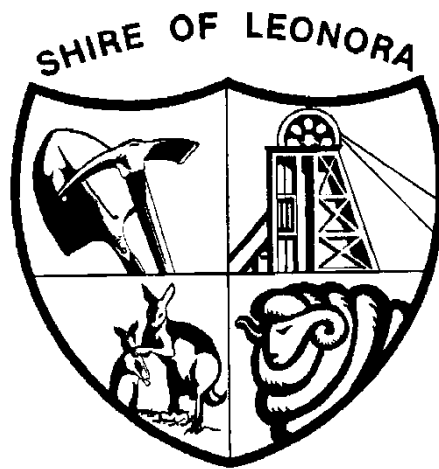


SHIRE OF LEONORA

NOTICE OF AN ORDINARY COUNCIL MEETING



DEAR COUNCIL MEMBER,
THE NEXT ORDINARY MEETING OF THE SHIRE OF LEONORA
WILL BE HELD ON TUESDAY, 17TH NOVEMBER, 2020 IN THE
SHIRE OF LEONORA COUNCIL CHAMBERS AT 9:30AM

JG EPIS
CHIEF EXECUTIVE OFFICER

**AGENDA FOR THE MEETING IS DETAILED OVER
PAGE.**

SHIRE OF LEONORA

INFORMATION FOR PUBLIC ATTENDING COUNCIL MEETINGS

PLEASE NOTE:-

THE RECOMMENDATIONS CONTAINED IN THIS AGENDA ARE OFFICERS' RECOMMENDATIONS ONLY AND SHOULD NOT BE ACTED UPON UNTIL COUNCIL HAS RESOLVED TO ADOPT THOSE RECOMMENDATIONS.

THE RESOLUTIONS OF COUNCIL SHOULD BE CONFIRMED BY PURSUING THE MINUTES OF THE COUNCIL MEETING AT WHICH THESE RECOMMENDATIONS WERE CONSIDERED.

MEMBERS OF THE PUBLIC SHOULD ALSO NOTE THAT THEY ACT AT THEIR OWN RISK IF THEY ENACT ANY RESOLUTION PRIOR TO RECEIVING OFFICIAL WRITTEN NOTIFICATION OF COUNCIL'S DECISION.

JG EPIS
CHIEF EXECUTIVE OFFICER

COUNCIL MEETING INFORMATION NOTES

1. Your Council generally handles all business at Ordinary or Special Council Meetings.
2. From time to time Council may form a Committee to examine subjects and then report to Council.
3. Generally, all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters. On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this at the last item of business of the meeting.
4. Public Question Time. It is a requirement of the Local Government Act 1995 to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the Chairman.

Written notice of each question should be given to the Chief Executive Officer fifteen (15) minutes prior to the commencement of the meeting. A summary of each question and response is included in the Minutes.

When a question is not able to be answered at the Council Meeting a written answer will be provided after the necessary research has been carried out. Council staff will endeavour to provide the answer prior to the next meeting of Council.

5. **Councillors** may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter **trivial, insignificant or in common with a significant number of electors or ratepayers**. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.

Members of staff, who have delegated authority from Council to act on certain matters, may from time to time have financial interest in a matter in the Agenda. The member of staff must declare that interest and generally the Chairman of the meeting will advise the Officer if he/she is to leave the meeting.

6. Agendas including an Information Bulletin are delivered to the Councillors within the requirements of the Local Government Act 1995, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting. Whilst late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

Should an elector wish to have a matter placed on the Agenda the relevant information should be forwarded to the Chief Executive Officer in time to allow the matter to be fully researched by staff. An Agenda item including a recommendation will then be submitted to Council for consideration.

The Agenda closes the Wednesday week prior to the Council Meeting (i.e. six (6) days prior to the meeting).

The Information Bulletin produced as part of the Agenda includes items of interest and information, which does not require a decision of Council.

7. Agendas for Ordinary Meetings are available in the Leonora Shire office and Leonora library seventy-two (72) hours prior to the meeting and the public are invited to secure a copy.

8. Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendation until after they have been considered by Council. Please note the Disclaimer in the Agenda (page 3).
9. Public Question Time – Statutory Provisions – Local Government Act 1995
Time is to be allocated for questions to be raised by members of the public and responded to at:
 - (a) Every ordinary meeting of Council; and
 - (b) Such other meetings of Council or committees as may be prescribed

Procedures and the minimum time to be allocated for asking of and responding to questions raised by members of the public at Council or committee meetings are to be in accordance with regulations.

9A. Question Time for the Public at the certain Meetings – s5.24 (1) (b)

Local Government (administration) Regulations 1996

- Reg 5 For the purpose of section 5.24(1)(b), the meetings at which time is to be allocated for questions to be raised by members of the public and responded to are:
- (a) Every special meeting of a Council; and
 - (b) Every meeting of a committee to which the local government has delegated a power or duty.

Minimum Question Time for the Public – s5.24 (2)

- Reg 6 (1) The minimum time to be allocated for asking of and responding to questions raised by members of the public at ordinary meetings of Council and meetings referred to in regulation 5 is fifteen (15) minutes.
- (2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in sub regulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.

Procedures for Question Time for the Public – s5.24 (2)

Local Government (Administration) Regulations 1996

- Reg 7 (1) Procedures for the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6 (1) are to be determined:
- (a) by the person presiding at the meeting; or
 - (b) in the case where the majority of the members of the Council or committee present at the meeting disagree with the person presiding, by the majority of the members, having regard to the requirements of sub regulations (2) and (3).

- (2) The time allocated to the asking and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) is to precede the discussion of any matter that requires a decision to be made by Council or committee, as the case may be.
- (3) Each member of the public who wishes to ask a question at a meeting referred to in regulation 6(1) is to be given an equal and fair opportunity to ask a question and receive a response.
- (4) Nothing in sub regulation (3) requires:
 - (a) A Council to answer a question that does not relate to a matter affecting the local government;
 - (b) A Council at a special meeting to answer a question that does not relate to the purpose of the meeting; or
 - (c) A committee to answer a question that does not relate to a function of the committee.

10. Public Inspection of Unconfirmed Minutes (Reg 13)

A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection in the Leonora Shire office and the Leonora library within ten (10) working days after the Meeting.

SHIRE OF LEONORA
ORDER OF BUSINESS FOR MEETING TO BE HELD
TUESDAY 17TH NOVEMBER, 2020.

**COLOUR
CODING**

1. **DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS/
FINANCIAL INTEREST DISCLOSURES**
2. **DISCLAIMER NOTICE**
3. **COUNCIL MEETING INFORMATION NOTES**
4. **RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE
(PREVIOUSLY APPROVED)**
5. **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
6. **PUBLIC QUESTION TIME**
7. **APPLICATIONS FOR LEAVE OF ABSENCE**
8. **PETITIONS / DEPUTATIONS / PRESENTATIONS**
- White* 9. **CONFIRMATION OF MINUTES FROM PREVIOUS MEETING**
(Sent out previously)
Draft motion: That the Minutes of the Ordinary Meeting held on 20th October,
2020 be confirmed as a true and accurate record.
10. **ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT
DISCUSSION**
- Pink* 11. **REPORTS OF OFFICERS**
 - 11.1 **Chief Executive Officer**
 - a) Leonora Townsite Road Closure
 - b) Tender RFT 05/2020 Backhoe/Loader
 - c) Tender RFT 04/2020 Road Grader
 - d) Tender RFT 06/2020 Public Restroom Town Centre
 - Blue* 11.2 **Deputy Chief Executive Officer**
 - a) Monthly Financial Statements – 31st October, 2020
 - b) Accounts for Payment
 - c) Change of Name – Leonora Childcare Centre
 - d) Policy Manual Amendments
 - e) Policy Review
 - Green* 11.3 **Environmental Health Officer**
Nil
12. **NEW BUSINESS OF AN URGENT NATURE
INTRODUCED BY DECISION OF THE MEETING**
 - a) Elected Members
 - b) Officers
13. **STATE COUNCIL AGENDA**
14. **NEXT MEETING Tuesday 15th December, 2020**
15. **CLOSURE OF MEETING**

11.0 REPORTS OF OFFICERS
11.1 CHIEF EXECUTIVE OFFICER
11.1(A) LEONORA TOWNSITE ROAD CLOSURE

SUBMISSION TO: Meeting of Council
Meeting Date: 17th November, 2020

AGENDA REFERENCE: 11.1 (A) NOV 20

SUBJECT: Leonora Townsite Road Closure

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: Road Closure 7.7

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: James Gregory Epis

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 26th October, 2020

BACKGROUND

The portion of Trump Street immediately west of Tower Street has been unofficially used as a public parking area since the land further to the west was vested in the Shire of Leonora in November, 1997 for the designated purpose of “Parking” (Reserve Number 44262 – Leonora Lots 849 and 1330 – Map attached). Road trains and other heavy machinery currently utilise this area.

The area of land west of Tower Street extending to the right of way is available to the public and falls within the *Land Administration Act 1997* definition of a “Road” and is under the care, control and management of the Shire of Leonora pursuant to Section 55 of the *Land Administration Act 1997*.

To allow for public parking and other public amenities, it is now necessary that a formal application to close portion of Trump Street be made to the Department of Planning, Lands and Heritage.

STATUTORY ENVIRONMENT

In accordance with Section 55 and 58 of the *Land Administration Act 1997* and Section 3.52 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation of this report.

STRATEGIC IMPLICATIONS

Providing public parking and public restrooms will achieve environmental improvements and social welfare gains.

RECOMMENDATIONS

That Council resolve:

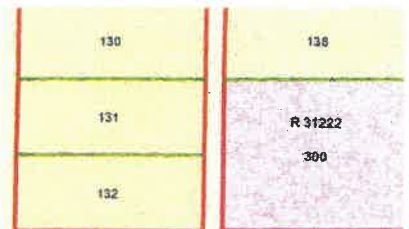
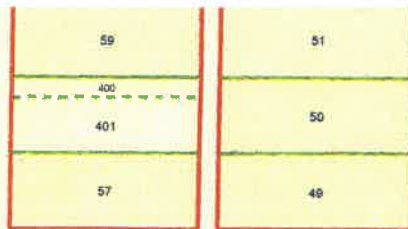
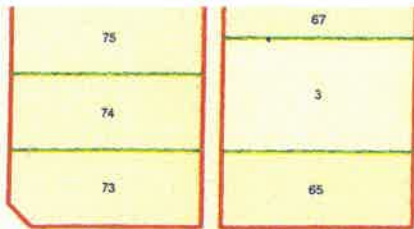
- (i) permanently close that portion of Trump Street, west of Tower Street, Leonora;
- (ii) that a request be made to the Department of Planning, Lands, and Heritage that the land, the subject of the road closure, be vested in and be held by the Shire of Leonora for the designated purpose of “Parking and Public Amenities”;
- (iii) that a public notice advising proposed road closure be published in a newspaper circulating the district allowing 35 days in which objections to the proposal can be submitted;
- (iv) that all service providers or those that may have an interest in the land be advised of the proposal; and
- (v) that the actions of the Chief Executive Officer in progressing the proposal to-date be endorsed.

VOTING REQUIREMENT

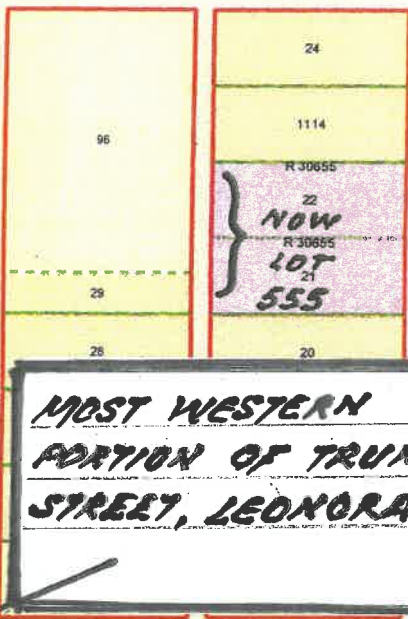
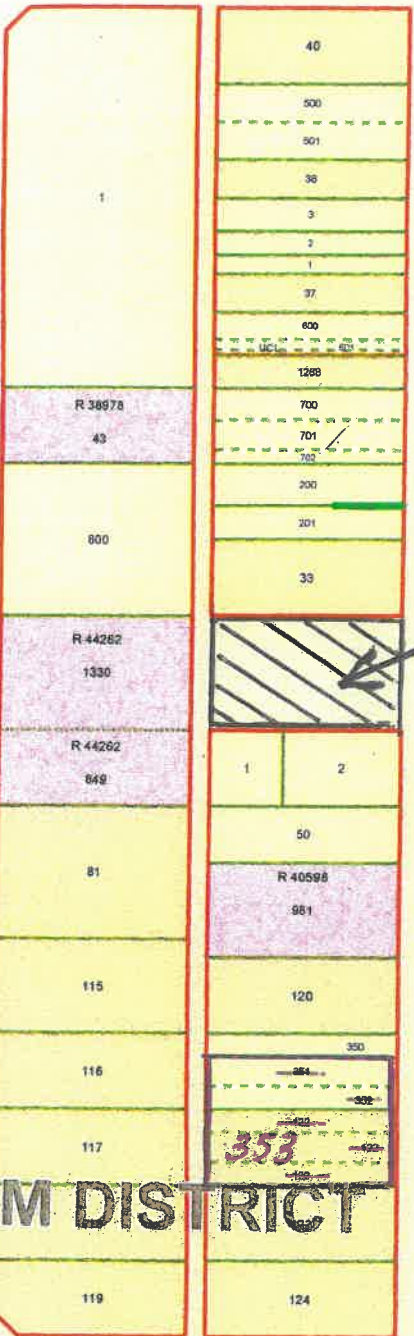
Simple Majority Required

SIGNATURE

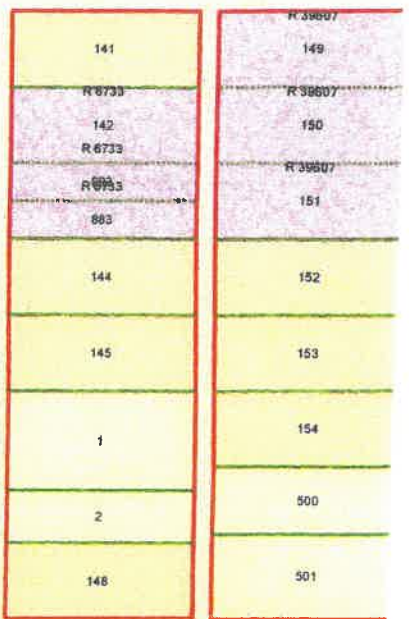
Chief Executive Officer



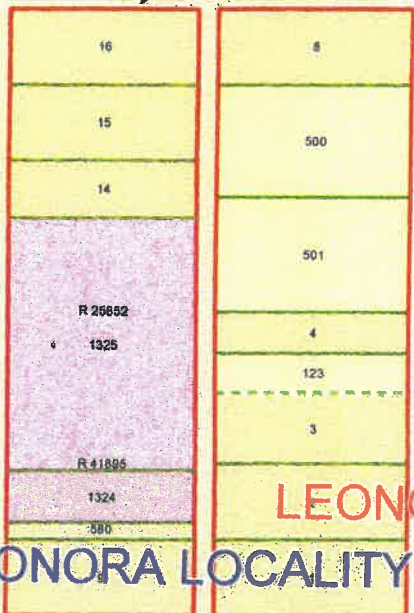
RAJAH ST



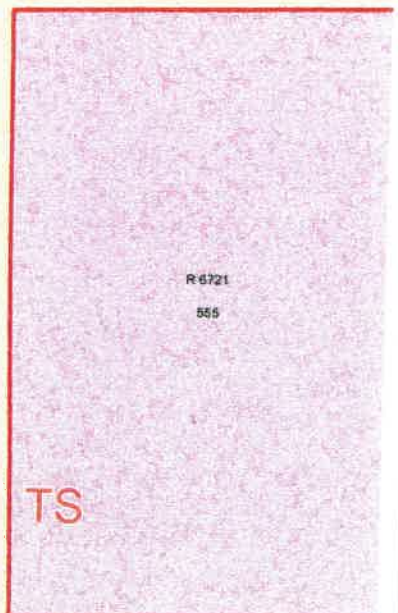
**MOST WESTERN
PORTION OF TRUMP
STREET, LEONORA**



TRUMP ST



GWALIA ST

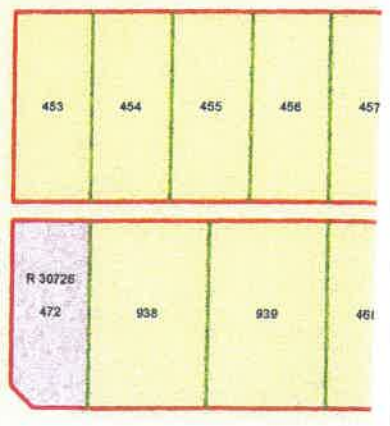
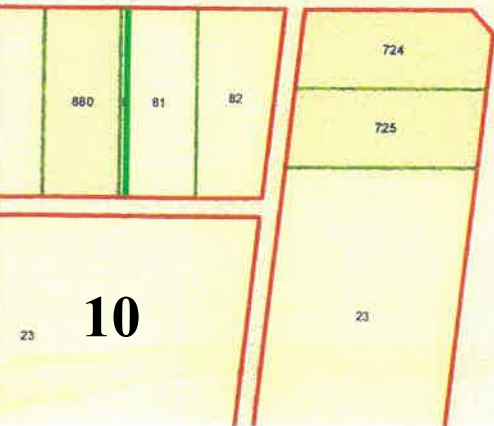


LEONORA TS

LEONORA LOCALITY

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11.0 REPORTS OF OFFICERS

11.1 CHIEF EXECUTIVE OFFICER

11.1(B) TENDER RFT 05/2020 BACKHOE/LOADER

SUBMISSION TO: Meeting of Council
Meeting Date: 17th November, 2020

AGENDA REFERENCE: 11.1 (B) NOV 20

SUBJECT: Tender RFT 05/2020 Backhoe/Loader

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: Plant Tenders 10.5

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: James Gregory Epis

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 30th October, 2020

BACKGROUND

In accordance with Council Plant/Vehicle replacement policy, tenders were called on the 26th September, 2020 for a Backhoe/Loader. An advertisement appeared in the West Australian and Kalgoorlie Miner on that day and the 3rd October 2020. Tenders closed at 4.00pm Monday 14th October, 2020. Tenders were opened by authorised officers after the closing time.

Copy of Specifications provided is attached.

Tenders received are listed in the table below.

Name/Company:	Backhoe Model:	Supply Price without Attachments: ex GST	Total Price of Options as per Tender Specifications	Total Supply Price with Attachments: ex GST	Warranty
AFGRI	JOHN DEERE 315SL	\$ 154,500.00	Included in Supply Price as per Tender Specifications	\$ 154,500.00	Stock on hand Extended Warranty 4,000hrs or 48 Months
WESTRAC PTY LTD	CAT 428	\$ 170,245.00	Set of Books \$3,680.68	\$ 173,925.68	8,000hrs or 48 Months Powertrain & Hydraulics plus Technology Equipment
McINTOSH & SON	CASE 580 ST	\$ 147,700.00	Total of \$12,297 consisting; Window Tinting- \$728 Dual Caged LED Beacons \$1,300 450mm GP Bucket \$1,523 1200mm Batter Bucket \$2,150 610mm GP Bucket \$1,635	\$ 159,997	3,000hrs or 48 Months

			Roll Over Forks Option \$4,961		
CEA	JCB CLASSIC	\$ 157,600.00	Total of Options \$ 8,585.00 consisting; 1200mm Batter Bucket \$1,832 450mm GP Bucket \$1,190 Dual Caged LED Beacons \$1,096 Roll Over Forks \$4,467	\$ 166,185.00	6,000hrs or 60 Months
CEA	JCB ELITE	\$ 173,100.00	Total of Options \$ 8,585.00 consisting; 1200mm Batter Bucket \$1,832 450mm GP Bucket \$1,190 Dual Caged LED Beacons \$1,096 Roll Over Forks \$4,467	\$ 181,685.00	6,000hrs or 60 Months

Tenders were assessed giving consideration to price, experience and serviceability.

STATUTORY ENVIRONMENT

Local Government (Functions and General) Regulations 11 states that tenders are to be publicly invited before a Local Government enters into a contract for another person to supply goods or services if the consideration under the contract is expected to be worth more than \$150,000.00.

POLICY IMPLICATIONS

In accordance with Council policy to replace:

- Graders/Loaders every 5years;
- Trucks every 4 years;
- Other light vehicles (except administration vehicles) every 2 years or 40,000 Kms; and
- Administration vehicles every year or 20,000km

FINANCIAL IMPLICATIONS

Expenditure for this item of plant, the subject of this report, is included in the current budget.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RECOMMENDATIONS

That Council:

1. Accept the tender from AFGRI for the supply of one 315SL John Deere Backhoe/Loader for the sum of \$154,500.00 ex GST.

VOTING REQUIREMENT

Simple majority required.

SIGNATURE

Chief Executive Officer



TENDER
RFT05/2020 BACKHOE LOADER
SPECIFICATIONS FOR BACKHOE LOADER

- CABIN AUSTRALIAN COMPLIANT AIRCONDITIONED ROPS
- ANY SOFTWARE OR COMS LEADS REQUIRED FOR FAULT DIAGNOSES
- NO TEXT LABELS WITH ENGLISH OPERATOR AND SAFETY MANUALS
- MECHANICAL FRONT WHEEL DRIVE (MFWD) WITH LIMITED SLIP DIFFERENTIAL AUTOSHIFT TRANSMISSION
- PILOT CONTROLS TWO LEVER, WITH PATTERN SELECTION
- EXTENDIBLE DIPPERSTICK
- AUXILIARY HYDRAULIC WITH ONE WAY FLOW HAMMER
- 1.0 CUM 4 IN 1 BUCKETWITH BOCE
- FRONT COUNTERWEIGHT
- SINGLE BATTERY WITH DISCONNECT AND JUMP POST
- RIDE CONTROL
- DIAGONOSTIC OIL SAMPLING PORTS
- SUN VISOR
- STABILIZERS WITH RUBBER STREET PADS
- HD CANVAS SEAT COVER
- QUALITY CD/RADIO WITH AUXILLARY INPUT AND BLUETOOTH
- UHF 40 CHANNEL TWO WAY RADIO
- 12 VOLT OUTLET
- WESTERN AUSTRALIAN ROAD REGISTRATION TO JULY 31 (SHIRES COMMON EXPIRY)
- GPS MONITORING CAPABILITY
- CURRENT FIELD SERVICE CHARGES AND INDICATIVE RESPONSE TIME
- SIGNWRITING TO BONNET DOORS
- PLEASE PROVIDE PRICING FOR AVAILABLE OPTIONS
 - WINDOW TINT
 - DUAL CAGED L.E.D BEACONS
 - 450MM GP BUCKET
 - 1200MM BATTER BUCKET WITH BOLT ON CUTTING EDGE
 - 610MM GP BUCKET
 - FORK TYNE ATTACHMENT OR ROLL OVER TYPE
- PLEASE ALLOW FOR DELIVERY TO SHIRE OF LEONORA

CONTACT JOHN OXLEY MANAGER WORKS AND SERVICES ON MOBILE 0428 376 154
MONDAY TO FRIDAY 8:00AM TO 4:30PM.

11.0 REPORTS OF OFFICERS
11.1 CHIEF EXECUTIVE OFFICER
11.1(C) TENDER RFT04/2020 ROAD GRADER

SUBMISSION TO: Meeting of Council
Meeting Date: 17th November, 2020

AGENDA REFERENCE: 11.1 (C) NOV 20

SUBJECT: Tender RFT04/2020 Road Grader

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: Plant Tenders 10.5

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: James Gregory Epis

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 3rd November, 2020

BACKGROUND

In accordance with Council Plant/Vehicle replacement policy, tenders were called on the 26th September, 2020 for a road grader, including the trade in or outright sale of a 2014 John Deere 670G road grader. An advertisement appeared in the West Australian and Kalgoorlie Miner on that day and the 3rd October 2020. Tenders closed at 4.00pm Monday 14th October, 2020. Tenders were opened by authorised officers after the closing time.

Copy of Specifications provided is attached.

Tenders received are listed in the table below.

Name/Company:	Grader Model:	Supply Price: ex GST	Trade/Purchase Price ex GST:	NET ex GST:
AFGRI	JOHN DEERE 670G	\$ 407,500.00	\$ 145,000.00 \$7,000.00 no trade discount	\$ 262,500.00
RONCO CONSTRUCTION EQUIPMENT	SANY SMG200C-8	\$ 312,000.00	No Trade Tendered \$ 0.00	\$ 312,000.00
SMITH BROUGHTON AUCTIONEERS	N/A	N/A	\$ 92,270.00	
KOMATSU	GD555_5	\$ 365,630.00	\$ 109,000.00	\$ 256,630.00
WESTRAC PTY LTD	CAT 140M	\$ 397,000.00	\$ 116,500.00	\$ 280,500.00
WESTRAC PTY LTD	CAT 150M	\$ 442,400.00	\$ 116,500.00	\$ 325,900.00
MANHEIM AUSTRALIA PTY LTD	N/A	N/A	Outright Purchase of Shire Grader \$100,000.00 ex GST	N/A

Tenders were assessed giving consideration to price, experience, and serviceability.

STATUTORY ENVIRONMENT

Local Government (Functions and General) Regulations 11 states that tenders are to be publicly invited before a Local Government enters into a contract for another person to supply goods or services if the consideration under the contract is expected to be worth more than \$150,000.00.

POLICY IMPLICATIONS

In accordance with Council policy to replace:

- Graders/Loaders every 5 years;
- Trucks every 4 years;
- Other light vehicles (except administration vehicles) every 2 years or 40,000 Kms; and
- Administration vehicles every year or 20,000km

FINANCIAL IMPLICATIONS

Expenditure for this item of plant, the subject of this report, is included in the current budget.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RECOMMENDATIONS

That Council:

2. Accept the tender from AFGRI for the supply of one 670G John Deere Grader for the sum of \$407,500.00 ex GST.
3. Accept the trade in/purchase offer from AFGRI for 2014 John Deere 670G of \$145,000.00 ex GST.

VOTING REQUIREMENT

Simple majority required.

SIGNATURE

Chief Executive Officer



TENDER RFT04/2020 ROAD GRADER

SPECIFICATIONS FOR ROAD GRADER

- 140 KW +ENGINE, 14 FOOT MOULDBOARD, APPROX 20 TONNE MACHINE
- CAPABLE OF OPERATING AT A THIRD GEAR HORSEPOWER RATING OF 195HP
- AUSTRALIAN COMPLIANT AIRCONDITIONED ROPS CABIN
- QUALITY CD/RADIO WITH AUXILLARY INPUT AND BLUETOOTH
- UHF 40 CHANNEL TWO WAY RADIO
- 12 VOLT OUTLET, HD SEAT COVER
- LED FLASHING LIGHT (NOT STROBE TYPE)
- ANY SOFTWARE OR COMS LEADS REQUIRED FOR FAULT DIAGNOSES
- REVERSE FAN
- REAR MOUNTED RIPPERS WITH SPARE TYRE CARRIER AND 50 MM RINGFEEDER
- AIR COMPRESSOR AND STORAGE TANK ON MACHINE CAPABLE OF ACTIVATING AIR TRAILER BRAKES, WITH LIVE SUPPLY+ TREADLE SUPPLY (HYDRAULIC OR CRANK DRIVEN)
- MALE AND FEMALE TRUCK TYPE AIR FITTINGS TO REAR OF MACHINE
- NITTO TYPE FEMALE AUXILLARY AIR OUTLET CONVENIENTLY LOCATED
- LARGE 7 PIN UTILUX FEMALE TRAILER LIGHTS SOCKET TO REAR OF MACHINE
- STEEL BELTED RADIAL TYRES+ SPARE (1400/24)
- WESTERN AUSTRALIAN ROAD REGISTRATION TO JULY 31 (SHIRES COMMON EXPIRY)
- PLEASE PROVIDE PRICING FOR AVAILABLE OPTIONS SUCH AS GRADE CONTROL
- GPS MONITORING CAPABILITY
- CURRENT FIELD SERVICE CHARGES AND INDICATIVE RESPONSE TIME
- SIGNWRITING TO BONNET DOORS
- QUALITY SLOPE METER
- 4 YEAR 8,000 HOUR WARRANTY
- PLEASE ALLOW FOR DELIVERY TO SHIRE OF LEONORA

TRADE OR OUTRIGHT PURCHASE MACHINE

2014 JOHN DEERE 670G+, 1DW670GXVED658714

REGISTRATION NO: L2360 APPROX 8,000 HRS, 14 FOOT BLADE, GOOD CONDITION

TRADE MACHINE CAN BE INSPECTED OPERATING AT LOCATION ARRANGED THROUGH JOHN OXLEY MANAGER WORKS AND SERVICES ON MOBILE 0428 376 154 MONDAY TO FRIDAY 8:00AM TO 4:30PM.

11.0 REPORTS OF OFFICERS

11.1 CHIEF EXECUTIVE OFFICER

11.1(D) TENDER RFT 06/2020 PUBLIC RESTROOM TOWN CENTRE

SUBMISSION TO: Meeting of Council
Meeting Date: 17th November, 2020

AGENDA REFERENCE: 11.1 (D) NOV 20

SUBJECT: Tender RFT06/2020 Public Restroom Town Centre

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: Tenders 10.5

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: James Gregory Epis

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 9th November, 2020

BACKGROUND

In accordance with Council Purchasing Policy, tenders were called on the 17th October, 2020 for a Public Restroom Town Centre facility. An advertisement appeared in the West Australian and Kalgoorlie Miner on that day and the 17th October 2020 and 24th October 2020. Tenders closed at 4.00pm Monday 4th November, 2020. Tenders were opened by authorised officers after the closing time.

Copy of Specifications provided is attached.

Tenders received are listed in the table below.

Name / Company:	Building Description	Supply Price without Options ex GST	Total Price of Extra's	Warranty
Rebus Restrooms RQ083 Building Option 1	Rebus Restrooms OPTION 1 Internal walls fully tiled floor to ceiling	\$ 190,790.00	Optional Items \$9,045.00 <ul style="list-style-type: none">3 x 500mm high stainless-steel doorstop bollards \$1,275.001000mm x 450mm polished stainless-steel mirror with concealed fastening \$1,430.00Stainless steel fold-down baby changing table to disabled room \$2,475.005 x Electric hand dryers in place of the 5x hand towel dispensers \$3,865.00 Alternative Exterior Finishes \$26,810.00 <ul style="list-style-type: none">Composite timber slat finish to exterior walls 8,600.00Colourbond cladding to exterior walls \$3,210.00Cast in shapes 3-4 per wall. (Shape designs to be provided in electronic format by client) \$15,000.00	Warranty Engineered to be a monolithic type structure with a 50 year design life / structural warranty

<p>Rebus Restrooms</p> <p>RQ083 Building Option 2</p>	<p>Rebus Restrooms OPTION 2</p> <p>Internal walls painted instead of tiled</p>	<p>\$ 182,700.00</p>	<p>Optional Items \$9,045.00</p> <ul style="list-style-type: none"> • 3 x 500mm high stainless-steel doorstop bollards \$1,275.00 • 1000mm x 450mm polished stainless-steel mirror with concealed fastening \$1,430.00 • Stainless steel fold-down baby changing table to disabled room \$2,475.00 • 5 x Electric hand dryers in place of the 5x hand towel dispensers \$3,865.00 <p>Alternative Exterior Finishes \$26,810.00</p> <ul style="list-style-type: none"> • Composite timber slat finish to exterior walls 8,600.00 • Colourbond cladding to exterior walls \$3,210.00 • Cast in shapes 3-4 per wall. (Shape designs to be provided in electronic format by client) \$15,000.00 	<p>Engineered to be a monolithic type structure with a 50 year design life / structural warranty</p>
<p>MODUS</p> <p>Proposal No: MA5233</p>	<p>YARRA-5 Custom Toilet Building</p>	<p>\$ 133,057.00</p>	<p>Optional Extra's \$29,340.00</p> <ul style="list-style-type: none"> • External Cladding – Compressed Fibre Cement (CFC) in standard painted finish \$12,315.00 • Supply and Installation of Tiled Flooring in toilet cubicles \$9,195.00 • Baby Change Table (Horizontal) \$600 • Deadlocks (per door, pre-fitted) \$275 • Modus Electronic Locking Programmable (5xtoilet doors, pre-fitted) \$5,925 • Stainless Steel Hand Dryer; Fantech Rapid Dry \$330 • Stainless Steel Mirror; 600mm W x 1000mm H \$495 • Lighting Timer \$205 	<p>Warranty</p> <p>Asset life 30 years</p> <p>15 years for the structure</p> <p>5 years for finishes from the date of supply/installation to site.</p> <p>Internal fixtures 12 months limited by the manufacturer's warranty</p>

Tenders were assessed giving consideration to price, experience, and durability of materials.

STATUTORY ENVIRONMENT

Local Government (Functions and General) Regulations 11 states that tenders are to be publicly invited before a Local Government enters into a contract for another person to supply goods or services if the consideration under the contract is expected to be worth more than \$150,000.00.

POLICY IMPLICATIONS

In accordance with Council Purchasing Policy A.2.3

FINANCIAL IMPLICATIONS

Expenditure for this facility, the subject of this report, is included in the current budget.

STRATEGIC IMPLICATIONS

18 There are no strategic implications resulting from the recommendation of this report.

RECOMMENDATIONS

That Council:

1. Accept the tender from Rebus for the supply of one Public Restroom to be built on proposed Public Amenities Reserve on Tower Street, Leonora for the sum of \$190,790 ex GST. or
2. Accept the tender from Rebus for the supply of one Public Restroom to be built on proposed Public Amenities Reserve on Tower Street, Leonora for the sum of \$226,645 ex GST inclusive of optional items and alternative exterior finishes.

VOTING REQUIREMENT

Simple majority required.

SIGNATURE

Chief Executive Officer

11.0 REPORTS OF OFFICERS
11.2 DEPUTY CHIEF EXECUTIVE OFFICER
11.2(A) MONTHLY FINANCIAL STATEMENTS

SUBMISSION TO: Meeting of Council
Meeting Date: 17th November, 2020

AGENDA REFERENCE: 11.2 (A) NOV 20

SUBJECT: Monthly Financial Statements

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: Nil

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Linda Gray

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 10th September, 2020

BACKGROUND

In complying with the Local Government Financial Management Regulations 1996, a monthly statement of financial activity must be submitted to an Ordinary Council meeting within 2 months after the end of the month to which the statement relates. The statement of financial activity is a complex document but gives a complete overview of the “cash” financial position as at the end of each month. The statement of financial activity for each month must be adopted by Council and form part of the minutes.

It is understood that parts of the statement of financial activity have been submitted to Ordinary Council meetings previously. In reviewing the Regulations the complete statement of financial activity is to be submitted, along with the following reports that are not included in the statement.

Monthly Financial Statements for the month ended 31st October, 2020 consisting of:

- (a) Compilation Report
- (b) Statement of Financial Activity – 31st October, 2020
- (c) Material Variances – 31st October, 2020

STATUTORY ENVIRONMENT

Part 4 — Financial reports— s. 6.4

34. *Financial activity statement report – s. 6.4*

(1A) *In this regulation —*

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

34. (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —*

- (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
- (b) *budget estimates to the end of the month to which the statement relates;*
- (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
- (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- (e) *the net current assets at the end of the month to which the statement relates.*

34. (2) *Each statement of financial activity is to be accompanied by documents containing —*

- (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*
- 34. (3) *The information in a statement of financial activity may be shown —*
 - (a) *according to nature and type classification; or*
 - (b) *by program; or*
 - (c) *by business unit.*
- 34. (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
 - (a) *presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.*
- 34. (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation of this report.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RECOMMENDATIONS

That the Monthly Financial Statements for the month ended 31st October, 2020 consisting of:

- (a) Compilation Report
- (b) Statement of Financial Activity – 31st October, 2020
- (c) Material Variances – 31st October, 2020

be accepted.

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Deputy Chief Executive Officer

10 November 2020

Mr Jim Epis
The Chief Executive Officer
Shire of Leonora
PO Box 56
LEONORA WA 6438

COMPILATION REPORT TO THE SHIRE OF LEONORA

We have compiled the accompanying Local Government special purpose financial statements of the Shire of Leonora, which comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 31 October 2020. The financial statements have been compiled to meet compliance with the *Local Government Act 1995* and associated Regulations.

THE RESPONSIBILITY OF THE SHIRE OF LEONORA

The Shire of Leonora are solely responsible for the information contained in the special purpose financial statements and are responsible for the maintenance of an appropriate accounting system in accordance with the relevant legislation.

OUR RESPONSIBILITY

On the basis of information provided by the Shire of Leonora we have compiled the accompanying special purpose financial statements in accordance with the requirements of the *Local Government Act 1995*, associated Regulations and APES 315 *Compilation of Financial Information*.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Shire of Leonora provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The Local Government special purpose financial statements were compiled exclusively for the benefit of the Shire of Leonora. We do not accept responsibility to any other person for the contents of the special purpose financial statements.



Russell Barnes
Director
Moore Australia (WA) Pty Ltd

SHIRE OF LEONORA
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 October 2020

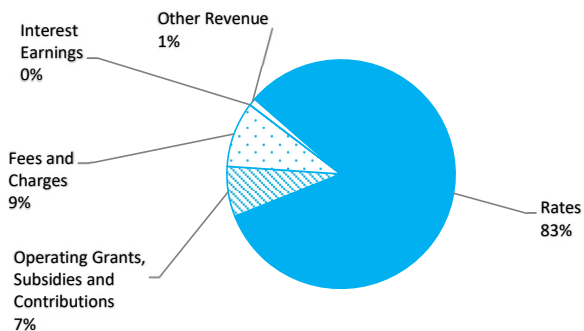
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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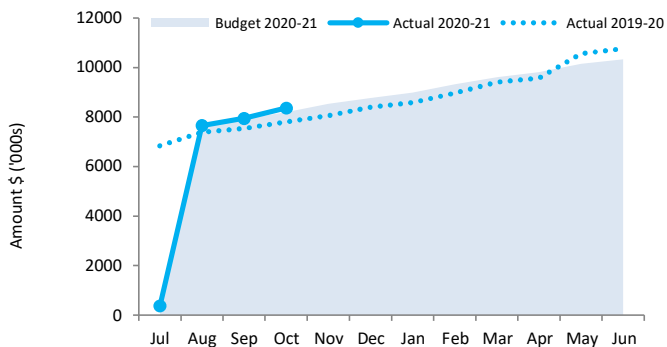
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OPERATING ACTIVITIES

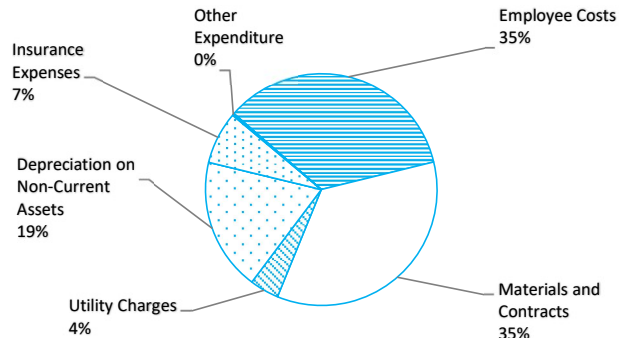
OPERATING REVENUE



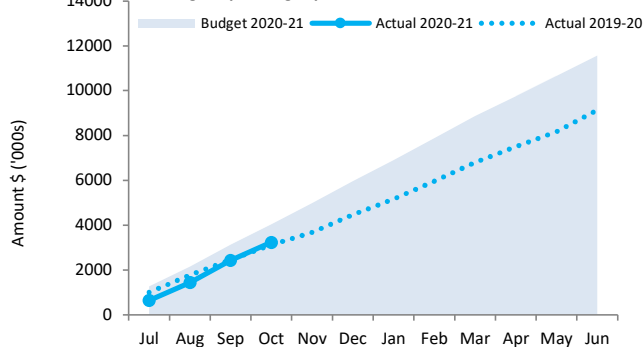
Budget Operating Revenues -v- Actual



OPERATING EXPENSES



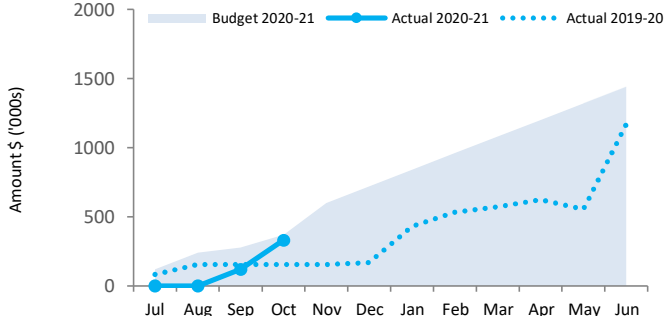
Budget Operating Expenses -v- YTD Actual



INVESTING ACTIVITIES

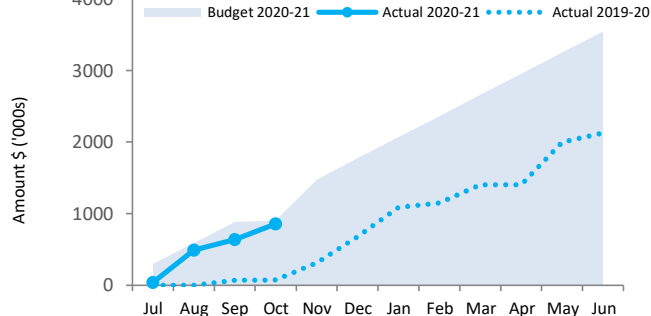
CAPITAL REVENUE

Budget Capital Revenue -v- Actual



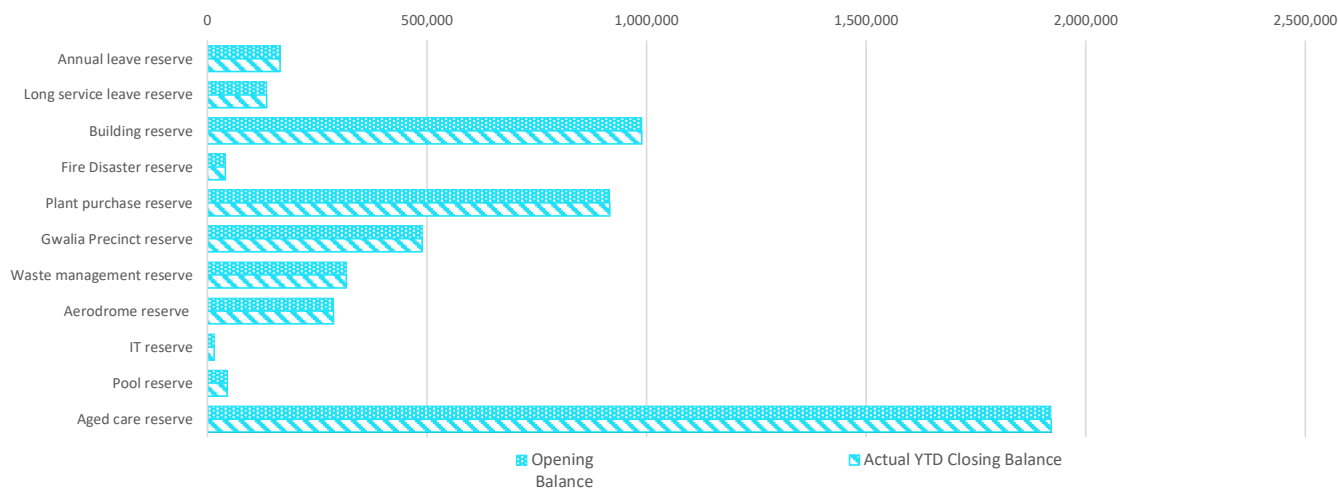
CAPITAL EXPENSES

Budget Capital Expenses -v- Actual



FINANCING ACTIVITIES

RESERVES



Funding surplus / (deficit) Components

Funding surplus / (deficit)

	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.68 M	\$2.68 M	\$2.49 M	(\$0.19 M)
Closing	\$0.00 M	\$6.90 M	\$7.78 M	\$0.88 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	\$12.69 M	% of total
Unrestricted Cash	\$7.37 M	58.1%
Restricted Cash	\$5.32 M	41.9%

Refer to Note 2 - Cash and Financial Assets

Payables

	\$0.62 M	% Outstanding
Trade Payables	\$0.31 M	
30 to 90 days		28.5%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables

	\$1.31 M	% Outstanding
Rates Receivable	\$0.83 M	88.3%
Trade Receivable	\$0.47 M	
30 to 90 days		74.0%
Over 90 Days		0.1%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.68 M	\$4.75 M	\$5.82 M	\$1.07 M

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual	\$6.91 M	% Variance
YTD Budget	\$6.79 M	1.9%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions

YTD Actual	\$0.59 M	% Variance
YTD Budget	\$0.58 M	1.2%

Refer to Note 11 - Operating Grants and Contributions

Fees and Charges

YTD Actual	\$0.78 M	% Variance
YTD Budget	\$0.71 M	9.8%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$2.10 M)	(\$0.53 M)	(\$0.53 M)	\$0.00 M

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	\$0.02 M	%
Adopted Budget	\$0.33 M	(94.1%)

Refer to Note 7 - Disposal of Assets

Asset Acquisition

YTD Actual	\$0.86 M	% Spent
Adopted Budget	\$3.54 M	(75.8%)

Refer to Note 8 - Capital Acquisition

Capital Grants

YTD Actual	\$0.31 M	% Received
Adopted Budget	\$1.11 M	(71.9%)

Refer to Note 8 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.27 M)	(\$0.00 M)	(\$0.00 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings

Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M

Reserves

Reserves balance	\$5.32 M
Interest earned	\$0.00 M

Refer to Note 9 - Cash Reserves

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME AND OBJECTIVES
GOVERNANCE

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

ACTIVITIES

Includes costs and revenues associated with the President and Councillors in the exercise of their obligations as a governing body. Items of expenditure include conference, travel, meeting attendance fees, presidential allowances, receptions, donations, subscriptions and phone rentals. Costs of advertising and conducting elections are also included. Revenues include election nomination fees and reimbursements by members for private expenses. An administration cost is also allocated which enables staff to process Council meeting procedures, implement all government decisions and conduct Council meetings. Cost of conducting any audits of Council books of accounts and procedures is included under this heading. Also included is the sponsorship of the Royal Flying Doctor Service of Australia through a five year contribution towards funding an aircraft.

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

1. Rates.

- (a) GRV (gross rental value) refers to property rates for Leonora, Leinster and Agnew town sites and operational mines and associated infrastructure.
- (b) UV (Unimproved value) refers to mining properties and tenements (other than mines and other associated infrastructure) and prospecting licenses, exploration licenses and mining leases. It also refers to pastoral properties.
- (c) Additional rates and rates written back refer mainly to mining rates where tenements are granted or surrendered following the adoption of the budget.
- (d) Administration charge refers to the charge levied on ratepayers electing to make payment of rates on the offered instalment plan and is based on the actual cost involved in administering this process.
- (e) Administration costs allocated are the costs of maintaining records, levying and collecting all rates.

2. Grants

- (a) Grants Commission - a general purpose grant allocated annually by the Federal Government to all local governments. The amount is determined by various formulae devised by the Grants Commission, with a significant component being based on population.
- (b) Roads Grant - An unimproved road grant allocated by the Federal Government and again distributed by the Grants Commission utilising a pre-determined formula.
- (c) Administration costs allocated to grants refers to the costs associated in the collection of Federal Government grants including provision and updating of data used in grants commission formula.

3. Interest from Investments

Includes interest received on surplus funds invested throughout the year from both operating and reserve accounts.

LAW, ORDER, PUBLIC SAFETY

To provide services to help ensure a safer and environmentally conscious community.

Costs and revenues associated with animal control within the Shire and also includes dog and cat registration, fire prevention and control, emergency services and other aspects of community safety.

HEALTH

To provide an operational framework for environmental and community health.

Costs and revenues associated with compliance with the Health Act including inspections and approvals, food quality control, mosquito control, septic tank inspection/control, food hygiene inspection/control, contribution to doctor's expenses, aged care feasibility study and notification of disease.

EDUCATION AND WELFARE

To provide services to disadvantaged persons, the elderly, children and youth.

Provision of support services for education through the Leonora Childcare Centre, and for the elderly, youth and disabled within the district for the betterment of the residents.

HOUSING

To provide and maintain staff housing.

Costs of maintaining Council owned accommodation units and collection of rentals paid by staff for the use of those buildings. Costs that can be accurately attributed to other programs are allocated. Accommodation included 9 houses, 2 duplexes and a single persons quarters.

COMMUNITY AMENITIES

To provide services required by the community.

Costs of collection and disposal of domestic and commercial refuse for the town site of Leonora and maintenance of the landfill refuse site and liquid waste facility. Revenue collection by way of an annual fee for this service is included on rate assessment notices. Costs associated with review and administration of Council's Town Planning Scheme and operation of the Leonora Cemetery. Provisions of Christmas decorations in Leonora townsite.

RECREATION AND CULTURE

To establish and effectively manage infrastructure and resource which will help the social wellbeing of the community.

Provision and maintenance of Council owned parks, gardens and grassed oval/recreation ground at Leonora and a contribution to similar facilities within Leinster townsite. Costs of operation and maintenance of a purpose built recreation centre which includes indoor basketball courts, two squash courts, kitchen, gymnasium, swimming pool and associated facilities and revenues collected from the public for use of these facilities. Additional facilities located in Leonora include a bowling club and skate park. Costs of maintenance of Council owned television and radio re-transmission service which includes digital television and radio costs, and revenue associated with the operation and maintenance of library facilities at Leonora in conjunction with the Library Board of WA.

TRANSPORT

To provide safe, effective and efficient transport services to the community.

Maintenance and improvements of 1,300 kilometres of Council controlled unsealed roads, townsite footpaths and streets, drainage control, street cleaning and provision and maintenance of street trees. Costs of providing electricity for street lights in the Leonora townsite and maintenance of Council's works depot and associated infrastructure. Operation, maintenance and management of Leonora Airport including runways, runway lighting, tarmac and terminal building and gardens. Purchase of aviation fuel for resale to aircraft operators. Revenues by way of landing fees and head tax charges charged to all aircraft with the exception of the Royal Flying Doctor Service, lease/renting of building to all users of facilities and charges for fuel supplied to aircraft.

ECONOMIC SERVICES

To help promote the Shire and its economic wellbeing.

Costs associated with tourism promotion throughout the Shire including employment of staff at the Gwalia Heritage Precinct and Leonora Information Centre. Costs and revenues associated with building control under building regulations including inspections and issuing building permits. Completion of the Northern Goldfields Regional Offices and Administration Centre (NGROAC) providing regional office accommodation and a casual meeting place.

OTHER PROPERTY AND SERVICES

To monitor and control the Shire's overheads operating accounts.

Costs and revenues for private hire of Council machinery and operators for completion of private works for ratepayers and others. Costing allocation pools including administration, overheads, plant operation costs and salaries and wages which are all individually detailed and then allocated throughout all previously mentioned operating activities, works and services. Costs and revenue associated with standpipe facilities.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2020**

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,683,641	2,683,641	2,494,005	(189,636)	(7.07%)	
Revenue from operating activities							
Governance		1,530	510	187	(323)	(63.33%)	
General purpose funding - general rates	6	6,903,219	6,787,219	6,913,289	126,070	1.86%	
General purpose funding - other		589,993	152,214	155,841	3,627	2.38%	
Law, order and public safety		9,950	5,152	6,635	1,483	28.78%	
Health		36,095	13,193	7,416	(5,777)	(43.79%)	
Education and welfare		300,800	125,400	120,418	(4,982)	(3.97%)	
Housing		44,795	14,936	15,137	201	1.35%	
Community amenities		423,146	269,180	256,626	(12,554)	(4.66%)	
Recreation and culture		310,746	146,972	140,300	(6,672)	(4.54%)	
Transport		776,870	366,132	390,430	24,298	6.64%	
Economic services		787,208	267,042	314,126	47,084	17.63%	▲
Other property and services		143,500	47,832	48,977	1,145	2.39%	
		10,327,852	8,195,782	8,369,382	173,600		
Expenditure from operating activities							
Governance		(702,267)	(253,797)	(162,220)	91,577	36.08%	▲
General purpose funding		(418,515)	(152,908)	(153,651)	(743)	(0.49%)	
Law, order and public safety		(209,030)	(71,932)	(70,883)	1,049	1.46%	
Health		(877,273)	(339,366)	(274,562)	64,804	19.10%	▲
Education and welfare		(777,830)	(268,903)	(221,152)	47,751	17.76%	▲
Community amenities		(361,499)	(124,037)	(155,259)	(31,222)	(25.17%)	▼
Recreation and culture		(1,704,445)	(596,813)	(575,154)	21,659	3.63%	
Transport		(3,479,033)	(1,139,088)	(1,122,811)	16,277	1.43%	
Economic services		(3,020,648)	(1,031,145)	(601,243)	429,902	41.69%	▲
Other property and services		(15,000)	(53,437)	101,700	155,137	290.32%	▲
		(11,565,540)	(4,031,426)	(3,235,235)	796,191		
Non-cash amounts excluded from operating activities	1(a)	1,920,718	582,236	682,764	100,528	17.27%	▲
Amount attributable to operating activities		683,030	4,746,592	5,816,911	1,070,319		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	1,110,213	370,072	311,562	(58,510)	(15.81%)	▼
Proceeds from disposal of assets	7	331,000	0	19,545	19,545	0.00%	▲
Payments for property, plant and equipment and infrastructure	8	(3,542,524)	(901,508)	(858,301)	43,207	4.79%	
Amount attributable to investing activities		(2,101,311)	(531,436)	(527,194)	4,242		
Financing Activities							
Transfer from reserves	9	250,000	0	0	0	0.00%	
Transfer to reserves	9	(1,515,360)	(848)	(848)	0	0.00%	
Amount attributable to financing activities		(1,265,360)	(848)	(848)	0		
Closing funding surplus / (deficit)	1(c)	0	6,897,949	7,782,874			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to threshold. Refer to Note 13 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2020-21 year is \$15,000 or 8.00% whichever is the greater.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 OCTOBER 2020

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2020**

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,683,641	2,683,641	2,494,005	(189,636)	(7.07%)	
Revenue from operating activities							
Rates	6	6,903,219	6,787,219	6,913,289	126,070	1.86%	
Operating grants, subsidies and contributions	11	1,443,953	584,984	592,153	7,169	1.23%	
Fees and charges		1,717,206	707,662	776,799	69,137	9.77%	▲
Interest earnings		44,000	14,672	1,621	(13,051)	(88.95%)	
Other revenue		219,474	101,245	85,520	(15,725)	(15.53%)	▼
		10,327,852	8,195,782	8,369,382	173,600		
Expenditure from operating activities							
Employee costs		(2,245,080)	(744,865)	(1,124,876)	(380,011)	(51.02%)	▼
Materials and contracts		(6,736,538)	(2,340,694)	(1,132,844)	1,207,850	51.60%	▲
Utility charges		(305,200)	(101,728)	(132,366)	(30,638)	(30.12%)	▼
Depreciation on non-current assets		(1,774,091)	(582,236)	(598,415)	(16,179)	(2.78%)	
Insurance expenses		(241,690)	(230,503)	(237,366)	(6,863)	(2.98%)	
Other expenditure		(116,314)	(31,400)	(8,477)	22,923	73.00%	▲
Loss on disposal of assets	7	(146,627)	0	(891)	(891)	0.00%	
		(11,565,540)	(4,031,426)	(3,235,235)	796,191		
Non-cash amounts excluded from operating activities	1(a)	1,920,718	582,236	682,764	100,528	17.27%	▲
Amount attributable to operating activities		683,030	4,746,592	5,816,911	1,070,319		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	1,110,213	370,072	311,562	(58,510)	(15.81%)	▼
Proceeds from disposal of assets	7	331,000	0	19,545	19,545	0.00%	▲
Payments for property, plant and equipment and infrastructure	8	(3,542,524)	(901,508)	(858,301)	43,207	4.79%	
Amount attributable to investing activities		(2,101,311)	(531,436)	(527,194)	4,242		
Financing Activities							
Transfer from reserves	9	250,000	0	0	0	0.00%	
Transfer to reserves	9	(1,515,360)	(848)	(848)	0	0.00%	
Amount attributable to financing activities		(1,265,360)	(848)	(848)	0		
Closing funding surplus / (deficit)	1(c)	0	6,897,949	7,782,874			

KEY INFORMATION

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

Refer to Note 13 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996 , Regulation 34* . Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 09 November 2020

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

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

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

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 financial statements. A separate statement of those monies

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

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

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Add: Movement in liabilities associated with restricted cash		0	0	83,458
Add: Loss on asset disposals	7	146,627	0	891
Add: Depreciation on assets		1,774,091	582,236	598,415
Total non-cash items excluded from operating activities		1,920,718	582,236	682,764

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2020	This Time Last Year 31 October 2019	Year to Date 31 October 2020
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(5,315,508)	(3,345,631)	(5,316,356)
Add: Provisions - employee	10	145,175	145,175	228,633
Total adjustments to net current assets		(5,170,333)	(3,200,456)	(5,087,723)

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	7,545,391	9,632,665	12,688,608
Rates receivables	3	195,415	1,193,889	833,750
Receivables	3	318,438	389,950	472,224
Other current assets	4	89,353	94,836	51,589
Less: Current liabilities				
Payables	5	(175,626)	(319,803)	(616,800)
Contract liabilities	10	(80,000)	(101,902)	(330,141)
Provisions	10	(228,633)	(145,175)	(228,633)
Less: Total adjustments to net current assets	1(b)	(5,170,333)	(3,200,456)	(5,087,723)
Closing funding surplus / (deficit)		2,494,005	7,544,004	7,782,874

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
Cash on hand								
Municipal bank	Cash and cash equivalents	7,370,973	0	7,370,973	0	NAB	Variable	Nil
Trust bank	Cash and cash equivalents	10	0	10	0	NAB	Nil	Nil
Petty cash and floats	Cash and cash equivalents	1,270	0	1,270	0	Cash on hand	Nil	Nil
Reserve bank	Cash and cash equivalents	0	5,316,355	5,316,355	0	NAB	Variable	Nil
Total		7,372,253	5,316,355	12,688,608	0			
Comprising								
Cash and cash equivalents		7,372,253	5,316,355	12,688,608	0			
		7,372,253	5,316,355	12,688,608	0			

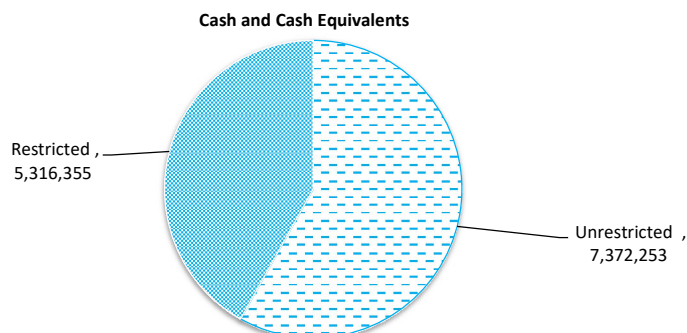
KEY INFORMATION

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

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2020**

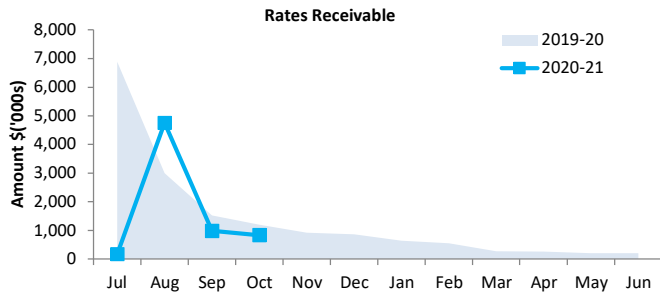
**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates receivable	30 Jun 2020	31 Oct 2020
	\$	\$
Opening arrears previous years	165,403	195,415
Rates, instalment charges and interest levied	6,448,237	6,913,289
Less - collections to date	(6,418,225)	(6,274,954)
Equals current outstanding	195,415	833,750
Net rates collectable	195,415	833,750
% Collected	97%	88.3%

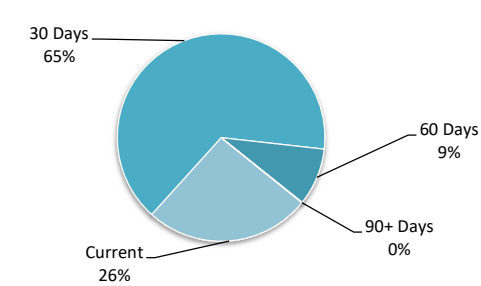
Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	120,474	303,674	41,667	375	466,190
Percentage	0.0%	25.8%	65.1%	8.9%	0.1%	
Balance per trial balance						
Sundry receivable						466,190
GST receivable						6,034
Total receivables general outstanding						472,224
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.



Accounts Receivable (non-rates)



	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 31 October 2020
	\$	\$	\$	\$
Other current assets				
Inventory				
Stores on hand	89,353	25,064	(62,828)	51,589
Total other current assets	89,353	25,064	(62,828)	51,589

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

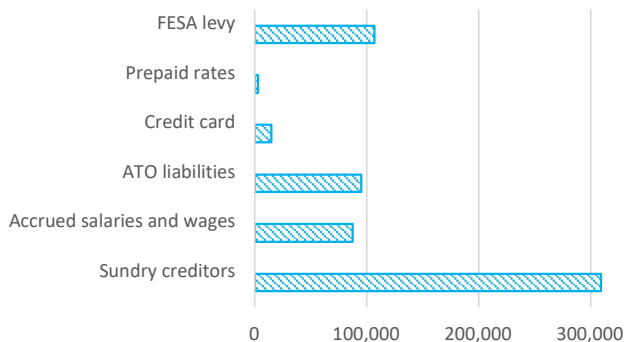
Payables	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - trade	0	221,130	88,030	0	3	309,163
Percentage	0%	71.5%	28.5%	0%	0%	
Balance per trial balance						
Sundry creditors						309,163
Accrued salaries and wages						87,575
ATO liabilities						95,125
Credit card						15,080
Prepaid rates						2,766
FESA levy						107,091
Total payables general outstanding						616,800

Amounts shown above include GST (where applicable)

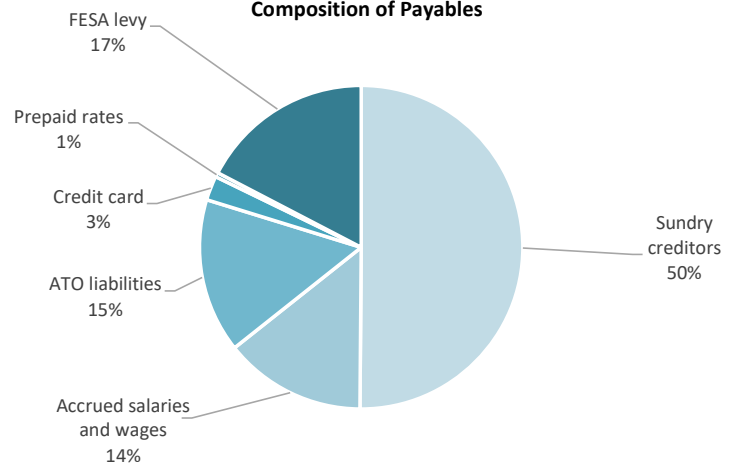
KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

Composition of Payables



Composition of Payables



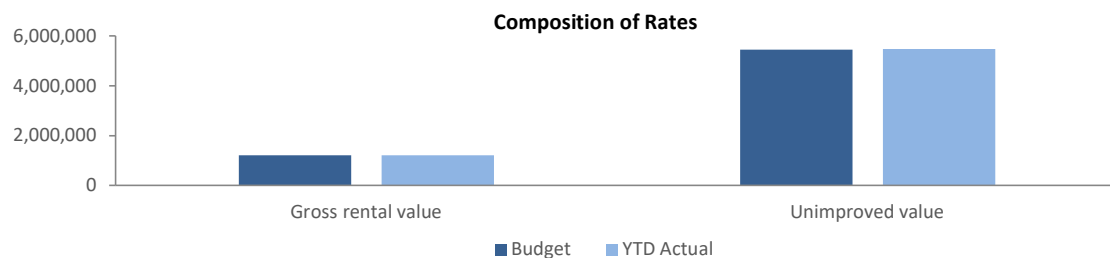
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2020

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

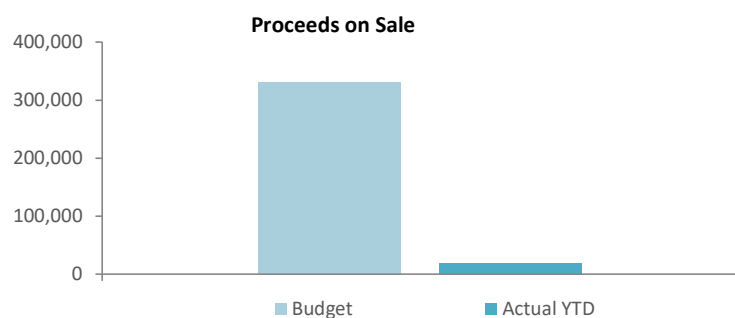
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
General rate revenue	0.0706	586	15,222,674	1,074,721	134,000	0	1,208,721	1,074,721	132,762	0	1,207,483
Unimproved value											
General rate revenue	0.1550	1,415	34,965,661	5,419,677	40,000	0	5,459,677	5,419,677	51,308	0	5,470,985
Sub-Total		2,001	50,188,335	6,494,398	174,000	0	6,668,398	6,494,398	184,070	0	6,678,468
Minimum payment	Minimum \$										
Gross rental value											
General rate revenue	323	61	120,189	29,393	0	0	29,393	29,393	0	0	29,393
Unimproved value											
General rate revenue	323	636	720,994	205,428	0	0	205,428	205,428	0	0	205,428
Sub-total		697	841,183	234,821	0	0	234,821	234,821	0	0	234,821
Total general rates							6,903,219				6,913,289

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



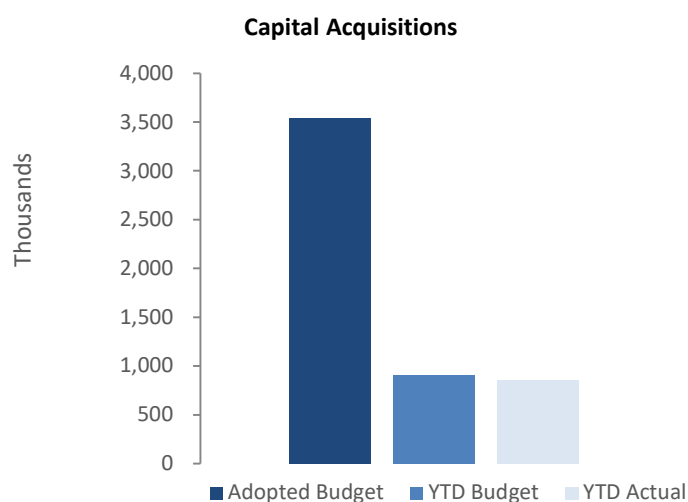
Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment									
Transport									
658	2018 Ford Ranger Grader Ute	45,752	33,000	0	(12,752)	0	0	0	0
660	Holden Colorado Space Cab Tray Top 4WD	40,764	33,000	0	(7,764)	0	0	0	0
645	Asset 645 John Deere 670G Grader 2014	235,000	140,000	0	(95,000)	0	0	0	0
Economic services									
PE15	2017 Nissan X Trail ST	0	0	0	0	20,436	19,545	0	(891)
Other property and services									
PE70	2019 Nissan Patrol 4WD CEO	68,145	52,000	0	(16,145)	0	0	0	0
PE39	2019 Ford Everest 4WD DCEO	51,179	38,000	0	(13,179)	0	0	0	0
658	2018 Amarok Dual Cab MWS	36,787	35,000	0	(1,787)	0	0	0	0
		477,627	331,000	0	(146,627)	20,436	19,545	0	(891)



Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	778,566	259,522	24,211	(235,311)
Furniture and equipment	7,000	2,333	0	(2,333)
Plant and equipment	1,037,500	66,500	65,500	(1,000)
Infrastructure - roads	500,000	166,667	183,421	16,754
Infrastructure - parks, gardens, recreation facilities	1,219,458	406,486	585,169	178,683
Payments for Capital Acquisitions	3,542,524	901,508	858,301	(43,207)
Total Capital Acquisitions	3,542,524	901,508	858,301	(43,207)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,110,213	370,072	311,562	(58,510)
Other (disposals & C/Fwd)	331,000	0	19,545	19,545
Cash backed reserves				
Aerodrome reserve	250,000	0	0	0
Contribution - operations	1,851,311	531,436	527,194	(4,242)
Capital funding total	3,542,524	901,508	858,301	(43,207)

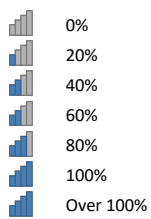
SIGNIFICANT ACCOUNTING POLICIES

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



Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

		Adopted			
Account Description		Budget	YTD Budget	YTD Actual	Variance (Under)/Over
Buildings					
	11A Walton Street	25,000	8,333	0	(8,333)
	Doctor's House	40,000	13,333	0	(13,333)
	11 Queen Victoria Street	35,000	11,667	0	(11,667)
	26 Queen Victoria Street	15,000	5,000	0	(5,000)
	29 Hoover Street	35,000	11,667	0	(11,667)
	40A Hoover Street	25,000	8,333	0	(8,333)
	51 Gwalia Street	35,000	11,667	0	(11,667)
	9 Cohen Street	25,000	8,333	0	(8,333)
	Oval Caretaker	20,000	6,667	0	(6,667)
LB20019	Container Scheme Modifications	8,000	2,667	1,345	(1,322)
	Renewable Energy Setup Lot 60 Tower St	28,500	9,500	0	(9,500)
	Renewable Energy Setup Lot 96 Tower St	28,500	9,500	0	(9,500)
	Playground- Tower Street Toilet	73,202	24,401	0	(24,401)
	Public Toilet - Town	150,000	50,000	0	(50,000)
LB10002	Public Toilet - Gwalia Museum	126,764	42,255	22,866	(19,389)
	Porch - Gwalia Museum	22,600	7,533	0	(7,533)
	Records storage shed - Kalgoorlie (1/4)	70,000	23,333	0	(23,333)
	Renewable Energy Setup Admin Offices	16,000	5,333	0	(5,333)
		778,566	259,522	24,211	(235,311)
Furniture and Equipment					
	Services Locator	7,000	2,333	0	(2,333)
		7,000	2,333	0	(2,333)
Plant and Equipment					
PE20001	Tractor	66,500	66,500	65,500	(1,000)
	Backhoe	145,000	0	0	0
	Grader	450,000	0	0	0
	Grader Driver's Vehicle	62,000	0	0	0
	Solar Street Lights x 3	8,000	0	0	0
	Solar Street Lights x 3	40,000	0	0	0
	Reporting Officer's Vehicle	62,000	0	0	0
	MWS's Vehicle	73,000	0	0	0
	CEO's Vehicle Nissan	76,000	0	0	0
	DCEO's Vehicle Ford Everest	55,000	0	0	0
		1,037,500	66,500	65,500	(1,000)
Infrastructure Roads					
	Grid renewals	50,000	16,667	0	(16,667)
IR20001	Leonora Nambi Road RRG	450,000	150,000	183,421	33,421
		500,000	166,667	183,421	16,754
Infrastructure Other					
	Bowling Club internal fencing	30,000	10,000	0	(10,000)
IO10001	Playground - Tower Street	317,000	105,667	14,640	(91,027)
	Pumptrack - Skate Park	135,000	45,000	0	(45,000)
	Standpipe	30,000	10,000	0	(10,000)
	Fencing - Shire Common	25,000	8,333	0	(8,333)
IO20005	Airport Lights	632,458	210,819	570,529	359,710
	Information Bay Upgrade	10,000	3,333	0	(3,333)
	Malcom Dam Upgrade	40,000	13,333	0	(13,333)
		1,219,458	406,486	585,169	178,683
		3,542,524	901,508	858,301	(43,207)

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2020

OPERATING ACTIVITIES
NOTE 9
CASH RESERVES

Cash backed reserve

Reserve name	Opening	Budget Interest	Actual Interest	Budget Transfers	Actual Transfers	Budget Transfers	Actual Transfers	Budget Closing	Actual YTD
	Balance	Earned	Earned	In (+)	In (+)	Out (-)	Out (-)	Balance	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Annual leave reserve	165,344	0	28	0	0	0	0	165,344	165,372
Long service leave reserve	134,561	960	22	0	0	0	0	135,521	134,583
Building reserve	988,771	40,000	165	950,000	0	0	0	1,978,771	988,936
Fire Disaster reserve	39,922	460	7	0	0	0	0	40,382	39,929
Plant purchase reserve	915,193	7,500	153	0	0	0	0	922,693	915,346
Gwalia Precinct reserve	488,650	0	82	0	0	0	0	488,650	488,732
Waste management reserve	315,991	2,000	53	0	0	0	0	317,991	316,044
Aerodrome reserve	286,443	3,400	10	200,000	0	(250,000)	0	239,843	286,453
IT reserve	15,000	0	0	0	0	0	0	15,000	15,000
Pool reserve	45,041	40	7	300,000	0	0	0	345,081	45,048
Aged care reserve	1,920,592	11,000	321	0	0	0	0	1,931,592	1,920,913
	5,315,508	65,360	848	1,450,000	0	(250,000)	0	6,580,868	5,316,356

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 31 October 2020
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	11	80,000	156,098	(126,165)	109,933
- non-operating	12	0	220,208	0	220,208
Total unspent grants, contributions and reimbursements		80,000	376,306	(126,165)	330,141
Provisions					
Annual leave		154,386	0	0	154,386
Long service leave		74,247	0	0	74,247
Total Provisions		228,633	0	0	228,633
Total other current assets		308,633	376,306	(126,165)	558,774
Amounts shown above include GST (where applicable)					

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 11 and 12

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee benefits

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2020

NOTE 11

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Oct 2020	Current Liability 31 Oct 2020	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Grant - Equalisation	0	0	0	0	0	273,399	68,350	73,778
Grant - Roads (Untied)	0	0	0	0	0	304,094	76,024	71,792
Law, order, public safety								
Operational Grant - Bush Fire	0	0	0	0	0	2,000	500	1,090
Education and welfare								
Youth Support DCP Grant	0	36,268	(24,078)	12,190	12,190	71,935	35,968	24,078
Grant- Sustainability Child Ca	0	0	0	0	0	78,865	39,432	39,432
Recreation and culture								
Indue agreement	0	63,715	(42,477)	21,238	21,238	0	0	42,477
CRC other grants	0	0	0	0	0	132,887	66,444	2,500
CRC grant funding	0	56,115	(37,410)	18,705	18,705	0	0	37,910
National Australia Day grant	0	0	0	0	0	0	0	20,000
Transport								
MRWA Direct	0	0	0	0	0	159,050	159,050	159,050
Contrib. - Street Lights	0	0	0	0	0	4,070	0	0
Economic services								
Weed control	0	0	0	0	0	0	0	10,000
Lotterywest Gwalia Interpretation	0	0	0	0	0	248,403	82,800	110,046
Golden Gift Sponsorship	0	0	0	0	0	115,000	38,332	0
Golden Gift Grants	0	0	0	0	0	54,250	18,084	0
	0	156,098	(103,965)	52,133	52,133	1,443,953	584,984	592,153
Operating contributions								
Transport								
NGWG Consultant	80,000	0	(22,200)	57,800	57,800	0	0	0
	80,000	0	(22,200)	57,800	57,800	0	0	0
TOTALS	80,000	156,098	(126,165)	109,933	109,933	1,443,953	584,984	592,153

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2020

NOTE 12

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability				
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Oct 2020	Current Liability 31 Oct 2020
	\$	\$	\$	\$	\$
Non-operating grants and subsidies					
Transport					
Grant - Roads to Recovery	0	0	0	0	0
Grant - Infrastructure COVID-19	0	220,208	0	220,208	220,208
RRG Funding	0	0	0	0	0
RADS Grant	0	0	0	0	0
	0	220,208	0	220,208	220,208

Non operating grants, subsidies and contributions revenue		
Adopted Budget Revenue	YTD Budget	YTD Revenue Actual (b)
\$	\$	\$
178,236	59,412	0
440,415	146,804	0
300,000	100,000	120,000
191,562	63,856	191,562
1,110,213	370,072	311,562

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2020-21 year is \$15,000 or 8.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Economic services	47,084	17.63%	▲ Timing	Revenue from Golden Gift not yet received but budget split is showing against pre May months -\$62K/Gwalia income due to closed borders tourist trade \$80K above budget.
Expenditure from operating activities				
Governance	91,577	36.08%	▲ Timing	Usual EOFY payment for Elected Officers allowances not due as yet \$24K/Debt write off \$7,500/Strategic planning budget timing \$15K/Donations not made \$33K
Health	64,804	19.10%	▲ Timing	COVID funds unexpended as yet \$50K/Budget timing
Education and welfare	47,751	17.76%	▲ Timing	Youth Centre invoices not received \$47K
Community amenities	(31,222)	(25.17%)	▼ Timing	Rubbish Tip maintenance up \$20K/Grave restoration \$10K
Economic services	429,902	41.69%	▲ Timing	Agnew project not underway \$80K/Cactus not yet due \$20K/Tourism promotion not yet completed per budget \$25K/Gwalia Interpretation Plan not yet completed per monthly budget \$50K/Golden Gift \$120K/Budget timing
Other property and services	155,137	290.32%	▲ Timing	Correction at Budget Review of under & over allocations
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	(58,510)	(15.81%)	▼ Timing	Waiting on payment of final RADS recoup
Proceeds from disposal of assets	19,545	0.00%	▲ Timing	Nissan X Train sold as per budget

11.0 REPORTS OF OFFICERS
11.2 DEPUTY CHIEF EXECUTIVE OFFICER
11.2(B) ACCOUNTS FOR PAYMENT

SUBMISSION TO: Meeting of Council
Meeting Date: 17th November, 2020

AGENDA REFERENCE: 11.2 (B) NOV 20

SUBJECT: Accounts for Payment

LOCATION / ADDRESS: Nil

NAME OF APPLICANT: Nil

FILE REFERENCE: Nil

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Linda Gray

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 10th September, 2020

BACKGROUND

Attached statements consist of accounts paid by Delegated Authority and Council Authorisation since the previous council meeting as follows:

1. Accounts paid by Delegated Authority, totalling **\$729,720.13**, consisting of:
 - a. Credit Card Payments for **October, 2020**, totalling **\$14,077.50**;
 - b. Direct Bank Transactions numbered from **1624** to **1646** and totalling **\$188,435.95**;
 - c. Batch Payments **48, 49** and **49B**, totalling **\$472,928.52**; and
 - d. Cheques from **25733** to **25740** and Payroll Payments relating to **Pay Periods Ending 21/10/2020, & 07/11/2020** totalling **\$68,355.66**.
2. Accounts paid by Council Authorisation, totalling **\$119,763.88**, consisting of:
 - a. Batch Payment **BP 50.01** to **BP 50.63** totalling **\$119,763.88**

The total amount paid since the previous meeting is **\$849,484.01**.

STATUTORY ENVIRONMENT

Local Government Act 1995 S6.10 & Financial Management (1996) Regulation 12 & 13 apply to how the information is to be presented within this report for authorisation by Council.

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation of this report.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RECOMMENDATIONS

That the accounts for payment, as detailed:

1. Accounts paid by Delegated Authority, totalling **\$729,720.13**, consisting of:
 - a. Credit Card Payments for **October, 2020**, totalling **\$14,077.50**;
 - b. Direct Bank Transactions numbered from **1624** to **1646** and totalling **\$188,435.95**;
 - c. Batch Payments **48, 49** and **49B**, totalling **\$472,928.52**; and
 - d. Cheques from **25733** to **25740** and Payroll Payments relating to **Pay Periods Ending 21/10/2020, & 07/11/2020** totalling **\$68,355.66**.
2. Accounts paid by Council Authorisation, totalling **\$119,763.88**, consisting of:
 - a. Batch Payment **BP 50.01** to **BP 50.63** totalling **\$119,763.88**

be accepted.

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Deputy Chief Executive Officer

Shire of Leonora				
Monthly Report – List of Credit Card Transactions Paid by Delegated Authority				
Submitted to Council on the 17th November, 2020				
The following list of accounts relate to Credit Card Transactions paid under delegation by the Chief Executive Officer, since the previous list of accounts. Payments detailed are from statements for September, 2020 as per Direct Bank Transaction 1645 totalling \$14,077.50 .				
CHIEF EXECUTIVE OFFICER				
Reference	Date	Name	Item	Payment by Delegated Authority
CEO 10/20	29/09/2020	Crown Towers Perth	Credit Card service Fee - CEO & President attendance in Perth for Local Government Week	25.60
	29/09/2020	Crown Towers Perth	Credit Card service Fee - CEO & President attendance in Perth for Local Government Week	29.75
	29/09/2020	Crown Towers Perth	President Accommodation in Perth for Local Government Week	2,174.13
	29/09/2020	Crown Towers Perth	CEO Accommodation in Perth for Local Government Week	4,219.03
	30/09/2020	Countrywide Austral	Advertisement - Ambulance Active Magazine	1,314.50
	06/10/2020	Bizness Apps	Monthly Subscription to Hosting Application for Geocaching App - October, 2020	138.42
	15/10/2020	Foxtel	Foxtel, Internet and Phone for 35 Hoover Street October, 2020	271.89
	19/10/2020	Coles Express Leonora	Fuel for P1	180.30
	20/10/2020	Local Government Professionals Australia	Annual Government Membership to LG Professionals	531.00
	28/10/2020	National Australia Bank	Card Fee - October, 2020	9.00
CEO 10/20			Total CEO Card October, 2020	8,893.62
DCEO 10/20	29/09/2020	Mobil Yellowdine	Fuel for P2	63.79
	01/10/2020	EG Fuelco (Australia) Limited	Fuel for P2	67.28
	02/10/2020	EmbroidMe Malaga Pty Ltd	Uniforms for Leonora Swimming Pool Staff	389.16
	05/10/2020	AYA Group Pty Ltd	TV for 11B Walton Street	645.00
	05/10/2020	Booking.com	Accommodation for L Gray to attend WALGA Training in Perth	192.42
	05/10/2020	Big W	Credit for Yoga Mats unable to be provided - Leonora Community Grant (Leonora Pilates Group)	-80.00
	06/10/2020	Commissioner of Police	Renewal of Corporate Firearm Licence 10013489	131.00
	07/10/2020	WA Cabs Pty Ltd	Cab fare for travel in Perth to attend training	41.11
	07/10/2020	City of Kalgoorlie /Boulder	Parking Fees at Kalgoorlie Airport	10.00
	08/10/2020	Swan Taxis	Cab Fare for Travel re: Training in Perth for L Gray	39.06
	09/10/2020	QT Hotels	Meals for L Gray while in Perth re: Training Course	53.57
	14/10/2020	Virgin Australia	Payment Surcharge for K Dubberley's flight to Perth for Training	3.56
	14/10/2020	Virgin Australia	Flights for K Dubberley to attend training in Perth	348.00
DCEO 10/20			DCEO Card Sub total	\$1,903.95

Reference	Date	Name	Item	Payment by Delegated Authority
DCEO 10/20			DCEO card brought forward	\$1,903.95
	14/10/2020	Virgin Australia	Flights for K Lord to attend training in Perth	297.99
	14/10/2020	Virgin Australia	Credit Card Surcharge for K Lord's flights to Perth re: Training	3.05
	14/10/2020	Virgin Australia	Detail change for K Lord Flights (Date change) re: Training attendance in Perth	30.01
	14/10/2020	Leonora Gwalia Historical Museum	Refreshments for Consultants	34.50
	14/10/2020	Diffuze Pty Ltd	New Software for the Leonora Childcare Centre - initial package & Monthly Subscription Fee October	348.05
	19/10/2020	Lifelike Plants	Fake Fruits and Vegetables for Hoover House/Gwalia Museum as Part of Leonora Interpretation Project	496.48
	19/10/2020	Black Crow Studio Pty Ltd	Art Supplies to facilitate creation of NAIDOC Banner	469.86
	19/10/2020	Leonora Post Office	Gift Cards for cultural/sport event	440.84
	20/10/2020	Department of Communities	Service Temporary Waiver 2020/2021 for Leonora Childcare Centre	112.00
	22/10/2020	Australian Museums and Galleries Association	Annual Subscription to AMaGA 2020/21	244.00
	23/10/2020	LG Professionals WA	Asset Management Workshop Registration for L Trevenan, G Leslie & L Gray	645.00
	26/10/2020	BP Allway Motors	Fuel for P2	65.36
	27/10/2020	BP Hyden	Fuel for P2	73.87
	28/10/2020	National Australia Bank	Card Fee - October, 2020	9.00
DCEO 10/20			Total DCEO Card October, 2020	\$5,173.96
Other Fees/Payments	05/10/2020	National Australia Bank	International Transaction Fee - Bizness Apps Subscription October, 2020	4.15
	05/10/2020	National Australia Bank	International Transaction Fee for Booking.Com booking	5.77
Other Fees/Payments			Total Other Fees/Payments	\$9.92
1645	02/11/2020	National Australia Bank	Credit Card Purchases - October, 2020	\$14,077.50

Shire of Leonora				
Monthly Report – List of Direct Bank Transactions Paid by Delegated Authority				
Submitted to Council on the 17th November, 2020				
The following list of accounts relate to Direct Bank Transactions paid under delegation by the Chief Executive Officer, since the previous list of accounts. Transactions are numbered from 1624 to 1646 and totalling \$188,435.95				
CHIEF EXECUTIVE OFFICER				
Transaction	Date	Name	Item	Payment by Delegated Authority
1624	14/10/2020	3E Advantage	Printing Costs for Childcare, Shire, CRC, Works & Museum, September, 2020 Office National Photocopier Agreements	4,195.23
1	20/10/2020	Shire of Leonora	Salaries & Wages PPE: 19/10/2020	77,972.35
1625	23/10/2020	Click Super	Monthly Facility & Transaction Fee for 26-50 Staff - September, 2020	27.50
1626	26/10/2020	Australian Super	Superannuation PPE: 19/10/2020	952.99
1627	26/10/2020	Christian Super	Superannuation PPE: 19/10/2020	77.90
1628	26/10/2020	CBUS	Superannuation PPE: 19/10/2020	432.26
1629	26/10/2020	Dazacom Superfund	Superannuation PPE: 19/10/2020	239.34
1630	26/10/2020	HESTA	Superannuation PPE: 19/10/2020	202.88
1631	26/10/2020	MLC Super Fund	Superannuation PPE: 19/10/2020	1,604.38
1632	26/10/2020	MTAA Super	Superannuation PPE: 19/10/2020	312.15
1633	26/10/2020	Sunsuper	Superannuation PPE: 19/10/2020	324.09
1634	26/10/2020	TWU Super Fund	Superannuation PPE: 19/10/2020	286.45
1635	26/10/2020	WA Super	Superannuation PPE: 19/10/2020	8,413.53
1636	29/10/2020	National Australia Bank	NAB Connect Fee - September, 2020	30.24
1637	30/10/2020	National Australia Bank	EFTPOS Merchant Fee - October, 2020 - Childcare - 7381278	20.00
1638	30/10/2020	National Australia Bank	EFTPOS Merchant Fee - October, 2020 - Info Centre - 7374463	28.94
1639	30/10/2020	National Australia Bank	EFTPOS Merchant Fee - October, 2020 - CRC - 7380395	34.22
1640	30/10/2020	National Australia Bank	EFTPOS Merchant Fee - October, 2020 - Recreation Centre - 7379314	40.18
1641	30/10/2020	National Australia Bank	EFTPOS Merchant Fee - October, 2020 - Airport - 7374471	46.79
1642	30/10/2020	National Australia Bank	Account Fees - October, 2020	74.00
1643	30/10/2020	National Australia Bank	EFTPOS Merchant Fee - October, 2020 - Events - 7374513	117.02
1644	30/10/2020	National Australia Bank	EFTPOS Merchant Fee - October, 2020 - Shire & Museum - 7381393	713.83
1	03/11/2020	Shire of Leonora	Salaries & Wages PPE: 2/11/2020	78,201.18
1645	02/11/2020	National Australia Bank	Credit Card Purchases October, 2020	14,077.50
1646	02/11/2020	National Australia Bank	Internet Services - CRC - October, 2020	11.00
			GRAND TOTAL	\$188,435.95

Shire of Leonora				
Monthly Report - List of Accounts Paid by Delegated Authority				
Submitted to Council on the 17th November, 2020				
<p>Batch Payments 48, consisting of BP 48.01 to BP 48.23 (\$167,099.74), 49 consisting of BP 49.01 (\$694.68), and 49B consisting of BP 49B.01 to BP 49B.63 (\$305,134.10) and totalling \$472,928.52 were paid by delegated authority by the Chief Executive Officer and have been checked and are fully supported by remittances and duly certified invoices with checks being carried out as to prices, computations and costing. Bank Details are reconciled against those invoices by two officers.</p>				
CHIEF EXECUTIVE OFFICER				
Batch Reference	Date	Name	Item	Payment by delegated Authority
BP 48.01	20/10/2020	AFGRI Equipment Australia Pty Ltd	Parts and Filters	1,358.61
BP 48.02	20/10/2020	Air Liquide W.A. Ltd	Monthly Cylinder fee for Medical Centre	25.22
BP 48.03	20/10/2020	AYA Group Pty Ltd	Consumables for Main Office, Hoover House, Childcare Centre and Information Centre	806.04
BP 48.04	20/10/2020	BOC Limited	Container Service Supplied Monthly for Depot & Medical Centre Equipment	136.21
BP 48.05	20/10/2020	Bunnings Building Supplies Pty Ltd	2 Boxes Tec Screws, Lawn Seed and Tap Fittings.	209.06
BP 48.06	20/10/2020	Coyles Mower & Chainsaw Centre	Service and Repair to Shire Farm Boss Chainsaw	227.80
BP 48.07	20/10/2020	Galaxy Embroidery and Printing	Calico Bags and Tea Towels for Resale for Gwalia Museum	517.94
BP 48.08	20/10/2020	Global Communication Services	3 TX6160TP Hand Held UHF Radios	1,515.39
BP 48.09	20/10/2020	Goldfields Locksmiths	Leverset for Single Persons Quarters (Depot)	58.05
BP 48.10	20/10/2020	Heatley's Sales Pty Ltd	Toilet Paper and Hand Towel for CRC, Main Office and Airport	439.54
BP 48.11	20/10/2020	Juwest Pty Ltd	Install Sump Pump in Backwash Tank at Pool, repair Oval retic and Hand Excavate and Repair Water Pipe from Leaks at Gwalia Ghost Town	1,719.96
BP 48.12	20/10/2020	Leonora Drive Connectors	Hose Fittings & Parts for Grader Gen-Set & 2 Hydraulic Hoses for P596	1,001.83
BP 48.13	20/10/2020	Majors Group	Soft Ice Cream Machine for Leinster Sport & Recreation Association Community Grant	3,190.00
BP 48.14	20/10/2020	Modern Teaching Aids Pty Ltd	Community Grant - Equipment for Leinster Community Day Care	697.96
BP 48.15	20/10/2020	Multiple Trades and Maintenance	Pump Out Septic Tank at Gwalia Public Toilets	348.70
BP 48.16	20/10/2020	Netlogic Information Technology	Monthly Offsite Consulting Labor, Continued Work with AltusECM and Laptops for Main Office	2,152.50
BP 48.17	20/10/2020	Northern Goldfields Electrical Pty Ltd	Supply parts and install lighting tracks and separate dimmers at Hoover House, Backwash Pump at Pool, Replace Faulty RCD in Changerooms at Oval & Replace GPO at Sports Complex	2,380.40
BP 48.18	20/10/2020	Office National Kalgoorlie	Stationery - Main Office, CRC, Gwalia, Medical Centre and Childcare	740.61
BP 48.19	20/10/2020	Purcher International	Suspension Ride Height Adjuster for P833	190.62
BP 48.20	20/10/2020	Rangelands NRM Coordinating Group Inc.	2020 School of the Air Photo Competition Sponsorship - Living in Isolation and Managing the lands	1,650.00
			Sub Total Batch Payment 48	19,366.44

Batch Reference	Date	Name	Item	Payment by delegated Authority
			Balance Brought Forward Batch Payment 48	\$19,366.44
BP 48.21	20/10/2020	Sidetipper Australia	Hire 2 Sidetippers & 1 Dolly for the Leonora-Nambi Rd Project	17,380.00
BP 48.22	20/10/2020	West Coast Civil	New Airfield Ground Lighting Infrastructure as per request for Tender RFT 02/2020	129,828.30
BP 48.23	20/10/2020	Western Australian Local Government Ass.	Planning Day Essentials short course for L Gray	525.00
			Total Batch Payment 48	\$167,099.74
BP 49.01	23/10/2020	Air BP Limited	Jet A1 fuel at Leonora Aerodrome using Shire of Leonora card. 403.34L @ \$1.53023/L + Excise Duty Invoiced out to Skippers Aviation Invoice#8678	694.68
			Total Batch Payment 49	\$694.68
BP 49B.01	05/11/2020	Agserv	Sumillarv Mosquito 250g Bottles X 4	339.90
BP 49B.02	05/11/2020	Alcolizer Technology	6 Month Module Service for LE5 Druglizer Unit	275.00
BP 49B.03	05/11/2020	AYA Group Pty Ltd	Consumables Provided to Gwaila, Childcare Centre and Main Office	862.26
BP 49B.04	05/11/2020	BHP Billiton Nickel West Pty Ltd	Flights for T McColgan	1,276.00
BP 49B.05	05/11/2020	Bidfood Kalgoorlie	Catering and Consumables for Gwalia and Childcare	2,541.91
BP 49B.06	05/11/2020	BOC Limited	Container Service Supplied Monthly for Depot & Medical Centre Equipment	140.73
BP 49B.07	05/11/2020	Bunnings Building Supplies Pty Ltd	Supplies for Childcare, Lot 294 Queen Victoria Street, Bowls Club and Liquid Waste Disposal Site	299.86
BP 49B.08	05/11/2020	Butson Group Pty Ltd	Council Lunch at Budget Special Meeting	112.00
BP 49B.09	05/11/2020	Canine Control	Ranger Services - 14th, 15th and 16th October, 2020	4,169.39
BP 49B.10	05/11/2020	Collins Distributors	Jewellery for Resale at Gwalia Museum	282.48
BP 49B.11	05/11/2020	Commercial Aquatics Australia	Supply and installation of new make up water valve, decommission and removal of sand filters and media, and supply and installation of new sandfilters and replacement of filter face plumbing for Swimming Pool.	112,084.50
BP 49B.12	05/11/2020	D & S Building Service	Leonora Cemetery Form up and Lay Concrete Grave and Headstone for A.C.Males	616.00
BP 49B.13	05/11/2020	Dave Hadden	Environmental Health and Building Services for Shires of Leonora, Laverton and Menzies 19/10/2020-23/10/2020 and 06/10/2020-16/10/2020	14,669.50
BP 49B.14	05/11/2020	Dennis Warner.	Staff Reimbursement for Police Clearance	55.80
BP 49B.15	05/11/2020	Des Taylor	Supply of Dog Food and Tyres	3,644.60
BP 49B.16	05/11/2020	Elite Gym Hire	Gym Equipment Hire Rental 1/11/2020 - 1/12/2020	1,499.74
BP 49B.17	05/11/2020	Express Yourself Printing	Books for Resale Gwalia - Gwalia Unearthed	1,625.00
BP 49B.18	05/11/2020	Fiesta Canvas	Supply and Install Blinds at the Childcare Centre	5,483.50
BP 49B.19	05/11/2020	Gail Ross	Reimbursement for Consumables for Hoover House	47.70
BP 49B.20	05/11/2020	Goldfields Locksmiths	Restricted Cut Key for Main Office & Oval Cylinder Lock for Childcare Centre	512.78
BP 49B.21	05/11/2020	Goldfields Mining Supplies	1 High Pressure Bass Float Valve and 1 Ball Float for Hoover House and Assorted Fittings for RRG Nambi Road	465.20
			Sub Total Batch Payment 49B	151,003.85
			Batch Payment 48, 49 & 49B Sub Total	\$318,798.27

Batch Reference	Date	Name	Item	Payment by delegated Authority
			Batch Payment 48, 49 & 49B Balance Brought Forward	\$318,798.27
			Balance Brought Forward Batch Payment 49B	151,003.85
BP 49B.22	05/11/2020	GTN Services	Carry out first inspection for P2435 and diagnose and repair air con in P832	978.13
BP 49B.23	05/11/2020	Harvey Norman AV/IT Superstore Kalgoorlie	Modified Invoice for Oven at 29 Hoover Street	100.00
BP 49B.24	05/11/2020	Imagesource	Gwalia Interpretation Plan - Banner, Contour Cut Lettering for Window Glazing & ACM Panels	1,560.06
BP 49B.25	05/11/2020	Juwest Pty Ltd	Supply Storm Water Materials for Lot 294 Queen Victoria St, Test RPZ Valve at Lot 15 Cayzer St and Repair 100mm Retic Pipe and Test and Adjust all Sprinklers	2,925.13
BP 49B.26	05/11/2020	Kateva Dubberley	Reimbursement - Travel and Food for Staff Training	277.80
BP 49B.27	05/11/2020	Kleenheat Gas	1 House Hold Gas Bottle - Lot 1142 Walton (North), Lot 792 Cohen Street and 1260 Fitzgerald Street	312.42
BP 49B.28	05/11/2020	Leonora Bush Missions.	Community Grant (Leonora) to Assist with Kid/Youth Activities from 26/9/2020 - 3/10/2020	5,500.00
BP 49B.29	05/11/2020	Leonora Motor Inn	Accommodation and Meals for Mr B Parker and Mr R Kither for 14th October, 2020 - 17th October, 2020	1,027.00
BP 49B.30	05/11/2020	Leonora Painting Services	Exterior Painting of Entire House at Lot 294 Queen Victoria St	8,140.00
BP 49B.31	05/11/2020	Leonora Post Office	Supply and Deliver 1 Bulka Bag Premium Potting Mix for Depot and Postage Service for Main Office, Gwalia and Information Centre	555.15
BP 49B.32	05/11/2020	Light Project Pty Ltd	New suspended lighting system for Hoover house as part of Gwalia Interpretation Project	3,621.73
BP 49B.33	05/11/2020	Luck Thai Cleaning	Cleaning of Shire Buildings 12/10/2020 - 25/10/2020	9,999.00
BP 49B.34	05/11/2020	Manuel Zagorianos	Reimbursement for Fuel	138.60
BP 49B.35	05/11/2020	McMahon Burnett Transport	Freight for Gwalia and Main Office	224.77
BP 49B.36	05/11/2020	Multiple Trades and Maintenance	Public Toilets blocked, Social & economic impact of coronavirus on the Shire of Leonora and Remodification to tap in Laundry at Childcare Centre	1,562.48
BP 49B.37	05/11/2020	Netlogic Information Technology	Monthly Offsite Consulting Labour October, 2020	225.00
BP 49B.38	05/11/2020	NGT Downer	Replace and Upgrade Faulty Equipment and Security Maintenance - CCTV System and CRC Access Control System	25,733.88
BP 49B.39	05/11/2020	Northern Goldfields Electrical Pty Ltd	Replace Faulty Split System at Hoover House, Repair Fault to Aircon at Info Centre and Rec Centre and Inspect Faults with Sub-Pump at Mertondale	2,772.00
BP 49B.40	05/11/2020	Nov Portable Power	Hire of 2 Trailers Mounted 20 KVA Generators	770.00
BP 49B.41	05/11/2020	Office National Kalgoorlie	Stationery for October, 2020 Main Office, CRC, Gwalia, Childcare	503.62
BP 49B.42	05/11/2020	Outback Parks&Lodges	Ranger Accommodation 14th and 15th October, 2020	260.00
BP 49B.43	05/11/2020	Penns Cartage Contractors	Transport 1 Pallet from Stratco Kalgoorlie to Shire Depot and Transport 1 Generator from NOV Portable Power Kalgoorlie to Shire Depot	281.60
BP 49B.44	05/11/2020	Pier Street Medical	Pre Employment Medical and Instant D & A Screen	196.00
			Sub Total Batch Payment 49B	218,668.22
			Batch Payment 48, 49 & 49B Sub Total	\$386,462.53

Batch Reference	Date	Name	Item	Payment by delegated Authority
			Batch Payment 48, 49 & 49B Balance Brought Forward	\$386,462.64
			Balance Brought Forward Batch Payment 49B	218,668.22
BP 49B.45	05/11/2020	Prosegur Australia Pty Ltd	ATM Monthly Rental - September 2020	2,875.40
BP 49B.46	05/11/2020	Ralph Briggs.	Reimbursement for High Risk Work Licence Renewal	53.00
BP 49B.47	05/11/2020	RF Young	Labour Hire for Various Roads and Projects within the Shire of Leonora	5,049.00
BP 49B.48	05/11/2020	Royal Flying Doctor Service	Goods for Resale for the Information Centre Flying Doctor Cookbooks	324.00
BP 49B.49	05/11/2020	Royal Life Saving (WA Branch)	Watch Around Water Registration for Shire Pool	165.00
BP 49B.50	05/11/2020	State Law Publisher	Publication in Government Gazette - Minister's Determination Basis of Rates UV Mining Rates - publication provided by S Elliot, Department of Local Government, Sport and Cultural Industries	123.60
BP 49B.51	05/11/2020	Stratco (WA) Pty Ltd	Hardware and Materials for Lot 137 A Hoover St Rear Patio	911.77
BP 49B.52	05/11/2020	Stuart Lindsay Williamson	Labour Hire for Gravel Pushing on Nambi Rd RRG Project	1,170.00
BP 49B.53	05/11/2020	Supalux Linemarking Pty Ltd	Roadworks - Road Line Marking	28,948.54
BP 49B.54	05/11/2020	The Harbour Agency	Deposit for Christine Anu for the Leonora Golden Gift 2020	12,100.00
BP 49B.55	05/11/2020	TM McColgan	Reimbursement of Expenses Assisting Women's Group with 'Back to Country Women's Camp'	2,681.06
BP 49B.56	05/11/2020	Toll Transport Pty Ltd	Freight for 1 Parcel from Afgri Equipment to Shire Depot and Water Samples from Shire of Leonora to Pathwest - Health	238.54
BP 49B.57	05/11/2020	Truckline	Brake Hose	518.77
BP 49B.58	05/11/2020	Vanguard Press	Freight and Handling of Northern Goldfields Maps and Brochures for 2020/2021 Financial Year	236.56
BP 49B.59	05/11/2020	WA Fuel Supplies	Supply Approx 30,000 Litres of Diesel to Shire Depot 0.9088 Per Litre	27,570.73
BP 49B.60	05/11/2020	Western Australian Local Government Ass.	Accounts Payable Training for K Dubberley	578.00
BP 49B.61	05/11/2020	Whitehouse Hotel	Light Refreshments for Childcare Centre	135.00
BP 49B.62	05/11/2020	Xstra Group Pty Ltd	PABX Hosting, Provision and Support per Extension. Service Rental per Month: September	536.91
BP 49B.63	05/11/2020	Yabu Band	First installment for Concert and Workshop	2,250.00
			Total Batch Payment 49B	\$305,134.10
			BATCH PAYMENT 48, 49 & 49B GRAND TOTAL	\$472,928.52

Shire of Leonora**Monthly Report – List of Accounts Paid by Delegated Authority****Submitted to Council on the 17th November, 2020**

The following list of accounts has been paid under delegation by the Chief Executive Officer, since the previous list of accounts. Cheque **25733** to **740** (\$67,288.06), and Payroll Liability payments relating to **Pay Periods Ending 21/10/2020** (\$422.50) and **04/11/2020** (\$645.10), totalling **\$68,355.66**.

CHIEF EXECUTIVE OFFICER

Cheque	Date	Name	Item	Payment by Delegated Authority
25733	20/10/2020	Horizon Power	Power supply for 283 Street Lighting for 01/09/2020 to 30/09/2020	4,868.54
25734	20/10/2020	Wayne Holloran A/C Shire of Leonora	\$100.00 Per Week Period 4th February, 2020 to 3rd May, 2020 (13 Weeks).	1,274.74
25735	21/10/2020	Australian Taxation Office	BAS September 2020	22,816.00
PL21102020	26/10/2020	Shire of Leonora	Payroll deductions PPE: 19/10/2020	422.50
25736	28/10/2020	Telstra	Phone Usage and Service Rental Charges 10/10/20 - 10/11/20	7,081.65
25737	28/10/2020	Horizon Power	Power Supplied from 19/8/20 - 16/10/20	21,744.89
25738	28/10/2020	Department of Transport	9 Registrations to Align Registrations Licence Expiry Date to 31 July, 2021	1,930.20
PL04112020	06/11/2020	Shire of Leonora	Payroll deductions PPE: 02/11/2020	645.10
25739	09/11/2020	Marcus McGuire	Singing at NAIDOC Week	650.00
25740	09/11/2020	Horizon Power	Power Supplied from 19/9/2020 - 20/10/2020	6,922.04
			GRAND TOTAL	\$68,355.66

Shire of Leonora**Monthly Report - List of Accounts Paid by Authorisation of Council****Submitted to Council on the 17th November, 2020**

Batch Payment 50, referenced from **BP 50.01** to **BP 50.27** submitted to each member of the Council on 17th November, 2020 and totalling **\$119,763.88** has been checked and is fully supported by remittances and duly certified invoices with checks being carried out as to prices, computations and costing. Bank Details are reconciled against those invoices by two officers.

CHIEF EXECUTIVE OFFICER

Batch Reference	Date	Name	Item	Payment
BP 50.01	17/11/2020	Bidfood Kalgoorlie	Catering and Consumables for Gwalia and Childcare Centre	579.18
BP 50.02	17/11/2020	Canine Control	Ranger Services for Shire of Leonora - 31/10/20 - 2/11/20	4,329.39
BP 50.03	17/11/2020	CyberSecure Pty Limited	Monthly Data Protection Services for Shire of Leonora November, 2020	250.80
BP 50.04	17/11/2020	Dunning's	Supply of 40 New Drums of Avgas 200L	22,063.20
BP 50.05	17/11/2020	Eagle Petroleum (WA) Pty Ltd	Fuel Cards for October, 2020	295.61
BP 50.06	17/11/2020	Gail Ross	Reimbursement for Consumables for Hoover House	38.75
BP 50.07	17/11/2020	GVROC	2020/2021 Annual Contribution to GVROC	11,000.00
BP 50.08	17/11/2020	Harvey Norman AV/IT Superstore Kalgoorlie	Vacuum Cleaner for Hoover House	379.00
BP 50.09	17/11/2020	J.R. & A. Hersey Pty Ltd	Timber for Float	825.00
BP 50.10	17/11/2020	John Oxley	Reimbursement for Parts	80.75
BP 50.11	17/11/2020	Juwest Pty Ltd	Showers at the Youth Centre	14,546.84
BP 50.12	17/11/2020	Landgate	Valuation of 26 Mining Tenements	615.00
BP 50.13	17/11/2020	Leonora Post Office	Postage and Freight for Main Office and Information Centre for October, 2020	335.44
BP 50.14	17/11/2020	Marketforce	Advertising Tenders RFT04.2020 Saturday 26th September 2020 and 3rd October 2020	2,555.33
BP 50.15	17/11/2020	McMahon Burnett Transport	Transport Stationery to Main Office	209.58
BP 50.16	17/11/2020	Moore Australia	Statutory Compliance Services 1/10/20 - 31/12/20 & Review and Lodge BAS for September 2020	22,371.25
BP 50.17	17/11/2020	Murdock Recruitment Pty Ltd	Relief Staff for Childcare Centre 2/11/20 - 6/11/20	1,892.64
BP 50.18	17/11/2020	Outback Parks&Lodges	Ranger and Childcare Worker Accommodation	1,425.00
BP 50.19	17/11/2020	Penns Cartage Contractors	Transport 40 Drums of Avgas from Northam to Shire Depot	1,463.00
BP 50.20	17/11/2020	Pier Street Medical	Pre-Employment Medical, Drug and Alcohol Test for A Bawden	66.00
BP 50.21	17/11/2020	PWT Electrical Pty Ltd	Maintenance - Lot 229 Hoover Street - Disconnect all Illegal Wiring from Main Meter Box to Old Shed, Install Underground Conduits and Replace Old Oven	5,972.29
BP 50.22	17/11/2020	RF Young	Labour Hire for Various Roads and Projects Within Shire of Leonora 17/10/2020 - 31/10/2020	7,095.00
BP 50.23	17/11/2020	Sidetipper Australia	Hire 2 Sidetippers & 1 Dolly for the Leonora Rd Project	15,471.83
			Sub Total	\$113,860.88

Batch Reference	Date	Name	Item	Payment
			Balance Brought Forward	\$113,860.88
BP 50.24	17/11/2020	West Australian Newspapers Ltd	Racing Supplement Re Leonora and Leonora Information Centre, Tender for Backhoe, Grader and Public Toilets, Fire Control Officer	2,512.10
BP 50.25	17/11/2020	Western Australian Museum	Resell for Gwalia 110 In the Waterbag	970.40
BP 50.26	17/11/2020	Whitehouse Hotel	Seniors Melbourne Cup Day Luncheon – Leonora Community Grant	170.50
BP 50.27	17/11/2020	Yabu Band	Second Installment for Concert and Workshop for NAIDOC Week	2,250.00
			GRAND TOTAL	\$119,763.88

11.0 REPORTS OF OFFICERS

11.2 DEPUTY CHIEF EXECUTIVE OFFICER

11.2 (C) CHANGE OF NAME – LEONORA CHILDCARE CENTRE

SUBMISSION TO: Meeting of Council
Meeting Date: 17th November 2020

AGENDA REFERENCE: 11.2 (C) NOV 20

SUBJECT: Change of Name – Leonora Childcare Centre

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: N/A

FILE REFERENCE: 4.7 – Leonora Childcare Centre

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Linda Gray

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 9th November 2020

BACKGROUND

The Leonora Child Care Centre caters for the developmental needs of children from ages 1 to 5 years, and is licenced for up to 19 children. It was established in 2004 and is wholly operated by the Shire of Leonora under the regulatory authority of the Education and Care Regulatory Unit of the Department of Communities. The Western Australian early learning system has changed over the last sixteen years and the standards required to be met by the Leonora Child Care Centre are detailed under a rating and assessment process within the National Quality Framework (NQF) and covered by the *Education and Care Services National Law (WA) Act 2012* and the *Education and Care Services National Regulations 2012*.

Under the NQF the Child Care Centre must ensure that a program is delivered to all children being educated and cared for by the service that meets the standards and is as follows:

- is based on an approved learning framework
- is delivered in accordance with that approved learning framework
- is based on the development needs, interests and experiences of each child
- is designed to take into account the individual differences of each child

In addition, an educational program is to contribute to the following outcomes for each child:

- the child will have a strong sense of identify
- the child will be connected with and contribute to his or her world
- the child will have a strong sense of wellbeing
- the child will be a confident and involved learner
- the child will be an effective communicator

The standards look more and more towards a recognition of the early years as being critical for lifelong learning and wellbeing for children, particularly for the development of a child's brain as it reaches 90% of the size of an adult's by the age of five. For that reason, the Leonora Child Care Centre Staff have requested that the Council consider carefully a change of name that reflects the trend towards the early education of children as opposed to "child care".

Various suggestions were made by the Child Care staff and these have been listed below in order of preference:

1. Leonora Learn & Play Early Learning Centre
2. Leonora Stepping-Stones Early Learning Centre
3. Leonora Building Blocks Early Learning Centre

These are some suggestions, and a further one would be to simply change the name from Leonora Child Care Centre to Leonora Early Learning Centre.

STATUTORY ENVIRONMENT

Section 3.1 of the Local Government Act 1995 states that “The general function of a Local Government is to provide for the good government of persons in its district”.

POLICY IMPLICATIONS

There are no policy implications resulting in the recommendation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting in the recommendation of this report.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting in the recommendation of this report.

RECOMMENDATIONS

That Council approve the change of name from Leonora Child Care Centre to Leonora Learn & Play Early Learning Centre

VOTING REQUIREMENT

Simple majority required.

SIGNATURE

Deputy Chief Executive Officer

11.0 REPORTS OF OFFICERS
11.2 DEPUTY CHIEF EXECUTIVE OFFICER
11.2(D) POLICY MANUAL AMENDMENTS

SUBMISSION TO: Meeting of Council
Meeting Date: 17th November, 2020

AGENDA REFERENCE: 11.2 (D) NOV 20

SUBJECT: Policy Manual Amendments

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: N/A

FILE REFERENCE: 1.40

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Linda Gray

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 10th November, 2020

BACKGROUND

Currently, the Shire of Leonora policy manual contains the policies 'A.3.3 Conferences – Staff Travel and Accommodation Expenses' and 'M.5.2 Conferences – Members' Travel and Accommodation Expenses' which both aim to determine the travel and accommodation expenses payable in respect of officers and members of the Council travelling on official Shire business.

In situations where meals and incidentals are unable to be charged back to the shire or, for members, where it is not practicable for the elected member to incur costs and submit a reimbursement claim, these policies state that an advance can be paid to cover the potential out of pocket expenses. The maximum amount for this advance for the Staff Policy was adopted with the policy itself on 16th December 2011, and included in the amendment for the Members' Policy on the same date.

At the 19th February 2019 Ordinary Council Meeting it was determined that this advance be increased by \$20 to allow an advance of up to \$95/day for both Staff and Members subject to the terms of their respective policies.

It is now prudent to clarify the cost limit for each daily meal to be advance paid or reimbursed in order to cover expenses when officers and elected members are on official Shire business. The cost limits are up to;

Breakfast - \$25.00
Lunch - \$25.00
Dinner - \$45.00

STATUTORY ENVIRONMENT

The *Local Government Act 1995*, has been considered in amending these policies.

POLICY IMPLICATIONS

Policy A.3.3 Conferences – Staff Travel and Accommodation Expenses & Policy M.5.2 Conferences – Members' Travel and Conference Expenses Review.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation of this report.

STRATEGIC IMPLICATIONS

This policy has been assessed in relation to its implications to the strategic plan and there does not appear to be any conflicts.

RECOMMENDATIONS

That Council adopt the amended policies 'A.3.3 Conferences – Staff Travel and Accommodation Expenses' and 'M.5.2 Conferences – Members' Travel and Accommodation Expenses' as attached.

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Deputy Chief Executive Officer

A.3.3 CONFERENCES – STAFF TRAVEL AND ACCOMMODATION EXPENSES

**Policy Adopted 16th December 2011, amended 19th February, 2019
and 17th November 2020**

OBJECTIVES

To determine the travel and accommodation expenses payable in respect of officers travelling on official Shire business (e.g. conferences, seminars, study tours, conventions and the like).

POLICY STATEMENT

Officers travelling on official Shire business are to be reimbursed substantiated expenses in accordance with the following guidelines:

1. Approval for travel must, where appropriate and possible, be sought two months prior to departure;
2. Travel and accommodation will be arranged by the Chief Executive Officer and the appropriate Shire discount for travel and accommodation will be arranged;
3. Travel and accommodation standards will apply as follows unless varied with the prior approval of the Chief Executive Officer where circumstances necessitate e.g. international travel:
 - i) an advance of up to \$95/day to cover meals as detailed below;

Breakfast	-	\$25.00
Lunch	-	\$25.00
Dinner	-	\$45.00

and incidentals where costs cannot be charged back to the Shire;
 - ii) reasonable costs for taxi fares will be reimbursed;
 - iii) in the case of international travel, where it is necessary for staff to accompany Elected Members, the travel class will be that of the Elected Members;
 - iv) where, in particular circumstances, staff desire to travel interstate by private motor vehicle the officer is to be reimbursed up to the equivalent amount that would have been expended had arrangements been made to travel by air;
 - v) accommodation at overseas locations will be in accordance with the itinerary approved by the Chief Executive Officer; and
 - vi) advances for international travel will be separately determined by the Chief Executive Officer in each circumstance.

M.5.2 CONFERENCES – MEMBERS’ TRAVEL AND ACCOMMODATION EXPENSES

Policy Adopted 15th July 1997, amended 16th December 2011, 19th February, 2019 and 17th November 2020

OBJECTIVES

To determine the travel and accommodation expenses payable in respect of members of the Council travelling on official Shire business (e.g. conferences, seminars, study tours, conventions).

POLICY STATEMENT

Members of the Council travelling on official Shire business are to be reimbursed substantiated expenses in accordance with the following guidelines:

1. Approval for travel must, where appropriate and possible, be sought with reasonable notice prior to departure;
2. Travel and accommodation will be arranged by the Chief Executive Officer and the appropriate Shire discount for travel and accommodation will be arranged;
3. Travel and accommodation standards will apply as follows unless varied with the prior approval of the Chief Executive Officer where circumstances necessitate e.g. international travel:

- (i) An advance of up to \$95/day to cover meals as detailed below;

Breakfast	-	\$25.00
Lunch	-	\$25.00
Dinner	-	\$45.00

and incidentals where it is not practicable for the elected member to incur costs and submit a reimbursement claim;

- (ii) Reasonable costs for taxi fares will be reimbursed;
- (iii) Where, in particular circumstances, the Elected Member desires to travel interstate by private motor vehicle, the Elected Member is to be reimbursed up to the equivalent amount that would have been expended had arrangements been made to travel by air;
- (iv) Accommodation at overseas locations will be in accordance with the itinerary approved by the Chief Executive Officer; and
- (v) Advances for international travel will be separately determined by the Chief Executive Officer in each circumstance.

11.0 REPORTS OF OFFICERS
11.2 DEPUTY CHIEF EXECUTIVE OFFICER
11.2(E) POLICY REVIEW

SUBMISSION TO: Meeting of Council
Meeting Date: 27th November 2020

AGENDA REFERENCE: 11.2 (E) NOV 20

SUBJECT: T.6.1 Policy Review

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: N/A

FILE REFERENCE: 1.40

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Linda Gray

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 11th November 2020

BACKGROUND

An error was identified in the Shire of Leonora's Plant and Vehicle Replacement Program Policy that it did not reflect the best practice of the Shire, specifically the criteria used to purchase trucks. The Chief Executive Officer requested that research be done to provide assurance that it was indeed the policy that was incorrect and that the incorrect details were simply a typo error not previously rectified.

A study as far back as October 2007 showed that in the case of every agenda item submitted to Council for the purchase of plant and vehicles, the same criteria was used. On each occasion it was stated that it was in accordance with Council policy to replace:

- Graders/Loaders every 7 years
- Trucks every 4 years
- Other light vehicles every 2 years or 40,000 klms

A check of the Policy Manual going back to 2011, showed a different criterion, being:

- Graders and other heavy duty items (e.g. loaders) every 5 years
- Prime mover and other trucks every ten (10) years
- Light vehicles (except administration sedans) every 2 years or 40,000 klms
- Administration sedans every year or 20,000 klms

The Strategic Resource Plan was also checked against both criteria but the Business Plan and Long Term Financial Plan do not list any particular requirement, only that the Shire needs to have a Plant Replacement Program. As individual vehicle changeover dates and values are not computed each year in a program, it is important for the Shire to have a non-negotiable criterion for changeover of both plant and vehicles. It is imperative for the compilation of the budget each year, and for the changeover to maximise the price received for secondhand plant. It is obvious that keeping a truck for ten years does not meet that criteria. It was similarly felt that the Policy Manual's criteria of graders and other heavy duty items (e.g. loaders) changeover at five years was more in line with the Shire's aim of getting the best secondhand price, and that the changeover time of five years should be retained.

For these reasons, and after researching and analysing all the data available, the Shire was confident that the policy quoted in agenda items relating to plant and vehicle purchases since 2007 was correct and that the information provided in T.6.1 Plant and Vehicle Replacement Program should be amended to reflect the information set out in previous Council Agendas and Minutes in combination with approval for a shorter time frame for graders and other heavy duty plant, so that the policy should now read:

- Graders/Loaders every 5 years
- Trucks every 4 years
- Other light vehicles every 2 years or 40,000 klms

And include the administration vehicles at every year or 20,000 klms.

In addition, the sentence that states:

“Generally, graders and other heavy duty items (e.g. loader) will be changed over every five years” be amended to “Graders and other heavy duty items (e.g. loader) will be changed over every five years” to reflect the firm changeover criteria that allows inclusion to the budget each year of any plant and vehicles.

STATUTORY ENVIRONMENT

Local Government Act 1995, Section 3.57, Local Government (Functions and General) Regulations 1996 and State Records Act 2000 have been considered in amending this policy, as well as the Shire of Leonora’s Strategic Resource Plan 2016 - 2031.

POLICY IMPLICATIONS

Reviewed Policy.

FINANCIAL IMPLICATIONS

There are no financial implications that have not been considered in the current budget resulting from the recommendation of this report.

STRATEGIC IMPLICATIONS

Shire of Leonora Strategic Community Plan 2017-2027

Leadership Objective - ‘Innovative and proactive Shire and Councillors’

Outcome 4.5 Strong leadership and planning

4.5.3 Continue to develop strategic plans and ensure legislative compliance

The policies have been assessed in relation to implications to the strategic community plan and there does not appear to be any conflicts.

RECOMMENDATIONS

That the Council adopt the amended policy ‘T.6.1 Plant and Vehicle Replacement Program’ as attached.

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Deputy Chief Executive Officer

T.6.1 TECHNICAL SERVICES PLANT AND VEHICLE REPLACEMENT PROGRAM

OBJECTIVES

To determine a plant and vehicle replacement program that provides for the economical replacement of or purchase of additional plant and vehicles.

POLICY STATEMENT

To ensure that the Shire has the most advantageous process for the replacement of, or purchase of additional plant and vehicles, senior staff shall prepare a ten (10) year purchase and replacement program.

The ten (10) year program shall be prepared in time to allow Council consideration for inclusion for long term planning documents for the ensuing nine (9) years and draft budget etc.

In determining the Plant and Vehicle Replacement Program of plant, machinery and light vehicles, the Works and Services Manager should consider the criteria below to determine their changeover date.

Plant is to be sold, replaced or changed over when:

- An optimum return is possible.
- The cost of maintenance, repairs and parts are considered excessive.
- The plant has reached the end of its useful life.
- It no longer meets the operational requirements of the Shire.

The above criteria may be taken into consideration, but the following changeover time frame as set by Council must be maintained:

- Graders/Loaders every 5 years
- Trucks every 4 years
- Other light vehicles every 2 years or 40,000 kilometres
- Administration vehicles every year or 20,000 kilometres

The Shire will purchase ANCAP four (4) and five (5) star rated motor vehicles where practicable.

11.0 REPORTS OF OFFICERS

11.3 ENVIRONMENTAL HEALTH OFFICER/BUILDING SURVEYOR

Nil

12.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING.

A. ELECTED MEMBERS

Nil

B. OFFICERS

Nil

13.0 STATE COUNCIL AGENDA

Nil

14.0 NEXT MEETING

Tuesday 15th December, 2020

15.0 CLOSURE OF MEETING