

SHIRE OF LEONORA

NOTICE OF AN ORDINARY COUNCIL MEETING



**MINUTES OF ORDINARY MEETING HELD
IN SHIRE CHAMBERS, LEONORA
ON TUESDAY 21ST JULY, 2015
COMMENCING AT 9:33 AM**

- 1.0 DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS / FINANCIAL INTEREST DISCLOSURE**
- 1.1 President Cr Peter Craig declared the meeting open 9:33am.**
- 1.2 Visitors or members of the public in attendance**
Nil
- 1.3 Financial Interests Disclosure**
Nil
- 2.0 DISCLAIMER NOTICE**
- 3.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**
- 3.1 Present**
- | | |
|---------------------------------------|---------------------|
| President | PJ Craig |
| Deputy President | RA Norrie |
| Councillors | RM Cotterill |
| | LR Petersen |
| | GW Baker |
| | AE Taylor |
| | MWV Taylor |
| Chief Executive Officer | JG Epis |
| Deputy Chief Executive Officer | TM Browning |
| Manager of Community Services | SG Butson |
- 3.2 Apologies**
Nil
- 3.3 Leave Of Absence (Previously Approved)**
Nil
- 4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
Nil
- 5.0 PUBLIC QUESTION TIME**
Nil
- 6.0 APPLICATIONS FOR LEAVE OF ABSENCE**
- The CEO advised that Cr RA Norrie has submitted an application for leave of absence from the Ordinary Meetings of Council to be held 18th August, 2015 and 15th September, 2015.
- Moved Cr GW Baker, Seconded Cr LR Petersen** that Cr RA Norrie be granted a leave of absence from the Ordinary Meetings of Council to be held 18th August, 2015 and 15th September, 2015.
- CARRIED (7 VOTES TO 0)**
- 7.0 PETITIONS / DEPUTATIONS / PRESENTATIONS**
Nil
- 8.0 CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETINGS**
- Moved Cr MWV Taylor, Seconded Cr RM Cotterill** that the Minutes of the Ordinary Meeting held on 16th June, 2015 be confirmed as a true and accurate record.
- CARRIED (7 VOTES TO 0)**

ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Cr PJ Craig made the following announcements:

*Recently attended Committee for Economic Development of Australia (CEDA) conference in Kalgoorlie, along with CEO. Chair of the GEDC, Tony Crook, forwarded details of the conference to the President and CEO, and the conference was very informative and well put together.

10.0 REPORTS OF OFFICERS

10.1 CHIEF EXECUTIVE OFFICER

10.1(A) DETERMINATION FOR LOCAL GOVERNMENT ELECTED MEMBERS FEES

SUBMISSION TO: Meeting of Council
Meeting Date: 21st July 2015

AGENDA REFERENCE: 10.1 (A) 13

SUBJECT: Determination for Local Government Elected Members Fees

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: N/A

FILE REFERENCE: 2.1

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: JG Epis

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 7th July 2015

BACKGROUND

Elected member sitting fees had remained unchanged for some time (since 2005), where fees and allowances prescribed for elected members had been restricted under the Local Government Act 1995, until proclamations made under the Local Government Amendment Bill 2012 empowered the Salaries and Allowances Tribunal (SAT) with determining the fees and allowances payable to local government elected members from 1 July 2013. Under this change, the fees and allowances payable to elected members are to be reviewed at least once each financial year.

The determination, effective from the 1st July 2015, was circulated to local governments on 18th June 2015. The determination has issued a band structure, similar to the structure used for the determination of CEO salaries, and Leonora is included within Band 3 of that structure. The bands give consideration to the different roles, responsibilities, duties etc of mayors, presidents and Councillors of different sizes and types of local governments.

Once again, the SAT has commented (Preamble, paragraph 32) within the determination that it intends to monitor the situation relating to elected member training and is generally amenable in providing incentives in the remuneration framework to appropriately reward elected members who complete appropriate training. Pilot training programs are currently being rolled out, and the tribunal will consider attendance rates etc in 2015/16.

The table below provides a comparison of what has been recommended under the new determination, compared with the current fees and allowances in place for the Shire of Leonora (as at 1st July 2014):

Description:	Currently paid (14/15):	Minimum (band 3) 15/16:	Maximum (band 3) 15/16:
President's Allowance	\$17,200	\$1,000	\$36,050 * (\$16,466)
Deputy President's Allowance	\$4,300	\$250	\$8,750* (\$4,116)
Council Meeting fee-President	\$618	\$188	\$618
Council Meeting fee-Councillor	\$400	\$188	\$400
Committee Meet fee-President	\$200	\$94	\$200
Committee Meet fee-Councillor	\$200	\$94	\$200
ICT Allowance	\$3,500	\$500	\$3,500
Annual Attend. fee-President**	N/A	\$7,500	\$24,720
Annual Attend. fee-Councillor **	N/A	\$7,500	\$15,965

* Part 3.1 (4) of the Salaries and Allowances Tribunal's determination provides that the maximum annual allowance for a mayor or president must not exceed the band maximum, or 0.2 per cent of the local government's operating revenue for the 2013-14 financial year, whichever is the lesser. This figure is included within the brackets, and represents the maximum allowance payable.

At the time of preparing this report when fees were set for the 2014/15 period, final financial data was not yet available (to calculate 0.2 per cent of the local government's operating revenue for the 2013-14 financial year), and an exact figure could not be provided, so it was based on the previous year and projected estimates.

** The Shire of Leonora Council has not previously paid an annual allowance in lieu of attendance fees, although provision under the Local Government Act did allow it. Annual attendance allowances can sometimes represent imbalanced remuneration to members, as all members are paid the same, regardless of their meeting attendances compared to other members. As it has not been paid previously, no data is recorded as 'current' for comparison.

It should be noted that there does not appear to be any documentation within the determination restricting the amounts payable to elected members on the basis of training undertaken etc. However, the SAT has commented (Preamble, paragraph 32) within the determination that it intends to monitor the situation relating to elected member training and is generally amenable in providing incentives in the remuneration framework to appropriately reward elected members who complete appropriate training. Pilot training programs are currently being rolled out, and the tribunal will consider attendance rates etc in 2015/16.

STATUTORY ENVIRONMENT

Section 5.98 (1)(b) of the Local Government Act 1995 and Part 2.2 (1) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act provides for a local government to pay a council member a fee for attendance at a council meeting.

Section 5.98 (1)(b) of the Local Government Act 1995 and Part 2.3 (1)(a) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act provides for a local government to pay a council member a fee for attendance at a committee meeting.

Section 5.98 (1) of the Local Government Act 1995 and Part 2.4 (1) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act provides for a local government to instead pay a council member an annual fee for attendance at committee and council meetings, rather than attendance fees referred to in Section 5.98 (1)(b) of the Local Government Act 1995.

Section 5.98 (5) of the Local Government Act 1995 and Part 3.2 (4) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act provides for a local government to set an annual allowance for its mayor or president.

Section 5.98A (1) of the Local Government Act 1995 and 3.3 of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act provides for a local government to set an annual allowance for its deputy mayor or deputy president, which is set at 25 per cent of the allowance payable to the mayor or president.

Section 5.99A (b) of the Local Government Act 1995 and 5.2(2) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act provides for a local government to provide a Council member an annual allowance for ICT expenses.

POLICY IMPLICATIONS

At this point in time, there are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

The fees and allowances payable to elected members under the Determination of the Salaries and Allowances Tribunal will be required to be included in the 2015/16 budget.

STRATEGIC IMPLICATIONS

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

RECOMMENDATIONS

That the Council set meeting attendances fees and allowances for 2015/16 as follows:

President's Allowance \$16,466 per annum

Deputy President's Allowance \$4,116 per annum

Council Meeting attendance fee-President \$618 per meeting

Council Meeting attendance fee-Councillor \$400 per meeting

Committee Meeting attendance fee-President \$200 per meeting

Committee Meeting attendance fee-Councillor \$200 per meeting

ICT Allowance \$3,500 per annum

VOTING REQUIREMENT

Absolute Majority

COUNCIL DECISION

Moved Cr AE Taylor, Seconded Cr RA Norrie that the Council set meeting attendances fees and allowances for 2015/16 as follows:

President's Allowance \$16,466 per annum

Deputy President's Allowance \$4,116 per annum

Council Meeting attendance fee-President \$618 per meeting

Council Meeting attendance fee-Councillor \$400 per meeting

Committee Meeting attendance fee-President \$200 per meeting

Committee Meeting attendance fee-Councillor \$200 per meeting

ICT Allowance \$3,500 per annum

CARRIED BY ABSOLUTE MAJORITY (7 VOTES TO 0)

10.0 REPORTS OF OFFICERS

10.1 CHIEF EXECUTIVE OFFICER

10.1(B) NORTHERN GOLDFIELDS REGIONAL OFFICE AND ADMINISTRATION CENTRE PROJECT - TENDERS

SUBMISSION TO: Meeting of Council
Meeting Date: 21st July, 2015

AGENDA REFERENCE: 10.1 (B) JUL 15

SUBJECT: Northern Goldfields Regional Office and Administration Centre Project - Tenders

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: Tenders General 10.7

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: James Gregory Epis

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 13th July, 2015

BACKGROUND

It is acknowledged that current State and Federal Government policies prevent the construction, and/or government ownership, of appropriate office accommodation for Government funded Health and Social Service providers within the sub-region. As a result, many services provided by these agencies in the Northern Goldfields region are delivered on a drive-in drive-out basis from Kalgoorlie, the nearest regional centre 235km south of Leonora.

The Shire of Leonora has taken a pro-active approach in dealing with the lack of Federal and State Government infrastructure support for these agencies and their core service provision into the Northern Goldfields communities, by auspicing the development of a multipurpose office facility. The Shire intends constructing a modern, well designed, office accommodation complex in central Leonora, to be utilised by these visiting service providers, who are responsible for delivering essential Health and Social Services to regional communities.

It is widely accepted that delivery and maintenance of Government 'core-business' services in the remote Northern Goldfields region is very challenging. Lack of office space to accommodate local permanently based services and casual office accommodation for visiting providers is a significant barrier to delivery of these essential services.

On the 11th March, 2014 the Shire of Leonora was invited to submit in full business case for the Northern Goldfields Regional Offices and Administration Centre Project, which was to be further assessed by the Goldfields-Esperance Development Commission Board and the Department of Regional Development. The Business Case was completed and submitted on the 31st March, 2014. Indicative cost estimates at this time amounted to \$6,573,514.00 plus GST of \$657,351.00 totalling \$7,230,865.00.

On the 10th April, 2014 the Goldfields-Esperance Development Commission advised that the Project had been endorsed for progression to the next stage which was a review by the Directors General Reference Group, with feedback being incorporated into the Business Case. The Goldfields-Esperance Development Commission and the Department of Regional Development were responsible for drafting a Cabinet submission in the first instance to the Minister for Regional Development and then to Cabinet for approval. On the 9th June, 2014 the Department of Regional Development advised that Cabinet had approved up to \$4,618,249.00 in Royalties for Regions funding to assist with costs associated with the Project. The funding agreement was executed on the 20th June, 2014.

In addition to the above and during April, 2014 a funding application was submitted to Lotterywest for \$1,564,700.00 to assist with the completion of the Project. In August, 2014 advice was received from Lotterywest that the funding application was successful.

Advertisements were published in the Western Australian on the 29th April and 2nd May, 2015 inviting tenders from experienced and competent building contractors to carry out the works as detailed in the Tender documents. The advertisement detailed tender closing time and date being 4:00pm Tuesday 26th May, 2015. Addendums were issued advising that the tender closing date had been extended to close 4:00pm 10th June, 2015. Building companies having expressed an interest were advised by email.

All tenders were opened by the Chief Executive Officer in the presence of the Deputy Chief Executive Officer, Ms Tanya Browning on the 15th June, 2015. Of the 5 tender submissions received, Pindan, Majstrovich and ACorp all lodged an alternative price together with the base tender price. As each alternative submission contained insufficient information on which to base any reasonable assessment, none are to be considered.

Tenders were received from the following:

• ACorp Construction	Complete Tender	\$6,583,995.00
	Alternative Offer	\$6,363,995.00
• Firm Construction	Complete Tender	\$6,330,007.17
• Majstrovich Building Co	Complete Tender	\$6,526,000.00
	Alternative Offer	\$6,217,400.00
• Pindan Contracting	Complete Tender	\$5,975,766.69
	Alternative Offer	\$5,678,643.69
• Smith Constructions	Complete Tender	\$7,381,972.00

All above Tenders exclude GST.

Copies of all tenders with supporting documentation were provided to Donovan Payne Architects on the 15th June, 2015 for assessment and recommendation.

Tenders were to be assessed against the following qualitative criteria in conjunction with the price.

- Experience and Capability – 60% weighting
- Current Capacity – 30% weighting
- Understanding of Delivery Issues – 10% weighting

SUMMARY OF ASSESSMENT

5 tenders received were assessed for Tender compliance, Qualitative Criteria and following request for clarification of compliance with specification and any savings which may be offered by each of the tenderer's for consideration, the tendered prices were moderated.

Although every tender was found to be technically not in total compliance with the RFT documents, this was found to not be serious enough to preclude any of the tenders from consideration. However, it is interesting to note that 4 of the 5 tenders did state that they were in total compliance when a review found that they were clearly not. The only tenderer who did indicate non-compliance was Majstrovich Building.

The assessment of the qualitative criteria was completed and the overall ranking was as follows:

1. Majstrovich Building Company	82
2. FIRM Constructions	79
3. Pindan Contracting	78
4. Smith Constructions	75
5. ACORP Constructions	70

Adjusted Tender price rankings Pre-Buy Local Policy considerations were:

1. Pindan Contracting	\$5,917,266.69
2. Majstrovich Building Company	\$6,046,000.00
3. FIRM Constructions	\$6,372,507.17
4. ACORP Constructions	\$6,583,495.00
5. Smith Constructions	\$7,043,715.00

On the basis of the submissions received, Majstrovich Building Company achieved the highest ranking at 82. However when the adjusted Tender prices are compared, Pindan, the third in Qualitative Ranking at 78, maintained the lowest price.

Majstrovich Building Company were \$128,733.00 more than Pindan and FIRM were \$455,240.00 more than Pindan.

The assessment of tenders must take into account the “Buy Local Policy” of the State Supply Commission. Although the RFT did not specifically require tenderers to submit detailed submission of what they considered their eligibility to claim as Regional Business Preference, the assessment of ‘Compliance’ above does indicate at this stage that they will be utilising some local contractors, this content is minimal in the overall scope of the project. However, under the “Buy Local Policy”, there is special consideration given to businesses which are domiciled in the zone of the project. We do note that of the 5 Tenderers, only Majstrovich Building Company (MBC) and ACORP Constructions have offices in the Local Zone of this project. MBC have an office in Leonora and ACORP have an office in Kalgoorlie.

Under this arrangement both MBC and ACORP are eligible to receive “Buy Local Policy” consideration to their tenders of 5% of the total tender amount, to a maximum of \$250,000.00.

Buy Local Policy consideration adjustments:

MBC $\$6,046,000.00 \times 5\% = \$302,300.00$ Maximum Allowed \$250,000.00

ACORP $\$6,583,495.00 \times 5\% = \$329,175.00$ Maximum Allowed \$250,000.00

Adjusted Tender sums:

MBC \$5,796,000.00

ACORP \$6,333,495.00

Taking into account some consideration of the “Buy Local Policy” The tender from MBC could be adjusted down by an amount of \$250,000.00 to a sum of \$5,796,000.00, which would theoretically place them at a tender price substantially lower than all other Tenderers.

STATUTORY ENVIRONMENT

Local Government (Functions and General) Regulation 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 \$100,000.00.

POLICY IMPLICATIONS

The “Buy Local Policy” of the State Supply Commission will be taken into account when assessing each tender.

FINANCIAL IMPLICATIONS

Over time or since July, 2012 the following proposed budget was developed.

Royalties for Regions – Revitalisation Fund	\$4,618,249.00
Lotterywest	\$1,564,700.00
Shire of Leonora	\$ 580,564.00
DRD, WA CRC Network	\$ 300,000.00
DRD, WA CRC Network	\$ 60,000.00
GEDC Business Case Fund	<u>\$ 50,000.00</u>
	<u>\$7,173,513.00</u>

Funding applications submitted to all proposed contributors were successful.

Capital expenditure during the period 1st July, 2012 to 30th June, 2013 amounted to \$241,880.40 and for the period 1st July, 2014 to 30th June, 2015 a further \$428,300.92.

Operating expenses from 1st July, 2012 to 30th June, 2015 amounted to \$95,298.57.

Grand total cost to date being \$765,479.89.

Funding from the DRD, WA CRC Network amounting to \$360,000.00 and the GEDC Business Case Fund \$50,000.00 have been received.

Summary:

Total Funding Approved	\$7,173,513.00
Less Already Expended	<u>\$ 765,479.89</u>
Funds Available	<u>\$6,408,033.11</u>
Plus Interest on Fund Investment	<u>\$ 92,225.72</u>
	<u>\$6,500,258.83</u>

STRATEGIC IMPLICATIONS

The proposed building for the Northern Goldfields Regional Office and Administration Centre Project will service multiple Government Departments, as well as multiple Government funded services and an extensive range of community and small business services.

This Project will address the current inadequate and sub standard community space and office accommodation available in Leonora and the wider Northern Goldfields region, by providing quality meeting/training rooms and office space for locally based services and community groups. The building will also house increased services provided by the Community Resource Centre (CRC), enabling a vastly improved level of educational, communication and social opportunities for residents.

The Shire of Leonora recognises the limitations of current community assets and has identified this issue in the Shire of Leonora Strategic Plan and the wider Goldfields Esperance-Strategic Development Plan 2011-2021.

Under current State and Federal Government policies, neither level of Government will provide the infrastructure resources necessary to enable an acceptable standard of delivery of Government Department “core business” into the region. It is not commercially viable for private enterprise to construct such a facility. The Shire of Leonora has acted in the best interests of all Northern Goldfields residents and service providers by taking on the challenge of managing the provision of this infrastructure.

RECOMMENDATIONS

That Council accept the tender submitted by Majstrovich Building Company, the total cost being \$6,526,000.00 excluding GST and that the Chief Executive Officer and or his delegate pursue any savings options considered to be acceptable.

VOTING REQUIREMENT

Simple majority required.

COUNCIL DECISION

Moved Cr GW Baker, Seconded Cr RA Norrie that Council accept the tender submitted by Majstrovich Building Company, the total cost being \$6,526,000.00 excluding GST and that the Chief Executive Officer and or his delegate pursue any savings options considered to be acceptable.

CARRIED (6 VOTES TO 1)

CR MWV Taylor recorded his vote against the motion.

Cr PJ Craig adjourned the meeting at 10:30am for a morning tea break.

The meeting resumed at 10:50am with all those previously listed in the record of attendance present.

10.0 REPORTS OF OFFICERS

10.2 DEPUTY CHIEF EXECUTIVE OFFICER

10.2(A) MONTHLY FINANCIAL STATEMENTS

SUBMISSION TO: Meeting of Council
Meeting Date: 21st July, 2015

AGENDA REFERENCE: 10.2 (A) JUL 15

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: Tanya Browning

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 14th July, 2015

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 submitted for adoption include:

- (a) Statement of Financial Activity – 30th June, 2015
- (b) Compilation Report
- (c) Material Variances – 30th June, 2015

The monthly statement of financial activity was not available for distribution at the time that this agenda went to print. This report will be printed and distributed prior to the meeting.

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 30th June, 2015 consisting of:

- (a) Statement of Financial Activity – 30th June, 2015
- (b) Compilation Report
- (c) Material Variances – 30th June, 2015

be accepted.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Move Cr RM Cotterill, Seconded Cr MWV Taylor that the Monthly Financial Statements for the month ended 30th June, 2015 consisting of:

- (a) Statement of Financial Activity – 30th June, 2015
- (b) Compilation Report
- (c) Material Variances – 30th June, 2015

CARRIED (7 VOTES TO 0)

The Chief Executive Officer
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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, a summary of significant accounting policies and other explanatory notes for the period ending June 30, 2015. 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

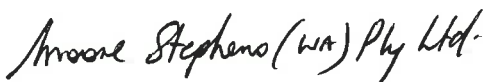
The Shire of Leonora are solely responsible for the information contained in the special purpose financial statements and are responsible for the maintenance of an appropriate accounting system in accordance with the relevant legislation.

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.



Moore Stephens (WA) Pty Ltd
Chartered Accountants



Paul Breman
Director

7 July 2015

Shire of Leonora
MONTHLY FINANCIAL REPORT
For the Period Ended 30th June 2015

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

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Shire of Leonora
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30th June 2015

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual 30 June 2015	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		3,027	3,027	807	(2,220)	(275.09%)	
General Purpose Funding		1,243,972	1,243,972	1,955,662	711,690	36.39%	▲
Law, Order and Public Safety		13,636	13,636	13,182	(454)	(3.44%)	
Health		53,335	53,335	27,513	(25,822)	(93.85%)	▼
Education and Welfare		191,602	191,602	229,338	37,736	16.45%	▲
Housing		48,748	48,748	42,497	(6,251)	(14.71%)	
Community Amenities		206,435	206,435	207,297	862	0.42%	
Recreation and Culture		183,934	183,934	262,789	78,855	30.01%	▲
Transport		2,274,958	595,103	1,937,024	1,341,921	69.28%	▲
Economic Services		463,617	2,143,472	429,612	(1,713,860)	(398.93%)	▼
Other Property and Services		96,913	96,913	114,259	17,346	15.18%	▲
Total (Ex. Rates)		4,780,177	4,780,177	5,219,980	439,803		
Operating Expense							
Governance		(498,204)	(498,204)	(441,901)	56,303	12.74%	▼
General Purpose Funding		(400,166)	(400,166)	(344,757)	55,409	16.07%	▼
Law, Order and Public Safety		(122,052)	(122,052)	(126,855)	(4,803)	(3.79%)	
Health		(702,741)	(702,741)	(519,070)	183,671	35.38%	▼
Education and Welfare		(527,075)	(527,075)	(452,084)	74,991	16.59%	▼
Housing		0	0	0	0		
Community Amenities		(242,032)	(242,032)	(156,186)	85,846	54.96%	▼
Recreation and Culture		(1,304,981)	(1,304,981)	(1,238,628)	66,353	5.36%	▼
Transport		(5,900,199)	(5,900,199)	(5,070,546)	829,653	16.36%	▼
Economic Services		(1,568,841)	(1,568,841)	(1,529,985)	38,856	2.54%	▼
Other Property and Services		(76,740)	(76,740)	(45,837)	30,903	67.42%	▼
Total		(11,343,031)	(11,343,031)	(9,925,849)	1,417,182		
Funding Balance Adjustment							
Add back Depreciation		2,097,158	2,097,158	1,568,089	(529,069)	(33.74%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	254,655	254,655	388,805	134,150	34.50%	▲
Adjust Provisions and Accruals		0	0	5,934	5,934	(100.00%)	
Net Operating (Ex. Rates)		(4,211,041)	(4,211,041)	(2,743,041)	1,468,000		
Capital Revenues							
Grants, Subsidies and Contributions	11	2,941,503	2,941,503	999,257	(1,942,246)	194.37%	
Proceeds from Disposal of Assets	8	397,000	397,000	401,773	4,773	1.19%	
Transfer from Reserves	7	82,260	82,260	0	(82,260)	(100.00%)	▼
Total		3,420,763	3,420,763	1,401,030	(2,019,733)		
Capital Expenses							
Land and Buildings	8	(7,921,951)	(7,921,951)	(687,458)	7,234,493	1052.35%	▼
Plant and Equipment	8	(1,048,000)	(1,048,000)	(1,018,855)	29,145	2.86%	▼
Furniture and Equipment	8	0	0	0	0		
Infrastructure Assets - Roads	8	(879,615)	(879,615)	(924,364)	(44,749)	(4.84%)	▲
Infrastructure Assets - Other	8	(396,685)	(396,685)	(74,547)	322,138	432.13%	▼
Transfer to Reserves	7	(301,781)	(301,781)	(299,439)	2,342	0.78%	
Total		(10,548,032)	(10,548,032)	(3,004,663)	7,543,369		
Net Capital		(7,127,269)	(7,127,269)	(1,603,633)	5,523,636		
Total Net Operating + Capital		(11,338,310)	(11,338,310)	(4,346,674)	6,991,636		
Opening Funding Surplus(Deficit)	3	6,230,757	6,230,757	6,198,972	(31,785)	(0.51%)	▼
Rate Revenue	9	5,107,553	5,107,553	5,151,796	44,243	0.86%	▲
Closing Funding Surplus(Deficit)	3	0	0	7,004,094	7,004,094		

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



Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

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

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

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

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

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated Closing Funding Surplus(Deficit)

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

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

(j) Depreciation of Non-Current Assets

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

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

Buildings	30 to 50 years
Furniture and Equipment	2 to 15 years
Plant and Equipment	5 to 15 years
Roads - Aggregate	25 years
Roads - Unsealed - Gravel	35 years
Drains and Sewers	75 years
Airfield - Runways	12 years

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the local government prior to the end of the financial year 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 and are usually paid within 30 days of recognition.

(l) Employee Benefits

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

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

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

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

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

(m) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

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

(n) Provisions

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

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

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(o) Current and Non-Current Classification

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

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, 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 the These are television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Statement of Objectives

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

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

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

GOVERNANCE

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 allowance, 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 audit of Council books of accounts and procedures is also include under this heading.

GENERAL PURPOSE FUNDING

1 Rates

- (a) GRV (gross rental value) refers to property rates for Leonora, Gwalia, 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 includes prospecting licences, exploration licences and mining leases. It also refers to broad acre rural 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 untied 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 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.

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(r) STATEMENT OF OBJECTIVE (Continued)

LAW, ORDER, PUBLIC SAFETY

Costs and revenues associated with animal control within the Shire and also includes fire insurance, dog control and registration.

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 doctors expenses, Royal Flying Doctor donation and notification of disease.

EDUCATION AND WELFARE

Provision of support for education and aged and disabled facilities within the district for the betterment of the residents.

HOUSING

Costs of maintaining Council owned accommodation units and collection of rentals paid by staff for use of those buildings. Costs that can be accurately attributed to other programs are allocated. Revenue associated with a State Government owned house by way of loan repayments to Council are also included.

Accommodation units include 3 houses, 2 duplexes and a single persons quarters.

COMMUNITY AMENITIES

Costs of collection and disposal of domestic and commercial refuse for town site of Leonora and Gwalia and maintenance of the landfill refuse site. Revenue collection by way of an annual fee for this service which is included on rate assessment notices.

Costs associated with review and administration of Council's Town Planning Scheme.

Provision of Christmas decorations in Leonora Town site.

Operation of the Leonora Cemetery.

RECREATION AND CULTURE

Provision and maintenance of Council owned parks, gardens and grassed oval/recreation ground at Leonora and a contribution to similar facilities within Leinster town site.

Costs of operation and maintenance of a purpose built recreation centre which includes indoor basketball court, two squash courts, kitchen, gymnasium and associated facilities and revenues collected from the public for use of these facilities.

Costs of maintenance of Council owned and provided television and radio re-transmission service which includes GWN, WIN and SBS television and WAFM and ABC fine music radio.

Costs and revenues associated with the operation and maintenance of library facilities at Leonora in conjunction with the Library Board of Western Australia.

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(r) STATEMENT OF OBJECTIVE (Continued)

TRANSPORT

Maintenance and improvements of 1,300 kilometres of Council controlled unsealed roads, town site footpaths and streets, drainage control, street cleaning and provision and maintenance of street trees. Costs of providing electricity for steel lights in the Leonora/Gwalia town sites and maintenance of Council's works depot and associated infrastructure.

Operation, maintenance and management of Leonora Aerodrome 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 Doctors Service, lease/renting of building to all users of facilities and charges for fuel supplied to aircraft.

ECONOMIC SERVICES

Costs associated with tourism promotion throughout the Shire including employment of a Curator/Promotion Officer at the Gwalia Museum and historic precinct.

Contribution to employment of a Goldfields/Esperance Development Officer operating from Shire Offices - Leonora.

Costs and revenues associated with building control under building regulations, including inspections and issuing building permits.

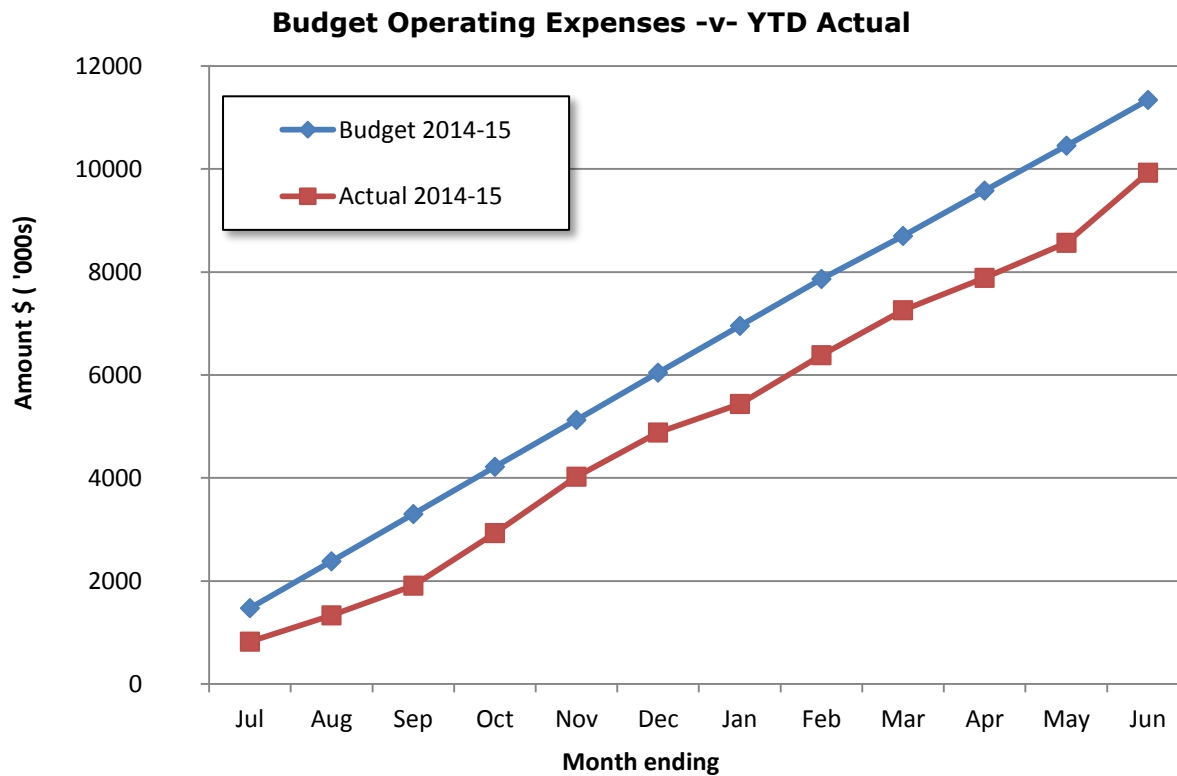
OTHER PROPERTY & SERVICES

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.

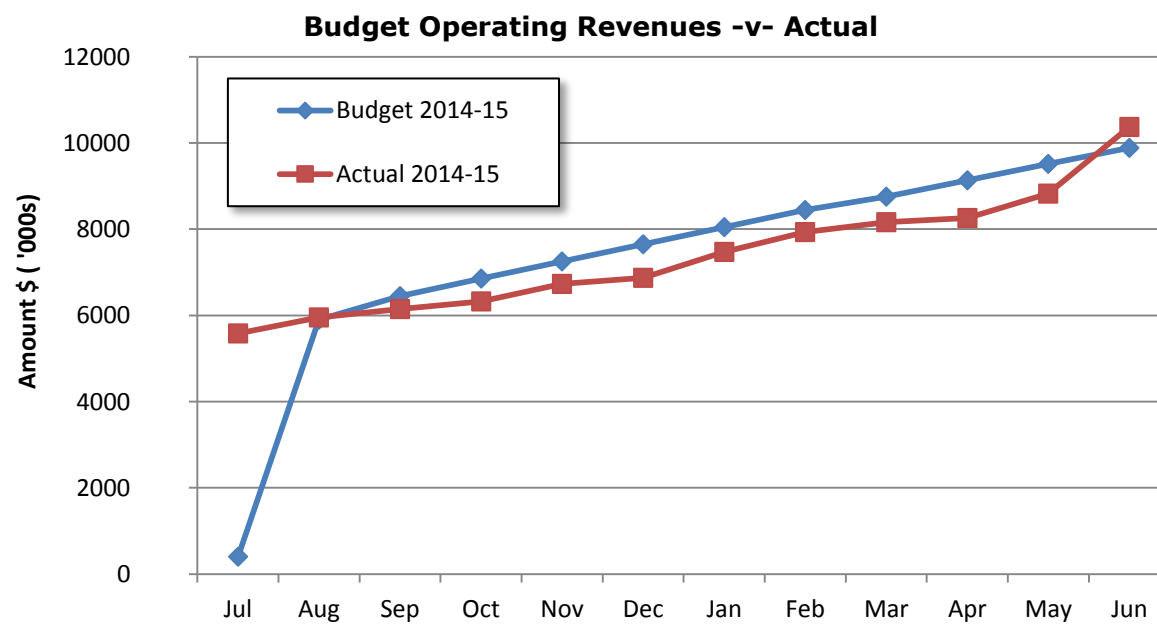
Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

Note 2 - Graphical Representation - Source Statement of Financial Activity



Comments/Notes - Operating Expenses

No significant activity to report, operating expenses trending close to budget estimates.

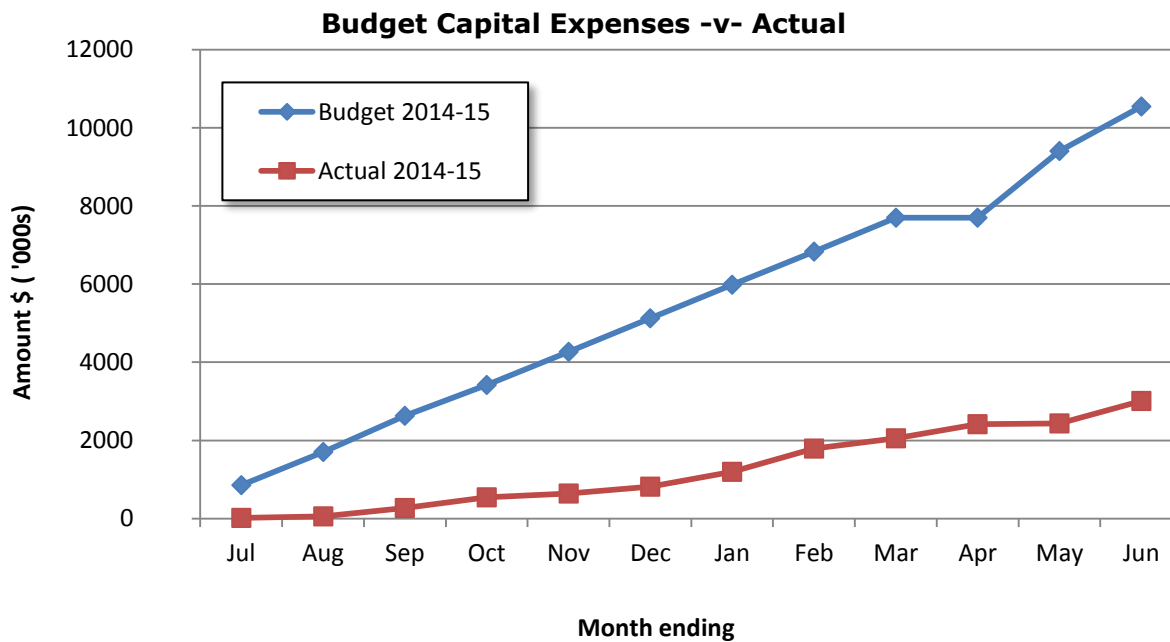


Comments/Notes - Operating Revenues

No significant activity to report, operating revenues trending close to budget estimates.

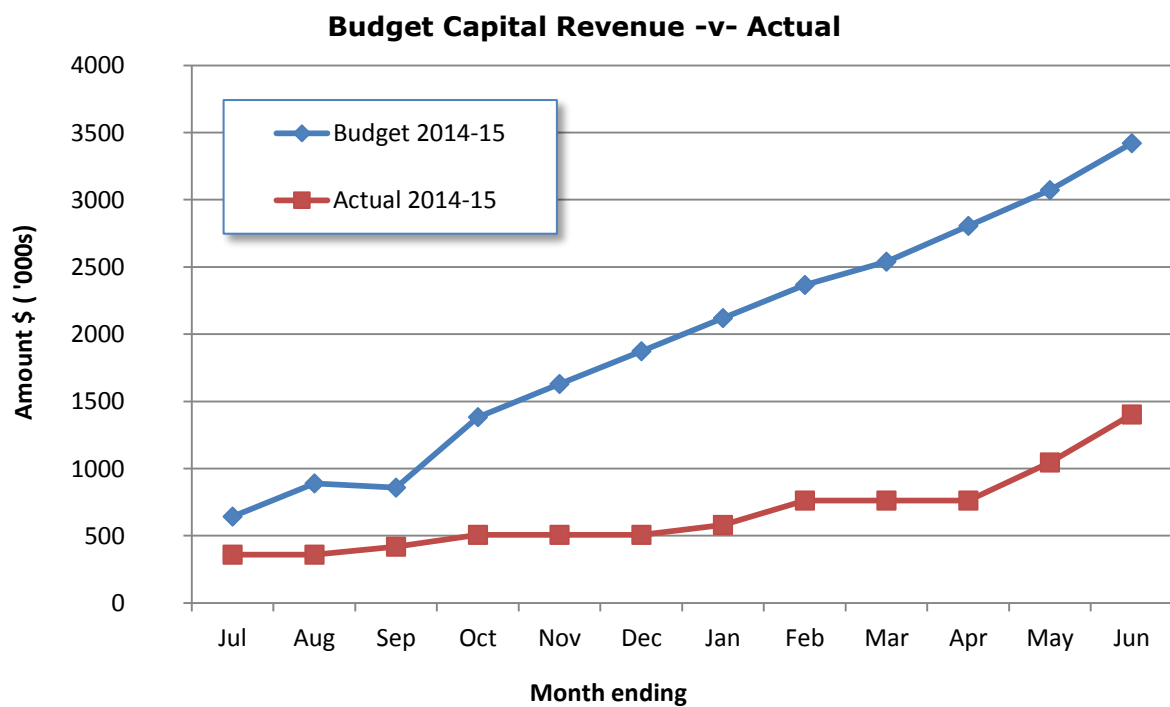
Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

Note 2 - Graphical Representation - Source Statement of Financial Activity



Comments/Notes - Capital Expenses

No significant activity to report, majority of plant items purchased, some capital projects still to take place/will be deferred to next period



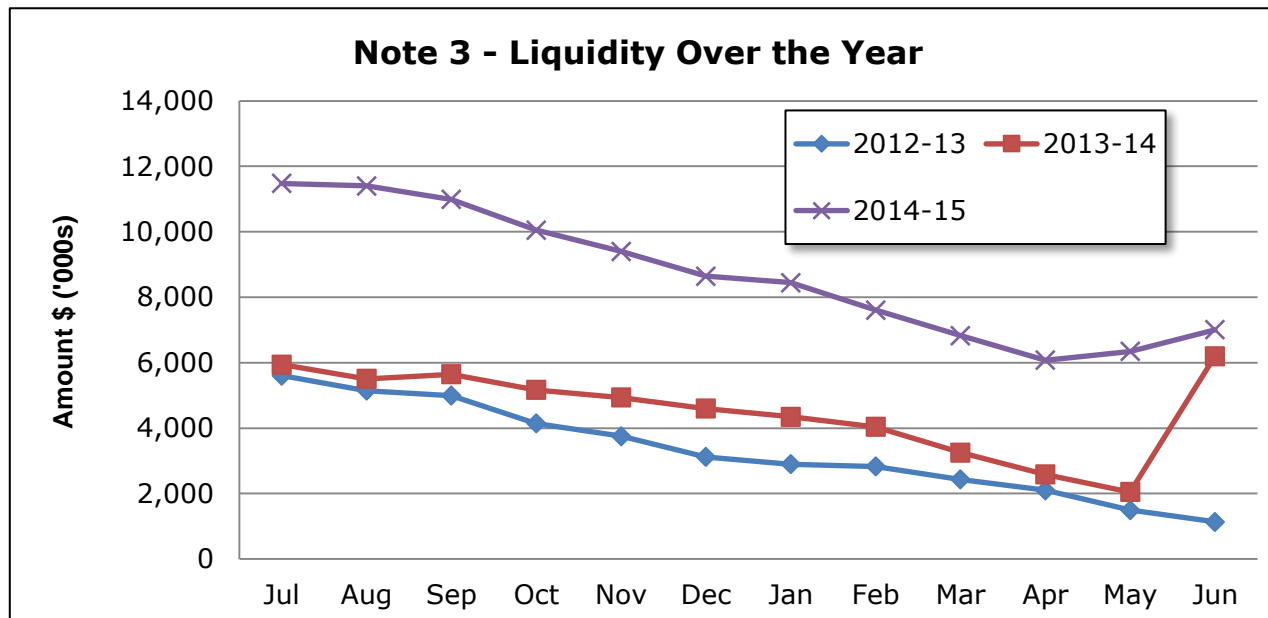
Comments/Notes - Capital Revenues

Some grant funds still be received for capital projects (such as heritage projects, roadworks etc)

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

Note 3: NET CURRENT FUNDING POSTION

		Positive=Surplus (Negative=Deficit)		
		2014-15		
	Note	YTD 30th June 2015	30th June 2014	YTD 30th June 2014
		\$	\$	\$
Current Assets				
Cash Municipal	4	1,073,277	1,521,007	1,521,007
Cash Restricted	4	5,749,112	5,348,106	5,348,106
Receivables - Rates	6	83,147	162,802	0
Receivables - Other	6	1,334,872	372,654	535,456
Inventories		29,433	73,955	73,955
		8,269,841	7,478,524	7,478,524
Less: Current Liabilities				
Payables		(270,792)	(549,695)	(549,695)
Provisions		(217,785)	(246,192)	(246,192)
		(488,577)	(795,887)	(795,887)
Less: Cash Restricted	7	(1,029,296)	(729,857)	(729,857)
Add: Cash Backed Provisions		217,785	217,785	217,785
Employee Benefits Already Funded		34,341	28,407	28,407
Net Current Funding Position		7,004,094	6,198,972	6,198,972



Comments - Net Current Funding Position

The large increase in surplus at 30 June 2014 relates to revenue from the Royalties for Regions grant. Currently an amount of \$ 4,703,346 is held in an Overnight Cash Deposit Facility with the WA Treasury Corp.

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Account	Variable	1,072,007			1,072,007	NAB	Cheque Acc.
Trust Account	Variable			16,112	16,112	NAB	Cheque Acc.
LSL Maximiser	Variable		129,089		129,089	NAB	Cheque Acc.
Fire Maximiser	Variable		22,354		22,354	NAB	Cheque Acc.
Plant Maximiser	Variable		307,574		307,574	NAB	Cheque Acc.
Annual Leave Maximiser	Variable		157,964		157,964	NAB	Cheque Acc.
Gwalia Precinct Maximiser	Variable		167,655		167,655	NAB	Cheque Acc.
Building Maintenance Maximiser	Variable		244,660		244,660	NAB	Cheque Acc.
Cash On Hand	Nil	1,270			1,270	NAB	On Hand
(b) Term Deposits							
N/A					0		
(c) Other Investments							
OCDF R4R	2.22%		4,719,816		4,719,816	WATC	ongoing
Total		1,073,277	5,749,112	16,112	6,838,501		

Comments/Notes - Investments

OCDF relates to R4R funding for Northern Goldfields Regional Office & Administration Centre

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

Note5: BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Opening Funding Surplus(Deficit)			\$	\$	\$	\$
	Amendments						0
I076473	Grant Aged Care Feasibility Study	10.2 (c) Mar 15	Operating Revenue			(20,000)	(20,000)
I122217	RRG 2014-15 Weebo Wildara Road	10.2 (c) Mar 15	Capital Revenue		126,248		106,248
I134467	Minara Historic Cottages Preservation	10.2 (c) Mar 15	Capital Revenue			(99,000)	7,248
I134466	Patroni's Interpret.	10.2 (c) Mar 15	Capital Revenue			(40,000)	(32,752)
I134458	Grant Income Projects	10.2 (c) Mar 15	Operating Revenue			(81,090)	(113,842)
I145145	Admin Reimbursement	10.2 (c) Mar 15	Operating Revenue		17,486		(96,356)
I141450	Private Works	10.2 (c) Mar 15	Operating Revenue			(50,000)	(146,356)
E041189	GVR0C Project participation	10.2 (c) Mar 15	Operating Expenses		20,028		(126,328)
E122180	Street Trees & Watering	10.2 (c) Mar 15	Operating Expenses		20,000		(106,328)
E122210	SPQ Maintenance	10.2 (c) Mar 15	Operating Expenses			(11,000)	(117,328)
E134040	Conservation Works	10.2 (c) Mar 15	Operating Expenses			(18,483)	(135,811)
E134038	Heritage Trail	10.2 (c) Mar 15	Operating Expenses		71,903		(63,908)
E141010	Private Works	10.2 (c) Mar 15	Operating Expenses		36,890		(27,018)
E520006	Patroni's Interp	10.2 (c) Mar 15	Capital Expenses		44,000		16,982
E520007	Minara Cottages	10.2 (c) Mar 15	Capital Expenses		111,200		128,182
E500001	RRG Weebo Wildara Road	10.2 (c) Mar 15	Capital Expenses			(189,372)	(61,190)
E530010	MEHS Vehicle	10.2 (c) Mar 15	Capital Expenses		24,000		(37,190)
E080005	Childcare Centre Salaries	10.2 (c) Mar 15	Operating Expenses		51,156		13,966
I114458	Charges Tennis Courts	10.2 (c) Mar 15	Operating Revenue			(5,000)	8,966
I114465	Charges Swimming Pool	10.2 (c) Mar 15	Operating Revenue			(4,000)	4,966
I117004	CRC Memberships	10.2 (c) Mar 15	Operating Revenue			(1,466)	3,500
I117005	Tower Street Times Income	10.2 (c) Mar 15	Operating Revenue			(1,000)	2,500
I117007	CRC Secretarial Services	10.2 (c) Mar 15	Operating Revenue			(2,500)	0
Closing Funding Surplus (Deficit)				0	522,911	(522,911)	0

Recent budget amendments did not take into account the variation in opening funds of \$31,785, between actual and estimated budget amounts.

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

Note 6: RECEIVABLES

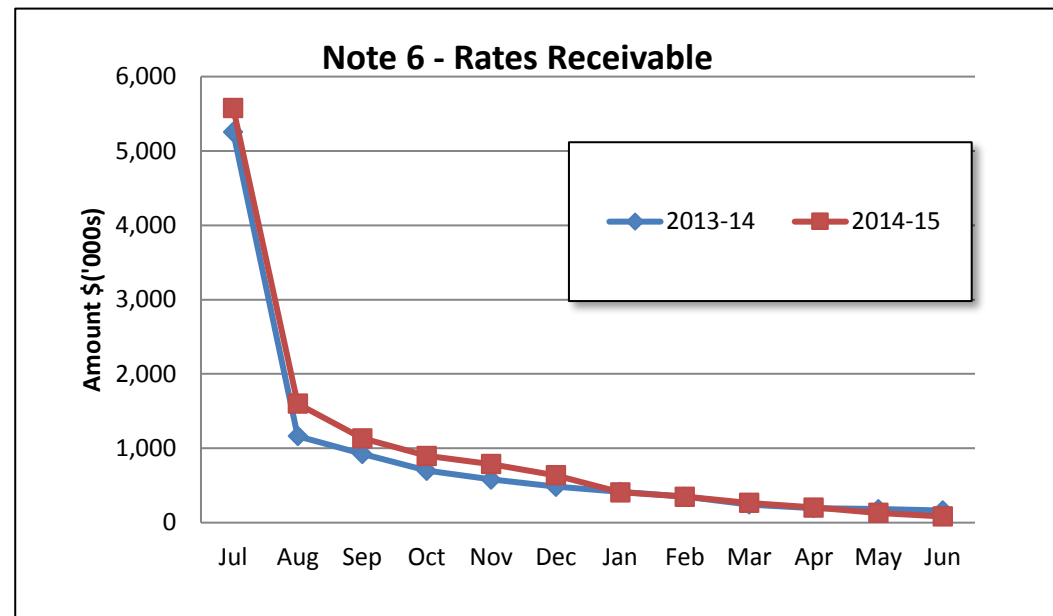
Receivables - Rates Receivable

Opening Arrears Previous Years
 Levied this year
Less Collections to date
 Equals Current Outstanding

Net Rates Collectable

% Collected

	30th June 2015	YTD 30th June 2014
	\$	\$
Opening Arrears Previous Years	162,802	58,144
Levied this year	5,411,027	5,284,211
<u>Less</u> Collections to date	(5,490,682)	(5,179,553)
Equals Current Outstanding	83,147	162,802
Net Rates Collectable	83,147	162,802
% Collected	98.51%	96.95%



Comments/Notes - Receivables Rates and Rubbish

2014-2015 rates and charges were due on 27 August 2014. Ratepayers that did not elect to pay by four instalments, final notices were issued and then forwarded to collection agency to assist with recovery. Overall, the % rates collected is very good.

Receivables - General

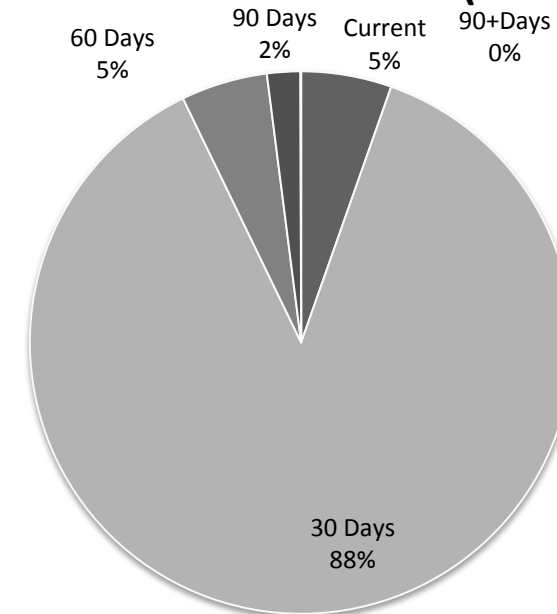
Receivables - General

Total Receivables General Outstanding

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90 Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	71,925	1,167,154	68,762	26,461	570
Total Receivables General Outstanding					1,334,872

Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Receivables General

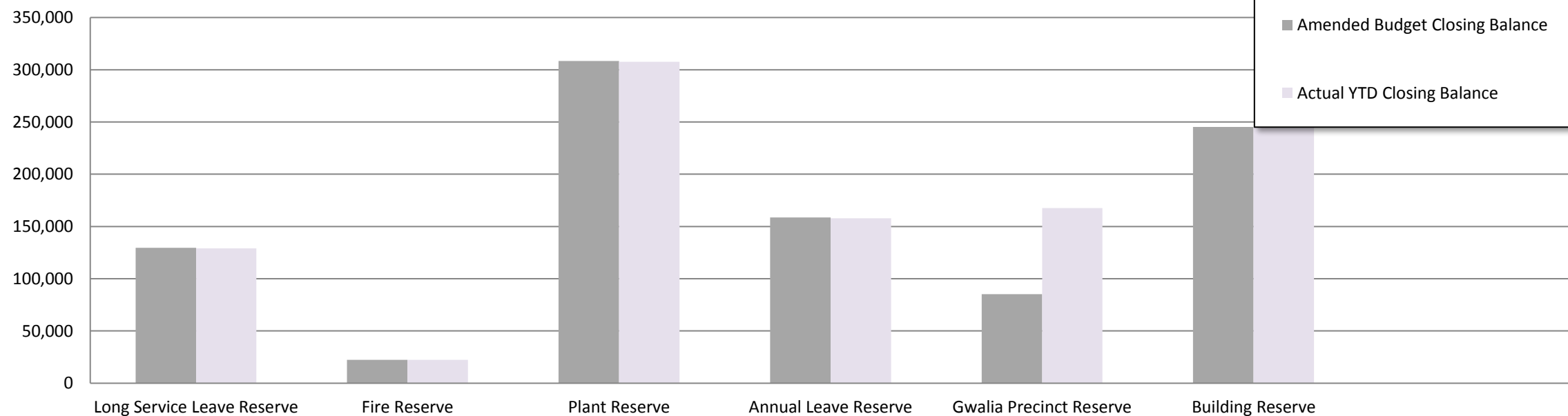
Accounts receivable balance tracking well - bad debtors forwarded to collection agency

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

Note 7: Cash Backed Reserve

2014-15											
Name	Adopted Budget Opening Balance	Actual Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Amended Budget Closing Balance	Actual YTD Closing Balance
Long Service Leave Reserve	\$ 126,415	\$ 126,415	\$ 3,155	\$ 2,674	\$ 0	\$ 0	\$ 0	\$ 0		\$ 129,570	\$ 129,089
Fire Reserve	17,974	17,974	450	380	4,000	4,000	0	0		22,424	22,354
Plant Reserve	203,274	203,274	5,085	4,300	100,000	100,000	0	0		308,359	307,574
Annual Leave Reserve	154,692	154,692	3,861	3,272	0	0	0	0		158,553	157,964
Gwalia Precinct Reserve	85,839	85,839	1,677	1,816	80,000	80,000	(82,260)	0		85,256	167,655
Building Reserve	141,663	141,663	3,553	2,997	100,000	100,000	0	0		245,216	244,660
	729,857	729,857	17,781	15,439	284,000	284,000	(82,260)	0		949,378	1,029,296

Note 7 - Year To Date Reserve Balance to End of Year Estimate



Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

Note 8: CAPITAL DISPOSALS AND ACQUISITIONS

Actual YTD Profit(Loss) of Asset Disposal				Disposals	Amended Current Budget		
					30th June 2015		
Cost	Accum Depr	Proceeds	Profit (Loss)		Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
\$	\$	\$	\$	Plant and Equipment	\$	\$	\$
35,778	(9,906)	22,727	(3,145)	Pe2 - EHO Vehicle 4L	(12,610)	(3,145)	9,465
190,000	(87,015)	160,000	57,015	Loader 1CVT011	(92,982)	57,015	149,997
26,000	(13,972)	15,455	3,427	301 - Works Utility P448D	(19,348)	3,427	22,775
130,000	(130,000)	73,000	73,000	Grader L2221	(15,722)	73,000	88,722
23,050	(10,322)	19,091	6,363	507 - Dual Cab Utility P534	(14,679)	6,363	21,042
28,700	(14,083)	23,182	8,565	Works Utility	(25,328)	8,565	33,893
40,600	(7,350)	29,091	(4,159)	501 - MWS Vehicle 6L	(29,810)	(4,159)	25,651
36,200	(10,878)	29,227	3,905	CEO Vehicle 1L	(17,596)	3,905	21,501
46,607	(16,424)	30,000	(183)	DCEO Vehicle 2L	(16,207)	(183)	16,024
0	0	0	0	MEHS Vehicle	(10,373)	0	10,373
596,623	(63,030)	0	(533,593)	Writeoffs - revaluation Infrastructure	0	(533,593)	(533,593)
1,153,558	(362,980)	401,773	144,788		(254,655)	(388,805)	373,046

Comments - Capital Disposal/Replacements

Comments	Summary Acquisitions	Amended Current Budget		
		30th June 2015		
		Amended Budget	Actual	Variance
	Plant & Equipment	\$ 1,048,000	\$ 1,018,855	\$ (29,145)
	Buildings	7,921,951	687,458	(7,234,493)
	Land	0	0	0
	Furniture and Equipment	0	0	0
	Infrastructure Roads	879,615	924,364	44,749
	Infrastructure Other	396,685	74,547	(322,138)
	Capital Totals	10,246,251	2,705,224	(7,541,027)

Comments - Capital Acquisitions

Comments	Buildings	Amended Current Budget		
		30th June 2015		
		Amended Budget	Actual	Variance
Completed	E052001-Youth Centre Refurbishment	\$ 15,000	\$ 7,590	\$ (7,410)
Not yet commenced (will C/F to 2015-16)	Gym Upgrade	200,000	0	(200,000)
Not yet commenced (will C/F to 2015-16)	Depot Workshop Renewal	130,000	0	(130,000)
Completed	E520002-Vintage Vehicle Building	190,518	201,359	10,841
Progressing (will C/F to 2015-16)	E052003-Northern Goldfields Regional Office and Administration Centre	6,817,943	427,450	(6,390,493)
Progressing (will C/F to 2015-16)	E52003-Gwalia Cottages	546,290	51,059	(495,231)
Not yet commenced	Barnes Federal Theatre	22,200	0	(22,200)
				0
	Capital Totals	7,921,951	687,458	(7,234,493)

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

Note 8: CAPITAL DISPOSALS AND ACQUISITIONS

Comments	Plant & Equipment	Amended Current Budget			
		30th June 2015			
		Amended Budget	Actual	Variance (Under)Over	
Completed	E530008-EHO Vehicle	\$ 34,000	\$ 33,846	\$ (154)	
Commenced (will C/F to 2015-16)	E530011-Recycling Equipment	10,000	491	(9,509)	
Completed	E530003-Cat 962 Loader P011	300,000	330,670	30,670	
Completed	E530004-Nissan Patrol P448	45,000	45,781	781	
Completed	E530005-Cat Road Grader L2221	400,000	351,500	(48,500)	
Completed	E530006-Grader Vehicle Utility	37,000	36,650	(350)	
Completed	E530009-MWS Vehicle 6L	65,000	60,635	(4,365)	
Completed	E530007-Navara Utility P33	36,000	36,650	650	
Completed	E530001-CEO Vehicle 1L	75,000	76,095	1,095	
Completed	E530002-DCEO Vehicle 2L	46,000	46,537	537	
				0	
	Capital Totals	1,048,000	1,018,855	(29,145)	

Comments	Roads	Amended Current Budget			
		30th June 2015			
		Amended Budget	Actual	Variance (Under)Over	
		\$	\$	\$	
Completed	E500001-RRG 2014-15 Weebo Wildara	461,372	491,646	30,274	
Completed	E500002-R2R Renewals	323,243	423,118	99,875	
Commenced (will C/F to 2015-16)	E5300003-Footpath Renewals	95,000	9,600	(85,400)	
	Capital Totals	879,615	924,364	44,749	

Comments	Other Infrastructure	Amended Current Budget			
		30th June 2015			
		Amended Budget	Actual	Variance (Under)Over	
		\$	\$	\$	
Discussions underway with engineers (will C/F to 2015-16)	Treatment Pond Upgrade	50,000	0	(50,000)	
(will C/F to 2015-16)	Fitness/Playground Equipment	24,000	0	(24,000)	
Completed	E510003-Upgrade Aerodrome Lighting Genset	50,000	30,222	(19,778)	
Will progress now that some grants approved (will C/F to 2015-16)	Gwalia Headframe Renewal	208,360	0	(208,360)	
Not yet commenced	Gwalia Entrance Renewal	20,000	0	(20,000)	
Complete	E510001-Restoration Electric Tram	39,325	39,325	0	
Complete	Restoration "Ken" Locomotive	5,000	5,000	0	
				0	
	Capital Totals	396,685	74,547	(322,138)	

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

Note 9: RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
General Rates											
GRV											
Industrial	0.0630	48	3,545,980	223,397	0	0	223,397	223,397	0	0	223,397
Commercial	0.0630	30	3,541,182	223,094	0	0	223,094	223,094	0	0	223,094
Residential	0.0630	486	6,498,180	409,385	582	0	409,967	409,385	0	0	409,385
Town Centre	0.0630	5	252,770	15,925	0	0	15,925	15,925	0	0	15,925
Mining Tenements	0.0630	6	2,399,248	151,153	(23,356)	0	127,797	151,153	1,541	0	152,694
Miscellaneous	0.0630	12	356,524	22,461	(8,505)	0	13,956	22,461	0	0	22,461
UV											
Mining Tenements	0.1380	1,069	26,846,741	3,704,850	(6,840)	0	3,698,010	3,704,850	15,405	(104,595)	3,615,660
Pastoral	0.1380	30	1,264,312	174,475	(18,912)	0	155,563	174,475	0	0	174,475
Rural	0.1380	2	50,000	6,900		0	6,900	1,256	0	0	1,256
Sub-Totals		1,688	44,754,937	4,931,640	(57,031)	0	4,874,609	4,925,996	16,946	(104,595)	4,838,347
Minimum Payments	Minimum \$										
GRV											
Industrial	287	13	32,270	3,731	0	0	3,731	3,731	0	0	3,731
Commercial	287	4	10,140	1,148	0	0	1,148	1,148	0	0	1,148
Residential	287	19	50,521	5,453	0	0	5,453	5,453	0	0	5,453
Town Centre	287	2	875	574	0	0	574	574	0	0	574
Vacant	287	63	60,731	18,081	(2,308)	0	15,773	18,081	0	0	18,081
Miscellaneous	287	4	2,910	1,148	8,505	0	9,653	1,148	0	0	1,148
UV											
Mining Tenements	287	825	944,662	236,775	3,219	0	239,994	238,210	0	0	238,210
Rural	287	3	3,501	861	0	0	861	861	0	0	861
Sub-Totals		933	1,105,610	267,771	9,416	0	277,187	269,206	0	0	269,206
Total Raised from General Rates							5,151,796				5,107,553

Comments - Rating Information

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

The general rates detailed above for the 2014/15 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

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

Please refer to Compilation Report.

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

The Shire of Leonora has no borrowings.

(b) New Debentures

No new debentures were raised during the reporting period.

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2014-15 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE GRANTS								
I030019- Grants Commission	WALGGC	Y	598,006	304,277	902,283		902,283	0
I030021- Federal Roads	WALGGC	Y	594,250	323,854	918,104		918,104	0
LAW, ORDER, PUBLIC SAFETY								
I053402- Fire Prevention Grant	DFES	Y	4,552	318	4,870		4,870	0
WELFARE SERVICES								
I080002- Childcare sustainability	DWEER	Y	54,546	8,121	62,667		62,667	0
I082002-Youth Programs	DCP	Y	48,000	19,353	67,353		67,353	0
RECREATION AND CULTURE								
I114467 - Recreation Centre	DSR	Y	0	30,000	30,000		30,000	0
I117010-CRC Other		Y	120,000	29,977	149,977		149,977	0
ECONOMIC SERVICES								
I134458 Grant Income (Projects)		Y	46,820		46,820		12,878	33,942
I134463 Headframe Stage 1	Lotterywest	Y	126,100			126,100	0	126,100
I134464 Cottages Conservation	Lotterywest	Y	233,861			233,861	48,550	185,311
I134465 Barnes Federal Theatre	Lotterywest	Y	26,018			26,018	0	26,018
I137002 CRC Special Project Fund Bus. Case		Y	60,000			60,000	60,000	0
I137003 CRC Special Project Fund Inf Fund		Y	300,000			300,000	300,000	0
I137008 Lotterywest Fitout Funding	Lotterywest	Y	1,564,700			1,564,700	0	1,564,700
I138002 Sponsorship		Y	115,000		115,000		77,936	37,064
I138005 Grant Income		Y	55,000		55,000		25,560	29,440
TRANSPORT								
MRWA ROAD FUNDING								
I122214/15/16- Project Grants	RRG	Y	307,581			307,581	307,581	0
I122042/52/200- Direct Grants	MWRA	Y	123,408		123,408	0	117,800	5,608
OTHER ROAD/STREETS GRANTS								
I122206- Roads To Recovery	Building Program	Y	323,243			323,243	283,126	40,117
I122213 Natural Disaster Reinstatement		Y	1,630,000		1,630,000		1,218,660	411,340
I122494 RADS Grant		Y	44,254		44,254		38,666	5,588
TOTALS			6,375,339	715,900	4,149,736	2,941,503	4,626,011	2,465,228
Operating			3,433,836				3,626,754	
Non-Operating			2,941,503				999,257	
			<u>6,375,339</u>				<u>4,626,011</u>	

Please refer to Compilation Report.

Shire of Leonora
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30th June 2015

Note 12: TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance	Amount	Amount	Closing Balance
	1 July 2014	Received	Paid	30 June 2015
Proceeds from sale of impounded cattle	\$	\$	\$	\$
	16,112	0	0	16,112
	16,112	0	0	16,112

NOTE 13: MATERIAL VARIANCES

Shire of Leonora

Material Variances as at 30th June 2015

ACCOUNT	NAME	ACTUAL	Year To Date	BUDGET	DIFFERENCE	REASON FOR VARIATION
Income						
I030011	· Rates - Mining Written Back	\$ -	\$	(104,595.00)	\$ 104,595.00	No refunds or write offs processed
I030019	· Grant Equalisation	\$ 902,283.00	\$	598,006.00	\$ 304,277.00	Advance payment for 2015-16 received in 14-15
I030020	· Rates - Mining Written Back	\$ 918,104.00	\$	594,250.00	\$ 323,854.00	Advance payment for 2015-16 received in 14-15
I074421	· Contr Towards Contract EHO	\$ 25,413.27	\$	50,781.00	\$ (25,367.73)	Reduced hours being billed to other Councils
I080008	· Childcare Centre Income	\$ 99,317.09	\$	87,720.00	\$ 11,597.09	Good utilisation of service & recovery o/s debts
I082002	· Youth Program Grants	\$ 67,352.85	\$	44,000.00	\$ 23,352.85	Additional quarterly payment received
I103431	· Liquid Waste Disposal Fee	\$ 57,075.81	\$	48,000.00	\$ 9,075.81	More waste being received than budgeted
I114467	· Grant - Swimming Pool	\$ 30,000.00	\$	-	\$ 30,000.00	Grant received for pool plant upgrade etc
I117010	· Other Grant Funding	\$ 147,976.79	\$	110,000.00	\$ 37,976.79	Surplus funding from Coolgardie CRC windup
I122217	· RRG 2014-15 Weebo Wildara Road	\$ -	\$	260,908.00	\$ (260,908.00)	Recoup not yet submitted
I122206	· Grant - Roads to Recovery	\$ 283,126.00	\$	296,307.00	\$ (13,181.00)	Reduction in grant available
I122213	· Natural Disaster Reinstatement	\$ 1,218,659.83	\$	1,630,000.00	\$ (411,340.17)	Claims for these works are very slow to be processed. Remainder of claim to be submitted in 15/16
I126415	· Passenger Head Tax	\$ 190,509.00	\$	245,000.00	\$ (54,491.00)	Avdata report not received prior to month end processing, additional \$11k to be recorded. Lower passenger numbers than budgeted
I133451	· Contract Building Surveyor	\$ 23,988.99	\$	50,781.00	\$ (26,792.01)	Less activity than budgeted to end of period
I134463	· Lotterywest Headframe Stage 1	\$ -	\$	126,100.00	\$ (126,100.00)	Grant application not successful
I134464	· Lotterywest Cottages Conservati	\$ 48,550.00	\$	233,861.00	\$ (185,311.00)	Some claims submitted for recoup, other projects may be c/f to 2015-16
I134465	· Lotterywest Barnes Federal Thea	\$ -	\$	26,018.00	\$ (26,018.00)	Claims not yet submitted for recoup, project may be c/f to 2015-16
I134458	· Grant Income (Projects)	\$ 12,878.00	\$	46,820.00	\$ (33,942.00)	Some claims submitted for recoup, other projects may be c/f to 2015-16
I137008	· Lotterywest Fitout Funding	\$ -	\$	1,564,700.00	\$ (1,564,700.00)	Funds not yet available
I138001	· Raffle Proceeds	\$ 32,700.00	\$	3,000.00	\$ 29,700.00	More tickets sold than expected.
I138002	· Sponsorship	\$ 146,113.05	\$	115,000.00	\$ 31,113.05	Includes sponsorship from raffle.
I138005	· Grant Income	\$ 25,560.00	\$	55,000.00	\$ (29,440.00)	Lower grant income than budgeted
I141450	· Charges - plant hire	\$ 34,642.45	\$	50,000.00	\$ (15,357.55)	Less activity than budgeted to end of period
		\$ 3,361,967.13	\$	5,638,246.00	\$ (2,276,278.87)	
Expenditure						
E030013	· Admin Allocated To Rates	\$ 285,582.75	\$	323,773.00	\$ (38,190.25)	Lower than budget estimate
E041184	· Admin Allocated - Governance	\$ 203,987.69	\$	231,267.00	\$ (27,279.31)	Lower than budget estimate
E041187	· Strategic Plan Development	\$ 31,355.58	\$	57,883.00	\$ (26,527.42)	Some activity to be c/f to 2015-16
E052010	· Dog Control Expenses	\$ 37,172.74	\$	25,388.00	\$ 11,784.74	Includes animal sterilisation program expenses
E053417	· CCTV Camera Maint & Repairs	\$ -	\$	13,351.00	\$ (13,351.00)	Less works undertaken than budgeted (for C/F)
E074011	· Contract Health Surveyor	\$ 83,926.50	\$	109,325.00	\$ (25,398.50)	Less activity than planned
E074068	· Doctor Recruitment	\$ -	\$	10,270.00	\$ (10,270.00)	Provision not required during reporting period
E074084	· Doctor Housing Allocation	\$ 15,064.62	\$	57,541.00	\$ (42,476.38)	Less expense incurred on doctor house than budgeted
E074085	· Medical Centre Equipment	\$ 13,015.76	\$	34,790.00	\$ (21,774.24)	Less activity than planned
E077002	· Aged Care Feasability Study	\$ 9,720.00	\$	30,000.00	\$ (20,280.00)	Delay in start to project
E080010	· Childcare Centre Staff Training	\$ 1,311.46	\$	15,405.00	\$ (14,093.54)	Most training being undertaken in house.
E091033	· Mtce - Lot 1142 Walton South	\$ 7,722.31	\$	19,393.00	\$ (11,670.69)	Some works to C/F to 2015-16
E091034	· Mtce - Oval Caretaker House	\$ 1,509.50	\$	12,405.00	\$ (10,895.50)	Property now vacant, extensive works required in 2015-16. Provision to be C/F
E091046	· Mtce - Lot 250 Queen Victoria	\$ 5,961.32	\$	24,552.00	\$ (18,590.68)	Some scheduled repairs not to take place until later in the calendar year (c/f provision in 2015-16)
E091048	· Mtce - Lot 294 Queen Victoria	\$ 12,624.62	\$	57,541.00	\$ (44,916.38)	Some scheduled repairs not to take place until later in the calendar year (c/f provision in 2015-16)
E092299	· Allocated to Health Program	\$ (15,064.62)	\$	(57,541.00)	\$ 42,476.38	
E101030	· Refuse Site Maintenance	\$ 25,828.59	\$	47,484.00	\$ (21,655.41)	Less activity than planned
E102020	· Commerical Refuse Collection	\$ 17,766.85	\$	30,810.00	\$ (13,043.15)	Reduction in operating costs
E107030	· Cemeteries - Leonora	\$ 1,189.19	\$	30,270.00	\$ (29,080.81)	Works to fencing have been delayed
E113070	· Oval	\$ 54,137.86	\$	104,214.00	\$ (50,076.14)	Works to fencing have been delayed
E113092	· Swimming Pool Mtce	\$ 177,363.32	\$	160,987.00	\$ 16,376.32	Season now finished, some additional staff wages costs incurred
E114294	· Repairs & maintenance - Rec Cen	\$ 17,507.62	\$	107,835.00	\$ (90,327.38)	Some scheduled repairs not to take place until later in the calendar year (c/f provision in 2015-16)
E116010	· Libraries - Salaries	\$ 27,894.81	\$	58,283.00	\$ (30,388.19)	Less casual and part time staff then previously
E122040	· Roadworks - Maintenance	\$ 514,661.86	\$	689,437.00	\$ (174,775.14)	Some costs still to be allocated

Please refer to Compilation Report.

NOTE 13: MATERIAL VARIANCES

Shire of Leonora

Material Variances as at 30th June 2015

ACCOUNT	NAME	ACTUAL	Year To Date	BUDGET	DIFFERENCE	REASON FOR VARIATION
Income						
E122043	· Road Maintenance - Bush Gra	\$ 652,087.67	\$	675,000.00	\$ (22,912.33)	Some costs still to be allocated
E122120	· Depot maintenance	\$ 66,143.32	\$	94,014.00	\$ (27,870.68)	Renewals to office space not yet undertaken
E122160	· Street cleaning	\$ 156,128.72	\$	184,860.00	\$ (28,731.28)	Less activity than planned
E122180	· Street trees & watering	\$ 41,038.28	\$	67,295.00	\$ (26,256.72)	Less activity than planned
E122190	· Loss on Disposal of Asset(s)	\$ 4,158.82	\$	197,869.00	\$ (193,710.18)	Some changes to valuations from FV
E122209	· Natural Disaster - Cost of Open	\$ 1,964,147.16	\$	1,880,000.00	\$ 84,147.16	Some review into expenses for supervision and labour not eligible (should be allocated to maint)
E126021	· Insurance - Aerodrome	\$ -	\$	22,670.00	\$ (22,670.00)	Reallocation required from other insurance accounts
E126101	· Consultant	\$ -	\$	21,430.00	\$ (21,430.00)	Some adjustment required from E126010
E133052	· Contract Building Surveyor	\$ 37,658.45	\$	109,381.00	\$ (71,722.55)	Less activity then planned
E134040	· Conservation Works (Objects)	\$ 20,482.73	\$	38,483.00	\$ (18,000.27)	Some works still be undertaken
E134031	· Gwalia Buildings Maintenance	\$ 8,439.14	\$	50,810.00	\$ (42,370.86)	Some works still be undertaken c/f to 15-16
E135003	· Info Centre Building	\$ 3,509.10	\$	15,135.00	\$ (11,625.90)	Some works still be undertaken (airconditioners)
E138002	· Entertainment	\$ 131,992.61	\$	120,000.00	\$ 11,992.61	Includes costs of additional concert
E138004	· Athletics Events Prizemoney	\$ 32,608.95	\$	50,417.00	\$ (17,808.05)	Some reallocation required from E138009
E138005	· Fireworks	\$ 128.69	\$	24,000.00	\$ (23,871.31)	Accounts still be received for June 2015
E138006	· Security	\$ 17,368.04	\$	38,000.00	\$ (20,631.96)	Review of requirements reduced costs
E138010	· Other Expenses	\$ 19,990.51	\$	5,000.00	\$ 14,990.51	Includes raffle prizes etc
E141010	· Private Works	\$ 11,437.76	\$	35,000.00	\$ (23,562.24)	Less works undertaken
E142011	· Salaries Admin	\$ 706,306.61	\$	773,661.00	\$ (67,354.39)	Staff LWOP and reduction in casual staff over festive season
E142144	· Consultants Fees	\$ 8,854.28	\$	25,675.00	\$ (16,820.72)	Come carry over to 2015-16
E142140	· Computer Operating Expenses	\$ 15,172.50	\$	28,517.00	\$ (13,344.50)	Less maintenance/support required than budgeted for
E142143	· Freehold Council Properties	\$ 7,500.00	\$	20,540.00	\$ (13,040.00)	Cost to freehold skatepark lower than budget estimate
E142145	· Fringe Benefits Tax	\$ 51,782.25	\$	32,911.00	\$ 18,871.25	Changes to staff benefits etc resulted in higher liability during reporting period.
E142183	· Loss on Disposal of Assets	\$ 182.34	\$	44,176.00	\$ (43,993.66)	Some changes to valuations from FV
E142251	· Staff Housing Allocated	\$ 128,420.13	\$	164,220.00	\$ (35,799.87)	Less maintenance carried out on housing therefore lower provision for allocation
E142299	· LESS Allocated To Programs	\$ (1,359,917.90)	\$	(1,541,777.00)	\$ 181,859.10	Lower expenses result in lower reallocation amount
E143020	· Engineering Expenses	\$ 11,900.00	\$	30,000.00	\$ (18,100.00)	Less expense incurred than budgeted (completed work in house)
E144010	· Fuels & Oils	\$ 304,557.69	\$	246,480.00	\$ 58,077.69	Includes fuel allocations for roadworks, contract operators etc.
		<u>\$ 4,572,318.18</u>	<u>\$</u>	<u>5,648,430.00</u>	<u>\$ (1,076,111.82)</u>	

Capital Revenues (See Statement of Financial Activity)

Note 7	· Transfer from Reserves	\$ -	\$	82,260.00	\$ (82,260.00)	Headframe works (Gwalia) not yet commenced
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Capital Expenditure (See Statement of Financial Activity)

Note 8	· Land & Buildings	\$ 687,458.00	\$	7,921,951.00	\$ (7,234,493.00)	NGROAC Facility still progressing
Note 8	· Plant and Equipment	\$ 1,018,855.00	\$	1,048,000.00	\$ (29,145.00)	Includes saving made on grader purchase
	·					Additional expense incurred to complete Main Reef
Note 8	· Infrastructure Assets Roads	\$ 924,364.00	\$	879,615.00	\$ 44,749.00	Road Seal
Note 8	· Infrastructure Assets Other	\$ 74,547.00	\$	396,685.00	\$ (322,138.00)	Delays to Gwalia Headframe work
		<u>\$ 2,705,224.00</u>	<u>\$</u>	<u>10,246,251.00</u>	<u>\$ (7,541,027.00)</u>	

Funding Balance Adjustment (See Statement of Financial Activity)

· Add back Depreciation	\$ 1,568,089.00	\$	2,941,503.00	\$ (1,373,414.00)	Result of depreciation reviews
· Adjust (Profit)/Loss Asset Dispos	\$ 388,805.00	\$	254,655.00	\$ 134,150.00	Result of depreciation reviews
		<u>\$ 1,956,894.00</u>	<u>\$</u>	<u>3,196,158.00</u>	<u>\$ (1,239,264.00)</u>

Opening Funding Surplus (Deficit)

Note 3	· Opening Funding Suplus(Deficit)	\$ 6,198,972.00	\$	6,230,757.00	\$ (31,785.00)	As a result of EOY processing and adjustments
Note 9	· Rate Revenue	\$ 5,157,595.00	\$	5,107,553.00	\$ 50,042.00	Higher revenue due to recent valuation rolls and subsequent amendments
		<u>\$11,356,567.00</u>	<u>\$</u>	<u>11,338,310.00</u>	<u>\$ 18,257.00</u>	

Please refer to Compilation Report.

10.0 REPORTS OF OFFICERS

10.2 DEPUTY CHIEF EXECUTIVE OFFICER

10.2(B) ACCOUNTS FOR PAYMENT

SUBMISSION TO: Meeting of Council
Meeting Date: 21st July, 2015

AGENDA REFERENCE: 10.2 (B) JUL 15

SUBJECT: Accounts for Payment

LOCATION / ADDRESS: Nil

NAME OF APPLICANT: Nil

FILE REFERENCE: Nil

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Tanya Browning

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 14th July, 2015

BACKGROUND

Attached statement consists of accounts paid by Delegated Authority and Direct Bank Transactions represented by **20190** to **20221** and **20164** and totalling **\$281,493.02** and accounts paid by Council Authorisation represented by from **20222** to **20290** totalling **\$165,265.78** be authorised for payment..

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 accounts paid by Delegated Authority and Direct Bank Transactions represented by **20190** to **20221** and **20164** and totalling **\$281,493.02** and accounts paid by Council Authorisation represented by from **20222** to **20290** totalling **\$161,297.78** be authorised for payment.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Moved Cr MWV Taylor, Seconded Cr RA Norrie that accounts paid by Delegated Authority and Direct Bank Transactions represented by **20190** to **20221** and **20164** and totalling **\$281,493.02** and accounts paid by Council Authorisation represented by from **20222** to **20290** totalling **\$161,297.78** be authorised for payment.

CARRIED (7 VOTES TO 0)

Shire of Leonora				
Monthly Report – List of Accounts Paid by Delegated Authority				
Submitted to Council on the 21st July, 2015				
The following list of accounts has been paid under delegation, and Direct Bank Transactions by the Chief Executive Officer, since the previous list of accounts. Cheques numbered from 20190 to 20221 and 20164 and totalling \$281,493.02 .				
CHIEF EXECUTIVE OFFICER				
Cheque	Date	Name	Item	Payment by Delegated Authority
1	10/06/2015	Alliance Equipment Finance	CRC Photocopier Lease	275.84
20164	11/06/2015	Rob Young	Contract Labour Hire	2,902.50
1	03/06/2015	National Australia Bank	Credit Card Charges - June, 2015 Bank Statement	9,732.34
1	17/06/2015	Toyota Financial Services	GEDC Vehicle Lease - June 2015 Bank Statement	1,145.32
20190	16/06/2015	Paul Heywood	Athletes Coaching Clinic for Leonora District School (Direct Deposit)	2,000.00
20191	16/06/2015	Larnie Petersen	Out of Pocket Purchases for Golden Gift Raffle (Direct Deposit)	4,899.00
20192	19/06/2015	Australian Taxation Office	May 2015 BAS	22,922.00
1	19/06/2015	National Australia Bank	NAB Connect Fee - Access and Usage	27.50
1	23/06/2015	Shire of Leonora Salaries & Wages	Salaries & Wages PPE: 24/6/2015	61,413.00
20193	23/06/2015	LGRCEU	Union Fees PPE: 24/6/2015	19.40
20194	23/06/2015	Shire of Leonora Tax/Rent	Tax/Rent PPE: 24/6/2015	22,144.61
20195	23/06/2015	WA Super	Superannuation PPE: 24/6/2015	7,942.33
20196	23/06/2015	Child Support Agency	Child Support PPE: 24/6/2015	653.44
20197	23/06/2015	BT Super for Life	Superannuation PPE: 24/6/2015	301.49
20198	23/06/2015	Australian Super	Superannuation PPE: 24/6/2015	543.29
20199	23/06/2015	AMP	Superannuation PPE: 24/6/2015	325.68
20200	23/06/2015	Aon Master Trust	Superannuation PPE: 24/6/2015	248.18
20201	25/06/2015	Australian Taxation Office	FBT for Year Ended 31st March, 2015	18,794.25
20202	25/06/2015	Gerrit Labushagne	Payment for work at Barnes Federal Theatre	3,250.00
20203	25/06/2015	Michael Lorentz	Payment for work at Barnes Federal Theatre	3,750.00
20204	25/06/2015	Telstra	Phone Usage Camp Requisites	40.86
20205	26/06/2015	Cancelled Cheque	Misprint	0.00
20206	29/06/2015	Shire Of Leonora - Petty Cash	Petty Cash Recoup	302.50
20207	29/06/2015	Dave Hadden	Health and Building Contract - 15th - 26th June, 2015	7,163.20
20208	30/06/2015	Cardile International Fireworks P/L	Fireworks Display and Freight	18,920.00
20209	30/06/2015	Eagle Petroleum (WA) Pty Ltd	Motorpass Cards Leonora	998.81
			Sub Total	\$190,715.54

Cheque	Date	Name	Item	Payment by Delegated Authority
			Balance Brought Forward	\$190,715.54
20210	30/06/2015	Goldfields Pilbara Forklift Services	Service Hyster Forklift	1,991.22
20211	30/06/2015	Goldfields Truck Power	Parts for P11521	98.73
20212	30/06/2015	Hitachi Construction Machinery	Alternator for P2234	1,758.14
20213	30/06/2015	Redstar Equipment Pty Ltd	Alternator Assy, Top Radiator Hose and Bottom Radiator Hose	1,237.31
20214	30/06/2015	RiskID	Review and Update document development of 2015 Golden Gift and Assessment against Australian Sta...	550.00
20215	30/06/2015	Sparlon Electrical	Electrical Services at Airport, Museum, Shire Office & Maintenance Grader Camp	2,168.10
20216	30/06/2015	Visit Merchandise	Pens for Museum (Resale)	495.61
20217	30/06/2015	WA Planning Commission	Subdivision of Lots 122, 351 and 352 Tower Street Leonora covered by Deposited Plan 405800	565.00
20218	30/06/2015	Landgate	Lodgement fee for Lots 122, 351 & 352 Tower Street Leonora, Deposited Plan 405800	337.00
20219	8/07/2015	Mr Health W Soutar	Payment for bailiff services	59.70
1	30/06/2015	National Australia Bank	Bank Fees (EFTPOS) - June, 2015 Bank Statement	168.17
1	30/06/2015	National Australia Bank	Account Fees - June, 2015 Bank Statement	143.00
1	02/07/2015	Office National	Lease on Photocopier, July, 2015	861.50
1	08/07/2015	AMP	Superannuation PPE: 8/7/15	369.95
1	08/07/2015	WA Super	Superannuation PPE: 8/7/15	7,804.83
1	08/07/2015	BT Super for Life	Superannuation PPE: 8/7/15	428.90
1	08/07/2015	Australian Super	Superannuation PPE: 8/7/15	547.02
1	08/07/2015	Aon Master Trust	Superannuation PPE: 8/7/15	173.83
1	09/07/2015	Shire of Leonora	Salaries & Wages PPE: 8/7/15	69,964.41
20220	08/07/2015	Child Support Agency	Child Support PPE: 8/7/15	1,034.56
20221	08/07/2015	LGRCEU	Union Fees PPE: 8/7/15	20.50
			GRAND TOTAL	\$281,493.02

Shire of Leonora				
Monthly Report - List of Accounts Paid by Authorisation of Council				
Submitted to Council on the 21st July, 2015				
<p>Cheques numbered from 20222 to 20290 totalling \$161,297.78 submitted to each member of the Council on 21st July, 2015 have been checked and are fully supported by remittances and duly certified invoices with checks being carried out as to prices, computations and costing.</p>				
CHIEF EXECUTIVE OFFICER				
Cheque	Date	Name	Item	Payment
20222	24/03/2015	Leonora Gwalia Historical Museum	Cancelled cheque	0.00
20223	21/07/2015	ALU Glass	Glazing Windows – Info Centre, 40A Hoover Street and Rec Centre	993.99
20224	21/07/2015	AMPAC Debt Recovery Pty Ltd	Legal Fees	5,628.49
20225	21/07/2015	Andrew Goddard	Music Workshops at Leonora High School – Community Grant	4,000.00
20230	21/07/2015	Austral Mercantile Collections P/L	Legal fees	783.20
20231	21/07/2015	B.T. & M.A. Salmon	Road Sweeping and Travel	3,608.00
20232	21/07/2015	BOC Limited	Nitrogen Liquid Top Fill	39.61
20233	21/07/2015	Bunnings Building Supplies Pty Ltd	Tools for depot and 229 Hoover Street. Mop, Shower Curtain, Brush and Dustpan and cleaning products for P843	430.56
20234	21/07/2015	Butson Group Pty Ltd	Accommodation J Eggleston. Refreshments for Hoover House GG weekend function. Meals for Gemma Smith & 2 others	1,147.55
20235	21/07/2015	Butsons Building Service	Additional conservation works to “Burglar Bills Camp” at Gwalia. New locks for youth centre	4,224.00
20236	21/07/2015	Canine Control	Ranger services 19-21 June, 2015. Ranger services 18-20 March, 2015	5,225.00
20237	21/07/2015	Cheric Leonora	Bronze Plaques for Ken the Locomotive at Gwalia	275.00
20238	21/07/2015	Coates Hire	Light Tower for Gravel Pit at Darlot	1,966.40
20239	21/07/2015	Comfort Inn Midas	Accommodation and meals for R Berry. Accommodation for Charlotte Huckerby and Stuart Butson	507.50
20240	21/07/2015	Coolgardie Tyre Service	Tyres for P6 & P857	2,068.00
20241	21/07/2015	Creative Spaces	Design and fabrication of additional Patroni Panels. Fabrication of Patroni’s signs	9,185.22
20242	21/07/2015	Dave Hadden	Health/Building Contract 29 th & 30 th June, 2015	1,548.80
20243	21/07/2015	Department Of Transport	Licence and Third Party Insurance – P857	25.20
20244	21/07/2015	E. Fire and Safety	Service of fire equipment at Hoover House	4,737.70
			Sub Total	\$46,394.22

Cheque	Date	Name	Item	Payment
			Balance Brought Forward	\$46,394.22
20245	21/07/2015	Eagle Petroleum (WA) Pty Ltd	Fuel Purchases, Paper and Milk Purchase for June, 2015	225.49
20246	21/07/2015	Elite Gym Hire	Items for Recreation Centre Gym	254.30
20247	21/07/2015	Express Yourself Printing	Stationery for Depot	753.50
20248	21/07/2015	Farmworks	Goods as requested by Works Manager	9,323.60
20249	21/07/2015	Forman Bros	Redirect gas line in kitchen – 40A Hoover Street. Repair water leak at depot. Repair leaking retic – 35 Hoover Street. Repair broken toilet – youth centre. Pump out dump point – information bay	1,195.15
20250	21/07/2015	Frances Thorton Media	Facebook advertising for GG. Media and public relations for GG	8,840.76
20251	21/07/2015	Give Me Five for Kids	Funds raised from Event held 12/09/2014 held in suspense account	3,968.00
20252	21/07/2015	Goldfields Air Services	ARO Radio Certification Training (on Site)	2,400.00
20253	21/07/2015	Goldfields Pest Control	Spray for control of weeds at various places around town	2,940.00
20254	21/07/2015	Goldline Distributors	Goods purchased for Hoover House/Museum, Shire Office and Child Care Centre	677.33
20255	21/07/2015	Griffin Valuation Advisory	Desktop Valuation Infrastructure Assets	880.00
20256	21/07/2015	Horizon Power	Power Bill	14,647.67
20257	21/07/2015	J.R. & A. Hersey Pty Ltd	Steel Guide Post	970.00
20258	21/07/2015	Josway Hospitality Pty Ltd	Meals for Gemma Smith and Elaine Labuschagne	85.00
20259	21/07/2015	Kalgoorlie Retravisation	Toaster and Urn for Museum (Additional cost)	18.00
20260	21/07/2015	Keep Australia Beautiful Council	Orange Roadside Litter Bags	400.00
20261	21/07/2015	Kleenheat Gas	Facility fees – 51 Gwalia Street. Gas bottles – 51 Gwalia Street, 13 Fitzgerald Drive, 229 Hoover Street	789.01
20262	21/07/2015	Landgate	Gross rental values revaluation 2014/15. Rural UV interim valuation shared. Mining tenements chargeable	24,496.80
20263	21/07/2015	Leinster Contracting Services	Empty Skip Bins at Malcolm Dam	1,151.92
20264	21/07/2015	Leonora Bowls Club (C/-Shire of Leonora)	Scroungers Bowling Club Fees collected 2014/15	2,117.86
20265	21/07/2015	Leonora District High School	Refund of Bond for Bus Hire	200.00
20266	21/07/2015	Leonora Drive Connectors	Hose and fittings for P2360	1,560.72
20267	21/07/2015	Leonora Motor Inn	Accommodation – Ranger	528.00
20268	21/07/2015	Leonora Post Office	Postage costs May & June 2015	391.90
20269	21/07/2015	McMahon Burnett Transport	Freight	154.21
20270	21/07/2015	Netlogic Information Technology	Remote consulting fees various	2,921.00
20271	21/07/2015	Office National Kalgoorlie	Inks and toners, travel expenses and copy charges	3,364.91
20272	21/07/2015	Outback Aviation Logistics	Aerial Survey of Gwalia	576.76
			Sub Total	\$132,226.11

Cheque	Date	Name	Item	Payment
			Balance Brought Forward	\$132,226.11
20273	21/07/2015	PGC Irrigation Contractors Pty Ltd	2 Boxes of Adjustable Sprinklers	1,475.76
20274	21/07/2015	Powerchill Electrical & Refrigeration	Check lighting at Sports Complex, Rec Centre, and install 1 Vandalite at Rear Gym Entry	552.20
20275	21/07/2015	PWT Electrical Pty Ltd	Electrical Services – Town Park/Playground	2,135.58
20276	21/07/2015	Rowjack Environmental Services	Line Marking as directed and mobilisation costs	1,273.80
20277	21/07/2015	Skippers Aviation Pty Ltd	Flights June/July	1,384.00
20278	21/07/2015	Staples Australia Pty Limited	Stationery for Child Care Centre	72.34
20279	21/07/2015	Taylor Burrell Barnett	Project Management – Leonora Subdivision	1,715.18
20280	21/07/2015	Telstra	Phone/Internet Usage – June, 2015	4,504.97
20281	21/07/2015	The Food Van	Food for Radio Training Course	80.00
20282	21/07/2015	Toll Fast	Freight	221.32
20283	21/07/2015	Toll Ipec Pty Ltd	Freight	186.80
20284	21/07/2015	Turbos WA Pty Ltd	Labour John Deere Grader, replace leaking cab air bag and check over Eagle tripper, supply oils and grease	4,662.57
20285	21/07/2015	UHY Haines Norton	Fees for Professional Services rendered	1,485.00
20286	21/07/2015	WA Local Government Association	Advertising – Northern Goldfields Regional Office	727.53
20287	21/07/2015	Walkabout Services (WA) Pty Ltd	Supply and Install Security Lights and Inside Lights above Ambulance on PE Cell	1,141.94
20288	21/07/2015	Water Corporation	Water usage various	4,395.33
20289	21/07/2015	West Australian Newspapers Ltd	Advertising	1,672.70
20290	21/07/2015	Westland Autos No1 Pty Ltd	Service on P967, P142, P4	1,384.65
			GRAND TOTAL	\$161,297.78

10.0 REPORTS OF OFFICERS

10.2 FINANCE MANAGER – DEPUTY CHIEF EXECUTIVE OFFICER

10.2(C) UPDATE OF FEES AND CHARGES SCHEDULE FOR THE 2015/16 FINANCIAL YEAR

SUBMISSION TO: Meeting of Council
Meeting Date: 21st July, 2015

AGENDA REFERENCE: 10.2 (C) JUL 15

SUBJECT: Update of fees and charges schedule for the 2015/16 financial year

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: Budget Preparation

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Tanya Browning

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 14th July, 2015

BACKGROUND

A review into the current fees and charges schedule by all relevant managers has been undertaken to ensure that current fees and charges are accurate. Comments and changes have been recommended by each department, and have been reviewed by the management team for amendment. Consideration has been taken into account regarding the socio-economic breakdown of the community members living in the Shire, and because of this a number of services do not stand to make a profit. The pricing is in line with the Strategic Community Plan objective of fostering a greater sense of community through encouraging participation amongst residents. Fees that have been removed also include entrance fees to the Gwalia Historical Precinct and Museum. This follows on from the decision of the Gwalia Reference Group to remove fees for the 2015/16 reporting period, to encourage more visitors to the area, and promote the precinct.

Research has also been carried out to ensure the Shire's pricing is in line with that of neighbouring councils, taking into account the Shires of Menzies, Laverton, Dundas and Coolgardie.

Significant changes to note include the consolidation of the Recreation Centre fees, changes to cemetery fees to include the extra backfill, a discount to gym memberships for the Shire employees in the interest of maintaining synchronism with Employee Wellbeing Program, and the final change of note is an update to health, building and planning fees and charges to comply with the latest legislative controls.

STATUTORY ENVIRONMENT

Section 6.16 of the Local Government Act 1995 provides that a local government may impose and recover a fee or charge for any goods or services it provides or proposes to provide, other than a service for which a service charge is imposed. Fees and charges are to be imposed when adopting the annual budget.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The schedule will be included in the 2015/16 Annual Budget

STRATEGIC IMPLICATIONS

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

RECOMMENDATIONS

That Council include the fees and charges schedule for the 2015/16 financial year, as attached, for consideration in the 2015/16 draft budget.

VOTING REQUIREMENT

Simple majority required.

COUNCIL DECISION

Moved Cr GW Baker, Seconded Cr LR Petersen that Council include the fees and charges schedule for the 2015/16 financial year, as attached, for consideration in the 2015/16 draft budget.

CARRIED (7 VOTES TO 0)



Shire of Leonora

Fees and Charges for 2015 - 2016



	2015-16	2015-16	2015-16	GST Ind	Comments
I03 - GENERAL PURPOSE FUNDING					
I031 - Rates					
I030010 - Charges - Admin. - Instalments			\$24.00	FRE	
I030013 - Rates - General Enquiries			\$50.00	FRE	
I030013 - Rates - Reprint Rate Notice			\$11.00	GST	
I030013 - Rates - Payment Arrangement Fee			\$24.00	GST	
I04 - GOVERNANCE					
I041 - Governance - Membership					
I041426 - Nomination Deposit			\$80.00	FRE	
I041429 - Reimbursements					
Council Minutes - Per Copy			\$5.50	GST	free if attending the relevant meeting
Council Minutes - Annual Charge			\$66.00	GST	free if attending the relevant meeting
Council Meeting Agenda			\$10.00	GST	free if attending the relevant meeting
Annual Report			\$15.00	GST	free if attending the relevant meeting
Budget			\$15.00	GST	free if attending the relevant meeting
Strategic Community Plan			\$10.00	GST	free if attending the relevant meeting
Freedom of Information					
Fee - Personal info about the applicant			\$0.00	FRE	no charge
Fee - App. fee under Sec 1 (e) of Act			\$30.00	FRE	
Charge-time taken to deal with applic.			\$30 per hour	FRE	Pro rata for a part of an hour
Charge-access time supervised by staff			\$30 per hour	FRE	Pro rata for a part of an hour
Charge-staff time for photocopying			\$30 per hour	FRE	Pro rata for a part of an hour
Charge-per photocopy			\$0.50	FRE	
Duplicating a tape, film or computer info			Actual Cost	FRE	
Delivery, packaging and postage			Actual Cost	FRE	
Advance Deposit (Section 18(1) of Act)			25%		
Advance Deposit (Section 18(4) of Act)			75%		
I05 - LAW ORDER & PUBLIC SAFETY					
I052 - Animal Control					
I052400 - Fines & Penalties			assorted	FRE	as per Dog Act and relevant Local Laws
I052410 - Fees - Impounding					
Pound fees per dog per day			\$20.00	FRE	per day
Pound Release fee			\$75.00	FRE	per cat or dog
Microchipping (if required)			\$55.00	FRE	per cat or dog
I052420 - Fees - Dog Registrations					
Non Working Dogs					
Unsterilised 1 year			\$50.00	FRE	per dog* refund of excess fees will be provided if sterilised
Unsterilised 3 years			\$120.00	FRE	per dog* refund of excess fees will be provided if sterilised
Unsterilised lifetime			\$250.00	FRE	per dog* refund of excess fees will be provided if sterilised
Sterilised 1 year			\$20.00	FRE	per dog* refund of excess fees will be provided if sterilised
Sterilised 3 years			\$42.50	FRE	per dog* refund of excess fees will be provided if sterilised



Shire of Leonora

Fees and Charges for 2015 - 2016



	2015-16	2015-16	2015-16	GST Ind	Comments
Sterilised lifetime			\$100.00	FRE	per dog* refund of excess fees will be provided if sterilised
I05 - LAW ORDER & PUBLIC SAFETY					
I052420 - Fees - Dog Registrations					
Working Dogs - 25% of stated fee					a refund of excess fees will be provided.
Pensioners - 50% of stated fee					
1 year after 31st May of that year 50% of stated fee					
I052421 - Fees - Cat Registrations					
1 year			\$20.00	FRE	per cat
3 years			\$42.50	FRE	per cat
Lifetime			\$100.00	FRE	per cat
Pensioners - 50% of stated fee					
1 year after 31st May of that year 50% of stated fee					
Annual application for approval to breed			\$100.00	FRE	per cat
I07 - HEALTH					
I074 - Admin. & Inspections			\$534.00	FRE	
I074422 - Caravan Park Annual Registration			\$100.00	FRE	
Minimum Fee			\$200.00	FRE	
Long Stay Sites			\$6.00 per site	FRE	
Short Stay Sites			\$6.00 per site	FRE	
Camp Site			\$3.00 per site	FRE	
Overflow Site			\$1.50 per site	FRE	
Additional fee for renewal after expiry			\$20.00	FRE	
Temporary licence			Minimum \$100.00	FRE	
Transfer of licence			\$100.00	FRE	
I076 - Other					
I076470 - Fees - Lodging House Registration			\$180.00	FRE	
Hairdressing Establishment			\$50.00	FRE	
I076471 - Fees - Food Premises Registration			\$100.00	GST	
Renewal (annual)			\$50.00	GST	
I076472 - Eating House Registration Fees			\$270.00	FRE	
Licence to conduct Eating House			\$30.00	FRE	
Hairdressing Establishment fee			\$50.00	FRE	
I08 - EDUCATION & WELFARE					
I081 - Childcare Centre Fees					
I080008 - Childcare Centre Income					
Full day fee (per child) 01/07/15-30/09/15			\$66.00	GST	per day
Weekly booking (per child) 01/07/15-30/09/15			\$290.00	GST	per week
Half day fee (per child) 01/07/15-30/09/15			\$52.00	GST	per day



Shire of Leonora

Fees and Charges for 2015 - 2016



	2015-16	2015-16	2015-16	GST Ind	Comments
Full day fee (per child) 01/10/15-31/12/15			\$68.00	GST	per day
Weekly booking (per child) 01/10/15-31/12/15			\$300.00	GST	per week
I08 - EDUCATION & WELFARE					
I081 - Childcare Centre Fees					
I080008 - Childcare Centre Income					
Half day fee (per child) 01/10/15-31/12/15			\$53.00	GST	per day
Full day fee (per child) 01/01/16-31/03/16			\$70.00	GST	per day
Weekly booking (per child) 01/01/15-31/03/15			\$310.00	GST	per week
Half day fee (per child) 01/01/15-31/03/15			\$54.00	GST	per day
Full day fee (per child) 01/04/16-30/06/16			\$72.00	GST	per day
Weekly booking (per child) 01/04/16-30/06/16			\$320.00	GST	per week
Half day fee (per child) 01/04/16-30/06/16			\$55.00	GST	per day
I09 - HOUSING					
I091 - Staff Housing					
I091423 - Staff Housing			\$65.00	INP	per week
I091424 - Single Persons Quarters			\$25.00	INP	per week
I091428 - Fully Furnished Staff Housing			\$100.00	INP	per week
I10 - COMMUNITY AMENITIES					
I101 - Sanitation - Household					
I101410 - Charges Domestic Refuse Removal			\$180.00	FRE	per bin
I101504 - Charges - Sale of Bins			\$88.00	GST	per bin
I102410 - Charges - Commercial Refuse			\$390.00	FRE	per bin
I103 - Sewerage					
I103430 - Fees - Septic Tank Fees - Application			\$118.00	FRE	application fee only
Local Gout Report			\$118.00	FRE	
Permit to Use			\$118.00	FRE	
I103431 - Liquid Waste Disposal Fee					
Liquid Waste Disposal Fee Townsite			\$0.03 per litre	FRE	per litre of liquid waste
Other (mine)			\$0.06 per litre	FRE	
I107 - Other					
I107412 - Fees - Cemetery					
Application Fee			\$200.00	FRE	
Grave Preparation			\$710.00	GST	
Grave Preparation - extra depth			\$110.00	GST	
Funeral Director Annual Fee			\$50.00	FRE	
Funeral Director Single Licence			\$25.00	FRE	
Reopening			\$550.00	FRE	
Monumental Contractor Annual Fee			\$100.00	FRE	
Monumental Contractor Single Fee			\$50.00	FRE	



Shire of Leonora

Fees and Charges for 2015 - 2016



	2015-16	2015-16	2015-16	GST Ind	Comments
I10 - COMMUNITY AMENITIES					
I107 - Other - Town Planning					
I107NEW - 1. Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is –					
A) not more than \$50,000			\$147		
B) more than \$50,000 but not more than \$500,000		0.32% of the estimated cost of development			
C) more than \$500,000 but not more than \$2.5 million		\$1,700+0.257% for every \$1 in excess of \$500,000			
D) more than \$2.5 million but not more than \$5 million		\$7,161+0.206% for every \$1 in excess of \$2.5 million			
E) more than \$5 million but not more than \$21.5 million		\$12,633+0.123% for every \$1 in excess of \$5 million			
F) more than \$21.5 million		\$31,196			
2. Determining a development application (other than for an extractive industry) where the development has commenced or been carried out		The fee in item 1 plus, by way of penalty, twice that fee			
3. Determining a development application for an extractive industry where the development has not commenced or been carried out		\$739			
4. Determining a development application for an extractive industry where the development has commenced or been carried		The fee in item 3 plus, by way of penalty, twice that fee			
5. Providing a subdivision clearance for –					
A) not more than 5 lots		\$73 per lot			
B) more than 5 lots but not more than 195 lots		\$73 per lot for the first 5 lots and then \$35 per lot			
C) more than 195 lots		\$7,393			
6. Determining an initial application for approval of a home occupation where the home occupation has not commenced		\$222			
7. Determining an initial application for approval of a home occupation where the home occupation has commenced		The fee in item 6 plus, by way of penalty, twice that fee			
8. Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires		\$73			



Shire of Leonora

Fees and Charges for 2015 - 2016



	2015-16	2015-16	2015-16	GST Ind	Comments
9. Determining an application for the renewal of an approval of home occupation where the application is made after the approval has expired		The fee in item 8 plus, by way of penalty, twice that fee			
I10 - COMMUNITY AMENITIES					
I107 - Other - Town Planning					
10. Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change or the alteration, extension or change has not commenced or been carried out			\$295		
11. Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out		The fee in item 10 plus, by way of penalty, twice that fee			
12. Providing a zoning certification			\$73		
13. Replying to a property settlement questionnaire			\$73		
14. Providing written planning advice			\$73		
I11 - RECREATION & CULTURE					
I114 - Recreation Facilities					
I114450 - Charges - Facility Hire					
Rec Centre & Sport Complex					
Level 1 - Non Profit Groups		\$60.00	\$120.00		
Level 2 - Commercial Hire		\$150.00	\$220.00		
Level 3 - Balls/Weddings/Functions		\$180.00	\$330.00		
Level 4 - Funerals		\$120.00			
Bond		\$150.00	\$350.00		
Leonora Town Oval					
Night time use - Lights			\$55.00	GST	per hour
Tennis Courts					
Tennis - Night - Lights			\$15.00	GST	per hour
Tennis - Day			\$10.00	GST	per hour
Tennis Racquet Hire			\$2.00	GST	includes ball
Squash Courts					
Half Hour			\$8.00	GST	
One Hour			\$15.00	GST	
I114451 - Charges - Sport Hire					
Participation fees for Events at the Hall					
		Adults	School/Non Comp		



Shire of Leonora

Fees and Charges for 2015 - 2016



	2015-16	2015-16	2015-16	GST Ind	Comments
Sport - Player Entry		\$5.00	\$2.00	GST	
Sport - Team Nomination		\$20.00		GST	
Equipment - Hire (Per item)		\$5.00	\$2.00	GST	
Fitness - Exercise Class		\$5.00	\$2.00	GST	
Fitness - Exercise Class (10 passes)		\$40.00		GST	
I11 - RECREATION & CULTURE					
I114 - Recreation Facilities					
I114451 - Charges - Sport Hire					
Gym Membership		Adult	School Students		
1 month		\$45.00	\$20.00	GST	
3 months		\$80.00	\$40.00	GST	
6 months		\$150.00	\$80.00	GST	
12 months		\$250.00	\$120.00	GST	
12 months - Staff		\$125.00		GST	
Casual		\$8.00	\$4.00	GST	
Key Deposit		\$25.00	n/a	FRE	
Corporate Membership - All Facilities					
1-4 Members			\$400.00	GST	per year
5-8 Members			\$600.00	GST	per year
9+ Members			\$750.00	GST	per year
I114465 - Charges - Swimming Pool					
Adults		\$3.50		GST	
Children		\$2.50		GST	
Pensioners		\$2.50		GST	
Children under 3 years		free		FRE	
Spectators		\$2.00		GST	
Seasons Tickets					
Adult		\$100.00		GST	
Staff		\$80.00		GST	
Children 14 years and younger		\$50.00		GST	
Pensioners and Seniors		\$50.00		GST	
Family - 2 adults and 2 children		\$200.00		GST	
Seasons Ticket - Half Season					
Adult		\$60.00		GST	
Children 14 years and younger		\$30.00		GST	
Pensioners and Seniors		\$30.00		GST	
Family - 2 adults and 2 children		\$120.00		GST	
Monthly Tickets					
Itinerant Residents only		\$40.00		GST	
Pool Facility Hire - private exclusive use		\$150.00		GST	outside normal opening hours and no alcohol



Shire of Leonora

Fees and Charges for 2015 - 2016



	2015-16	2015-16	2015-16	GST Ind	Comments
Pool Facility Hire - Birthday Parties		\$22.00		GST	for 2 hours use of grassed area plus entry fee per person
I117004 - Community Resource Centre					
Membership (24 hour access)		Individual	Corporate/Family		
1 month		\$40.00	\$50.00	GST	
3 months		\$60.00	\$80.00	GST	
6 months		\$90.00	\$130.00	GST	
1 year		\$140.00	\$220.00	GST	
I11 - RECREATION & CULTURE					
I114 - Recreation Facilities					
I117004 - Community Resource Centre					
10 hour block		\$20.00		GST	
20 hour block		\$40.00		GST	
Membership (business hours access)		Individual	Corporate/Family		
1 month		\$25.00	\$37.50	GST	
3 months		\$50.00	\$75.00	GST	
6 months		\$80.00	\$120.00	GST	
1 year		\$120.00	\$180.00	GST	
10 hour block		\$20.00		GST	
20 hour block		\$30.00		GST	
Card Deposit		\$25.00	\$25.00	FRE	
I117006 - Computer Usage					
Log on fee			\$1.50	GST	
Per Minute			\$0.10	GST	
I11 - RECREATION & CULTURE					
I117007 - Secretarial Services					
Secretarial & Design Services			\$30.00 per hour	GST	
Photocopying, Printing, Scanning (B&W)		Members	Non Members		
A4 1-50 pages		\$0.15	\$0.25	GST	price is per page
A4 51+ pages		\$0.15	\$0.15	GST	price is per page
Scans/Page		\$0.10	\$0.10	GST	price is per page
A3 1-50 pages		\$0.20	\$0.40	GST	price is per page
A3 51+ pages		\$0.20	\$0.20	GST	price is per page
Scans/Page		\$0.15	\$0.15	GST	price is per page
Photocopying, Printing, Scanning (Colour)		Members	Non Members		
A4 1-50 pages		\$0.30	\$0.60	GST	price is per page
A4 51+ pages		\$0.30	\$0.30	GST	price is per page
Scans/Page		\$0.30	\$0.30	GST	price is per page
A3 1-50 pages		\$0.60	\$0.90	GST	price is per page
A3 51+ pages		\$0.60	\$0.60	GST	price is per page
Scans/Page		\$0.30	\$0.30	GST	price is per page
Photo Printing					



Shire of Leonora

Fees and Charges for 2015 - 2016



	2015-16	2015-16	2015-16	GST Ind	Comments
Photo 6 x 4			Individual	GST	
Single Print			\$0.50	GST	price is per print
Photo 5 x 7				GST	
Single Print			\$2.20	GST	price is per print
2-9 prints			\$1.80	GST	price is per print
10+ prints			\$1.40	GST	price is per print
Faxing			Individual		
Local			\$1.00	GST	
Interstate			\$2.00	GST	
I11 - RECREATION & CULTURE					
I117007 - Secretarial Services					
Faxing			Individual		
International			\$5.00	GST	
Extra Pages - Local			\$0.10	GST	price is per page
Extra Pages - Interstate			\$0.20	GST	price is per page
Extra Pages - International			\$0.50	GST	price is per page
Laminating		Members	Non Members		
A4		\$1.00	\$1.00	GST	
A3		\$2.00	\$2.00	GST	
Roll / metre		plus \$5.00 set up fee	\$6.00	GST	
I126 - Aerodrome					
I126410 - Fees - Landing at Airport			\$12.46 per tonne	GST	
I126420 - Passenger Head Tax			\$12.46 per person	GST	For all aircraft with a maximum takeoff weight >5700kg
I126430 - Charges - Fuel at Airport drum			Actual Cost	GST	As per purchase price by Council, plus staff labour
Refuelling - Office Hours			\$27.50	GST	Between 6am and 6pm weekdays
Refuelling - After hours			\$176.00	GST	Times not included above
I13 - ECONOMIC SERVICES					
I132 - Tourism/Area Promotion					
I132003 - Advertising for Leonora Information Bay					
= to or < than 1 square metre			\$275.00	GST	
> than 1 square metre			\$550.00	GST	
I136490 - Tower Street Times			\$3.00	GST	
I133 - Building Control					
I133410 - Charges - Building Permits					
a) certified application for a Class 1 or Class 10 building or incidental structure			0.19% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$95.00	FRE	
b) for building work for a Class 2 to Class 9 building or incidental structure			0.09% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$95.00	FRE	



Shire of Leonora

Fees and Charges for 2015 - 2016



	2015-16	2015-16	2015-16	GST Ind	Comments
c) uncertified application for a building permit	0.32% of the estimated value of the building work as determined by the relevant permit authority, but not less than \$95.00			FRE	
d) application for a demolition permit					
1. for demolition work in respect of a Class 1 or Class 10 building or incidental structure			\$95.00	FRE	
2. for demolition work in respect of a Class 2 to Class 9 building		\$95.00 for each story of the building		FRE	
e) application to extend the time during which a building or demolition permit has effect			\$95.00	FRE	
I13 - ECONOMIC SERVICES					
I133 - Building Control					
f) application for an occupancy permit for a completed building			\$95.00	FRE	
g) application for a temporary occupancy permit for an incomplete building			\$95.00	FRE	
h) application for modification of an occupancy permit for additional use of a building on a temporary basis			\$95.00	FRE	
i) application for a replacement occupancy permit for permanent change of the buildings use			\$95.00	FRE	
j) application for an occupancy permit or building approval certificate for registration of Strata Scheme, plan of re-			\$104.65	FRE	
k) application for an occupancy permit for a building in respect of which unauthorised work has been done			\$95.00	FRE	
l) application for a building approval certificate for a building in respect of which unauthorised work has been done			\$95.00	FRE	
m) application to replace an occupancy permit for an existing building			\$95.00	FRE	
n) application for a building approval certificate for an existing building where unauthorised work has been done			\$95.00	FRE	
o) application to extend the time during which an occupancy permit or building approval certificate has effect			\$95.00	FRE	
p) application as defined in regulation 31 – for each building standard in respect of which a declaration is sought is			\$95.00	FRE	
q) inspections of pool enclosures			\$57.45	FRE	
r) local government approval of battery powered smoke alarms			\$95.00	FRE	
Building Service Levy				FRE	



Shire of Leonora

Fees and Charges for 2015 - 2016



	2015-16	2015-16	2015-16	GST Ind	Comments
		Over \$45,000.00	\$45,000.00 or less		
Building permit or demolition permit		0.137% of the value of the work	\$61.65	FRE	
Occupancy permit or building approval certificate for approved building work under s51 of Building Act		\$61.65	\$61.65	FRE	
Occupancy permit or building approval certificate for unauthorised building work under s51 of the Building Act		0.274% of the value of the work	\$123.30	FRE	
Occupancy permit under s46 of the Building Act		No levy is payable	No levy is payable	FRE	
Modification of occupancy permit for additional use of building on temporary basis under s48 of the Building Act		No levy is payable	No levy is payable	FRE	
I13 - ECONOMIC SERVICES					
I133 - Building Control					
Building Construction Industry Training Fund					
Value of construction work (including GST)			Over \$20,000.00		
			0.2%	GST	
I134 - Tourism/Area Promotion					
I134451 - Museum Entry					
Adult			\$0.00	GST	
Child			\$0.00	GST	
Family			\$0.00	GST	
Handset for Audio Tours			\$2.00	GST	
Entrance Fees - Bus Tours			\$0.00	GST	
Lunch with full access to Museum			\$0.00	GST	per person
Access to Hoover House lawn only - picnic			\$0.00	GST	per person
Full access to Museum and lawn - picnic			\$0.00	GST	per person
I13 - ECONOMIC SERVICES					
Gold Room					
Single			\$140.00	GST	price is per night
Double			\$150.00	GST	price is per night
Twin			\$155.00	GST	price is per night
Extra Person			\$25.00	GST	price is per night
Blue Room					
Single			\$140.00	GST	
Double			\$150.00	GST	
Maroon Room					
Single			\$120.00	GST	price is per night
Double			\$130.00	GST	price is per night
Engineer's House					
Single			N/A	GST	price is per night
Double			N/A	GST	price is per night
Extra Person			N/A	GST	price is per night



Shire of Leonora

Fees and Charges for 2015 - 2016



	2015-16	2015-16	2015-16	GST Ind	Comments
Family			N/A	GST	
RV			\$0.00	GST	
Famils (tourist industry)			N/A		
I134454 - Merchandise Sales					
Publications, maps & guides					
110° In The Water Bag			\$40.00	GST	
Gwalia Unearthed guide			\$13.95	GST	
Leonora Loop Trail Guidebook			\$14.95	GST	
Gwalia School:The Missing Years			\$15.00	GST	
Hoovers Gold DVD			\$32.00	GST	
Gwalia Unearthed DVD			\$15.00	GST	
Looking Back			\$32.00	GST	
Mullock, Mulga & Memories			\$17.95	GST	
I13 - ECONOMIC SERVICES					
I134454 - Merchandise Sales					
And Be Home Before Dark			\$35.95	GST	
Now You Can Eat Father Xmas			\$20.00	GST	
Gold & Jewellery					
Boxed nugget			Various	GST	
Gold nugget ornament			\$5.50	GST	
Gold nugget earrings			Various	GST	
Gold nugget necklace			Various	GST	
Gold nugget hat badge			\$5.50	GST	
Iron ore jewellery			Various	GST	
Souvenirs - Gwalia/Leonora					
Engraved pen			\$5.95	GST	
Iron on cloth badge			\$7.95	GST	
Sketch of cottage - photocopy			\$2.00	GST	
Miner poem - mounted			\$4.00	GST	
Embroidered cap			\$14.50	GST	
Straw hat			\$10.00	GST	
Photograph - framed			\$19.95	GST	
Photograph - historic			\$5.00	GST	
Car sticker			\$4.50	GST	
Stubby holder			\$8.00	GST	
Poster			\$2.00	GST	
Fridge magnet			\$2.50	GST	
Postcard			\$1.00	GST	
Polo shirt			\$39.95	GST	
Travel mug			\$12.00	GST	
Keyring - Leonora			\$8.00	GST	
Tommyknocker keyring			\$8.00	GST	



Shire of Leonora

Fees and Charges for 2015 - 2016



	2015-16	2015-16	2015-16	GST Ind	Comments
Glass - Scotch			\$10.00	GST	
Glass - Beer			\$11.00	GST	
Glass - Champagne			\$11.00	GST	
Glass - White wine			\$12.00	GST	
Glass - Red wine			\$13.00	GST	
Glass - Shot			\$5.00	GST	
Mug - Coloured, gold embossed			\$12.00	GST	
Mug - White			\$10.00	GST	
Spoon			\$7.00	GST	
Lanyard			\$3.50	GST	
Leonora Gwalia Calendar			\$2.00	GST	
Souvenirs - Other					
Mt Morgans print			\$5.00	GST	
Kalgoorlie - Boulder Calendar			\$9.95	GST	
I13 - ECONOMIC SERVICES					
I134454 - Merchandise Sales					
Souvenirs - Other					
Wildflowers of WA Calendar			\$9.95	GST	
Tea Towel - various designs			\$8.00	GST	
Spring Wildflowers Part 1			\$21.95	GST	
Australia Mail It Map - small			\$7.00	GST	
Australia Mail It Map - large			\$12.95	GST	
Collection Access					
Photocopying					
A4 Black & white			\$1.00	GST	per page
Photographs - Digital files provided on CD					
Personal Use			\$11.00	GST	per image
Scholarly Use			\$11.00	GST	per image
Commercial Use			\$22.00	GST	per image
Postage - within Australia			\$3.00	GST	per order
Postage - Overseas			\$22.00	GST	per order
Commercial Filming & Photography					
Filming			\$100.00	GST	per day or part thereof
Photography			\$50.00	GST	per day or part thereof
I134455 - Catering & Coffee Sales					
Bed & Breakfast					
Continental Breakfast			\$10.00	GST	per person
For Meetings & Workshops					
Morning/Afternoon Tea					
Tea, coffee, slice			\$6.00	GST	per person
Espresso, slice or scones			\$8.00	GST	per person
Lunch Sandwiches, fruit, tea or coffee			\$15.00	GST	per person



Shire of Leonora

Fees and Charges for 2015 - 2016



	2015-16	2015-16	2015-16	GST Ind	Comments
Sandwiches, tea or coffee			\$12.00	GST	per person
Cafe Sales					
Espresso or hot chocolate - mug			\$4.50	GST	
Espresso or hot chocolate - cup			\$4.00	GST	
Tea or instant coffee - cup			\$3.00	GST	
Iced coffee, chocolate or milkshake			\$5.00	GST	
Soft drink			\$3.00	GST	
Bottled water			\$2.50	FRE	
Cheesecake - Various			\$5.00	GST	
Slice various - large			\$3.50	GST	
Slice various - small			\$3.00	GST	
Muffin - various			\$3.00	GST	
Toasted sandwich			\$5.00	GST	
Chips & gravy			\$5.50	GST	
I134460 - Facility Hire					
Function Hire					
Hoover House, lawns & kitchen			\$400.00	GST	plus \$140.00 security deposit
Lawn Area - day function			\$50.00	GST	
Lawn Area - evening function			\$100.00	GST	plus \$30.00 security deposit
BBQ Hire			\$25.00	GST	
Kitchen Hire			\$50.00	GST	
Tables and Chairs			\$1.00	GST	per person
Hire of Meeting Room or Verandah					
Full Day			\$150.00	GST	
Half Day			\$120.00	GST	
Two hour meeting			\$85.00	GST	
Evening			\$170.00	GST	
Hire of Projector and Screen			\$25.00	GST	
P/A Lectern Hire			\$20.00	GST	
I136 - Other Economic Services					
I136451 - Charges - Photocopying					
Shire Office					
A4 Plain			\$0.55	GST	
A4 Colour			\$1.65	GST	
A3 Plain			\$1.10	GST	
A3 Colour			\$3.30	GST	
I14 - OTHER PROPERTY & SERVICES					
I141 - Private Works					
I141450 - Charges - plant hire					
Cat Loader 962			\$220.00	GST	per hour



Shire of Leonora

Fees and Charges for 2015 - 2016



	2015-16	2015-16	2015-16	GST Ind	Comments
Prime Mover and Low Loader			\$247.50	GST	per hour
Cat Grader			\$220.00	GST	per hour
Road Sweeper			\$113.30	GST	per hour
Forklift			\$113.30	GST	per hour
Utility			\$86.90	GST	per hour
Welder			\$66.00	GST	per hour
Mitsubishi Bus					
Bond - refundable			\$200.00	FRE	
first 100km			\$110.00	GST	
over 100km			\$1.01 cents per km	GST	
Mack Prime Mover - 1 Trailer			\$220.00	GST	per hour
Mack Prime Mover - 2 Trailer			\$234.30	GST	per hour
Tiptruck - 10m3			\$170.50	GST	per hour
Case Tractor			\$93.50	GST	per hour
International Garbage Truck - driver only			\$176.00	GST	per hour
International Garbage Truck - 2 operators			\$200.20	GST	per hour
I14 - OTHER PROPERTY & SERVICES					
I141 - Private Works					
Water Tanker & Truck (27,000L)			\$220.00	GST	per hour
Water Truck (4,000L)			\$110.00	GST	per hour
Labour Hire (Gardens & General Labour)			\$55.00	GST	per hour
Labour Hire (Plant Operators etc)			\$88.00	GST	per hour

10.0 REPORTS OF OFFICERS

10.3 ENVIRONMENTAL HEALTH AND BUILDING OFFICER

10.3(A) DEVELOPMENT APPLICATION

SUBMISSION TO: Meeting of Council
Meeting Date:

AGENDA REFERENCE: 10.3 (A) JUL 15

SUBJECT: House Unfit for Human Habitation

LOCATION / ADDRESS: Camp 80 Gwalia Street Leonora

NAME OF APPLICANT: David Hadden

FILE REFERENCE: 23.3.0

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: David Hadden

OFFICER: Principle Environmental Health and Building Officer

INTEREST DISCLOSURE: Nil

DATE: 17th June 2015

BACKGROUND

The dwelling located on Camp 80 has been squatted in illegally for well over a year now with large numbers of visitors/family members camping in and around the historic cottage from time to time.

Comment

Camp 80 and Unallocated Crown Land being Lot 504 on Deposited Plan 70961 adjacent to Lot 936 Gwalia Street Gwalia is owned/controlled by the Western Australia Department of Lands. The Department have previously advised the occupants of Camp 80 to vacate the land and premises within 28 days in correspondence dated 9th October 2014. The occupants still reside in the premises with little action from the Department of Lands. Councils Environmental Health Officer has on a number of occasions visited the premises to discuss the issue of illegal occupation and build up of rubbish around the premises and noted the deterioration of the premises and surrounds. It has been noted that the septic system servicing the premises is defective through age and overcrowding by occupants. Waste pipes around the premises are leaking at ground surface while some windows have been smashed with make shift repairs that do not adequately keep the premises sealed. It has become evident that the premises, septic system and surrounds have fallen into disrepair to a point that the premises should be declared as unfit for human habitation.

STATUTORY ENVIRONMENT

Health Act 1911 Part V-Dwellings Section 135 Dwellings unfit for habitation.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There may be costs associated with enforcing compliance with the Notice.

STRATEGIC IMPLICATIONS

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

RECOMMENDATIONS

That Council:

- a) Declare the premises on Camp 80 Lot 504 on Deposited Plan 70961 owned by the Western Australia Department of Lands, Unfit For Human Habitation in accordance with Section 135 of the Health Act 1911, and
- b) The following Health Act 1911 Notice be affixed to a conspicuous part of the building and a copy be served on the owner.

VOTING REQUIREMENT

Simple majority required.

COUNCIL DECISION

Moved Cr MWV Taylor, Seconded Cr GW Baker that item 10.3(A) be deferred until the Ordinary Meeting of Council to be held 18th August, 2015.

CARRIED (7 VOTES TO 0)

Reason for Alteration to Recommendation:

The CEO advised that since the preparation of item 10.3(A), correspondence has been received from the Department of Lands which will need to be considered prior to final recommendation to Council.

HEALTH ACT 1911 (as amended)

NOTICE

UNFIT FOR HUMAN HABITATION

To: Acting Manager Mr Kevin Emrose
Western Australia Department of Lands
PO Box 1143
West Perth, WA
6872

TAKE NOTICE that by virtue of the powers conferred under Section 135 of the *Health Act 1911 (as amended)*, the Council of the Shire of Leonora, being the local authority in and for the health district of Leonora **HEREBY DIRECTS** that:

- A. the house described in the **FIRST SCHEDULE** hereto is “**UNFIT FOR HUMAN HABITATION**” and shall not be inhabited or occupied by any person.

Note: Any person who, after the date of this Notice inhabits or occupies, or suffers to be inhabited or occupied, such house or part thereof, commits an offence.

FURTHER TAKE NOTICE that by virtue of the powers conferred under Section 137 of the *Health Act 1911 (as amended)*, the Council of the Shire of Leonora **HEREBY DIRECTS** that:

- B. the work detailed in the **SECOND SCHEDULE** hereto is to be carried out on the house described in the **FIRST SCHEDULE**

before the 31st August 2015.

Should you fail to comply with this Notice before the 31st August 2015 the described house is to be **DEMOLISHED** (taken down) and all building and other material removed from the site leaving the lot in a clean tidy state to the satisfaction of the Council.

Note: Pursuant to Section 140 of the *Health Act 1911* - should you fail to comply with the direction under Section 137 within the time specified, you will commit an offence, and the local government may carry out the terms of the notice and recover all expenses from you the owner.

If you are aggrieved by this Notice you may appeal against it within 21 days from the date of this Notice to State Administrative Tribunal for a review of the decision.

FIRST SCHEDULE

Property description: Derelict timber framed, fibro/metal clad, metal roof and concrete floor cottage residence at Camp 80 Lot 504 Gwalia Street Leonora.

Owned by: Acting Manager Mr Kevin Emrose
 C/o Western Australia Department of Lands
 PO Box 1143
 West Perth
 WA 6872

SECOND SCHEDULE

Pursuant to Part 3 – Shire of Leonora Health Local Laws.

- (a) Maintain all roofs, guttering and downpipes in a sound weatherproof condition;
- (b) Maintain any footings, foundations and wall, either external or internal, in a sound unbroken complete condition;
- (c) Replace any and all missing, broken, decayed or ant-eaten timber or other deteriorated material in any verandah, roof or walls with material of sound quality,
- (d) Maintain all floors even and level in surface and free from cracks and gaps;
- (e) Maintain all ceilings, internal wall finishes, skirting's, architraves and other fixtures and fittings complete and with smooth unbroken surfaces;
- (f) Maintain all doors and windows in good working order and weatherproof condition;
- (g) Retain all natural lighting free from any obstruction which would reduce the natural lighting, below the ratio of 10% of the floor area;
- (h) Maintain all wet areas (bathroom, laundry and WC) to the standard require by the Building Code of Australia;
- (i) Maintain kitchens to an acceptable standard together with providing the required cooking facilities;
- (j) Maintain all pipes, fittings and fixtures connected with water supply, drainage or sewerage so that they comply in all respects with the provisions of the *Country Water Supply, Sewerage and Drainage Act 1909* and any other legal requirements to which they are subject; and
- (k) Maintain all electrical wiring, gas service and fittings to comply in all respects with the requirements of the Office of Energy.

Dated this day of 2015

Issued by and under the direction of Council.

David Hadden

**PRINCIPAL ENVIRONMENTAL HEALTH OFFICER /
BUILDING SURVEYOR**

10.0 REPORTS OF OFFICERS

10.3 ENVIRONMENTAL HEALTH OFFICER/BUILDING SURVEYOR

10.3 (B) RECYCLED WATER SUPPLY AGREEMENT

SUBMISSION TO: Meeting of Council
Meeting Date: 21st July, 2015

AGENDA REFERENCE:
SUBJECT: 10.3 (B) JUL 15

LOCATION / ADDRESS: Shire of Leonora

NAME OF APPLICANT: D Hadden

FILE REFERENCE: 28.4.0

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Dave Hadden

OFFICER: Environmental Health Officer/Building Surveyor

INTEREST DISCLOSURE: Nil

DATE: 14th July 2015

BACKGROUND

Council staff have been in negotiation with the Water Corporation for several months now working on the new Memorandum of Understanding (Recycled Water Supply Agreement). Staff are comfortable that the agreement is equally binding on both parties.

Comment

The original Recycled Water Supply Agreement presented for comment in September 2014 was heavily biased in the Water Corporations favour. The agreement tabled with this item is now equally binding on both parties. The term of this agreement is for a period of 10 years from the date of execution of this agreement. The Health Department of WA licenses reuse schemes across the state and as such are placing increasing responsibility on both the Water Corporation and Local Authorities. The Health Department carried out an assessment of the Leonora Reuse Scheme in November 2013 and have added approval conditions as listed in the attached General Conditions of Approval.

The Water Corporation have prepared a Recycled Water Quality Management Plan and Waste Water Recycling Scheme Process Control Table which council staff will be required to complete with Councils details relating to management of the reticulated area (Oval,) which has been a great help to Council.

Council staff currently collect monthly water samples to monitor water quality as required by the Health Department. The requirement to provide an annual report to the Health Department is a new condition that staff will be required to complete each year. The Water Corporation is currently negotiating with the Health Department for approval to undertake the auditing requirements listed in approval conditions both two yearly and five yearly. If the Water Corporation does receive approval to undertake the auditing requirements listed in the conditions of approval the cost saving to Council will be significant. If the auditing requirement of two and five yearly audits remains with Council costs are likely to be significant as currently there are few qualified auditors able to provide this service in the state.

STATUTORY ENVIRONMENT

Health Act 1911 and Guidelines for the Non-Potable Uses of Recycled Water in Western Australia.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

If auditing responsibilities as listed in General Conditions of Approval remain with Council there may be increased costs associated with employing auditors to comply with these new conditions of approval.

STRATEGIC IMPLICATIONS

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

RECOMMENDATIONS

That Council:

- a) Approve the new MOU -Recycled Water Supply Agreement between the Water Corporation and Shire of Leonora as presented in Attachment to this item, and
- b) Request the Chief Executive Officer to sign and date the formal copies of the MOU when received from the Water Corporation.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Moved Cr GW Baker, Seconded Cr AE Taylor that Council:

- a) Approve the new MOU -Recycled Water Supply Agreement between the Water Corporation and Shire of Leonora as presented in Attachment to this item, and
- b) Request the Chief Executive Officer to sign and date the formal copies of the MOU when received from the Water Corporation.

CARRIED (7 VOTES TO 0)

Recycled Water Supply Agreement

Water Corporation

and

Shire of Leonora

WATER CORPORATION
Legal Services Branch
629 Newcastle Street Leederville WA 6007
PO Box 100 Leederville WA 6902
Phone: (08) 9420 2599
Fax: (08) 9420 3360

This Recycled Water Supply Agreement

is made on _____ between the following parties:

1. **Water Corporation**, a statutory body corporate established under the *Water Corporations Act 1995*, of John Tonkin Water Centre, 629 Newcastle Street, Leederville, Western Australia (**Corporation**)
2. **Shire of Leonora**, 16 Tower Street, Leonora, Western Australia (**Recipient**)

Recitals

- A. The Corporation provides Recycled Water to the Recipient for the overall benefit of the communities that they serve and to the environment by reducing the amount of phosphates and nitrates introduced in that environment.
- B. The Corporation's and the Recipient's further objectives include:
 - (a) reducing the use of water from the Corporation's scheme through balanced social, economic and environmental outcomes;
 - (b) a reduction in the use of fertilizers by the Recipient and the community that it serves; and
 - (c) the better use and conservation of Western Australia's water resources.
- C. The Corporation has agreed to provide Recycled Water to the Recipient from the Leonora Wastewater Treatment Plant for use in the performance of its functions.
- D. This Agreement defines the roles and responsibilities of the Corporation and the Recipient with respect to the efficient and effective supply of Recycled Water.

This Agreement witnesses

that in consideration of, among other things, the mutual promises contained in this Agreement, the Parties agree:

1 Definitions and Interpretations

1.1 Definitions

In this Agreement, unless the contrary intention appears:

Agreement means this Agreement of understanding as executed by the parties;

Approval includes:

- (a) any authorisation, consent, licence, approval, permit, authority or exemption from, by or with a Governmental Agency; and
- (b) the Operating Licence;

Business Day means a day on which banks are open for business in Perth, Western Australia, excluding a Saturday, Sunday or public holiday;

Claim means any action, suit, claim, proceeding, demand, loss, damage, cost (including legal costs) and expense of any nature whatsoever, and howsoever arising, out of, relating to, or connected with this Agreement;

Commencement Date means the date on which the last party to sign this Agreement signs;

Corporation's Address means the address or facsimile number of the Corporation set out in Schedule 1;

Corporation's Powers means all or any rights, powers, remedies, authorities, discretions, privileges or protections exercisable by the Corporation under this agreement, any Act of Parliament or otherwise at law or in equity;

Delivery Point means the delivery point described in Schedule 1 and as marked on the Plan;

DoW means the Governmental Agency responsible for the administration of the *Rights in Water and Irrigation Act 1914*;

DoH: means the Department of Health, Western Australia

Entitlement means the volume entitlement of Recycled Water (in kL) to be provided to the Recipient by the Corporation as stated in Schedule 1 which volume will be reviewed at the times specified in Schedule 1;

Extended Term is as defined in clause 16;

Government Agency means any government or any governmental, semi-governmental, administrative, fiscal or judicial body, department, commission, authority, tribunal, government Minister, agency or entity in Australia;

Infrastructure means the infrastructure to be implemented with respect to the supply of Recycled Water in accordance with this Agreement as set out in Schedule 1;

kL means kilolitre or kilolitres as the case requires;

Loss means any loss, claim, action, liability, damage, cost, charge, expense, diminution in value or deficiency of any kind or character that any party pays, suffers or incurs or is liable for, including:

- (a) all interest and other amounts payable to third parties;
- (b) all legal (on a full indemnity basis) and other expenses incurred in connection with investigating or defending any claim or action, whether or not resulting in any liability and all amounts paid in settlement of claim or action;
- (c) all losses of profit, and special losses or damages; and
- (d) all consequential losses or damages;

Metering Point means the point at which the Corporation will measure the amount of Recycled Water delivered to the Recipient;

Month means a calendar month;

Nutrient Irrigation Management Plan (NIMP) means the document which is comprised in Annexure B;

Ombudsman Scheme means the water services ombudsman scheme established under the *Water Services Act 2012*;

Operating Licence means the operating licence granted to the Corporation under the *Water Services Act 2012*;

Plan means the sketch plan comprised in Annexure A;

Permitted Uses means the specified use of Recycled Water as identified in Schedule 1;

Process Control Table (PCT) means the process control table approved by DoH which is set out in Annexure D;

Quality Standards means the standards set out in Schedule 2;

Recipient's Address means the address or facsimile number of the Recipient set out in Schedule 1;

Recipient's Obligations means the obligations of the Recipient under this Agreement or imposed by law in relation to any of the matters referred to in it;

Recipient's Representative means the employee or position nominated by the Recipient set out in Schedule 1;

Recycled Water means the recycled water to be supplied by the Corporation to the Recipient in accordance with the terms of this Agreement;

Recycled Water Quality Management Plan (RWQMP) means the RWQMP approved by the DoH which is set out in Annexure C;

Term means the term of this Agreement as is set out in Schedule 1, as varied by the parties from time to time;

Wastewater Treatment Plant means the wastewater treatment plant from which the Recycled Water is supplied as identified in Schedule 1;

Water includes a reference to Recycled Water; and

Year means, where the context permits or requires:

- (a) for the first Year of the Term, the period on and from the Commencement Date to and including the 30 June next following;
- (b) thereafter, for each successive Year of the Term other than the last Year of the Term, the period from and including 1 July to and including 30 June next following; and
- (c) for the last Year of the Term, the period on and from the 1 July immediately preceding the Termination Date to and including the Termination Date.

1.2 Interpretation

In this Agreement, headings and underlining are for convenience only and do not affect the interpretation of this Agreement and, unless the context otherwise requires:

- (a) words importing the singular include the plural and vice versa;
- (b) words importing a gender include any gender;
- (c) an expression importing a natural person includes any company, partnership, joint venture, association, corporation or other body corporate and any Governmental Agency;
- (d) a reference to a part, clause, or Party, is a reference to a part and clause of, and a Party, to, this Agreement.

2 Conditions Precedent to supply of Recycled Water

2.1 Supply of Recycled Water

The Corporation will not supply Recycled Water until the Recipient has:

- (a) obtained all Approvals for the use of the Recycled Water; and
- (b) satisfied the Corporation that it has:

- (i) endorsed the PCT,
for the Permitted Uses.

2.2 Consequence of non-satisfaction

If any of the conditions specified in clause 2.1 are not satisfied nor waived by notice in writing from the Corporation then the Corporation may terminate this Agreement after the expiry of six months after the Commencement Date.

3 Corporations obligations and responsibility for the supply of Recycled Water

3.1 Supply and Delivery

- (a) The Corporation will use its best endeavours to supply to the Recipient the Recycled Water up to its Entitlement at the Delivery Point on the provisions of this Agreement.
- (b) Once the Corporation has delivered the Recycled Water to the Delivery Point the Corporation has no further obligations with respect to that Recycled Water.

3.2 Recycled Water Quality

- (a) The Corporation agrees to use its best endeavours to provide Recycled Water at the Delivery Point that meets the Quality Standards.
- (b) In the event that the quality of the Recycled Water has not met the agreed Quality Standards, the Corporation will:
 - (i) advise the Recipient of the event as soon as reasonably practicable;
 - (ii) use its best endeavours to restore water quality of the Recycled Water to the Quality Standards, at the earliest time

3.3 Notification of changes to Quality Standards

The Recipient acknowledges that:

- (a) the Corporation may, if required by any Act of Parliament, Authorisation or to comply with a DoH requirement, vary the Quality Standards.
- (b) The Corporation will use its best endeavours to notify the Recipient of any changes in the characteristics of the Recycled Water from the Quality Standards that the Corporation, acting reasonably, considers to be significant.

3.4 Variation to Supply

- (a) In addition to any other of the Corporation's Powers, the Corporation may vary volumes, times, and flow rates from time to time:
 - (1) having regard to Recycled Water resource availability and those other factors as the Corporation, acting reasonably, determines;
 - (2) following:
 - (A) a direction by the DoW or the DoH;
 - (B) any amendment to or suspension of:
 - (i) the Operating Licence; or
 - (ii) any other licence or any other Approval required by the Corporation to operate the Wastewater Treatment Plant or supply Recycled Water that, in the Corporation's reasonable opinion, adversely affects the Corporation's ability to supply volumes, times, and flow rates; or

- (C) any reduction or suspension in any entitlement that the Corporation may have to Recycled Water under any Authorisation; or
- (3) by agreement between the parties.
- (b) The Corporation may determine any variation under clause 3.4(a)(1) or clause 3.4(a)(2) in its reasonable discretion but will use its best endeavours to give to the Recipient at least 10 Business Days' notice of any material variation proposed.

4 Recipient's obligations and responsibilities

4.1 Use and management of Recycled Water

- (a) The Recipient must use its best endeavours to take at the Delivery Point Recycled Water up to its Entitlement, on the provisions of this Agreement.
- (b) The Recipient will be solely responsible for the management and use of the Recycled Water from the Delivery Point provided that the Recycled Water supplied to the Recipient by the Corporation conforms with the Quality Standards.
- (c) The Recipient will, at its own cost, operate and maintain all systems at the Recipient's side of the Delivery Point necessary to take, store, discharge and use the Recycled Water in accordance with this Agreement.
- (d) The Recipient and the Corporation will be responsible for producing the RWQMP and management of the Recycled Water in accordance with the RWQMP (e) The Recipient will be responsible for the management of the Recycled Water in accordance with the NIMP (if a NIMP is required by the Department of Environmental Regulation).
- (f) The Recipient must manage the Recycled Water in accordance with the PCT.

4.2 Permitted Uses

- (a) The Recipient must only use the Recycled Water for the Permitted Uses unless otherwise agreed between the parties.
- (b) The Recipient must not supply or sell to a third party, any Recycled Water supplied to the Recipient, without the Corporation's written consent. Where the Recipient is permitted to supply the Recycled Water to a third party the Recipient must:
 - (1) effect and maintain all Approvals the Recipient may be required to effect and maintain in respect of any such supply of Recycled Water; and
 - (2) indemnify and keep the Corporation indemnified against any Loss or Claim by any party or person not a party to this Agreement, to whom the Recipient may supply any Recycled Water supplied to the Recipient by the Corporation pursuant to this Agreement, of any nature whatsoever and howsoever, arising out of, related to or connected with that Recycled Water except and strictly limited to the extent that any Loss or Claim results from Wilful Misconduct or negligence of, or breach of any legislation by, the Corporation or its officers, employees, agents, contractors or sub-contractors.

4.3 Signage

- (a) The Recipient agrees that it will place and maintain signage at or near the Delivery Point and any other tap, cock, etc. receiving Recycled Water indicating the following or as may be required by the DoH:

***“RECYCLED WATER
DO NOT DRINK
AVOID CONTACT”***

- (b) The Recipient must comply with any conditions placed on the use of the Recycled Water as set from time to time by the DoH.

5 Risk and title

Title and all risk in relation to the Recycled Water passes to the Recipient once the Corporation has delivered the Recycled Water to the Delivery Point provided that the Recycled Water supplied to the Recipient by the Corporation conforms with the Quality Standards.

6 Alternative Uses of Recycled Water

If the Recipient cannot take its full entitlement the parties agree that they will work together to identify alternative uses for the Recycled Water.

7 Measurement, Monitoring and testing

- (a) The Corporation will undertake any monitoring, testing, documentation or reporting necessary or associated with the supply and delivery of the Recycled Water up to the Delivery Point.
- (b) The Recipient will undertake any monitoring, testing, documentation or reporting necessary or associated with the taking, storage, distribution and use of the Recycled Water from the Delivery Point.
- (c) The parties will make available to the other party, upon request, all monitoring, testing and reporting documentation obtained pursuant to this clause.
- (d) The volumes of Recycled Water supplied to the Recipient will be measured by the Corporation at the Metering Point.

8 Approvals

- (a) The parties agree that the supply of Recycled Water under this Agreement is subject to each of them holding, and continuing to hold, all of the relevant Approvals.
- (b) The parties will, at their own cost, provide one another with reasonable assistance to obtain and continue to hold all of the relevant Approvals.
- (c) If either party fails to hold any of the relevant Approvals, the Corporation may, acting reasonably, suspend the supply of Recycled Water to the Recipient.
- (d) In the event supply is suspended by the Corporation in accordance with clause 8(c) the Corporation may at any time determine acting reasonably, to resume the supply of Recycled Water.

9 Infrastructure

The parties:

- (a) acknowledge that new or modified Infrastructure may be required to supply the Recycled Water in accordance with this Agreement; and
- (b) must promptly comply with their obligations as to the Infrastructure as set out in Schedule 1.

10 Backflow prevention

The Recipient must from time to time:

- (a) take all measures as the Corporation requires and approves, in the manner that the Corporation requires, to prevent backflow of water from the Recipient's services into the Corporation's drinking water supply reticulation distribution system; and
- (b) at the Corporation's request, install, operate and maintain in good working order, at the Recipient's cost, backflow prevention devices, pressure-sustaining valves, air breakers and other devices as the Corporation requires and approves.

11 Recycled Water Measurement

11.1 From the Commencement Date, the Corporation will take meter readings at the conclusion of each Month to assess the volume of Water supplied to the Recipient at the Metering Points.

11.2 If the Measuring Equipment is found to be out of order or reading incorrectly, the Corporation will determine the quantity of the Water supplied by taking a daily average of the quantity actually taken during a comparable period or (where a meter test has shown that the meter is not registering the correct consumption) by adjusting the consumption for the period in accordance with the degree of error found. The quantity so determined by the Corporation will be deemed to have been supplied to the Recipient as the case may be.

12 Indemnity**12.1 Indemnity to Corporation**

The Recipient must indemnify and keep indemnified the Corporation against any Loss or Claim that it may pay, suffer or incur, or that may be made against it in connection with the supply or use of Recycled Water under this Agreement, arising out of:

- (a) a failure by the Recipient to comply with the terms of this Agreement; or
- (b) any wilful misconduct or negligent act or omission by the Recipient,

Except to the extent that any such Loss or Claim is partially or wholly attributable to any wilful misconduct or negligence act or omission on the part of the Corporation or the Corporation's officers and employees.

12.2 Monetary limits

The total liability of the Corporation and its servants and agents, to the Recipient for all Claims, including interest on any Claim accruing from the date on which the Claim first arose to the date of judgment, settlement, deduction or set off, is limited in the aggregate to:

- (a) In respect of any event covered by any policy of insurance, and for which the relevant insurer accepts liability, will be limited to the amount actually paid to the Corporation in respect of that event under the policy of insurance; and
- (b) In respect of any other event will be limited to \$50,000

So that the Recipient will have no further Claim against the Corporation for any amount of Loss in excess of those limits.

13 Public Liability Insurance

- (a) The parties must effect and maintain throughout the Term of the Agreement Public Liability Insurance covering all Claims and liabilities, howsoever caused:
 - (1) In respect of:

- (A) Any injury or illness to or death of any person;
 - (B) Any physical loss, damage or destruction to any property; and
 - (C) The loss of use of tangible property whether it has been physically lost, destroyed or damaged or not;
- (2) Whether arising out of or connected with any act, matter or thing whatsoever, including but not limited to, any pollution.

Which Insurances shall each provide cover in respect of each and every occurrence to an amount not less than \$20 million in respect of all losses occurring during each period of insurance.

- (b) A party will, upon request by the other party, provide the party with evidence that the insurances required under this clause have been effected and are in full force and effect.
- (c) If a party fails to take out or maintain the insurances required under this clause then that failure to ensure, or failure to maintain insurance will be treated as a Default of this Agreement.

14 Termination

- (a) In addition to any other rights, powers or remedies provided by law, either party may terminate this Agreement at any time, subject to giving the other party at least 12 months notice in writing.
- (b) In addition to any other rights, powers or remedies provided by law, if the Recipient fails to:
 - (1) duly and punctually comply with the Recipient's Obligations or defaults under the terms of this Agreement; and
 - (2) fails to remedy that non-compliance or default to the Corporation's satisfaction within 30 days of the Corporation serving or being deemed to have served notice on the Recipient of that non-compliance requiring the Recipient to remedy it,

the Corporation may by further notice in writing served or being deemed to have served on the Recipient, terminate this Agreement at any time with immediate effect.

- (c) In addition to any other rights, powers or remedies provided by law, if the Corporation fails to:
 - (1) duly and punctually comply with the Corporation's Obligations or defaults under the terms of this Agreement; and
 - (2) fails to remedy that non-compliance or default to the Recipient's satisfaction within 30 days of the Recipient serving or being deemed to have served notice on the Corporation of that non-compliance requiring the Corporation to remedy it,

the Recipient may by further notice in writing served or being deemed to have served on the Corporation, terminate this Agreement at any time with immediate effect.

- (d) The Corporation will cease supplying Recycled Water to the Recipient upon that date which is the earlier of the date of termination of any Authorisation required by the parties under Clause 8, the expiry of the Term, or a date determined under subclause (a) (b) (c) or (d).

- (e) If this Agreement is terminated, the Corporation will be under no obligation to supply and the Recipient will have no right or entitlement to receive any Recycled Water.
- (f) The expiry or termination of this Agreement will not affect any rights of the parties against one another in respect of any act, omission, matter, or thing occurring, or under this Agreement prior to that expiry or termination.

15 Re-negotiation of Agreement

If this Agreement is terminated as a result of the expiry of the Term, the parties may re-negotiate the terms for the continued supply of Recycled Water to the Recipient. The terms of this Agreement do not in any way limit the substance of re-negotiation between the parties.

16 Option to extend Term

- (a) The Recipient may request that this Agreement be extended beyond the Term for the period of a further five years (**Extended Term**), except this clause 16(a) will not apply during the Extended Term.
- (b) If the Corporation accepts the Recipient's request, the parties may however agree changes to the terms and conditions of this Agreement during the Extended Term if considered necessary for the improved performance of the Agreement or to review the basis for the calculation of the payments which the Recipient makes to the Corporation under the terms of this Agreement.
- (c) If the Recipient proposes to extend the Term, the Recipient must advise the Corporation of its intention to do so in writing at least 6 months prior to the anticipated expiry date of the Term or any extension of the Term.
- (d) If the Recipient has not served a written notice under clause 16(a), the Agreement will terminate on the expiration of the Term automatically and without need for any further notice.
- (e) If the parties have not agreed on all terms and conditions for the Extended Term by the expiry of the Term, the Agreement will terminate automatically, without need for any further notice, on that date, and thereafter the Recipient will have no further entitlement to the Recycled Water and neither party is under any obligation to the other otherwise than in respect of an obligation that arose prior to that date or a breach that was committed prior to that date.

17 Dispute resolution

17.1 Election by Recipient

The Recipient may elect to have any dispute resolved:

- (a) under the Ombudsman Scheme but only if the dispute in question is within the scope of the Ombudsman Scheme ; or
 - (b) under the succeeding provisions of this clause 17;
- and
- (c) if the Recipient gives to the Corporation notice of any dispute that notice must be in writing specifying whether the Recipient elects to have the dispute resolved in accordance with clause 17.1(a) or clause 17.1(b) and, if it fails to do so, the dispute will be resolved in accordance with clause 17.1(a) if the dispute in question is within the scope of the Ombudsman Scheme and otherwise in accordance with clause 17.1(b); and

- (d) if the Corporation gives the Recipient a written notice of any dispute, the Recipient must, within 10 Business Days of receiving or being deemed to have received that notice, give to the Corporation a written notice specifying whether the Recipient elects to have the dispute resolved in accordance with clause 17.1(a) or clause 17.1(b) and, if it fails to do so, the dispute will be resolved in accordance with clause 17.1(a) if the dispute in question is within the scope of the Ombudsman Scheme and otherwise in accordance with clause 17.1(b).

17.2 General

A dispute that arises during the performance of this agreement will be resolved, wherever possible, at the level where the dispute initially arises.

17.3 Referral to Representatives

If, within 15 Business Days of a dispute arising, it has not been resolved, the dispute will be referred to the Recipient's Representative, and to the Corporation's Representative.

17.4 Representatives to meet

The Representatives referred to in the preceding clause must meet within 5 Business Days after the dispute is referred to them, and attempt to resolve the dispute. If they resolve the dispute, the parties will adhere to their resolution.

17.5 Further steps - mediation

If the Representatives cannot resolve the dispute within 10 Business Days of their first meeting, the dispute will be taken to a mediation process. If the parties agree, they will appoint, by agreement, an independent mediator, or, if they fail to agree on an independent mediator within 15 Business Days of their first meeting, the President of the Law Society of Western Australia (Inc) for the time being, or the President's nominee, may, at the request of either party, appoint an independent mediator, and the costs of that mediator will be borne equally by the Corporation and the Recipient. Except to the extent inconsistent with this clause, the mediation will be conducted in accordance with the then current mediation rules of the Law Society of Western Australia.

17.6 Place of mediation

The parties will hold the mediation in Perth, Western Australia and, subject to clause 17.8, must comply with any resolution facilitated between them by the independent mediator.

17.7 Parties to continue to perform

Each party must continue to perform their obligations under this agreement, notwithstanding any dispute, or the commencement of any legal proceedings, under this clause 17.

17.8 Steps if party dissatisfied

If a party is dissatisfied with proceedings before the mediator, it may take that action as it considers appropriate, including commencing legal proceedings. For the avoidance of doubt, the right referred to in this clause 17.8 is not in any way dependent on or conditional upon the initiation or completion of the proceedings before the mediator.

18 Warranties

18.1 No other representations or warranties by Corporation

So far as permitted by law, except for:

- (a) the express terms and warranties set out in this Agreement; and
- (b) those implied terms or warranties that are imposed by law that are mandatory and cannot be excluded,

the Corporation gives no warranties regarding the Recycled Water, or any other goods or services supplied or to be supplied by it, whether relating to defects in quality or characteristics, or otherwise, and all other conditions, warranties, stipulations or other statements whatsoever, whether express or implied, by act of Parliament, at common law, or otherwise howsoever, are expressly excluded.

18.2 Recipient's skill and judgment

The Recipient warrants to and agrees with the Corporation that, when entering into this Agreement it relied exclusively on the following matters independently of any statements, inducements or representations made by or on behalf of the Corporation (including by the Corporation's officers, employees, or agents or any other person acting on the Corporation's behalf):

- (a) the terms, warranties and representations expressly contained in this agreement;
- (b) the skill and judgment of the Recipient, its consultants and representatives; and
- (c) opinions and advice obtained by the Recipient independently of the Corporation, or of the Corporation's officers, employees, or agents or any other persons acting on the Corporation's behalf.

18.3 Independent warranties

Each warranty in this clause is independent and is not limited by reference to any other warranty in the relevant clause.

19 Assignment

The Recipient will not, without the Corporation's prior written consent, assign, mortgage, charge or encumber this Agreement or any part of it or any right, benefit, moneys or interest under it. The consent the Corporation may not unreasonably withhold, but the Corporation may give that consent on any terms and conditions the Corporation reasonably requires.

20 Severance

If any term or part of this Agreement is or becomes for any reason invalid or unenforceable at law, then in that event that term or part of this Agreement will be deemed to be severed from this Agreement without thereby affecting the remainder of this Agreement and the remainder of this Agreement will continue to be valid and enforceable in all things.

21 Entire agreement

This Agreement supersedes all previous agreements in respect of its subject matter and embodies the entire agreement between the parties.

22 Limitation of liability

Neither party will be liable to the other for any loss of business, loss of opportunity, loss of profit, loss of any contract or for any indirect or consequential loss or damage whether

arising out of the breach of this Agreement or otherwise, including without limitation, negligence.

23 Service of notices

- (a) Any notice or other communication including, but not limited to, any request, demand, consent or approval, to or by a party to this Agreement:
 - (1) must be in legible writing and in English addressed as shown below:
 - (A) if to the Corporation, to the Corporation's Address; and
 - (B) if to the Recipient to the Recipient's Representative at the Recipient's Address,

or as specified to the sender by any party by notice;
 - (2) where the sender is a company, must be signed by an officer or under the common seal of the sender or by solicitors acting for that company;
 - (3) is regarded as given by the sender and received by the addressee:
 - (A) if by delivery in person, when delivered to the addressee;
 - (B) if by post, 5 days from and including the date of postage; or
 - (C) if by facsimile transmission, whether or not legibly received, when transmitted to the addressee,

but if the delivery or receipt is on a day which is not a Business Day or is after 4.00 p.m. (addressee's time) it is regarded as received at 9.00 am on the following Business Day; and
 - (4) can be relied upon by the addressee and the addressee is not liable to any other person for any consequences of that reliance if the addressee believes it to be genuine, correct and authorised by the sender.
- (b) A facsimile transmission is regarded as legible unless the addressee telephones the sender within 2 hours after transmission is received or regarded as received under the preceding subclause and informs the sender that it is not legible.
- (c) In this clause, a reference to an addressee includes a reference to an addressee's officers, agents or employees.

24 Governing Law

- (a) This Agreement shall be governed by and construed in accordance with the laws of the State of Western Australia.
- (b) Each party irrevocably and unconditionally submits to the non-exclusive jurisdiction of the courts of Western Australia, and of any courts that have jurisdiction to hear appeals from any of those courts, and waives any right to object to any proceedings being brought in those courts.

25 Modifications or Amendment

A purported modification, variation or amendment of this Agreement shall not have any force or effect unless it is in writing and executed by the parties.

26 Waiver

Waiver of any breach, or provision of, or any default under, this Agreement must be in writing and signed by the Party granting the waiver.

27 Survival of Certain Clauses

Clause 12 (Indemnity), Clause 18 (Warranties), Clause 22 (Limitation of Liability) and clause 24 (Governing Law) survive the termination or expiry of this Agreement.

28 Further Assurances

Each Party must do all things and execute all further documents necessary to give full effect to this Agreement.

29 Costs

Each Party will bear their own costs in respect of the negotiation and preparation of this Agreement.

Schedule 1 - Particulars

Recipient	Shire of Leonora
Recipient's Address	PO Box 56 Leonora WA 6438
Recipient's Representative	Chief Executive Officer, Shire of Leonora
Corporation's Address	P O Box 100 Leederville WA 6007
Entitlement	55kL/day (Annual daily mean)
Entitlement Review Times	Annually from the date of execution of this Agreement.
Corporation's Infrastructure obligations	To be responsible for components prior to the Delivery Point
Recipient's Infrastructure obligations	The Recipient to take ownership of components beyond the nominated point of delivery and assume ongoing operation and maintenance of these works.
Term	10 years with effect from the date of execution of this Agreement
Permitted Uses	Irrigation of Shire of Leonora Oval
Delivery Point	At the inlet to the storage tanks as indicated on the Plan in Annexure A.
Wastewater Treatment Plant	Leonora WWTP.

Schedule 2 – Quality Standards of Recycled Water

	Unit	Target	Range*
pH	N/A	6.5-8.5	7.8-9.2
BOD5 filtered only	mg/l	<20	<30
Total Nitrogen	mg/l	<20	<40
Total Phosphorus	mg/l	<9.5	<13
<i>E. coli</i>	cfu/100ml	<1000	-
Total Dissolved Solids	mg/l	<3000	<2300

*Data from Jan 2009-Oct 2014

Annexure A – Plan



Annexure B – Not Used

Annexure C – Not Used

Annexure D – Not Used

Executed by the parties as an agreement:

Signed for
Water Corporation
by a duly authorised officer
in the presence of:

Witness

Authorised Officer

Name (please print)

Name (please print)

Date

Date

The common seal of
Shire of Leonora
is affixed to this
document:

Witness

Authorised Officer

Name (please print)

Name (please print)

Date

Date

 Doc ID 561982 (WWTP PCT) 11975571 (Recycling PCT (Shire of Leonora))	LEONORA WWTP (Shire of Leonora) WASTEWATER RECYCLING SCHEME PROCESS CONTROL TABLE	Version Date November 2014	Custodian Manager, Wastewater Quality
		Next Review Date November 2017	Accountabilities Framework Level 1 – Manage WW & Alternative Water Quality Level 2 – Manage WW & Alternative Water Quality System Analysis & Operations

Scheme Summary *(This document is designed to assist the **Shire of Leonora** to meet the requirements of the Department of Health’s [Guidelines for the Non-Potable Uses of Recycled Water in Western Australia](#))*

Classification of Scheme	Only Disposal/Not Only Disposal?	Only Disposal (though excess treated wastewater not able to be recycled is discharged to an infiltration channel)
	Commercial/Community Benefit?	Community Benefit
	End Uses of Recycled Water	Irrigation of the Leonora Sports Oval
Disinfection	Type	Ultraviolet (UV)
	Asset Owner	Water Corporation
Recycled Water Supply Agreement (RWSA)/Memorandum of Understanding (MOU)	Agreement Name	TBA
	Entitlement	TBA
	Delivery Point	TBA
	Date Signed:	TBA
	Date of Expiry:	TBA
Department of Health (DoH) Approval	Approval Number	C29/LE000 (aquadoc #10768368)
	Date of Approval	1 September 2004
	Amended Conditions of Approval:	24 March 2014
Recycled Water Quality Management Plan (RWQMP)		N/A
Nutrient and Irrigation Management Plan (NIMP)		N/A

Pre Delivery Point Monitoring Points *(Monitoring undertaken by Water Corporation (WC) – for further details refer to Leonora WWTP PCT ([aquadoc#561982](#)); Critical control points highlighted in **yellow**)*

Location	Monitoring Point Name and ID	Parameter	Target
Representative Flow Measuring Device	Leonora WWTP Pond 4 TWW Magflow Meter WC ID:S6007272 DoH ID: N/A	Totalised Flow	N/A
Representative Water Quality Sampling Point	SP Leonora UV Treated WW No.2 SP WC ID:S6007270 DoH ID: N/A	pH	6.5-8.5
		5 Day Filtered Biological Oxygen Demand (mg/L)	<20
		Total Nitrogen (mg/L)	<20
		Total Phosphorus (mg/L)	<9.5
		Total Dissolved Solids (mg/L)	<3000
		Total Suspended Solids (mg/L)	<230
		E. coli (cfu/100mL)	<1000

Post Delivery Point Monitoring Points *(Undertaken by ‘Responsible Party’ (see below); Critical control points highlighted in **yellow**)*

Responsible Party	Location	Monitoring Point Name and ID	Parameters	Frequency	Targets	WWQMS		Alert Limit		Violation Limit		Corrective Actions	Comments
						Program Type	Sample Group	Low	High	Low	High		
Shire of Leonora	Oval Storage Tank Outlet	Oval Storage Tank WC ID: TBA DoH ID: C29/LE01E	E. coli (cfu/100mL)	Monthly	<1000	Reg	Recycle-02 (S215)	-	800 ^O	-	1000 ^H	Contact Water Corporation for further actions in accordance with Managing Water Recycling Incidents - Failure to meet DoH E coli levels (aquadoc# 6241011) response protocol.	Shire of Leonora personnel to collect and sample based on Department of Health Fact Sheet Recycled Water Sampling Technique

O – Operational Alert (OPS_Third Party Recipient)
H – Health Regulator Violation (3rd_Dept of Health)

Recycling Scheme Components (Assets requiring upgrades to achieve full DoH compliance highlighted in **blue** – refer to Scheme Improvement Plan for more information)

Disinfection Unit	Owner	Location	Interlocks	Alarms	Contact Tank (>30min contact time)	Comments
	Water Corporation	Leonora WWTP	Interlocks prevent pumping unless UV system is operating	TBA	N/A (UV system)	N/A
Storage Sites -Check that eligible, correct and visible signage is present at storage facility (6 monthly) -Ensure appropriate access restrictions surround the storage facility and are intact (monthly) -Ensure covers and locks are in place on tanks (monthly) -Check filter operation to ensure working, not blocked (weekly) -Ensure above-ground pipe infrastructure conveying recycled water is coloured/labelled lilac (6 monthly)	Owner	Name (Location)	Type	Size	Access Restrictions	Comments
	Shire of Leonora	Oval Storage Tanks (Biggs Avenue, Leonora)	Storage Tank (Poly)	2x30kL	Inside fenced compound	Cartridge filter on outlet of tanks
Irrigation Sites -Check that eligible, correct and visible signage is present at access points and spaced throughout (6 monthly) ¹ -Ensure watering times commence after 9pm (undertaken during periods of unlikely public access) and allow for sufficient drying time so that site is dry before public access (3 monthly) -Check that there is no ponding observed during or immediately prior to public access times (3 monthly) -Check that there is no spray drift onto sensitive areas (3 monthly) ²	Owner	Name and Location	Sprinkler Type	Area	Access Restriction	Sensitive Areas
	Shire of Leonora	Shire of Leonora Football Oval (Biggs Avenue, Leonora)	Pop-up	~1.5ha	Security fence with lockable gate.	None

1 – Signage must be visible from entrances, legible and in plain English, contain the words ‘Recycled Water – Do Not Drink/Avoid Contact’ and contain the recommended International Public Information – Drinking Water Symbol with the Prohibition Overlay in RED (Contact Water Corporation for guidance for new signage if required)
2 – If spray drift onto sensitive areas is observed contact Water Corporation for corrective actions in accordance with the Corporation’s [Water Recycling Corrective Action Procedure – Spray Drift Control \(aquadoc# 11813235\)](#)

Incident Response

Event	Corrective Action	Notification to DoH
Failure to achieve E. coli target levels at any monitoring point(s)	Contact Water Corporation for further actions in accordance with Managing Water Recycling Incidents - Failure to meet DoH E coli levels (aquadoc# 6241011) response protocol.	Contact Water Corporation for advice
Recycled water spill with a quantity which has pooled or ponded and can be pumped out	Contact Water Corporation for response actions	Contact Water Corporation for advice

Scheme Improvement Plan

Item	Detail on Action	Date Identified	Date Action By	Party Responsible
N/A	N/A			

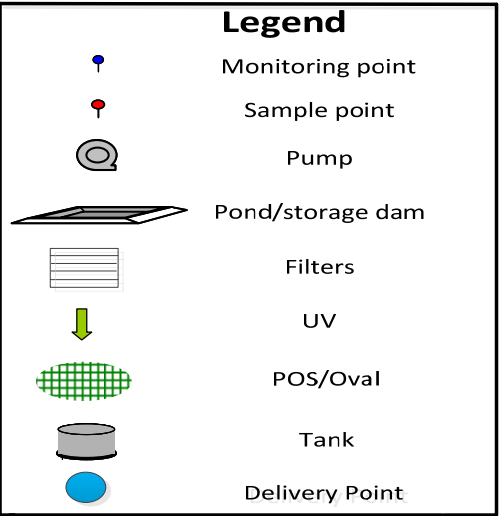
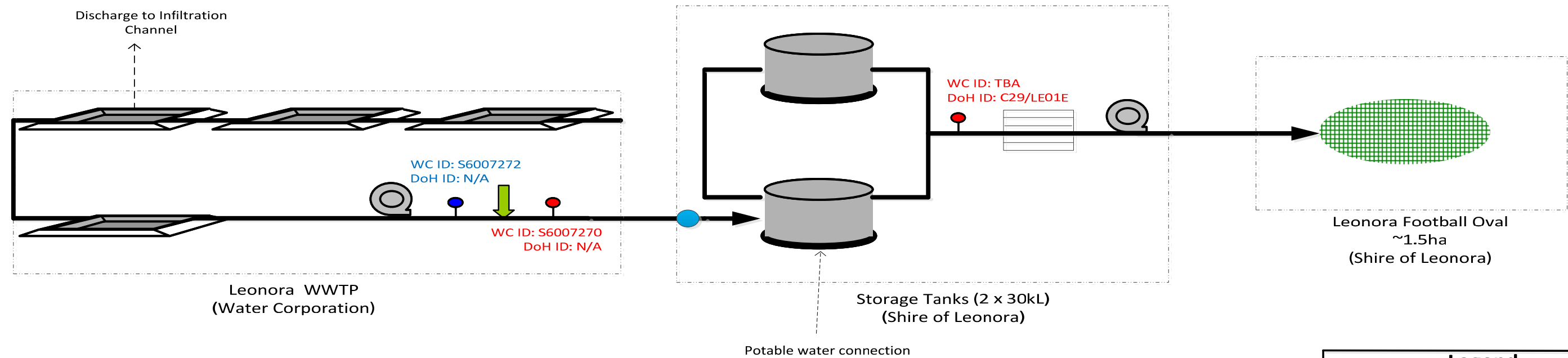
Additional Details

Shire of Leonora to contact Goldfields District – Trades Team Leader in event of failure of supply of treated wastewater from Water Corporation’s Leonora WWTP to rectify (see Contact Details)
Chlorine and copper sulphate tablets can be added to storage tanks by Shire of Leonora to control algae if required

PCT Revision History (Changes to this PCT need to follow the process outlined in [PM-#4866855-Wastewater - Process Control Tables - Change Request - Procedure](#))

Date	Revised AquaDoc Number and Version	Review Notes (Or Links to Change Request)	Changes Made By:
27/11/2014	11975571v2B	Original Version of Document	Michael Kurniawan

Leonora WWTP - Wastewater Recycling Scheme
(Shire of Leonora)



Endorsement

This Recycling Process Control Table is endorsed for implementation.

Derek Host
Service Delivery Manager
Goldfields and Agricultural Region

Steve Eccleston
Asset Manager
Goldfields and Agricultural Region

Rachael Miller
Wastewater Recycling and Alternative Water Manager
Wastewater Treatment Branch

Jim Epis
Chief Executive Officer
Shire of Leonora

Contact Details

The following table indicates the contact details of organisations involved in the reuse scheme:

Name	Contact Details	Name	Contact Details
Water Corporation WWTP Operator	<p><i>Primary Contact:</i> Stephen Quartermaine - Operations Manager (Goldfields Region) Telephone No: (08) 9080 1014 Postal/Street Address: Corner Throssell and Hannan Street, Kalgoorlie WA 6430 Email: Stephen.Quartermaine@watercorporation.com.au</p> <p><i>Secondary Contact:</i> Carolyn Gould - Trades Team Leader Telephone No: (08)9080 1018 Postal/Street Address: Corner Throssell and Hannan Street, Kalgoorlie WA 6430 Email: carolyn.gould@watercorporation.com.au</p>	Shire of Leonora	<p>David Hadden – Environmental Health Officer Telephone No: (08) 9037 6044 Postal Address: PO Box 56 Leonora WA 6438 Street Address: 16 Tower Street Leonora WA 6438 Email: healthbuidling@leonora.wa.gov.au</p>
Water Corporation Region (Goldfields and Agricultural) Contact	<p>Angela Herzer - Environmental Coordinator Telephone No: (08) 9622 4815 Postal Address: PO Box 613, Northam WA 6401 Street Address: 263 Fitzgerald Street, Northam WA 6401 Email: angela.herzer@watercorporatiom.com.au</p>	DoH	<p>Water Unit Department of Health Telephone No: (08) 9388 4999 Postal Address: PO Box 8172 Street Address: Perth Business Centre WA 6849 Email: N/A</p>
Water Corporation Wastewater Quality Branch Contact	<p>Rachael Miller - Manager Recycling and Alternative Water Telephone No: (08) 9420 3653 Postal Address: PO Box 100 Leederville WA 6902 Street Address: Project Office A, 37 Lemnos Street Shenton Park WA 6008 Email: rachael.miller@watercorporation.com.au</p>		

General Conditions of Approval

1. The recycled water scheme is to be operated in accordance with the Guidelines for the Non-potable Uses of Recycled Water in Western Australia (2011) and undertakings other than where they may differ from the conditions below.
2. A recycled water supply agreement must be made between the supplier of the wastewater and the user of the wastewater. A recycled water supply agreement ensures both parties know their responsibilities. The Department of Health is interested in ensuring that the responsibility for the water quality standard is agreed upon and that the supply will reflect the Departments conditions of approval. The sections of the agreement that include the agreed wastewater quality standard and the supply agreement including the contingency arrangements for times when the wastewater is not required or of the agreed standard cannot be met must be forwarded to the Department for assessment. This document will be treated as confidential.
3. The recycled water supply agreement between the Water Corporation as the supplier of the treated effluent and the Shire of Leonora as the user of the recycled water shall be revised and parameter shall be reviewed for compliance with the Guidelines for the Non-Potable uses of recycled water in WA. The updated agreement must be forwarded to the Department for assessment. This document will be treated as confidential.
4. These conditions of approval may be varied or withdrawn at the discretion of the Executive Director, Public Health.
5. Any future changes or extensions to the reuse scheme to include additional recycled water reuse sites will require a separate approval from the Executive Director of Public Health.
6. These approval supersedes any previous approvals done by the Department of Health

Monitoring and Reporting Conditions of Approval

7. The quality of recycled water used must comply with the limits in the Table below

Parameter	Compliance Value	Monitoring Frequency
E.coli	<1000 cfu or MPN/100mL	Monthly
pH	6.5 – 8.5	Daily or continuous online
UV (Intensity at 254 nm)	75 – 100 %	Continuous online
UV (dose)	40-70 mL/cm ²	Continuous online

8. Approval is subject to one monthly sample of the recycled effluent being submitted for bacteriological examination as per site codes below. The minimum standard for the recycled water is an E coli count which does not

Recycled Water Management Plans

A Recycled Water Quality Management Plan (RWQMP) is to be written and a draft copy forwarded to the DOH for assessment. Once approved the RWQMP is to be regularly reviewed and updated with all amendments forwarded to the DOH. The manual is to address the following sections:

a) Operation and Maintenance of the Recycled Water Scheme. The manual is to include procedures on:

- a. The operation of the wastewater treatment plant and the recycled water systems,
- b. All required maintenance and monitoring,
- c. Surveillance of operation and notation of any modifications,
- d. Incident and Emergency Response Procedures covering situations including human contact, system failure, storm events exceeding design criteria and emergency events,
- e. Contact names and telephone numbers of all people involved in the scheme.
- f. Plans of the irrigation site along with all irrigation lines and irrigation schedule.
- g. Training and Awareness Plan to ensure that only suitably trained personnel operate the treatment and irrigation system and that appropriate health and safety measures and procedures are in place to protect operators and any others exposed to wastewater, including training details for personnel with the potential to come into contact with effluent, education on the hazards posed by the recycled effluent and education on benefits of vaccinations. The scheme manager shall provide periodic training to all staff working with the recycled water scheme.

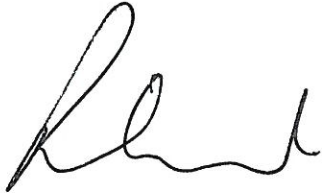
b) Operation and Maintenance of the Disinfection Unit. If source recycling water quality required disinfection to fit for purpose end uses, a disinfection method shall be implemented.

- a. If chlorine is to be used, the chlorination manual is to include clear procedure of maintenance and operation of the chlorination unit. A separate log book is to be kept at the chlorine storage unit to detail all actions and inspections that have been carried out. Adequate training must be given to anyone handling chlorine and this advice should be included in the safety and health section of the manual. A procedure shall be developed to ensure chlorine residual is maintained in the distribution network. The procedure shall include a methodology, triggers for re-chlorination, any adjustments required in chlorine doses as the dual reticulation system expands as well as the location of additional fixed monitoring sites. It must be remembered that proper training must be given to anyone handling chlorine and this advice should be included in the safety and health section of the manual

- b. If ultraviolet (UV) disinfection is to be used, the UV manual is to include clear procedure of maintenance and operation of the system. For example if the UV system is operated in UVT default mode (e.g. manual sampling of transmissivity is above 70%) or if the if the UV system is operated by a decrease in the UV intensity >25% at 254 nm of the manufacturer specifications). The procedure must detail how the standby reactor is activated to maintain the UV dose rate in response to low transmissivity or low intensity and UV lamp failures.
- c) **Guidelines for Sampling the Recycled Water Scheme.** The manual shall include a procedure for the collection of samples, where to send them and what to do if results are elevated. In addition, the operator of the system is to request the PathWest to notify them when results are above the approved standard. This is to be written on the sample request form.
- d) Plumbing maintenance and alteration audits required once every five years, including backflow and cross-connection auditing.
- e) **Annual Reports.** Annual reports are required to be sent to the Department of Health by 30 September each year as per the *Guidelines for the Non Potable Uses of Recycled Water in Western Australia 2011*. The report shall contain detail in accordance with Appendix K "Annual Report" of the Recycled Water Quality Management Plan Template including:
- A summary of the monitoring program results including the date and location. All data shall be reported including the non-compliance results, "laboratory error" tests and dates without samples taken. The circumstances that gave rise to the non-compliance and any short and long term corrective actions taken to rectify the non-compliance shall be described.
 - A summary of incidents and complaints
 - Details of any replaced parts and reasons for replacement.
24. Audit processes shall be conducted to ensure that the management system is functioning satisfactorily. It also provides a basis for review and continuous improvement.

• **Internal Audit.** An internal Audit of the recycled water supply system and Recycled Water Quality Management Plan (RWQMP) **must be conducted every two years** from the date of approval. The report shall be submitted to the DoH. The report must contain a plan showing the dual reticulation network supplied by the scheme at that time and any new major infrastructure, pump stations or additional treatment barriers in the system. Detailed information is required for any expansion of the network since the time of approval.

- **External Audit.** An external audit of the recycled water supply system and the RWQMP must be conducted every five years from the date of approval. The report shall be submitted to the DoH. Plumbing maintenance and alteration audits required once every five years, including backflow and cross-connection auditing if required. The audit shall be conducted by a qualified person or company authorised by the DoH and shall be in accordance with the National Water Quality Management Strategy *Australian Guidelines for Water Recycling: Managing Health and Environmental Risks (Phase 1) 2006*.



Richard Theobald
delegate of
EXECUTIVE DIRECTOR
PUBLIC HEALTH

140324rc

Date of Issue: 24 March 2014

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12.0 NEXT MEETING

Tuesday 18th August, 2015 at 9:30am in the Shire of Leonora Council Chambers.

13.0 CLOSURE OF MEETING

There being no further business, presiding member Cr PJ Craig declared the meeting closed at 11:31am. .