individual roads -row 43
Fire Control	5001	0692	X	X	X	X	X		X	X	X							
Refuse Site Maintenance	1001	1772	X		X	X	X	X	X	X	X				30,426	25,651	12,476	
Tree Pruning Rural Roads (Contract)	1324	3372									X				100,000	74,997	12,785	
Tree Pruning Town (Contract)	1322	3372				X					X				15,000	11,750	13,024	
Traffic Signs & Control	1240	3442						X							6,000	4,500	9	
Landscape and kerbing maintenance		2102									X				20,000	15,003	27	
Parks and Garden Maintenance																		
Other Parks & Gardens Maintenance	1105	2642	X	X	X	X	X	X	X	X	X				77,717	73,846	45,212	Most costs captured in activity areas.
Street Trees & Watering	1232	3362	X	X	X	X	X	X	X	X		X			4,450	4,661	833	
Street Cleaning	1231	3432	X	X	X	X	X	X	X	X	X	X			30,000	20,076	28,785	
Oval Maintenance	1107	2652	X	X	X	X	X	X	X	X	X				101,315	81,963	56,633	
Stormwater Drain Maintenance	1003	2002	X	X	X		X				X				9,950	7,470	5,225	
Centenary Water Feature	1120	3132	X	X	X	X	X	X	X	X	X	X			7,950	6,117	5,266	
Verge Spraying - Weed control	1301	3842	X	X	X	X	X				X				20,500	14,475	11,710	
Cemetery Maintenance	2302	X	X	X	X	X	X	X	X	X	X				22,050	17,579	18,706	Clean up Arrino and T/Springs cemeties
Depot Maintenance	1230	3402	X	X	X	X	X	X	X	X	X				34,391	27,794	28,749	
Total Operations and Maintenance															930,769	726,498	604,986	

		Debtors Trial Balance						
		As at 31.03.2019						
Debtor #	Name	Credit Limit	31.12.2018		30.01.2019	01.03.2019	31.03.2019	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
C102			0.00	0	0.00	209.90	0.00	209.90
C108			0.00	0	0.00	27.41	0.00	27.41
D14			0.00	0	0.00	0.00	680.00	680.00
G64			0.00	0	0.00	230.00	0.00	230.00
H54			0.00	0	0.00	0.00	99.98	99.98
I17			0.00	0	0.00	80.00	0.00	80.00
J17			0.00	0	0.00	0.00	1430.00	1430.00
K20			0.00	0	0.00	0.00	0.00	-200.00
L97			0.00	0	0.00	110.00	0.00	110.00
M103			0.00	0	0.00	10.00	20.00	30.00
M118			0.00	0	112.50	0.00	0.00	112.50
N7			0.00	0	0.00	0.00	720.00	720.00
O16			226.00	124	0.00	0.00	0.00	226.00
O17			0.00	0	0.00	0.00	0.00	-240.00
P56			0.00	0	0.00	0.00	7.60	7.60
R31			0.00	0	0.00	0.00	40.00	40.00
R33			0.00	0	0.00	0.00	40.00	40.00
T8			0.00	0	1925.01	0.00	0.00	1925.01
T25			0.00	0	300.00	0.00	0.00	300.00
T28			0.00	0	0.00	0.00	10.00	10.00
T52			1466.86	181	1123.48	640.00	640.00	3870.34
T57			0.00	0	0.00	0.00	60.00	60.00
V11			0.00	0	0.00	0.00	50.00	50.00
W60			0.00	0	0.00	0.00	0.00	-333.05
Totals --- Credit Balances:		-773.05	1692.86		3460.99	1307.31	3817.58	9505.69

9.3.2. ACCOUNTS FOR PAYMENT – 31 MARCH 2019

Agenda Reference: CEO
Location/Address: Shire of Three Springs
Name of Applicant: Shire of Three Springs
File Reference: ADM0083
Disclosure of Interest:
Date: 2nd April, 2019
Author: Donna Newton

Signature of Author: _____

SUMMARY

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

ATTACHMENT

Lists of creditors paid as at 31st March, 2019 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

190408 COUNCIL RESOLUTION – ITEM 9.3.2

MOVED: Cr Heal
SECONDED: Cr Thomas

That Council notes the accounts for payment as presented for March, 2019 from the –

Municipal Fund totalling \$245,201.03 represented by Electronic Fund Transfers No's 15098 – 15137, Cheque No's 11533 – 11535 and Direct Debits 11804.1 – 11804.2, 11805.1, 11808.1 – 11808.4, 11818.1, 11820.1 – 11820.4 & 11828.1.

Licensing Fund totalling \$38,198.35 represented by Direct Debit No 11839.1.

CARRIED
Voted: 6/0

Date: 01/04/2019
Time: 1:40:00PM

SHIRE OF THREE SPRINGS
Statement of Payments for the Month of March 2019

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
Synergy				
11533	20/03/2019	Electricity Usage Charges		13,574.80
INV	28/02/2019	Electricity Usage Charges 17/01/2019 to 20/02/2019- Swimming Pool,	7,272.90	
INV	05/03/2019	Electricity Charges 25/01/2019 to 24/02/2019- 133 Street Lights, , Over	2,180.30	
INV	06/03/2019	Electricity Usage Charges 01/01/2019 to 01/03/2019- Unit 1 Kadathinni,	112.10	
INV	06/03/2019	Electricity Usage Charges 01/01/2019 to 28/02/2019- 50 Carter Street,	358.60	
INV	06/03/2019	Electricity Usage Charges 01/01/2019 to 28/02/2019- 16 Touche Street,	62.00	
INV	06/03/2019	Electricity Usage Charges 01/01/2019 to 28/02/2019 - 41 Slaughter	350.35	
INV	06/03/2019	Electricity Usage Charges 01/01/2019 to 01/03/2019 - Medical Centre,	1,622.90	
INV	06/03/2019	Electricity Usage Charges 01/01/2019 to 28/02/2019 - 47 Williamson	67.95	
INV	06/03/2019	Electricity Usage Charges 03/01/2019 to 01/03/2019 - Water Feature , ,	372.05	
INV	06/03/2019	Electricity Usage Charges 01/01/2019 to 28/02/2019 89 Williamson	67.70	
INV	06/03/2019	Electricity Usage Charges 01/01/2019 to 28/02/2019 - Fire Shed, Over	162.05	
INV	06/03/2019	Electricity Usage Charges 01/01/2019 to 28/02/2019 - Unit 1 (A) 66	122.35	
INV	06/03/2019	Electricity Usage Charges 01/01/2019 to 28/02/2019 - Oncharged to	193.75	
INV	06/03/2019	Electricity Usage Charges 01/01/2019 to 01/03/2019- Old Nurses	188.05	
INV	06/03/2019	Electricity Usage Charges 01/01/2019 to 28/02/2019- 21 Franklin Street,	261.70	
INV	06/03/2019	Electricity Usage Charges 19/12/2018 to 28/02/2019- 17 Glyde Street	108.90	
INV	07/03/2019	Electricity Supply Charges 29/12/2018 to 06/03/2019 - Duffys Store , ,	71.15	
Telstra				
11534	20/03/2019	Monthly Account		235.68
INV	05/03/2019	Mobile Phone Usage 05/03/2019 to 04/04/2019 - 0409 835 726, ,	0.72	
INV	05/03/2019	Mobile Phone Usage 05/03/19 to 04/04/19 - 0448 070 406 (Internet)	184.96	
INV	11/03/2019	Mobile Phone Usage 11/03/2019 to 10/04/2019 - 0407 981 659 \$25.00	50.00	
Telstra				
11535	29/03/2019	Monthly Account		1,553.50
INV	23/03/2019	Monthly Telephone Usage Charges to 15/03/2019, Service Charges to	1,553.50	
Aquatic Services WA Pty Ltd				
EFT15098	01/03/2019	Aquatic Centre Chemicals		4,985.60
INV 22633	01/03/2019	Supply and Deliver Following Pool Chemicals, 64 x Tubs Pool Protector	4,985.60	
Instant Weighing				
EFT15099	01/03/2019	Contractor		1,100.00
INV	07/12/2019	Calebrate Non Trade FEL, Shared District Run Travel and	1,100.00	
Australian Taxation Office				
EFT15100	20/03/2019	Bas Remittance for February 2019		6,178.00
INV BAS 02	28/02/2019	BAS Remittance for February 2019, BAS Remittance for February 2019,	6,178.00	
AMPAC Debt Recovery (WA) Pty Ltd				
EFT15101	20/03/2019	Debt Recovery		192.50
INV 53704	28/02/2019	08/02/2019- 414123 Lot 15 Christie Street Three Springs- A431 AU WA	192.50	
BGC Transport Moora				
EFT15102	20/03/2019	Contractor		36,216.61
INV IT32789	15/02/2019	Supply and deliver 200 tonne 7mm washed MRD spec Aggregate to	15,569.41	
INV IT32803	15/02/2019	Supply and Deliver 220 tonne 7mm washed MRD Spec Aggregate to	5,960.48	
INV IT32790	15/02/2019	Supply and deliver 145 tonne washed 7mm MRD Spec Aggregate to	6,434.04	
INV IT32972	21/02/2019	Supply and Deliver 220 tonne 7mm washed MRD Spec Aggregate to	8,252.68	
Child Support Agency				
EFT15103	20/03/2019	Payroll deductions		675.12
INV	05/03/2019	Payroll Deduction 05/03/2019	337.56	
INV	19/03/2019	Payroll Deduction for 19/03/2019	337.56	
Courier Australia				
EFT15104	20/03/2019	Freight Account Various		59.58
INV 0401	01/03/2019	19/2/19 Freight from Three Springs to Pathwest Perth- Pool water	43.79	
INV 0402	08/03/2019	05/03/2019 Freight from Westrac Perth to Three Springs- Parts TS5002	15.79	
REDMACH Pty Ltd T/A RedMac Ag Services				
EFT15105	20/03/2019	Monthly Account		9.79
INV 209641	26/02/2019	Spark Plug	9.79	

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Statement of Payments for the Month of March 2019

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
Department Of Local Government, Sport and Cultural Industries.				
EFT15106	20/03/2019	Reimbursement - Harmony Day Grant		2,200.00
INV	07/03/2019	Reimbursement - OMI Grant 2018/2019, HW2019, Finding harmony in	2,200.00	
Geraldton Fuel Company Pty Ltd (Refuel Australia)				
EFT15107	20/03/2019	Monthly Account		11,122.44
INV	15/03/2019	1 X 20 kg Liplex Plus EP2	210.00	
INV	18/03/2019	ULS/Diesel 7700 litres @ \$1.4172 Per Litre	10,912.44	
Great Southern Fuel Supplies				
EFT15108	20/03/2019	Monthly Fuel Card Account		252.35
INV	28/02/2019	ULP for OTS 12/02/2019 63.17 Litres, ULP for 001TS 04/02/2019 48.59	252.35	
Health Insurance Fund (HIF) of WA (Inc)				
EFT15109	20/03/2019	Payroll deductions		240.40
INV	05/03/2019	Payroll Deduction for 05/03/2019	120.20	
INV	19/03/2019	Payroll Deduction for 19/03/2019	120.20	
LG Assist Australia				
EFT15110	20/03/2019	Advertising Account		605.00
INV 0011110	12/03/2019	Advertise DCEO/MoF & Works Manager roles in LG Assist website on	605.00	
Totally Workwear Geraldton				
EFT15111	20/03/2019	Uniform Order Staff		479.57
INV	04/03/2019	101130BK22 BC LDS EASY FIT WAIST PANT BLACK , CC CITY	479.57	
Moore Stephens				
EFT15112	20/03/2019	Annual Return Year Ending 30/06/2018		3,245.00
INV 311009	28/02/2019	Roads To Recovery- Annual return for the year ended 30th June 2018	3,245.00	
Perfect Computer Solutions Pty Ltd				
EFT15113	20/03/2019	Computer & IT Services		337.50
INV 24439	28/02/2019	Supply Microsoft Keyboard and Mouse set, Wired - Maintenance Officer	40.00	
INV 24438	28/02/2019	Labour, 19/02/2019- Install firefox and java on ceo laptop., 21/02/2019-	297.50	
Sweetman's Hardware				
EFT15114	20/03/2019	Monthly Account		394.80
INV 64	15/02/2019	Fan for Pump Shed, Timer Garden watering, Garden Rake, Valve,	315.95	
INV 2	21/02/2019	Paint 4 Ltr - 47 Williamson Street	78.85	
Three Springs Primary School P & C Association				
EFT15115	20/03/2019	Drum Muster		104.23
INV 35	13/03/2019	Drum Muster October 2018 296 Drums charged at 27.5 Cents Per Drum,	104.23	
Three Springs IGA				
EFT15116	20/03/2019	Monthly Account		389.22
INV	20/02/2019	B/Berg G/Beer Diet 10X375ml Councillors Meeting Feb 2019, B/Berg	229.01	
INV	28/02/2019	Arn Choc Tim Tam 200gm. Councillors Meeting Feb 2019. , ,	160.21	
Three Springs Rural Services				
EFT15117	20/03/2019	Monthly Account		151.61
INV 45044	25/02/2019	Gear Drive Sprinkler, Reducing bush	46.51	
INV 45068	27/02/2019	Thinners (Painting)	17.96	
INV 45065	27/02/2019	Cold Galv paint, Disc's	44.20	
INV 45064	27/02/2019	Steel	22.95	
INV 45076	28/02/2019	12v pin Electronic	19.99	
Westrac Pty Ltd				
EFT15118	20/03/2019	Monthly Account		636.64
INV	05/03/2019	3687503 spring assembly-TS5002	636.64	
AMP Life Limited				
EFT15119	20/03/2019	Super on Loading BackPay		258.93
INV SOL	20/02/2019	Super on Loading BackPay from 01/07/2009 to 30/06/2018 - PC	258.93	
Oasis Asset Management Limited (Matrix)				
EFT15120	21/03/2019	Super on Loading BackPay		143.92
INV SOL	21/02/2019	Super on Loading BackPay from 01/07/2009 to 30/06/2018 - LM	143.92	

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
Kruze Design Group Pty Ltd ATF M & H Fawkes Family Trust T/as Adage Furniture				
EFT15121	29/03/2019	Purchase of Trestle Tables and Trolley		2,517.90
INV 14289	21/03/2019	Heavy duty commercial trestle table, Dura table trolley, Freight	2,517.90	
Sharon Bell				
EFT15122	29/03/2019	Reimbursement Fuel to and from Eneabba		10.53
INV	20/03/2019	Reimbursement for ULP fuel for attendance of risk Resisters & Planning	10.53	
Courier Australia				
EFT15123	29/03/2019	Freight Account Various		33.11
INV 0403	22/03/2019	12/03/2019 Freight from Three Springs 6519 to State Library Perth 6000-	33.11	
Eastman Poletti Sherwood Architects				
EFT15124	29/03/2019	Contractor		9,636.68
INV 2388B	14/03/2019	Sub consultant fees- Three Springs Child Care Centre	2,618.00	
INV 2388A	14/03/2019	Tendering and contract administration- Three Springs Child Care,	7,018.68	
Leeman Plumbing & Excavation				
EFT15125	29/03/2019	Contractor		718.41
INV	24/03/2019	Use Drain Machine to Clear Soak Drainage Pipework 18/03/2019 -	718.41	
Starick Tyres				
EFT15126	29/03/2019	Monthly Account		35.31
INV 31501	28/02/2019	28/2/2019 - MAL - 19"TL Puncture Repair for 001TS, 28/2/2019 - CT-10	35.31	
Officeworks				
EFT15127	29/03/2019	Supplies for shoWcAse in PIXELS (Formerly Banners in the Terrace)		88.84
INV	18/03/2019	Educational Kids PVA Glue 5 litre (shoWcAse IN PIXELS), Posca	74.91	
INV	22/03/2019	Posca Marker pen - blue 8mm (shoWcAse IN PIXELS)	7.98	
INV	26/03/2019	Freight (shoWcAse IN PIXELS)	5.95	
Rural Traffic Services PTY LTD				
EFT15128	29/03/2019	Contractor		9,071.55
INV	19/03/2019	Traffic Control for tree lopping Verge vegetation management, Traffic	9,071.55	
Sweetman's Hardware				
EFT15129	29/03/2019	Monthly Account		1,146.15
INV 3	06/03/2019	Supply 8 x I-25 Hunter Sprinklers for Hockey Oval	896.00	
INV 65	15/03/2019	Tec Screws, Drop Sheet, Paint Brush and Brush refill (Painting), Hose	250.15	
Scotty's Contracting				
EFT15130	29/03/2019	Contractor		558.14
INV 1107	07/03/2019	Remove and replace GPO's Lounge room	143.00	
INV 1106	07/03/2019	Pump change over - fault dosing system	132.00	
INV 1108	26/03/2019	Check Lights at Netball Court and Playground. Found Both Switches	283.14	
SEEK Limited				
EFT15131	29/03/2019	Advertising DCEO/ MOF		616.00
INV	20/03/2019	Advertising costs for posting DCEO/MoF on the SEEK Ltd website -	308.00	
INV	21/03/2019	Advertising costs for posting Manager of Works & Services on the SEEK	308.00	
Three Springs Rural Services				
EFT15132	29/03/2019	Monthly Account		156.03
INV 45130	12/03/2019	Neta 19mm x 25Mtr Lo-Pol Pipe x1, 90C Pop Up Sprinkler x 1 & 180C	34.05	
INV 45138	13/03/2019	Rapid Set Concrete x 2	20.00	
INV 45140	13/03/2019	Socket 3/4" Threaded Poly x 2, Nipple 3/4" Threaded Poly x 1 & Ball	35.51	
INV 45169	18/03/2019	Rapid Set Concrete x 1	10.00	
INV 45224	25/03/2019	AVJIG1 - Jiggle Syphon Hose 1/2	18.62	
INV 45254	27/03/2019	MIT10 Broom Med Stiff Landscaper - for outside are of the Admin	37.85	
Three Springs Medical				
EFT15133	29/03/2019	Pre-Employment Medical		215.00
INV	11/03/2019	11/03/2019 – Pre-Employment Medical for Plant Operator/General Hand	215.00	
Westrac Pty Ltd				
EFT15134	29/03/2019	Monthly Account		10,277.30
INV PI	19/03/2019	coolant 365-8396	105.81	
INV PI	20/03/2019	9J-3657 cutting edges, 9J-3657 cutting edges	3,914.13	

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Statement of Payments for the Month of March 2019

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
Westrac Pty Ltd				
INV PI	20/03/2019	Tube assembly -ex Melbourne 263-3537, frieght, hyd hose 279-5417	360.44	
INV SI	26/03/2019	Cat Loader TS 5008 - Remove and Replace CAT REMAN Implement	7,000.25	
INV SI	26/03/2019	Full Credit for OR-7423 from Invoice SI 1404425 - VANE CARTIDGE	-1,103.33	
Winchester Industries				
EFT15135	29/03/2019	14mm Aggregate		74,067.40
INV Q9261	31/01/2019	Supply and Deliver 670 tonne, 14mm washed, MRD specification	29,374.40	
INV Q9260	31/01/2019	Purchase and deliver 620 tonne 14mm washed MRD Spec Aggregate to	27,409.80	
INV Q9259	31/01/2019	Supply and deliver 445 tonne, 14mm washed MRD Spec Aggregate to	17,283.20	
WA Local Government Association (WALGA)				
EFT15136	29/03/2019	Planning Practices Short Course		1,545.00
INV	25/03/2019	Planning Practices Training for Cr Lane	515.00	
INV	25/03/2019	Planning Practices Training for Cr Thorpe	515.00	
INV	25/03/2019	Planning Practices Training for Cr Mutter	515.00	
Dave Watson Contracting Pty Ltd				
EFT15137	29/03/2019	Contractor		37,030.95
INV	18/03/2019	Town Street Trees (Roadside), Remove and cut fallen tree , Trim trees	16,634.75	
INV	18/03/2019	Verge Pruning Along Morawa Road (25Km to 30km) 28.5 hrs	9,492.45	
INV	18/03/2019	Tree Clearing/Verge pruning along Morawa Road 32.5 hrs	10,903.75	
iiNet Limited				
DD11804.1	01/03/2019	Monthly Medical Centre Coorow Account		54.95
INV	14/02/2019	Monthly Medical Centre Internet Account, 10 ADSL 1 SP-10 User Name	54.95	
Westnet Pty Ltd				
DD11804.2	01/03/2019	Annual DNS Mail Relay Charges		90.00
INV	14/02/2019	DNS Mail Relay Recurring for the Period 31/01/2019 to 31/10/2020	90.00	
Commander Australia				
DD11805.1	13/03/2019	Monthly Account		46.92
INV	25/02/2019	Commander Contract (System Rental) 16/03/2019 to 15/04/2019 - Depot	46.92	
WA Super				
DD11808.1	05/03/2019	Payroll deductions		4,451.96
INV SUPER	05/03/2019	Super. for 05/03/2019	3,677.26	
INV	05/03/2019	Payroll Deduction for 05/03/2019	37.62	
INV	05/03/2019		150.47	
INV	05/03/2019	Payroll Deduction for 05/03/2019	311.15	
INV	05/03/2019	Payroll Deduction for 05/03/2019	207.69	
INV	05/03/2019	Payroll Deduction for 05/03/2019	67.77	
Australian Super				
DD11808.2	05/03/2019	Superannuation contributions		329.15
INV	05/03/2019	Payroll Deduction for 05/03/2019	94.04	
INV SUPER	05/03/2019	Super. for 05/03/2019	235.11	
Colonial First State - FirstChoice Wholesale Personal Super				
DD11808.3	05/03/2019	Payroll deductions		646.16
INV SUPER	05/03/2019	Super. for 05/03/2019	346.16	
INV	05/03/2019	Payroll Deduction for 05/03/2019	300.00	
Sunsuper Superannuation Fund				
DD11808.4	05/03/2019	Superannuation contributions		200.34
INV SUPER	05/03/2019	Super. for 900312553 05/03/2019	200.34	
Commander Australia				
DD11818.1	27/03/2019	Quarterly Account		301.28
INV	11/03/2019	Commander Contract (Quarterly System Maintenance) NT40 Contract	301.28	
WA Super				
DD11820.1	19/03/2019	Payroll deductions		4,819.53
INV SUPER	19/03/2019	Super. for 19/03/2019	3,971.20	
INV	19/03/2019	Payroll Deduction for 19/03/2019	37.62	
INV	19/03/2019		150.47	
INV	19/03/2019	Payroll Deduction for 19/03/2019	311.15	

Date: 01/04/2019
Time: 1:40:00PM

SHIRE OF THREE SPRINGS
Statement of Payments for the Month of March 2019

USER: Donna Newton
PAGE: 5

Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
WA Super				
INV	19/03/2019	Payroll Deduction for 19/03/2019	207.69	
INV	19/03/2019	Payroll Deduction for 19/03/2019	141.40	
Australian Super				
DD11820.2	19/03/2019	Superannuation contributions		329.15
INV	19/03/2019	Payroll Deduction for 19/03/2019	94.04	
INV SUPER	19/03/2019	Super. for 19/03/2019	235.11	
Colonial First State - FirstChoice Wholesale Personal Super				
DD11820.3	19/03/2019	Payroll deductions		646.16
INV SUPER	19/03/2019	Super. for 19/03/2019	346.16	
INV	19/03/2019	Payroll Deduction for 19/03/2019	300.00	
Sunsuper Superannuation Fund				
DD11820.4	19/03/2019	Superannuation contributions		200.34
INV SUPER	19/03/2019	Super. for 19/03/2019	200.34	
National Mastercard				
DD11828.1	20/03/2019	Monthly Credit Card Account		18.00
INV	20/03/2019	Card Fee - SJY, Card Fee - LJ	18.00	
Department Of Transport - Daily Licensing				
DD11839.1	31/03/2019	POLICE LICENSING PAYMENTS FOR MARCH 2019		38,198.35
INV T1	31/03/2019	POLICE LICENSING 27/02/2019, POLICE LICENSING 28/02/2019,	38,198.35	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
L	POLICE LICENSING	38,198.35
M	MUNICIPAL BANK	245,201.03
TOTAL		283,399.38

National Business Visa Card

21 February, 2019 to 20 March, 2019

Chief Executive Officer

Nil	\$	-
	\$	-

Deputy Chief Executive Officer

Nil	\$	-
	\$	-

Bank Charges	\$	18.00
	\$	18.00

Total Direct Debit Payment made on 25/03/2019	\$	18.00
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Police Licensing

Direct Debits from Trust Account

1 March, 2019 to 31 March, 2019

Friday, 1 March 2019	\$	1,148.05
Tuesday, 5 March 2019	\$	993.45
Wednesday, 6 March 2019	\$	15.00
Thursday, 7 March 2019	\$	55.15
Monday, 11 March 2019	\$	603.15
Tuesday, 12 March 2019	\$	546.70
Wednesday, 13 March 2019	\$	542.40
Thursday, 14 March 2019	\$	338.40
Friday, 15 March 2019	\$	399.00
Monday, 18 March 2019	\$	1,084.50
Tuesday, 19 March 2019	\$	95.35
Wednesday, 20 March 2019	\$	3,511.15
Thursday, 21 March 2019	\$	20,108.50
Friday, 22 March 2019	\$	1,079.95
Monday, 25 March 2019	\$	1,303.15
Tuesday, 26 March 2019	\$	412.90
Wednesday, 27 March 2019	\$	325.85
Thursday, 28 March 2019	\$	331.80
Friday, 29 March 2019	\$	202.00
	\$	33,096.45

Bank Fees

Direct Debits from Muni Account

1 March, 2019 to 31 March, 2019

Total direct debited from Municipal Account	\$	126.42
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Payroll

Direct Payments from Muni Account

1 March, 2019 to 31 March, 2019

Wednesday, 6 March 2019	\$	29,737.53
Wednesday, 20 March 2019	\$	31,428.81
	\$	61,166.34

10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

190409 COUNCIL RESOLUTION 11.1.2

That Council accept Late Confidential Item 15.1.3.

MOVED: Cr Mutter

SECONDED: Cr Thorpe

CARRIED

Voted: 6/0

11.1. ELECTED MEMBERS

11.2. STAFF

12. QUESTIONS BY MEMBERS WITHOUT NOTICE

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

14. TIME AND DATE OF NEXT MEETING

The Next Ordinary Council Meeting will be held on Wednesday 15th May 2019 at 1.30pm.

15. CONFIDENTIAL ITEMS

15.1. RECOMMENDATION TO CLOSE COUNCIL MEETING

In accordance with the *Local Government Act 1995* Section 5.23(2)(d) & (f) it is appropriate for Council to resolve “the meeting be closed to members of the public” for Agenda Item 15.1.1 to 15.1.3

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

Once all negotiations have been completed for Agenda Item 15.1 this will be considered an “exempt document” in accordance with Schedule 1 of the *Freedom of Information Act 1992* denying public access.

190410 COUNCIL RESOLUTION - ITEM 15.1

MOVED: Cr Mutter

SECONDED: Cr Connaughton

Council resolve the meeting be closed to members of the public to discuss Agenda Item 15.1 and 15.2 in accordance with the *Local Government Act 1995* Section 5.23(2)(d) & (f).

CARRIED

Voted: 6/0

Sylvia Yandle Chief Executive Officer declared an interest in items 15.1.1 and left chambers at 2.40pm

15.1.1. CEO RECRUITMENT PROCESS – PROPOSAL APPROVAL
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Agenda Reference: CEO 04/19-04
Location/Address: Shire of Three Springs
Name of Applicant: Shire of Three Springs
File Reference: ADM0069
Disclosure of Interest: CEO Sylvia Yandle
Date: 10th April, 2019
Author: Sylvia Yandle, CEO

CONFIDENTIAL ITEM

Reason for Confidentiality – Council may close to members of the public the meeting, if the meeting deals with any of the following:

Local Government Act 1995: Section 5.23(2)

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (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;

CEO Sylvia Yandle returned chambers at 2.43pm

15.1.2. APPOINTMENT OF MANAGER OF WORKS and SERVICES AND APPROVAL OF CONTRACT
--

Agenda Reference: CEO 04/19 - 05
Location/Address: Three Springs
Name of Applicant: N/A
File Reference: ADM Personnel File
Disclosure of Interest: Nil
Date: 11th April 2019
Author: Sylvia Yandle – CEO

Signature of Author: _____

CONFIDENTIAL ITEM: Appointment of Manager of Works and Services and approval of Contract. (Provided under separate cover)

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

15.1.3 APPOINTMENT OF DEPUTY CEO/MANAGER OF FINANCE AND APPROVAL OF CONTRACT

Agenda Reference: CEO 04/19-06
Location/Address: Shire of Three Springs
Name of Applicant: Shire of Three Springs
File Reference: ADM0061
Disclosure of Interest: Nil
Date: 17th April 2019
Author: Sylvia Yandle - CEO

Signature of Author: _____

CONFIDENTIAL ITEM: Appointment of Deputy Chief Executive Officer/Manager of Finance and approval of Contract. (Provided under separate cover).

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

15.2. RECOMMENDATION TO RE-OPEN COUNCIL MEETING

190414 COUNCIL RESOLUTION – ITEM 15.2

MOVED: Cr Mutter
SECONDED: Cr Thorpe

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

CARRIED
Voted: 6/0

16. MEETING CLOSURE

There being no further business the Presiding Officer closed the meeting at 2.15pm.

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

Signed: _____

Presiding Officer
Date: 15th May 2019