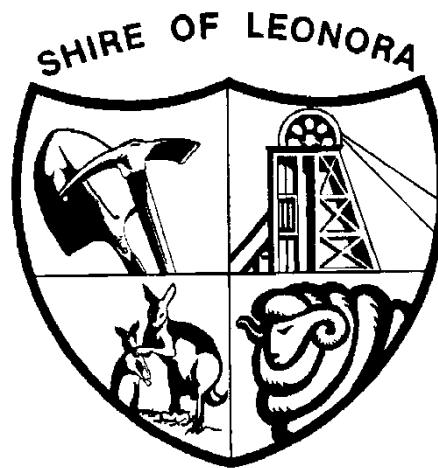


SHIRE OF LEONORA

NOTICE OF AN ORDINARY COUNCIL MEETING



DEAR COUNCIL MEMBER,
THE NEXT ORDINARY MEETING OF THE SHIRE OF LEONORA
WILL BE HELD ON TUESDAY, 17TH JULY, 2018 IN COUNCIL
CHAMBERS, LEONORA AT 9:30AM.

JG EPIS
CHIEF EXECUTIVE OFFICER

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

SHIRE OF LEONORA
INFORMATION FOR PUBLIC
ATTENDING COUNCIL MEETINGS

PLEASE NOTE:-

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

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

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

JG EPIS
CHIEF EXECUTIVE OFFICER

SHIRE OF LEONORA
ORDER OF BUSINESS FOR MEETING TO BE HELD
TUESDAY 17TH JULY, 2018.

**COLOUR
CODING**

1. **DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS/
FINANCIAL INTEREST DISCLOSURES**
2. **DISCLAIMER NOTICE**
3. **RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE
(PREVIOUSLY APPROVED)**
At 10:30am Mr Rene Reddingius Junior
4. **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
5. **PUBLIC QUESTION TIME**
6. **APPLICATIONS FOR LEAVE OF ABSENCE**
7. **PETITIONS / DEPUTATIONS / PRESENTATIONS**
- White* 8. **CONFIRMATION OF MINUTES FROM PREVIOUS MEETING**
(Sent out previously)
Draft motion: That the Minutes of the Ordinary Meeting held on 19th June, 2018
be confirmed as a true and accurate record.
9. **ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT
DISCUSSION**
- Pink* 10. **REPORTS OF OFFICERS**
10.1 Chief Executive Officer
 - a) Code of Conduct
 - b) Tender 17/17 – Shared Services ‘Statutory Compliance Service’
- Blue* **10.2 Finance Manager – Deputy Chief Executive Officer**
 - a) Monthly Financial Statements – 30th June, 2018
 - b) Accounts for Payment
 - c) Proposed 2018/19 Schedule of Fees and Charges
- Green* **10.3 Environmental Health Officer**
Nil
11. **NEW BUSINESS OF AN URGENT NATURE
INTRODUCED BY DECISION OF THE MEETING**
 - a) Elected Members
 - b) Officers
12. **NEXT MEETING Tuesday 21st August, 2018**
13. **CLOSURE OF MEETING**

10.0 REPORTS OF OFFICERS
10.1 CHIEF EXECUTIVE OFFICER
10.1(A) CODE OF CONDUCT

SUBMISSION TO: Meeting of Council
Meeting Date: 17th July 2018

AGENDA REFERENCE: 10.1 (A) JUL 18

SUBJECT: Code of Conduct

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: Not Applicable

FILE REFERENCE: Code of Conduct 1.41

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: James Gregory Epis

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 9th July 2018

BACKGROUND

A Code of Conduct provides elected members and staff in Local Government with consistent guidelines for an acceptable standard of professional conduct.

The first Code of Conduct was adopted by Council on the 20th May, 1997. This document was revised and adopted by Council on the 21st March 2000 to accommodate legislative amendments introduced prior to that time. The Code was further reviewed on the 15th May, 2001, 20th May, 2003 and 17th May, 2005 without further amendment.

During the review of our Workforce Plan, it was identified that our existing Code of Conduct would benefit from a thorough review, and an amended document has been produced. It is expected that this new Code of Conduct would better address all expected standards of conduct and integrity, covering all relevant areas.

A copy of the Code follows this report.

STATUTORY ENVIRONMENT

Section 5.103 of the *Local Government Act 1995* states that:

- (1) Every local government is to prepare or adopt a code of conduct to be observed by council members, committee members and employees.

[(2) *deleted*]

- (3) Regulations may prescribe codes of conduct or the content of, and matters in relation to, codes of conduct and any code of conduct or provision of a code of conduct applying to a local government under subsection (1) is of effect only to the extent to which it is not inconsistent with regulations.

[Section 5.103 amended by No. 49 of 2004 s. 55; No. 1 of 2007 s. 10.]

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

The Code aims to result in:

- (i) Better decision making by the Local Government
- (ii) Greater community participation in the decisions and affairs of the Local Government
- (iii) Greater accountability of the Local Government to their communities
- (iv) More efficient and effective Local Government

RECOMMENDATIONS

That the Council adopt the Shire of Leonora Code of Conduct 2018-2019, as attached.

VOTING REQUIREMENT

Simple majority required.

SIGNATURE

Chief Executive Officer



**CODE OF CONDUCT
2018 – 2019**

References	<i>Local Government Act 1995</i> (Section 5.103 – Codes of Conduct) and <i>Local Government (Administration Regulations 1996</i> (Regulations 34B and 34C)		
Related Documents	<ul style="list-style-type: none"> • Shire of Leonora Induction Checklist • Shire of Leonora Safety Handbook (Inside) • Shire of Leonora Safety Handbook (Outside) • Shire of Leonora Policy Manual 		
Date Adopted by Council			
Review/Amendment Date	-	-	-
Next Review			

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1. Code of Conduct

Responsible Officer	Chief Executive Officer
File Number	1.41

1.1 OBJECTIVE

1.1.1 Statutory Requirement

The Code of Conduct observes statutory requirements of the *Local Government Act 1995* (section 5.103 – Codes of Conduct) and *Local Government (Administration) Regulations 1996* (Regulations 34B and 34C).

1.1.2 Preamble

The Code of Conduct (The Code) provides Council Members, Committee Members and staff in Local Government with consistent guidelines for an acceptable standard of professional conduct. The Code addresses in a concise manner the broader issue of ethical responsibility and encourages greater transparency and accountability in individual Local Governments.

The Code is complementary to the principles adopted in the *Local Government Act 1995* and regulations which incorporates four fundamental aims to result in:-

- (a) better decision-making by local governments;
- (b) greater community participation in the decisions and affairs of local governments;
- (c) greater accountability of local governments to their communities; and
- (d) more efficient and effective local government.

The Code provides a guide and a basis of expectations for Council Members, Committee Members and staff. It encourages a commitment to ethical and professional behaviour and outlines principles in which individual and collective Local Government responsibilities may be based.

1.1.3 Ethical Principles

This Code of Conduct is also governed by three ethical principles – Justice, Respect for Persons, and Responsible Care.

1.1.4 Justice

A responsibility to: -

- Be fair and equitable in our treatment of others, not treating people as a means to an end.
- Use and share power for the common good of both individuals and society.
- Avoid discrimination, abuse or exploitation of others.

1.1.5 Respect for Persons

A responsibility to:

- Respect the rights of individuals and groups allowing them their opinion and their right to be different.
- Enable and empower others to achieve their potential by promoting their physical, mental and social wellbeing.
- Encourage honest working relationships by being truthful and sincere when dealing with others.

1.1.6 Responsible Care

A responsibility to: -

- Contribute to the wellbeing of individuals and society by exercising due diligence and a duty of care to others.
- Treat others, as they would like to be treated, doing good and not doing harm.
- Uphold the rights of those who are unable to do so, advocating for others where required.
- Protect and responsibly manage the resources of the Shire of Leonora (SoL)

2. RULES OF CONDUCT

Council Members acknowledge their activities, behaviour and statutory compliance obligations may be scrutinised in accordance with prescribed rules of conduct as described in the *Local Government Act 1995* and *Local Government (Rules of Conduct) Regulations 2007*.

2.1 ROLES

2.1.1 Role of Council Member

The primary role of a Council Member is to represent the community, and the effective translation of the community's needs and aspirations into a direction and future for the Local Government will be the focus of the Council Member's public life.

The Role of Council Members as set out in section 2.10 of the *Local Government Act 1995* follows:

“A councillor —

- (a) represents the interests of electors, ratepayers and residents of the district;*
- (b) provides leadership and guidance to the community in the district;*
- (c) facilitates communication between the community and the council;*
- (d) participates in the local government's decision-making processes at council and committee meetings; and*
- (e) performs such other functions as are given to a councillor by this Act or any other written law.”*

A Council Member is part of the team in which the community has placed its trust to make decisions on its behalf and the community is therefore entitled to expect high standards of conduct from its elected representatives. In fulfilling the various roles, Council Members activities will focus on:

- achieving a balance in the diversity of community views to develop an overall strategy for the future of the community;
- achieving sound financial management and accountability in relation to the Local Government's finances;
- ensuring that appropriate mechanisms are in place to deal with the prompt handling of residents' concerns;
- working with other governments and organisations to achieve benefits for the community at both a local and regional level;
- having an awareness of the statutory obligations imposed on Council Members and on Local Governments.

In carrying out its functions a local government is to use its best endeavours to meet the needs of current and future generations through integration of environmental protection, social advancement and economic prosperity.

2.1.2 Role of Staff

The role of staff is determined by the functions of the CEO as set out in section 5.41 of the *Local Government Act 1995* :-

“The CEO’s functions are to —

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

2.1.3 Role of Council

The Role of the Council is in accordance with section 2.7 of the *Local Government Act 1995* :

“(1) The council —

- (a) governs the local government’s affairs; and*
- (b) is responsible for the performance of the local government’s functions.*

(2) Without limiting subsection (1), the council is to —

- (a) oversee the allocation of the local government's finances and resources; and
- (b) determine the local government's policies."

2.1.4 Relationships between Council Members and Staff

An effective Councillor will work as part of the Council team with the Chief Executive Officer and other members of staff. That teamwork will only occur if Council Members and staff have a mutual respect and co-operate with each other to achieve the Council's corporate goals and implement the Council's strategies. To achieve that position, Council Members need to observe their statutory obligations which include, but are not limited to, the following:

- accept that their role is a leadership, not a management or administrative one;
- acknowledge that they have no capacity to individually direct members of staff to carry out particular functions;
- refrain from publicly criticising staff in a way that casts aspersions on their professional competence and credibility;
- Ensure that no restrictions or undue influence is placed on the ability of employees to give professional advice to the Council.

At the same time, employees will recognise that Members' views and opinions often reflect valid community viewpoints that should be considered in conjunction with professional opinion. Employees will therefore make every effort to assist Members in the performance of their role, and to achieve the satisfactory resolution of issues that may arise in the performance of their official role.

3. CONFLICT AND DISCLOSURE OF INTEREST

3.1 Conflict of Interest

- (a) Council Members, Committee Members and staff will ensure that there is no actual (or perceived) conflict of interest between their personal interests and the impartial fulfilment of their professional duties.
- (b) Staff will not engage in private work with or for any person or body with an interest in a proposed or current contract with the Local Government, without first making disclosure to the Chief Executive Officer. In this respect, it does not matter whether an advantage is in fact obtained, as any appearance that private dealings could conflict with performance of duties must be scrupulously avoided.
- (c) Council Members, Committee Members and staff will lodge written notice with the Chief Executive Officer describing an intention to undertake a dealing in land within the local government area or which may otherwise be in conflict with the Council's functions (other than purchasing the principal place of residence).
- (d) Council Members, Committee Members and staff who exercise a recruitment or other discretionary function will make disclosure before dealing with relatives or close friends and will disqualify themselves from dealing with those persons.

- (e) Staff will refrain from partisan political activities which could cast doubt on their neutrality and impartiality in acting in their professional capacity. An individual's rights to maintain their own political convictions are not impinged upon by this clause. It is recognised that such convictions cannot be a basis for discrimination and this is supported by anti-discriminatory legislation.

3.2 Financial Interest

Council Members, Committee Members and staff will adopt the principles of disclosure of financial interest as contained within the *Local Government Act 1995*.

3.3 Disclosure of Interest

Definition:

In this clause, and in accordance with Regulation 34C of the Local Government (Administration) Regulations 1996 -

“interest” means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

- (a) A person who is an employee and who has an interest in any matter to be discussed at a Council or Committee meeting attended by the person is required to disclose the nature of the interest –
 - (i) in a written notice given to the CEO before the meeting; or
 - (ii) at the meeting immediately before the matter is discussed.
- (b) A person who is an employee and who has given, or will give, advice in respect of any matter to be discussed at a Council or Committee meeting not attended by the person is required to disclose the nature of any interest the person has in the matter –
 - (i) in a written notice given to the CEO before the meeting; or
 - (ii) at the time the advice is given.
- (c) A requirement described under items (a) and (b) exclude an interest referred to in section 5.60 of the *Local Government Act 1995*.
- (d) A person is excused from a requirement made under items (a) or (b) to disclose the nature of an interest if -
 - (i) the person's failure to disclose occurs because the person did not know he or she had an interest in the matter; or
 - (ii) the person's failure to disclose occurs because the person did not know the matter in which he or she had an interest would be discussed at the meeting and the person discloses the nature of the interest as soon as possible after becoming aware of the discussion of a matter of that kind.

- (e) If a person who is an employee makes a disclosure in a written notice given to the CEO before a meeting to comply with requirements of items (a) or (b), then –
 - (i) before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
 - (ii) immediately before a matter to which the disclosure relates is discussed at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present.

- (f) If -
 - (i) to comply with a requirement made under item (a), the nature of a person's interest in a matter is disclosed at a meeting; or
 - (ii) a disclosure is made as described in item (d)(ii) at a meeting; or
 - (iii) to comply with a requirement made under item (e)(ii), a notice disclosing the nature of a person's interest in a matter is brought to the attention of the persons present at a meeting,
the nature of the interest is to be recorded in the minutes of the meeting.

4. PERSONAL BENEFIT

4.1 Use of Confidential Information

Council Members, Committee Members and staff will not use confidential information to gain improper advantage for themselves or for any other person or body, in ways which are inconsistent with their obligation to act impartially and in good faith, or to improperly cause harm or detriment to any person or organisation.

4.2 Intellectual Property

The title to Intellectual Property in all duties relating to contracts of employment will be assigned to the Local Government upon its creation unless otherwise agreed by separate contract.

4.3 Improper or Undue Influence

Council Members and staff will not take advantage of their position to improperly influence other Council Members or staff in the performance of their duties or functions, in order to gain undue or improper (direct or indirect) advantage or gain for themselves or for any other person or body.

4.4 Gifts

Definitions :

In this clause, and in accordance with Regulation 34B of the Local Government (Administration) Regulations 1996 -

“activity involving a local government discretion” means an activity -

- (a) that cannot be undertaken without an authorisation from the local government; or*
- (b) by way of a commercial dealing with the local government;*

“gift” has the meaning given to that term in section 5.82(4) except that it does not include -

- (a) a gift from a relative as defined in section 5.74(1); or*
- (b) a gift that must be disclosed under Regulation 30B of the Local Government (Elections) Regulations 1997; or*
- (c) a gift from a statutory authority, government instrumentality or non-profit association for professional training;*
- (d) a gift from WALGA, the Australian Local Government Association Limited (ABN 31 008 613 876) or the Local Government Managers Australia WA Division Incorporated (ABN 91 208 607 072);*

“notifiable gift”, in relation to a person who is an employee, means -

- (a) a gift worth between \$50 and \$300; or*
- (b) a gift that is one of 2 or more gifts given to the employee by the same person within a period of 6 months that are in total worth between \$50 and \$300;*

“prohibited gift”, in relation to a person who is an employee, means -

- (a) a gift worth \$300 or more; or*
- (b) a gift that is one of 2 or more gifts given to the employee by the same person within a period of 6 months that are in total worth \$300 or more.*

- (a) A person who is an employee is to refrain from accepting a prohibited gift from a person who -
 - (i) is undertaking or seeking to undertake an activity involving a local government discretion; or
 - (ii) it is reasonable to believe is intending to undertake an activity involving a local government discretion.
- (b) A person who is an employee and who accepts a notifiable gift from a person who –
 - (i) is undertaking or seeking to undertake an activity involving a local government discretion; or
 - (ii) it is reasonable to believe is intending to undertake an activity involving a local government discretion,

must notify the CEO, in accordance with item (c) and within 10 days of accepting the gift, of the acceptance.

- (c) The notification of the acceptance of a notifiable gift must be in writing and include –
- (i) the name of the person who gave the gift; and
 - (ii) the date on which the gift was accepted; and
 - (iii) a description, and the estimated value, of the gift; and
 - (iv) the nature of the relationship between the person who is an employee and the person who gave the gift; and
 - (v) if the gift is a notifiable gift under paragraph (b) of the definition of “notifiable gift” (whether or not it is also a notifiable gift under paragraph (a) of that definition) –
 1. a description; and
 2. the estimated value; and
 3. the date of acceptance,of each other gift accepted within the 6 month period.
- (d) The CEO is to maintain a register of notifiable gifts and record in it details of notifications given to comply with a requirement made under item (c).
- (e) This clause does not apply to gifts received from a relative (as defined in section 5.74(1) of the *Local Government Act 1995*) or an electoral gift (to which other disclosure provisions apply).
- (f) This clause does not prevent the acceptance of a gift on behalf of the local government in the course of performing professional or ceremonial duties in circumstances where the gift is presented in whole to the CEO, entered into the Register of Notifiable Gifts and used or retained exclusively for the benefit of the local government.
- (g) **Amendment to disclosure of gifts:**

Following the publication of the Governance Bulletin - Issue 11 - March 2016 the Local Government Act 1995 was amended with regard to the disclosure of gifts. A relevant person who accepts a gift which is worth greater than \$200 must disclose acceptance of the gift within ten days of receipt to the Chief Executive Officer. Rather than in an annual return, the disclosure must be made on line.

- (h) **Disclosure of a contribution to travel:**

The disclosure of a contribution to travel must include:

- Name of relevant person making the disclosure;
- A description of the contribution to travel;
- The name and address of the person who made the contribution to travel;
- The date on which the contribution to travel was received;
- The estimated value of the contribution to travel at the time it was made;
- The nature of the relationship between the relevant person and the person who made the contribution;
- A description of the travel undertaken; and
- Date of travel undertaken.

- (i) The CEO is required to keep a record of the disclosures by way of a register. This is to be published on the local government's official website as well as made available for public inspection at the council offices.
- (j) As soon as is practicable after a person ceases to be a relevant person, the CEO must remove all records relating to that person from the register. However, a CEO must ensure that these disclosures are kept for a period of at least 5 years, and made available for public inspection if requested.

5. CONDUCT OF COUNCIL MEMBERS, COMMITTEE MEMBERS AND STAFF

5.1 Personal Behaviour

- (a) Council Members, Committee Members and staff will:
 - (i) act, and be seen to act, properly and in accordance with the requirements of the law and the terms of this Code;
 - (ii) perform their duties impartially and in the best interests of the Local Government uninfluenced by fear or favour;
 - (iii) act in good faith (i.e. honestly, for the proper purpose, and without exceeding their powers) in the interests of the Local Government and the community;
 - (iv) make no allegations which are improper or derogatory (unless true and in the public interest) and refrain from any form of conduct, in the performance of their official or professional duties, which may cause any reasonable person unwarranted offence or embarrassment;
 - (v) always act in accordance with their obligation of fidelity to the Local Government; and
 - (vi) Council Members will represent and promote the interests of the Local Government, while recognising their special duty to their own constituents.

5.2 Honesty and Integrity

Council Members, Committee Members and staff will:

- (a) Observe the highest standards of honesty and integrity, and avoid conduct which might suggest any departure from these standards;
- (b) Bring to the notice of the Shire President any dishonesty or possible dishonesty on the part of any other member, and in the case of an employee to the Chief Executive Officer; and
- (c) Be frank and honest in their official dealing with each other.

5.3 Performance of Duties

- (a) While on duty, staff will give their whole time and attention to the Local Government's business and ensure that their work is carried out efficiently, economically and effectively, and that their standard of work reflects favourably both on them and on the Local Government.
- (b) Council Members and Committee Members will at all times exercise reasonable care and diligence in the performance of their duties, being consistent in their decision making but treating all matters on individual merits. Council Members and Committee Members will be as informed as possible about the functions of the Council, and treat all members of the community honestly and fairly.

5.4 Compliance with Lawful Orders

Council Members, Committee Members and staff will comply with any lawful order given by any person having authority to make or give such an order, with any doubts as to the propriety of any such order being taken up with the superior of the person who gave the order and, if resolution cannot be achieved, with the Chief Executive Officer.

Council Members, Committee Members and staff will give effect to the lawful policies of the Local Government, whether or not they agree with or approve of them.

5.5 Administrative and Management Practices

Council Members, Committee Members and staff will ensure compliance with proper and reasonable administrative practices and conduct, and professional and responsible management practices.

5.6 Corporate Obligations

(a) Standard of Dress

Council Members, Committee Members and staff are expected to comply with neat and responsible dress standards at all times. Accordingly:

- (i) Council Members and Committee Members will dress in a manner appropriate to their position, in particular when attending meetings or representing the Local Government in an official capacity.
- (ii) Management reserves the right to adopt policies relating to corporate dress and to raise the issue of dress with individual staff.

(b) Communication and Public Relations

- (i) All aspects of communication by staff (including verbal, written, written electronic or personal), involving Local Government's activities should reflect the status and objectives of that Local Government. Communications should be accurate, polite and professional.

- (ii) As a representative of the community, Council Members need to be not only responsive to community views, but to adequately communicate the attitudes and decisions of the Council. In doing so Council Members should acknowledge that:
- as a member of the Council there is respect for the decision making processes of the Council which are based on a decision of the majority of the Council;
 - information of a confidential nature ought not be communicated until it is no longer treated as confidential;
 - information relating to decisions of the Council on approvals, permits and so on ought only be communicated in an official capacity by a designated officer of the Council;
 - information concerning adopted policies, procedures and decisions of the Council is conveyed accurately.
- (iii) Committee Members accept and acknowledge it is their responsibility to observe any direction the Local Government may adopt in terms of advancing and promoting the objectives of the Committee to which they have been appointed.

5.7 Appointments to Committees

As part of their representative role Council Members are often asked to represent the Council on external organisations. It is important that Council Members :

- (a) clearly understand the basis of their appointment;
- (b) provide regular reports on the activities of the organisation; and
- (c) represent the Council's interests on all matters relating to that organisation, whilst maintaining the confidentiality required of the Shire of Leonora.

5.8 Defamation

- (a) Comments by Council Members and Committee Members at meetings of the Council and/or Committees of the Council are covered only by privilege against defamation and this qualified privilege may not extend to comments by employees.
- (b) Council Members and Committee Members can only rely on the defence of qualified privilege whilst exercising the proper discharge of his or her duties, and doing so in the public interest.
- (c) In order to maintain the qualified privilege, Council Members and Committee Members should ensure that comments made are pertinent to the business of local government, they are not made maliciously, or without due regard to where they represent the truth.

6. DEALING WITH COUNCIL PROPERTY

6.1 Use of Local Government Resources

Council Members and staff will:

- (a) be scrupulously honest in their use of the Local Government's resources and shall not misuse them or permit their misuse (or the appearance of misuse) by any other person or body;
- (b) use the Local Government resources entrusted to them effectively and economically in the course of their duties; and
- (c) not use the Local Government's resources (including the services of Council staff) for private purposes (other than when supplied as part of a contract of employment), unless properly authorised to do so, and appropriate payments are made (as determined by the Chief Executive Officer).

6.2 Travelling and Sustenance Expenses

Council Members, Committee Members and staff will only claim or accept travelling and sustenance expenses arising out of travel-related matters which have a direct bearing on the services, policies or business of the Local Government in accordance with Local Government policy and the provisions of the *Local Government Act 1995*.

6.3 Access to Information

- (a) Staff will ensure that Council Members are given access to all information necessary for them to properly perform their functions and comply with their responsibilities.
- (b) Council Members will ensure that information provided will be used properly and to assist in the process of making reasonable and informed decisions on matters before the Council.

7. REPORTING BREACHES AND SUSPECTED BREACHES OF THE CODE

7.1 Breaches of the Code by Staff

A person who reasonably believes that a member of staff's behaviour is in breach of the standards of conduct set out in the Code, may refer the matter to the CEO or the responsible person for Human Resources who will take the matter into consideration and deal with it according to the management protocols, procedures or practices of the Shire of Leonora and any applicable laws regarding staff.

A person who reasonably believes that the personal behaviour of the CEO is in breach of the standards of conduct set out in the Code may refer the matter to the Deputy CEO who will take the matter into consideration and deal with it according to the management protocols, procedures or practices of the Shire of Leonora and any applicable laws.

Each report of a breach is to be dealt with efficiently, effectively and fairly in line with the principles of fair procedures.

7.2 Breaches of the Code by Elected Members and Committee Members

Any breaches by an Elected Member of the *Local Government (Rules of Conduct) Regulations 2007* may be reported to the CEO in line with the prescribed Complaints Form. Complaints of this nature will be addressed in accordance with Division 9 of Part 5 of the *Local Government Act 1995*.

Any person who reasonably believes that the personal behaviour of an Elected Member is in breach of the standards of conduct set out in the Code, other than those matters set out in the *Local Government (Rules of Conduct) Regulations 2007* may refer the matter to the CEO, who will consider the matter and deal with it accordingly.

Any person who reasonably believes that the personal behaviour of a Committee Member breaches the standards of conduct set out in the Code, may refer the matter to the CEO, who will consider the matter and deal with it accordingly.

7.3 Reporting legislative breaches by regular external contractors and consultants, internal consultants and volunteers

The person responsible for Human Resources ensures delivery of an induction to staff, internal consultants, and volunteers. The induction which is outlined in the document “Shire of Leonora Induction” includes an obligation to report legislative breaches. The DCEO will ensure that an induction including an obligation to report legislative breaches is delivered to external contractors and consultants. The induction is outlined in the document “Contractor OHS Compliance Guidelines”.

7.4 Reporting misconduct to the Corruption and Crime Commission

As a ‘principal officer of a notifying authority’ (for the purposes of the *Corruption and Crime Commission Act 2003*), the CEO, is statutorily obligated to report to the Corruption and Crime Commission:

- (a) any alleged misconduct; or
- (b) any situation that might be drawn to his or her attention involving misconduct,

where the CEO reasonably suspects that the misconduct is relevant or is an issue of concern to the CEO in his or her official capacity.

Nonetheless, any Elected Member, Committee Member, staff member or any other person may report directly to the Corruption and Crime Commission any matter which that person reasonably suspects may concern misconduct that:

- (a) has or may have occurred
- (b) is or may be occurring
- (c) is or may be about to occur; or
- (d) is likely to occur.

Section 4 of the *Corruption and Crime Commission Act 2003* defines the instances when 'misconduct' occurs:

7.4.1 Term used: misconduct

Misconduct occurs if —

- (a) a public officer corruptly acts or corruptly fails to act in the performance of the functions of the public officer's office or employment;
- (b) a public officer corruptly takes advantage of the public officer's office or employment as a public officer to obtain a benefit for himself or herself or for another person or to cause a detriment to any person;
- (c) a public officer whilst acting or purporting to act in his or her official capacity, commits an offence punishable by 2 or more years' imprisonment; or
- (d) a public officer engages in conduct that —
 - (i) adversely affects, or could adversely affect, directly or indirectly, the honest or impartial performance of the functions of a public authority or public officer whether or not the public officer was acting in their public officer capacity at the time of engaging in the conduct;
 - (ii) constitutes or involves the performance of his or her functions in a manner that is not honest or impartial;
 - (iii) constitutes or involves a breach of the trust placed in the public officer by reason of his or her office or employment as a public officer; or
 - (iv) involves the misuse of information or material that the public officer has acquired in connection with his or her functions as a public officer, whether the misuse is for the benefit of the public officer or the benefit or detriment of another person, and constitutes or could constitute —
- (v) an offence against the *Statutory Corporations (Liability of Directors) Act 1996* or any other written law; or
- (vi) a disciplinary offence providing reasonable grounds for the termination of a person's office or employment as a public service officer under the *Public Sector Management Act 1994* (whether or not the public officer to whom the allegation relates is a public service officer or is a person whose office or employment could be terminated on the grounds of such conduct).

Section 3 of the *Corruption and Crime Commission Act 2003* defines ‘serious misconduct’ as misconduct of a kind described in section 4(a), (b) or (c) of the *Corruption and Crime Commission Act 2003*.

7.5 Public Interest Disclosure Act 2003

The *Public Interest Disclosure Act 2003* facilitates the reporting of public interest information and provides protection for those who report this information under that Act.

The SoL:

- (a) does not tolerate corrupt or other improper conduct, including mismanagement of public resources, in the exercise of the public functions of the SoL, by its members, employees or contractors.
- (b) is committed to the aims and objectives of the *Public Interest Disclosure Act 2003*.
- (c) strongly supports disclosures being made by Elected Members, Committee Members or employees as to corrupt or other improper conduct.
- (d) will take all reasonable steps to provide protection to Elected Members, Committee Members and employees who make disclosures from any detrimental action in reprisal for the making of a public interest disclosure.
- (e) does not tolerate any of its Elected Members, Committee Members, employees or contractors engaging in acts of victimisation or reprisal against those who make public interest disclosures.

Elected Members, Committee Members and employees are encouraged to contact the CEO as the SoL’s nominated Public Interest Disclosure Officer to be assisted on their disclosure and to lodge completed Public Interest Disclosure forms.

A person who makes an appropriate disclosure of public interest information to the SoL’s nominated Public Interest Disclosure Officer under section 5 is ensured of protection under section 13 of the *Public Interest Disclosure Act 2003* as outlined below:

- (a) incurs no civil or criminal liability for doing so
- (b) is not, for doing so, liable:
 - (i) to any disciplinary action under a written law
 - (ii) to be dismissed
 - (iii) to have his or her services dispensed with or otherwise terminated; or
 - (iv) for any breach of duty of secrecy or confidentiality or any other restriction on disclosure (whether or not imposed by a written law) applicable to the person

10.0 REPORTS OF OFFICERS

10.1 CHIEF EXECUTIVE OFFICER

10.1(B) TENDER 17/17 – SHARED SERVICES ‘STATUTORY COMPLIANCE SERVICES’

SUBMISSION TO: Meeting of Council
Meeting Date: 17th July 2018

AGENDA REFERENCE: 10.1 (B) JUL 18

SUBJECT: Tender 17/17 – Shared Services ‘Statutory Compliance Services’

LOCATION / ADDRESS: Nil

NAME OF APPLICANT: Shires of Leonora, Laverton, Menzies & Wiluna

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: 10th July 2018

BACKGROUND

Following discussions and meetings with the Chief Executive Officers (CEO’s) for the Shires of Leonora, Laverton, Menzies and Wiluna, it was considered a viable opportunity to further explore the possibility of engaging the services of a consultancy company to perform the Statutory Compliance Services for the four local governments.

The Shires of Leonora, Laverton, Menzies and Wiluna supported proceeding to the tender stage and subsequently tender was advertised in the West Australian and Kalgoorlie Miner Newspapers on Saturday 19th May 2018, with the tender period closing at 4:00pm on Thursday 14th June 2018.

At the close of the tender period, six (6) tenders were received. The prices range quite considerably, however following a meeting of the four local governments on Tuesday 19th June 2018, it is considered that only one of the companies has the capacity to provide all of the required services, and therefore is the basis of the officer recommendation.

STATUTORY ENVIRONMENT

Local Governments in Western Australia are required to report at various times throughout the year on several sections of the *Local Government Act 1995* and the associated Local Government Regulations.

The proposal is for the four local governments to engage a consultancy company to oversee and assist the Councils through the processes to ensure we remain compliant with the legislative requirements.

Local Government Act 1995

Section 3.57 - Requires a local government to invite tenders before entering into a contract of a prescribed kind for the supply of goods or services.

Local Government (Functions and General) Regulations 1996

Part 4 - Provision of Goods and Services – Provides the detail of when tenders are required to be called and the process for dealing with and awarding tenders.

In accordance with the Tender Regulations of the *Local Government Act 1995*, Councils are required to call tenders for works where the value exceeds \$150,000.00.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Whilst the cost associated with the proposed service may appear to be quite significant, when it is assessed against the various consultancy costs for the Shire over a budgeted twelve month period it will prove to be quite reasonable.

STRATEGIC IMPLICATIONS

The Leadership objectives of the Shire of Leonora Community Strategic Plan includes Council's commitment to strategic forward thinking, strong representation and providing the community with leadership, with a provision to leverage partnerships through greater collaboration, including regional collaboration.

The proposed Shared Services arrangement for the delivery of Statutory Compliance Services in partnership with the Shires of Laverton, Menzies and Wiluna is an ideal opportunity to commence fostering regional collaboration.

RECOMMENDATIONS

That Council:

1. Selects the tender submitted by Moore Stephens as the preferred tender for the provision of Shared Services 'Statutory Compliance Services' as per Tender RFT17/17.
2. Requests that the Chief Executive Officers of the four Shires (Leonora, Laverton, Menzies & Wiluna) meet with Moore Stephens to finalise contractual arrangements for a four (4) year period for the delivery of the Shared Services and report back to each Council.

VOTING REQUIREMENT

Simple majority required.

SIGNATURE

Chief Executive Officer

10.0 REPORTS OF OFFICERS
10.2 DEPUTY CHIEF EXECUTIVE OFFICER
10.2(A) MONTHLY FINANCIAL STATEMENTS

SUBMISSION TO: Meeting of Council
Meeting Date: 17th July, 2018

AGENDA REFERENCE: 10.2 (A) JULY 18

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: 9th July, 2018

BACKGROUND

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

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

Monthly Financial Statements for the month ended 30th June, 2018 consisting of:

- (a) Compilation Report
- (b) Statement of Financial Activity –30th June, 2018
- (c) Material Variances – 30th June, 2018

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, 2018 consisting of:

- (a) Compilation Report
- (b) Statement of Financial Activity – 30th June, 2018
- (c) Material Variances – 30th June, 2018

be accepted.

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Deputy Chief Executive Officer

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

COMPILATION REPORT TO THE SHIRE OF LEONORA

We have compiled the accompanying Local Government special purpose financial statements of the Shire of Leonora, which comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 30 June 2018. 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

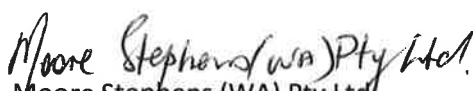
The Shire of Leonora are solely responsible for the information contained in the special purpose financial statements and are responsible for the maintenance of an appropriate accounting system in accordance with the relevant legislation.

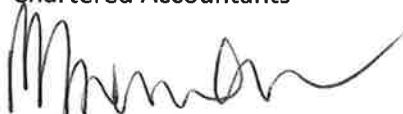
OUR RESPONSIBILITY

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

5 July 2018

**SHIRE OF LEONORA
MONTHLY FINANCIAL REPORT
For the Period Ended 30 June 2018**

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 30 June 2018

	Note	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)- (a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		4,480	4,480	1,129	(3,351)	(75%)	
General Purpose Funding - Rates		5,488,040	5,488,040	5,627,909	139,869	3%	▲
General Purpose Funding - Other		676,406	676,406	1,241,391	564,985	84%	▲
Law, Order, Public Safety		9,615	9,615	9,104	(511)	(5%)	
Health		30,718	30,718	35,444	4,726	15%	
Education and Welfare		228,415	228,415	282,990	54,575	24%	▲
Housing		38,750	38,750	41,516	2,766	7%	
Community amenities		402,565	402,565	542,316	139,751	35%	▲
Recreation and Culture		176,812	176,812	236,825	60,013	34%	▲
Transport		578,069	578,069	801,378	223,309	39%	▲
Economic Services		465,533	465,533	408,537	(56,996)	(12%)	▼
Other Property and Services		197,999	197,999	270,597	72,598	37%	▲
Total Operating Revenue		8,297,402	8,297,402	9,499,136	1,201,734		
Operating Expense							
Governance		(644,755)	(644,755)	(476,410)	168,345	26%	▼
General Purpose Funding		(397,655)	(397,655)	(351,333)	46,322	12%	▼
Law, Order, Public Safety		(172,666)	(172,666)	(170,528)	2,138	1%	
Health		(826,547)	(826,547)	(734,133)	92,414	11%	▼
Education and Welfare		(643,201)	(643,201)	(630,019)	13,182	2%	
Housing		0	0	0	0		
Community Amenities		(329,840)	(329,840)	(240,774)	89,066	27%	▼
Recreation and Culture		(1,257,365)	(1,257,365)	(1,083,637)	173,728	14%	▼
Transport		(3,222,590)	(3,222,590)	(3,219,529)	3,061	0%	
Economic Services		(2,015,617)	(2,015,617)	(1,780,399)	235,218	12%	▼
Other Property and Services		(57,964)	(57,964)	(255,060)	(197,096)	(340%)	▲
Total Operating Expenditure		(9,568,200)	(9,568,200)	(8,941,822)	626,378		
Funding Balance Adjustments							
Add back Depreciation		1,209,703	1,209,703	1,538,229	328,526	27%	▼
Adjust (Profit)/Loss on Disposal		140,552	140,552	(4,118)	(144,670)	(103%)	▲
Adjust Provisions and Accruals		0	0	(12,708)	(12,708)	0%	
Net Cash from Operations		79,457	79,457	2,078,717	1,999,260		
Capital Revenues							
Grants, Subsidies and Contributions	10	4,324,131	4,324,131	2,712,987	(1,611,144)	(37%)	▼
Proceeds from Disposal of Assets	3	198,181	198,181	285,283	87,102	44%	▲
Total Capital Revenues		4,522,312	4,522,312	2,998,270	(1,524,042)		
Capital Expenses							
Land and Buildings	3	(1,391,124)	(1,391,124)	(963,037)	428,087	31%	▼
Infrastructure - Roads	3	(4,020,531)	(4,020,531)	(3,641,383)	379,148	9%	▼
Infrastructure - Other	3	(1,775,382)	(1,775,382)	(1,200,121)	575,261	32%	▼
Plant and Equipment	3	(655,612)	(655,612)	(553,902)	101,710	16%	▼
Total Capital Expenditure		(7,842,649)	(7,842,649)	(6,358,443)	1,484,206		
Net Cash from Capital Activities		(3,320,337)	(3,320,337)	(3,360,173)	(39,836)		
Financing							
Transfer from Reserves	7	779,973	779,973	608,576	(171,397)	0%	
Transfer to Reserves	7	(739,728)	(739,728)	(738,921)	807	(%)	
Net Cash from Financing Activities		40,245	40,245	(130,345)	(170,590)	0%	
Net Operations, Capital Financing		(3,200,635)	(3,200,635)	(1,411,801)	1,788,833	(56%)	
Opening Funding Surplus(Deficit)	2	3,200,635	3,200,635	3,200,635			
Closing Funding Surplus(Deficit)	2	0	0	1,788,834			

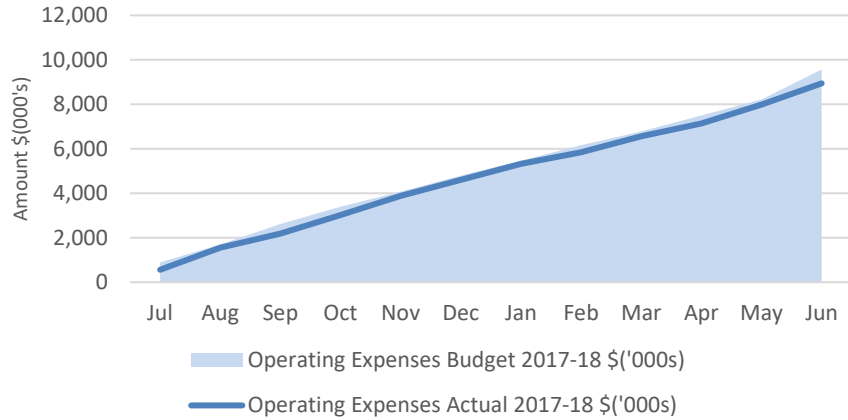
▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to the attached Explanation of Material Variances Statement for an explanation of the reasons for the variance.

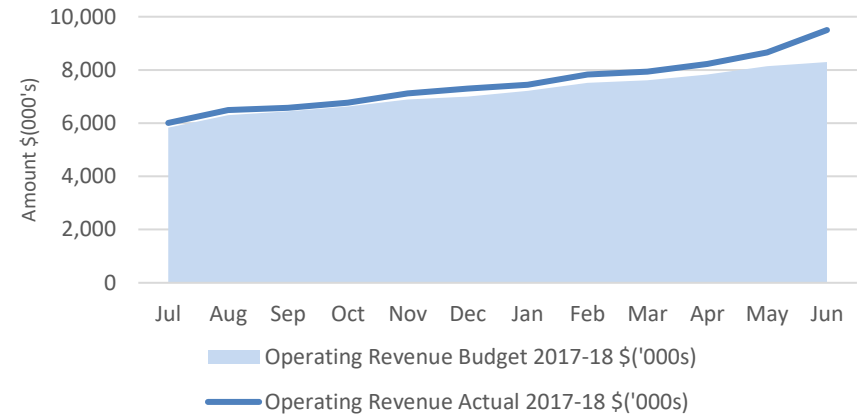
This statement is to be read in conjunction with the accompanying financial statements and notes.

**SHIRE OF LEONORA
SUMMARY GRAPHS - FINANCIAL ACTIVITY
For the Period Ended 30 June 2018**

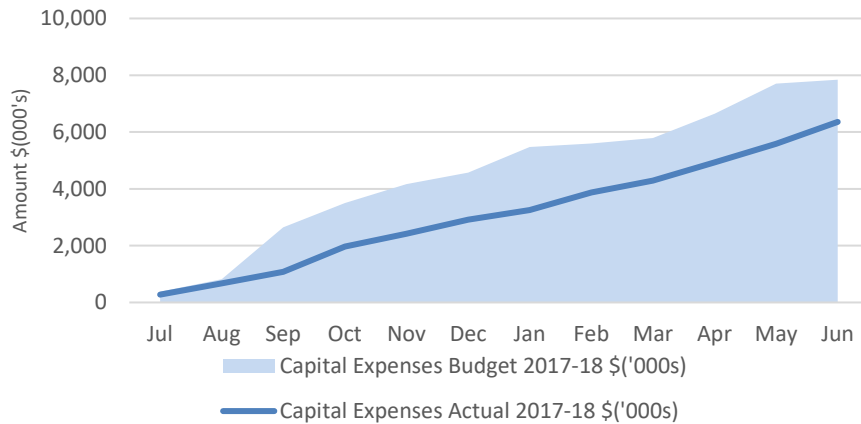
Operating Expenses



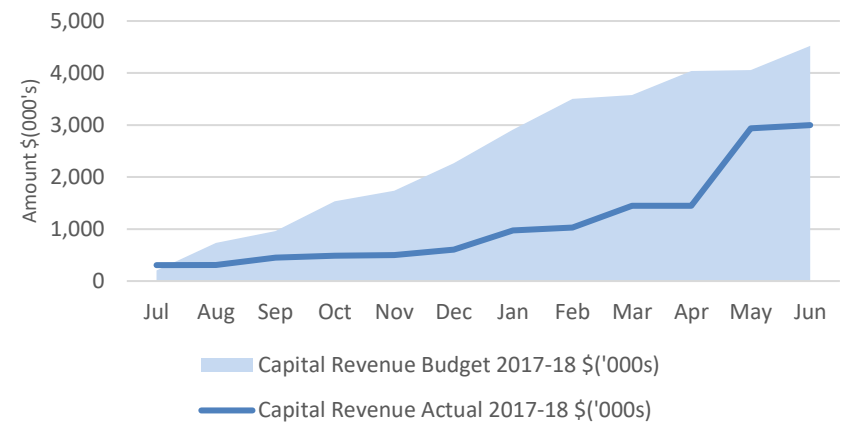
Operating Revenue



Capital Expenditure



Capital Revenue



This information is to be read in conjunction with the accompanying financial statements and notes.

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

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

(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 11.

(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

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

(f) Cash and Cash Equivalents

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

(g) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

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

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale 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

SHIRE OF LEONORA

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

NOTES TO THE STATEMENT OF FINANCIAL POSITION For the Period Ended 30 June 2018

For the period ended Note 1 (j) (Continued)

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

Asset	Depreciation Rate
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

(k) Trade and Other Payables

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

(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.

(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 and service charges.

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 noncurrent 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.

SHIRE OF LEONORA

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

NOTES TO THE STATEMENT OF FINANCIAL POSITION

For the Period Ended 30 June 2018

For the period ended
Note 1 (p) (Continued)

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.

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) Program Classifications (Function/Activity)

Governance

Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

General Purpose Funding

Rates, general purpose government grants and interest revenue.

Law, Order, Public Safety

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

Health

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.

Education and Welfare

Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.

Housing

Provision and maintenance of elderly residents housing.

Community Amenities

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

Recreation and Culture

Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.

Transport

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

Economic Services

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.

Other Property and Services

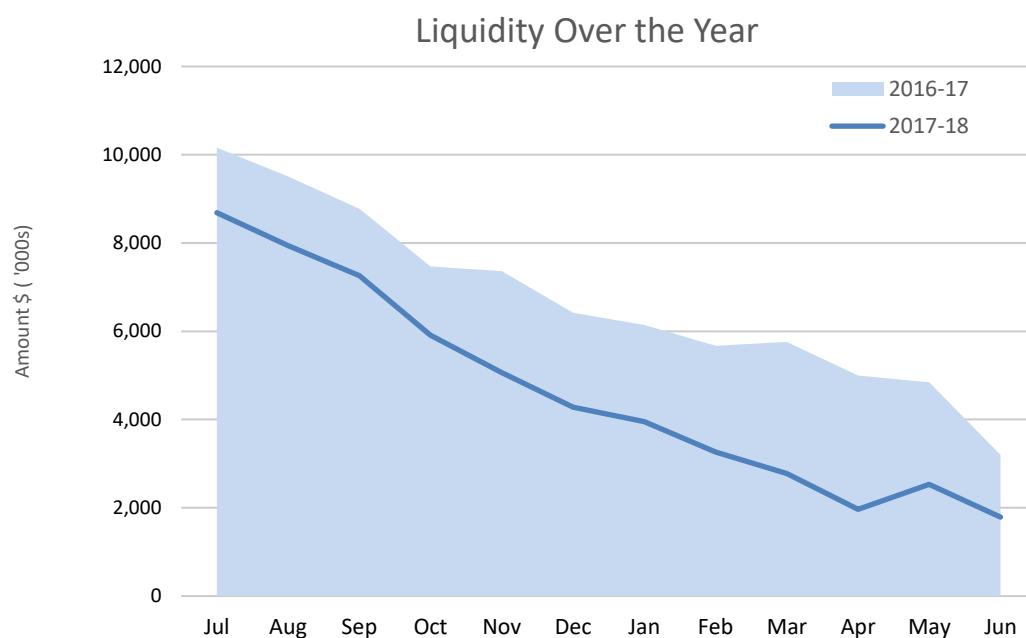
Private works operation, plant repair and operation costs and engineering operation costs.

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 2. NET CURRENT ASSETS

Net Current Assets	Note	30 June 2017	YTD 30 Jun 2017	YTD 30 Jun 2018
		\$	\$	\$
Current Assets				
Cash Municipal	4	2,759,947	2,759,947	1,533,885
Cash Reserves	4	2,411,600	2,411,600	2,541,945
Restricted Municipal Cash Investments	4	0	0	0
Receivables - Rates	5	116,441	116,441	133,780
Receivables - Other	5	989,649	989,649	207,171
Inventories		40,848	40,848	43,861
		6,318,485	6,318,485	4,460,642
Less: Current Liabilities				
Payables	6	(706,250)	(706,250)	(129,863)
Provisions		(262,533)	(262,533)	(249,825)
Less: Cash Reserves	7	(2,411,600)	(2,411,600)	(2,541,945)
Add: Leave provisions already funded		167,699	167,699	167,699
Add: Accrued Salaries		94,834	94,834	82,126
Net Current Funding Position		3,200,635	3,200,635	1,788,834

Positive=Surplus (Negative=Deficit)

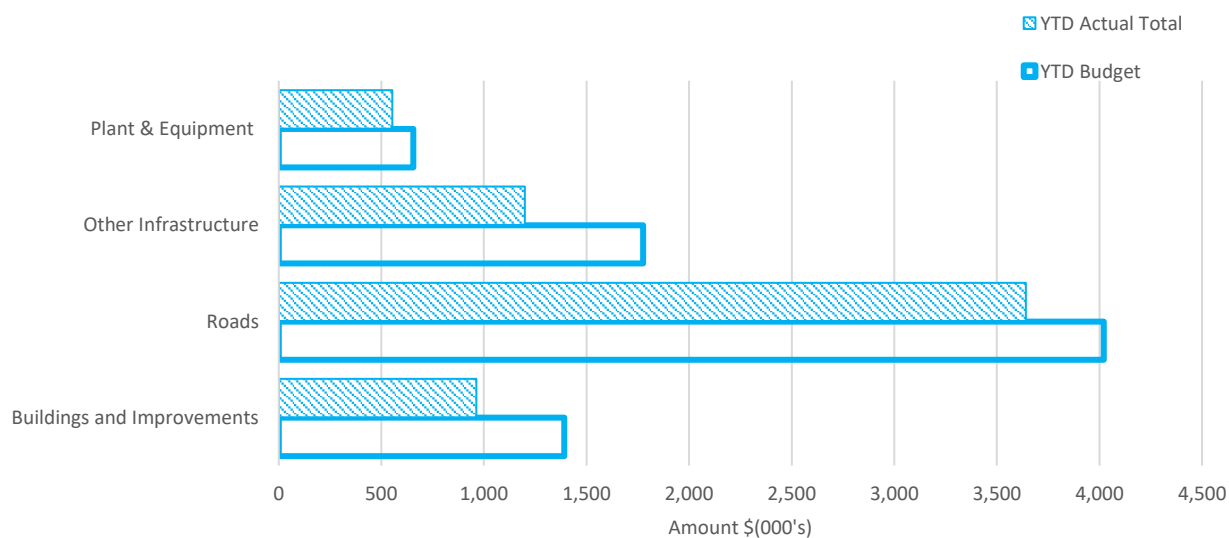


SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 3. CAPITAL - ACQUISITIONS AND FUNDING

Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended Annual Budget	YTD Budget (d)	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Buildings and Improvements		21,581	941,456	1,391,124	1,391,124	963,037	(428,087)
Roads		1,096,383	2,545,000	4,020,531	4,020,531	3,641,383	(379,148)
Other Infrastructure		408,221	791,900	1,775,382	1,775,382	1,200,121	(575,261)
Plant & Equipment		553,902	0	655,612	655,612	553,902	(101,710)
Capital Expenditure Totals		2,080,087	4,278,356	7,842,649	7,842,649	6,358,443	(1,484,206)
Capital Acquisitions Funded By							
Capital Grants and Contributions				4,324,131	4,324,131	2,712,987	(1,611,144)
Other (Disposals & C/Fwd)				198,181	198,181	285,283	87,102
Council Contribution - Operations				3,320,337	3,320,337	3,360,173	39,836
Capital Funding Total				7,842,649	7,842,649	6,358,443	(1,484,206)

Capital Expenditure Program YTD



SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 3. CAPITAL ACQUISITIONS

			Amended Annual Budget	YTD Budget	YTD Actual	Variance (Under)/ Over
Capital Acquisitions						
Building and Improvements			\$	\$	\$	\$
E840001	Land Trans Aged Care Facility	New	205,000	205,000	0	(205,000)
E820018	Aged Care Facility - SIHI	New	0	0	0	0
E082001	Lot 1142 Walton South	Renewal	27,320	27,320	21,192	(6,128)
E082002	Lot 240 Hoover St Renewal	Renewal	16,098	16,098	14,608	(1,490)
E082003	Lot 137A Hoover South	Renewal	6,846	6,846	2,969	(3,877)
E082004	Lot 137B Hoover North	Renewal	9,906	9,906	8,277	(1,629)
E082005	Lot 229 Hoover St Renewal	Renewal	5,700	5,700	3,545	(2,155)
E082006	Lot 250 Queen Vic St	Renewal	19,000	19,000	8,403	(10,597)
E820007	Lot 294 Queen Vic St	Renewal	26,070	26,070	10,423	(15,647)
E820019	Relocate / Renew Gym	Renewal	20,000	20,000	0	(20,000)
E820020	Skate Park Fencing	New	21,500	21,500	21,581	81
E820020	Works Depot Workshop Renewal	Renewal	50,000	50,000	997	(49,003)
E820013	School Masters House	Renewal	125,000	125,000	55,445	(69,555)
E820011	Chisholms House Renewal	Renewal	115,440	115,440	117,332	1,892
E820010	Hoover house Renewal	Renewal	478,556	478,556	505,311	26,755
E820008	Murrin Murrin Lockup Renewal	Renewal	32,201	32,201	32,201	0
E820009	Jack Longa's	Renewal	28,000	28,000	28,000	0
E820012	Art's Place Place Renewal	Renewal	101,400	101,400	41,887	(59,513)
E820014	Assay Building Gwalia	Renewal	49,000	49,000	0	(49,000)
E820015	Mazza's Store	Renewal	1,487	1,487	50,487	49,000
E820017	Paint Museum Office	Renewal	52,600	52,600	40,379	(12,221)
TOTAL - Building and Improvements			1,391,124	1,391,124	963,037	(428,087)
Plant & Equipment						
E830004	EHO Vehicle	Replacement	36,855	36,855	37,245	390
E830008	Doctor's Vehicle	Replacement	38,546	38,546	33,235	(5,311)
E830005	Parks & Gardens Utility	Replacement	45,000	45,000	40,189	(4,811)
E830003	Grader Utility	Replacement	45,000	45,000	45,182	182
E830009	Semi Water Tanker	Replacement	75,000	75,000	68,000	(7,000)
E830010	Grader Camp Trailers	Replacement	200,000	200,000	119,000	(81,000)
E830006	MEHS Vehicle	Replacement	28,519	28,519	28,019	(500)
E830001	CEO Vehicle Replacement	Replacement	70,500	70,500	67,094	(3,406)
E830002	DCEO Vehicle	Replacement	50,192	50,192	50,192	0
E830007	MCS Vehicle	Replacement	26,000	26,000	25,746	(254)
E830011	Caterpillar 322B Excavator	New	40,000	40,000	40,000	0
TOTAL - Plant & Equipment			655,612	655,612	553,902	(101,710)
TOTAL PROPERTY PLANT AND EQUIPMENT			2,046,736	2,046,736	1,516,939	(529,797)

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 3. CAPITAL ACQUISITIONS

			Amended Annual Budget	YTD Budget	YTD Actual	Variance (Under)/ Over
Capital Acquisitions						
Roads						
E800001	Agnew Rd South WANDRRA	Renewal	275,000	275,000	220,420	(54,580)
E800002	Wonganoo Rd WANDRRA	Renewal	720,000	720,000	578,749	(141,251)
E800003	Leonora-Nambi Rd WANDRRA	Renewal	260,000	260,000	24,647	(235,353)
E800004	Littlemill Rd WANDRRA	Renewal	400,000	400,000	380,950	(19,050)
E800005	Leonora Mt Ida Rd WANDRRA	Renewal	100,000	100,000	204,337	104,337
E800006	Darlot Rd WANDRRA	Renewal	200,000	200,000	186,896	(13,104)
E800007	Albion Downs Yeerlirrie WANDRRA	Renewal	320,000	320,000	345,774	25,774
E800008	Kookynie Malcolm WANDRRA	Renewal	160,000	160,000	110,088	(49,912)
E800009	Glenorn Yundamindra Rd WANDRRA	Renewal	440,000	440,000	401,918	(38,082)
E800010	RRG Glenorn Yundamindra	Upgrade	480,000	480,000	481,383	1,383
E080011	R2R Project	Upgrade	565,531	565,531	615,000	49,469
E080012	Grid Renewals (various)	Renewal	100,000	100,000	91,221	(8,779)
TOTAL - Roads			4,020,531	4,020,531	3,641,383	(379,148)
Improvements & Infrastructure						
E810006	Liquid Waste Site Development	Upgrade	750,000	750,000	328,603	(421,397)
E810005	Cemetery Fencing	Renewal	45,200	45,200	45,738	538
E810007	Oval Retic System Renewal	Renewal	80,000	80,000	0	(80,000)
E810008	Fitness Playground Equip	Upgrade	24,000	24,000	0	(24,000)
E810009	Memorial Park Lighting	Upgrade	15,000	15,000	2,425	(12,575)
E810010	Playground Softfall	Renewal	15,000	15,000	0	(15,000)
E810012	Shade Sails Town Park	New	25,000	25,000	27,732	2,732
E810002	Gwalia Headframe NSRF	Renewal	742,182	742,182	742,182	0
E810003	Upgrade Gwalia Entrance	Upgrade	25,000	25,000	15,550	(9,450)
E810011	Rushton Engine Reloc.	Renewal	20,000	20,000	3,980	(16,020)
E810013	Gwalia St Barb Fencing	New	34,000	34,000	33,911	(89)
TOTAL - Other Infrastructure			1,775,382	1,775,382	1,200,121	(575,261)
TOTAL INFRASTRUCTURE			5,795,913	5,795,913	4,841,504	(954,409)
Total Capital Expenditure			7,842,649	7,842,649	6,358,443	(1,484,206)

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 3. CAPITAL DISPOSALS

Assets Disposed

Description Disposed Asset	Cost/Fair Value	Accum Depr	Proceeds	Amended Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	Comments
	\$	\$	\$	\$	\$	\$	
Plant and Equipment (Fixed Assets)							
PE8 2016 Mitsubish Paj. Sport EHO	38,546	(4,604)	29,091	(9,455)	(4,851)	4,604	
651 2015 Ford Territory TX (Doc 3L)	31,000	(4,407)	20,455	(17,989)	(6,138)	11,851	
648 MCS Nissan X Trail KBC772K	27,000	(17,488)	15,455	(10,295)	5,943	16,238	
PE6 DCEO Ford Territory Titanium	46,995	(5,575)	30,909	(16,086)	(10,511)	5,575	
650 Mits. 2014 Triton (P646)	33,500	(16,353)	20,000	(16,415)	2,853	19,268	
644 Mits. 2014 Triton (P968)	23,500	(9,243)	18,182	(18,468)	3,925	22,393	
649 MEHS Nissan X Trail KBC771K	28,000	(19,907)	16,364	(9,385)	8,271	17,656	
637 CEO 2014 Ford FPV GTF Sedan	90,000	(39,798)	50,000	(32,459)	(202)	32,257	
20 P850 1984 Water Tanker	20,000	(4,171)	15,000	(10,000)	(829)	9,171	
	338,541	(121,546)	215,456	(140,552)	(1,539)	139,013	
Land (Inventory)							
Lot 8 Kurrajong Street	64,170	0	69,827	0	5,657	5,657	
	64,170	0	69,827	0	5,657	5,657	
	402,711	(121,546)	285,283	(140,552)	4,118	144,670	

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 4. CASH AND INVESTMENTS

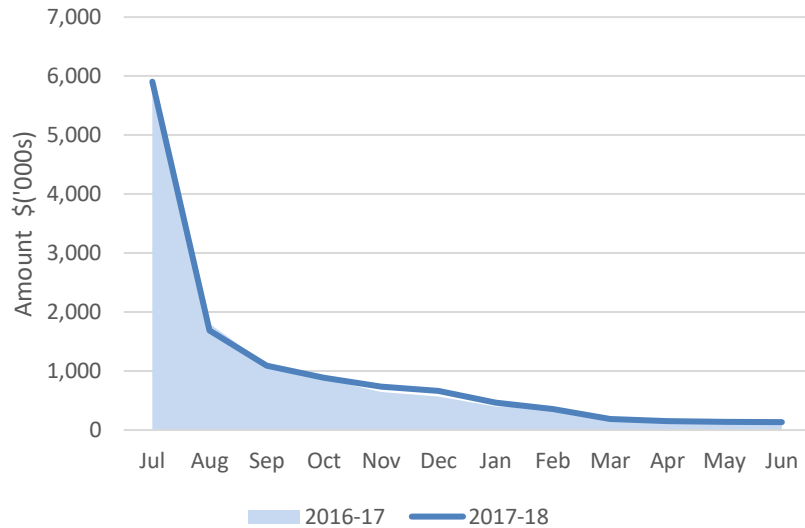
Bank Accounts	Municipal	Municipal Restricted	Reserves	Trust	Total Amount	Institution	Interest Rate	Details
	\$		\$	\$	\$			
(a) Cash Deposits								
Municipal Account	1,532,266				1,532,266	NAB	Variable	Cheque Acc.
LSL Maximiser			132,366		132,366	NAB	Variable	Cheque Acc.
Fire Maximiser			34,993		34,993	NAB	Variable	Cheque Acc.
Plant Maximiser			624,013		624,013	NAB	Variable	Cheque Acc.
Annual Leave Maximiser			161,974		161,974	NAB	Variable	Cheque Acc.
Gwalia Precinct Maximiser			183,234		183,234	NAB	Variable	Cheque Acc.
Building Maintenance Maximiser			963,453		963,453	NAB	Variable	Cheque Acc.
Waste Management Maximiser			176,912		176,912	NAB	Variable	Cheque Acc.
Aerodrome			250,000		250,000	NAB	Variable	Cheque Acc.
IT			15,000		15,000	NAB	Variable	Cheque Acc.
Cash on Hand	1,619				1,619	NAB	NIL	On Hand
Total	1,533,885	0	2,541,945	0	4,075,830			

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

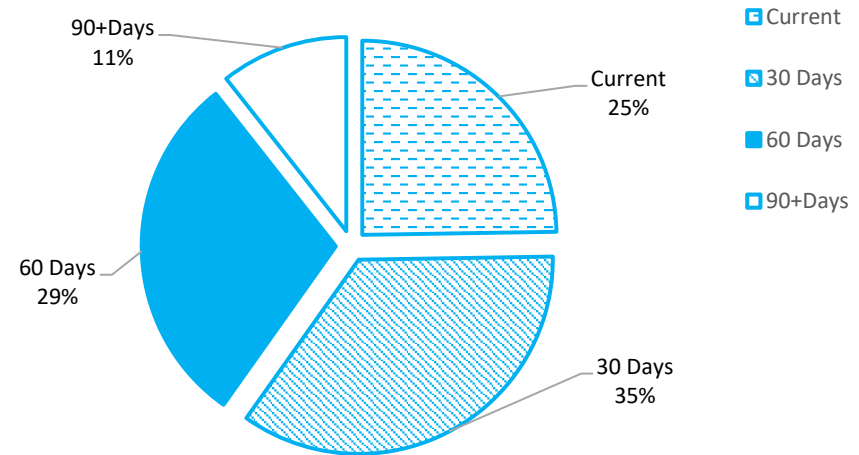
NOTE 5. RECEIVABLES

Receivables - Rates and Other Rates Receivable	YTD 30 Jun 2018	30 June 2016	Receivables - General	Credit	Current	30 Days	60 Days	90+Days	Total
	\$	\$		\$	\$	\$	\$	\$	\$
Opening Arrears Previous Years	116,441	83,147	Receivables - General	(4,606)	52,404	74,273	62,621	22,479	207,171
Levied this year	5,627,909	5,239,642							
Discounts	0	0							
Deferred	0	0							
Less Collections to date	(5,610,570)	(5,206,348)							
Equals Current Outstanding	133,780	116,441							
Net Rates Collectable	133,780	116,441	Total Receivables General Outstanding						207,171
% Collected	97.67%	97.81%	Amounts shown above include GST (where applicable)						

Rates Receivable



Accounts Receivable (non-rates)



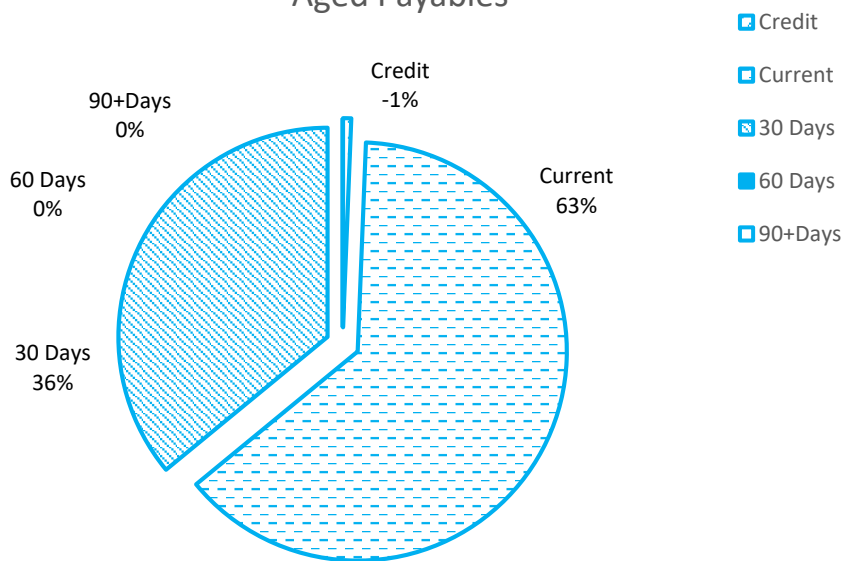
SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 6. PAYABLES

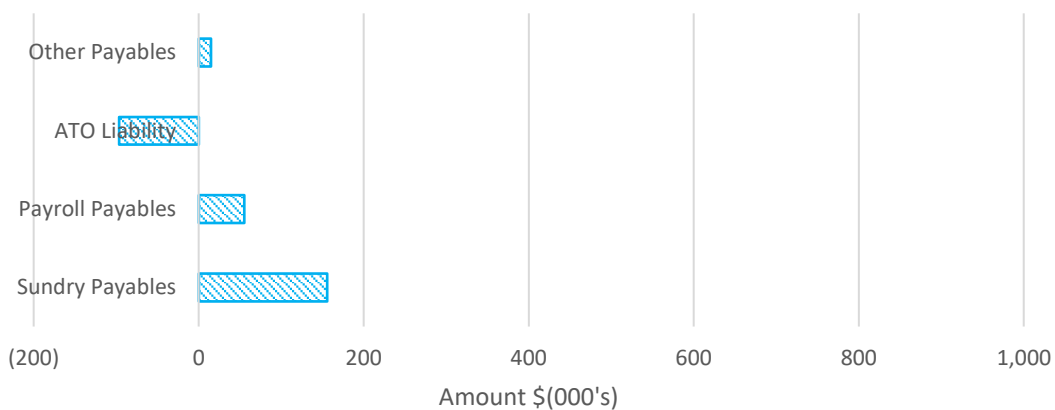
Payables	Credit	Current	30 Days	60 Days	90+Days	Total
Payables - General	\$ (997)	\$ 100,121	\$ 56,767	\$ 0	\$ 0	\$ 155,891
Sundry Payables						155,891
Payroll Payables						55,419
ATO Liability						(96,467)
Other Payables						15,020
Total Payables General Outstanding						129,863

Amounts shown above include GST (where applicable)

Aged Payables



Payables

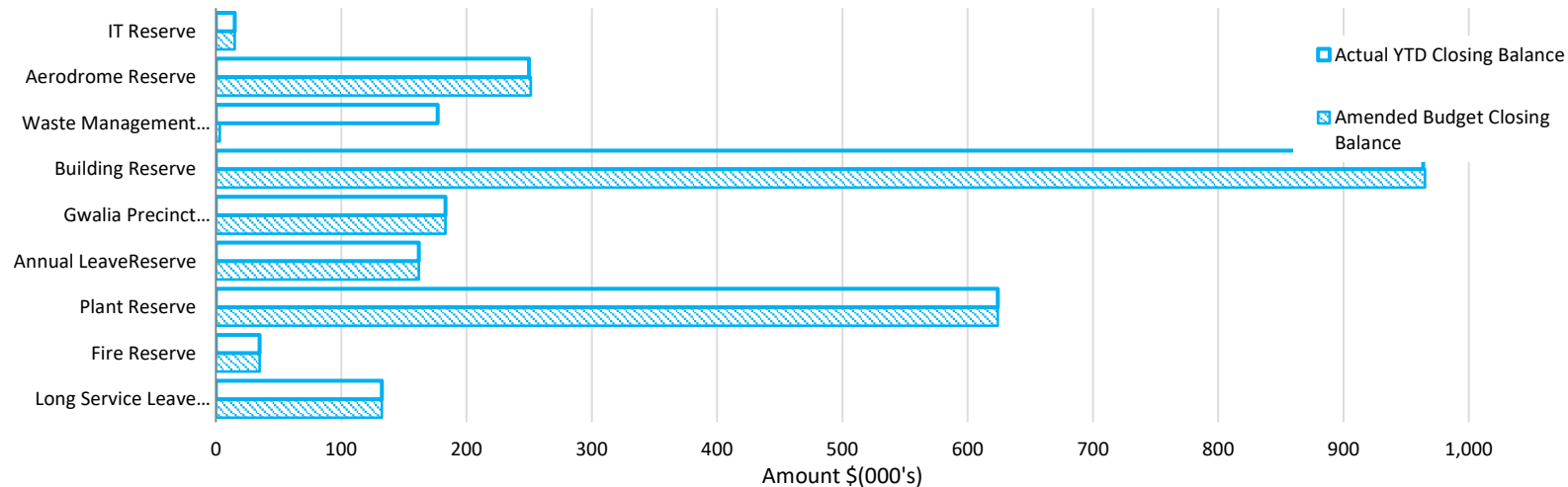


SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 7. CASH BACKED RESERVE

Reserves	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave Reserve	131,683	658	683	0	0	0	0	132,341	132,366
Fire Reserve	30,833	174	160	4,000	4,000	0	0	35,007	34,993
Plant Reserve	511,360	2,732	2,653	110,000	110,000	0	0	624,092	624,013
Annual Leave Reserve	161,138	806	836	0	0	0	0	161,944	161,974
Gwalia Precinct Reserve	373,271	1,966	1,936	88,000	88,000	(279,973)	(279,973)	183,264	183,234
Building Reserve	600,339	4,802	3,114	360,000	360,000	0	0	965,141	963,453
Waste Management Reserve	502,976	265	2,539	0	0	(500,000)	(328,603)	3,241	176,912
Aerodrome Reserve	100,000	1,250	0	150,000	150,000	0	0	251,250	250,000
IT Reserve	0	75	0	15,000	15,000	0	0	15,075	15,000
	2,411,600	12,728	11,921	727,000	727,000	(779,973)	(608,576)	2,371,355	2,541,945

Reserve Balances



SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 8. RATING INFORMATION

RATE	Rate in	Number of Properties	Rateable Value	Rate Revenue	YTD Actual		Total Revenue	Rate Revenue	Amended Budget		Total Revenue
					Interim Rates	Back Rates			Interim Rate	Back Rate	
General Rate	\$		\$				\$				\$
GRV	0.0677	591	15,290,974	1,035,199	0	0	1,035,199	1,035,207	1,500	0	1,036,707
UV	0.1485	1,104	28,708,933	4,264,729	102,720	0	4,367,449	4,264,572	(38,500)	0	4,226,072
Sub-Totals		1,695	43,999,907	5,299,928	102,720	0	5,402,648	5,299,779	(37,000)	0	5,262,779
Minimum Payment	Minimum \$										
GRV	309	84	114,929	25,956	0	0	25,956	25,956	0	0	25,956
UV	309	645	716,621	199,305	0	0	199,305	199,305	0	0	199,305
Sub-Totals		729	831,550	225,261	0	0	225,261	225,261	0	0	225,261
Amount from General Rates							5,627,909				5,488,040

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 9. INFORMATION ON BORROWINGS

(a) Debenture Repayments

The Shire does not have any borrowings.

(b) New Debentures

There are no new debentures as at the reporting date.

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 10. GRANTS AND CONTRIBUTIONS

Grants	Grant Provider	Approval (Y/N)	2017-18			Variations		Received	Recoup Status	
			Amended Budget	Amended 2017-18 Operating	Budget Capital	Additions / Operating	(Deletions) Capital		Not Received	
			\$	\$	\$	\$	\$	\$	\$	
General Purpose Funding										
I030019 Grant Equalisation	WALGCC	Y	316,245	316,245	0	265,532	0	581,777	0	
I030021 Grant - Roads	WALGCC	Y	329,748	329,748	0	299,234	0	628,982	0	
Law, Order, Public Safety										
I053402 Operational Grant - Bush Fire	DFES		1,415	1,415	0	765	0	2,180	0	
Welfare Services										
I080002 Sustainability Child Care			54,715	54,715	0	1,315	0	56,030	0	
I082001 Youth Support DCP Grant	DCP		68,700	68,700	0	1,609	0	70,309	0	
I082002 Youth Program Grants			0	0	0	5,000	0	5,000	0	
Recreation and Culture										
I1130045 Arts in Residence Grant Contr.			9,000	9,000	0	0	0	0	9,000	
I117010 Other Grant Funding			120,000	120,000	0	0	0	114,037	5,963	
Transport										
MRWA Funding										
I122200 MRWA Direct	MRWA		143,998	143,998	0	0	0	143,998	0	
I122052 Contribution Street Lights	MRWA		3,700	3,700	0	0	0	3,700	0	
I122213 Natural Disaster Reinstatement	MRWA		2,721,600	0	2,721,600	0	0	1,110,456	1,611,144	
I122218 RRG Funding	MRWA		320,000	0	320,000	0	0	320,000	0	
Other Streets/Roads Funding										
I122042 Contribution Crossovers			1,500	1,500	0	0	0	0	1,500	
I122206 Roads to Recovery			565,531	0	565,531	0	0	565,531	0	
Economic Services										
I138005 Grants			48,000	48,000	0	0	0	16,750	31,250	
I138002 Sponsorship			115,000	115,000	0	0	0	0	115,000	
I134468 Minara Comm. Foundation Grants			19,815	19,815	0	0	0	18,013	1,802	
I134464 Lotterywest Cottages Conservation	Lotterywest			0	0	0	0		0	
I134470 Gwalia Precinct Renewal	Regional		539,000	0	539,000	0	0	539,000	0	
I134471 Headframe Renewal Reg. Grants Scheme	Regional		178,000	0	178,000	0	0	178,000	0	
Other Property and Services										
I142400 Reimbursements	DC		0	0	0	5,626	0	5,626	0	
TOTALS			5,555,967	1,231,836	4,324,131	579,081	0	4,359,389	1,775,659	

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 11. BUDGET AMENDMENTS

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

Budget Amendments COA	Description	Council Resolution	Classification	No Change - \$	Increase in \$	Decrease in \$	Amended \$
Opening Carried Forward Surplus (Deficit)							(53,459)
E830011	Caterpillar 322B Excavator	11.0(B)(iii) Dec 17	Capital Expenses			(40,000)	(93,459)
I103431	Liquid Waste Disposal fee	11.0(B)(iii) Dec 18	Operating Revenue		40,000		(53,459)
E810006	Liquid Waste Pond Construction	10.2 (c) Mar 18	Capital Expenses			(150,000)	(203,459)
E820020	Skate Park Fencing	10.2 (c) Mar 18	Capital Expenses		18,500		(184,959)
E820014	Assay Building Gwalia (change from Edna	10.2 (c) Mar 18	Capital Expenses		51,000		(133,959)
E820013	School Masters House	10.2 (c) Mar 18	Capital Expenses		25,000		(108,959)
E820015	Mazza's Store Renewal	10.2 (c) Mar 18	Capital Expenses		248,513		139,554
E820011	Chisolm's Place Renewal	10.2 (c) Mar 18	Capital Expenses		110,360		249,914
E820010	Hoover House Renewal	10.2 (c) Mar 18	Capital Expenses			(222,156)	27,758
E820009	Jack Longa's (change from Baletiches place)	10.2 (c) Mar 18	Capital Expenses		6,500		34,258
E820008	Murrin Murrin Lockup	10.2 (c) Mar 18	Capital Expenses			(11,601)	22,657
E810001	Gwalia Headframe Renewal	10.2 (c) Mar 18	Capital Expenses		494,545		517,202
E810002	Gwalia Headframe Renewal NSRF	10.2 (c) Mar 18	Capital Expenses			(552,182)	(34,980)
I134470	NSRF Grant - Gwalia Renewal	10.2 (c) Mar 18	Capital Expenses			(190,000)	(224,980)
E820006	Lot 250 Queen Victoria St Renewals	10.2 (c) Mar 18	Capital Expenses		10,500		(214,480)
E820002	Lot 240 Hoover Renewals	10.2 (c) Mar 18	Capital Expenses		27,230		(187,250)
E820018	Aged Care Facility SIHI	10.2 (c) Mar 18	Capital Expenses		195,000		7,750
E077002	Aged Care Feasibility Study	10.2 (c) Mar 18	Operating Expenses			(195,000)	(187,250)
E106010	Town Planning Expenses	10.2 (c) Mar 18	Operating Expenses		100,000		(87,250)
I103431	Liquid Waste Disposal Fee	10.2 (c) Mar 18	Operating Revenue		50,000		(37,250)
E115040	TV & Radio Maintenance	10.2 (c) Mar 18	Operating Revenue			(21,000)	(58,250)
E122216	Reimburse Grant Funds	10.2 (c) Mar 18	Operating Revenue			(61,068)	(119,318)
E122043	Road Maintenance Bush Grading	10.2 (c) Mar 18	Operating Revenue			(117,483)	(236,801)
I137015	Tenant Reimb. Outgoings NGROAC	10.2 (c) Mar 18	Operating Revenue			(55,289)	(292,090)
I137012	DCPFS Facility Rent	10.2 (c) Mar 18	Operating Revenue			(80,568)	(372,658)
I134468	Minara Community Foundation Grant	10.2 (c) Mar 18	Operating Revenue		19,815		(352,843)
E134042	Small Projects	10.2 (c) Mar 18	Operating Revenue			(19,815)	(372,658)
E810004	Lawler Police Station Restoration	10.2 (c) Mar 18	Capital Expenses		100,000		(272,658)
I139001	Old Lawlers Police Station Cont	10.2 (c) Mar 18	Capital Revenue			(25,000)	(297,658)

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 11. BUDGET AMENDMENTS

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

Budget Amendments COA	Description	Council Resolution	Classification	No Change - \$	Increase in \$	Decrease in \$	Amended \$
I145145	Suspense	10.2 (c) Mar 18	Capital Revenue		63,909		(233,749)
E820016	Painting Admin Offices	10.2 (c) Mar 18	Capital Expenses		46,000		(187,749)
E134014	Hoover House Maintenance	10.2 (c) Mar 18	Operating Expenses			(20,000)	(207,749)
E134031	Gwalia Buildings Maintenance	10.2 (c) Mar 18	Operating Expenses			(26,000)	(233,749)
E041030	Conference Expenses	10.2 (c) Mar 18	Operating Expenses			(13,000)	(246,749)
E118008	Oval Complex Utilities	10.2 (c) Mar 18	Operating Expenses			(37,960)	(284,709)
E142123	Records Storage (Offsite)	10.2 (c) Mar 18	Operating Expenses			(8,000)	(292,709)
E142230	Legal Exps	10.2 (c) Mar 18	Operating Expenses			(20,000)	(312,709)
E810013	Gwalia St Barbara Mine Fencing	10.2 (c) Mar 18	Operating Expenses			(9,000)	(321,709)
E053417	CCTV Camera Maint & Repairs	10.2 (c) Mar 18	Operating Expenses			(8,900)	(330,609)
E141010	Private Works	10.2 (c) Mar 18	Operating Expenses		636		(329,973)
	Transfer from Waste Reserve	10.2 (c) Mar 18	Capital Revenue		50,000		(279,973)
	Transfer from Gwalia Reserve	10.2 (c) Mar 18	Capital Revenue		279,973		0
							0
Amended Budget Cash Position as per Council Resolution				0	1,937,481	(1,884,022)	0

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 12. TRUST FUND

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

Description	Opening Balance 1 Jul 17	Amount Received	Amount Paid	Closing Balance 30 Jun 18
	\$	\$	\$	\$
Bank fees	0	0	0	0
	0	0	0	0

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 13. EXPLANATION OF MATERIAL VARIANCES

Details and explanations of the material variances reflected on the Statement of Financial Activity are provided below as required by Local Government (Financial Management) Regulation 34(1) (d). ▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold of \$15,000.

Reporting Program	Variance	Variance	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
General Purpose Funding - Rates	139,465	2.54%	▲	Permanent	More positive adjustments to interim rates processed at report date than budgeted.
General Purpose Funding - Other	565,389	83.59%	▲	Permanent	Advance payment of 2018/19 FAGs allocation (received 20/06/18)
Education and Welfare	54,575	23.89%	▲	Permanent	Higher utilisation of child care centre resulting higher than budgeted income during the reporting period. Also reflected by grant income received earlier than monthly budget forecast
Community Amenities	139,751	34.72%	▲	Permanent	Higher volume of liquid waste received during the reporting period than budgeted
Recreation and Culture	60,013	33.94%	▲	Permanent	Auspicing of funds through I112 Sponsored Community Programs Account
Transport	223,309	38.63%	▲	Permanent	Higher volume of Avgas drums sold during reporting period than budgeted
Economic Services	(56,996)	(12.24%)	▼	Permanent	Lower income from tenancy at NGROAC during reporting period than budgeted (still awaiting outcome of lease for Dept Child Protection etc)
Other Property and Services	72,598	36.67%	▲	Permanent	Higher volume of transactions processed through suspense account than budgeted
Operating Expense			▼		
Governance	168,345	26.11%	▼	Permanent	Reduced progress on integrated planning and risk management during reporting period than budgeted. Projects being carried over to 2018/19 reporting period
General Purpose Funding	46,322	11.65%	▼	Permanent	Variance to administration allocation (lower admin costs than budgeted)
Health	92,414	11.18%	▼	Permanent	Includes repayment of SIHI grant for Aged Care Facility (no longer progressing). This expense was featured within the budget as a capital expense.
Community Amenities	89,066	27.00%	▼	Permanent	Alteration to timing of town planning works, as well as cost savings achieved with RFQ process
Recreation and Culture	173,728	13.82%	▼	Permanent	Delays to recruitment of CRC coordinator following funding delays, alteration to timing of works for oval maintenance, alteration to timing of payment of community grants
Economic Services	235,218	11.67%	▼	Permanent	Delay in some projects, and works due to timing of contractor availability etc
Other Property and Services	(197,096)	(340.03%)	▲	Permanent	Higher volume of transactions processed through suspense account than budgeted
Capital Revenues			‡		
Grants, Subsidies and Contributions	(1,611,144)	(37.26%)	▼	Permanent	Alteration to timing of payment of grants, as well as some unsuccessful grants
Proceeds from Disposal of Assets	87,102	43.95%	▲	Permanent	Alteration to timing of asset disposals (some orders not completed prior to year end)
Capital Expenses					
Land and Buildings	428,087	30.77%	▼	Permanent	Some delay to commencement of capital programmes at museum, and also due to Aged Care Facility no longer progressing
Infrastructure - Roads	379,148	9.43%	▼	Permanent	WANDRRA works suspended until existing claims are recouped
Infrastructure - Other	575,261	32.40%	▼	Permanent	Alteration to timing of works programmes, some projects to be C/F in 2018/19
Plant and Equipment	101,710	15.51%	▼	Permanent	Some orders not completed prior to year end, will be carried forward to 2018/19

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

NOTE 13. EXPLANATION OF MATERIAL VARIANCES

Details and explanations of the material variances reflected on the Statement of Financial Activity are provided below as required by Local Government (Financial Management) Regulation 34(1) (d). ▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold of \$15,000.

Reporting Program	Variance	Variance	Var.	Timing/ Permanent	Explanation of Variance
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10.0 REPORTS OF OFFICERS

10.2 DEPUTY CHIEF EXECUTIVE OFFICER

10.2(B) ACCOUNTS FOR PAYMENT

SUBMISSION TO: Meeting of Council
Meeting Date: 17th July, 2018

AGENDA REFERENCE: 10.2 (B) JULY 18

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: 10th July, 2018

BACKGROUND

Attached statement consists of accounts paid by Delegated Authority and Direct Bank Transactions represented by cheques numbered from **24128** to **24173** totalling **\$826,023.17** and accounts paid by Council Authorisation represented by cheques numbered from **24174** to **24255** totalling **\$329,403.81**.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

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

RECOMMENDATIONS

That accounts paid by Delegated Authority and Direct Bank Transactions represented by cheques numbered from **24128** to **24173** totalling **\$826,023.17** and accounts paid by Council Authorisation represented by cheques numbered from **24174** to **24255** totalling **\$329,403.81** be accepted.

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Deputy Chief Executive Office

Shire of Leonora				
Monthly Report – List of Accounts Paid by Delegated Authority				
Submitted to Council on the 17th July, 2018				
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 are numbered from 24128 to 24173 and totalling \$826,023.17 .				
CHIEF EXECUTIVE OFFICER				
Cheque	Date	Name	Item	Payment by Delegated Authority
24128	12/06/2018	Cardile International Fireworks P/L	Fireworks for GG 2018	18,920.00
671	8/06/2018	Alliance Equipment Finance	Charges for office copier lease - June, 2018	797.78
672	11/06/2018	Alliance Equipment Finance	Copier lease for CRC - June, 2018	536.45
24129	12/06/2018	LGRCEU	Union Fee PPE: 4/6/18	20.50
24130	13/06/2018	Matsa Gold Pty Ltd	Refund overpaid rates 4252	300.53
24131	13/06/2018	Torian Resources	Refund overpaid rates	304.07
24132	13/06/2018	Earth Australia Contracting	Refund overpaid rates A7730	222.01
24133	13/06/2018	Shennay Robertson	Winnings from Work Boot Sprint - 2018 GG	250.00
673	13/06/2018	Australian Super	Superannuation PPE: 4/6/18	205.17
674	13/06/2018	CBUS	Superannuation PPE: 4/6/18	833.62
675	13/06/2018	Host Plus	Superannuation PPE: 4/6/18	282.54
676	13/06/2018	MLC Super Fund	Superannuation PPE: 4/6/18	273.27
677	13/06/2018	Statewide Superannuation Fund	Superannuation PPE: 4/6/18	93.30
678	13/06/2018	WA Super	Superannuation PPE: 4/6/18	10,963.26
24134	15/06/2018	Dave Hadden	Health/building services as per contract 110	5,808.00
24135	15/06/2018	Elaine Labuschagne	Reimbursement related to items purchased for projects at Hoover House/Gwalia, works at 51 Gwalia Street, refreshments and meals for visitors	1,223.49
24136	19/06/2018	Gavin Prime	Travel allowance PER-LEO-PER for GG 2018	1,782.18
24137	19/06/2018	Mel Hosie	Reimbursement for items used in Hoover House refurbishment	45.00
24138	19/06/2018	Natale Group Australia	Security services for Leonora GG 2018	13,577.85
24139	19/06/2018	Robert Renfree	Wages 5/6-15/6 2018	4,440.00
24140	19/06/2018	Tanya Browning	DCEO recreational allowance reimbursement	7,242.97
1	19/06/2018	Shire of Leonora	Salaries & Wages PPE: 18/6/18	73,103.84
24141	7/06/2018	Goldfields Truck Power	Parts for plant repairs	16.50
24142	19/06/2018	Dave Hadden	Health/building services as per contract 112	9,746.00
24143	19/06/2018	Goldfields Truck Power	Parts for plant repairs	69.49
24144	21/06/2018	LGRCEU	Union Fee PPE: 18/6/18	20.50
679	20/06/2018	Australian Super	Superannuation PPE: 18/6/18	227.96
			Sub Total	\$151,306.28

			Balance Brought Forward	\$151,306.28
680	20/06/2018	CBUS	Superannuation PPE: 18/6/18	886.53
681	20/06/2018	Host Plus	Superannuation PPE: 18/6/18	184.50
682	20/06/2018	MLC Super Fund	Superannuation PPE: 18/6/18	606.40
683	20/06/2018	Prime Superannuation	Superannuation PPE: 18/6/18	889.20
684	20/06/2018	Statewide Superannuation Fund	Superannuation PPE: 18/6/18	60.53
685	20/06/2018	WA Super	Superannuation PPE: 18/6/18	9,651.97
686	19/06/2018	Clicksuper	Payment of June invoice	38.50
24145	25/06/2018	Charlotte Huckerby	Reimbursement for fuel and meals - attending TAFE Kal	349.34
687	26/06/2018	Alliance Equipment Finance	Copier lease for Depot - June, 2018	230.20
688	26/06/2018	National Australia Bank	NAB Connect fee for May 2018	35.50
24146	29/06/2018	AAxxa Group Pty Ltd	2 x used container high cube accommodation units for grader camp	42,900.00
24147	29/06/2018	Andy Tyndall Photography	Attendance and photography for GG 2018 - Sat/Sun 2-3 June 2018	2,100.00
24148	29/06/2018	Dave Hadden	Health/building services as per contract - Invoice 113 - 18/06/2018-22/06/2018	3,872.00
24149	29/06/2018	Earth Australia Contracting Pty Ltd	Rip and push gravel at Pig Well for roadworks - Nambi Road & supply of 5 gas bottles	31,019.51
24150	29/06/2018	GNRBA Inc	Refund for 2 avgas drums, could not be done by EFTPOS	1,100.00
24151	29/06/2018	Goldfield Services -	Underpayment of INV-0104 due to incorrect total	2,200.00
24152	29/06/2018	Goway Travel	Double payment for accommodation at Hoover House	300.00
24153	29/06/2018	Horizon Power	Power usage - Various Shire properties	23,819.73
24154	29/06/2018	Jim Epis -	Balance CEO recreational expenses	470.35
24155	29/06/2018	Juwest Pty Ltd	Earthworks for cut off walls, supply and pour concrete - Leonora-Nambi Rd	52,800.00
24156	29/06/2018	Kado Muir.	Re-issue stale cheque no. 21440	120.00
24157	29/06/2018	Leonora Bowls Club (C/-Shire of Leonora)	Re-issue stale cheque 21585 plus 17/18 income & expenses	6,134.82
24158	29/06/2018	Majstrovich Building Co	Conservation and restoration works at Hoover House - Final Claim	147,125.00
24159	29/06/2018	Netlogic Information Technology	Remote IT consulting	37,330.00
24160	29/06/2018	R&J Haulage Pty Ltd	Purchase of Road West Tri Axle Low Loader and GTE Converter Dolly	88,000.00
24161	29/06/2018	Randstad	Childcare wages Agnes Kliever June 2018	6,320.25
24162	29/06/2018	Safe Roads WA	Edge breaks completed, both sides of Main Reef Road, repair floodways on Leonora-Nambi Rd	51,700.00
24163	29/06/2018	Shire Of Leonora - General	Hire of small meeting room NGROAC - Charlotte TAFE visit 29/06/2018	55.00
24164	29/06/2018	Shire Of Leonora - Petty Cash	Re-coup of petty cash EOFY	45.00
24165	29/06/2018	Telstra	Phone usage - Various	4,594.10
24166	29/06/2018	West Australian Music	Assist with regional tour - April 2018	1,320.00
24167	29/06/2018	Wutha Native Title Claim -	Bond refund for hall hire - Invoices 7271 \$ 7298	300.00
689	29/06/2018	National Australia Bank	Account Fees - June, 2018	99.20
			Sub Total	\$667,963.91

			Balance Brought Forward	\$667,963.91
690	29/06/2018	National Australia Bank	Merchant fees Shire of Leonora EFTPOS machines various – June, 2018	458.99
1	3/07/2018	Shire of Leonora	Salaries & Wages PPE: 2/7/2018	67,649.02
24168	5/07/2018	LGRCEU	Union Fee PPE: 2/7/18	20.50
692	4/07/2018	Australian Super	Superannuation PPE: 2/7/18	203.67
693	4/07/2018	Christian Super	Superannuation PPE: 2/7/18	67.61
694	4/07/2018	CBUS	Superannuation PPE: 2/7/18	730.63
695	4/07/2018	Host Plus	Superannuation PPE: 2/7/18	287.82
696	4/07/2018	MLC Super Fund	Superannuation PPE: 2/7/18	675.58
697	4/07/2018	Statewide Superannuation Fund	Superannuation PPE: 2/7/18	60.53
698	4/07/2018	WA Super	Superannuation PPE: 2/7/18	9,950.85
24169	5/07/2018	Goldfield Services	Cleaning of Shire buildings May 2018- June 2018	2,257.75
24170	5/07/2018	Netlogic IT	Remote consulting – CRC, Reckon upgrade for Shire Office	675.00
24171	5/07/2018	Pier Street Medical	Medical services provisional fee and administrative support payment	61,033.82
24172	5/07/2018	Robert Renfree	Wages 25/06-02/07 2018	3,180.00
24173	5/07/2018	Yeti's Records Management	Document prep and scan 25/05/2018 and 29/07/2018	1,040.00
699	2/07/2018	National Australia Bank	Credit Card charges – June, 2018	9,767.49
			Grand Total	\$826,023.17

Shire of Leonora				
Monthly Report - List of Accounts Paid by Authorisation of Council				
Submitted to Council on the 17th July, 2018				
Cheques numbered from 24174 to 24255 totaling \$329,403.81 submitted to each member of the Council on 17 th July, 2018 have been checked and are fully supported by remittances and duly certified invoices with checks being carried out as to prices, computations and costing.				
CHIEF EXECUTIVE OFFICER				
Cheque	Date	Name	Item	Payment
24174	17/07/2018	Air Liquide W.A. Ltd	Gas cylinder for medical centre	25.22
24175	17/07/2018	ALU Glass	Repair to sliding door at 1 Queen Vic and screen door at 137B Hoover St	1,386.00
24176	17/07/2018	ARC Infrastructure	Preparation of Licence to Use and Occupy Corridor Land contract	1,100.00
24177	17/07/2018	Austral Mercantile Collections P/L	Legal fees	5,614.04
24178	17/07/2018	Australian Airport Association	Airport Association 2018/2019 renewal	2,255.00
24179	17/07/2018	BOC Limited	Hydraulic hose and tracking period 29/05/2018-27/06/2018	219.81
24180	17/07/2018	Boldline Services	Parts, repairs and services of various Shire vehicles	12,895.30
24181	17/07/2018	Bunnings Building Supplies Pty Ltd	Materials and parts for depot maintenance	1,105.04
24182	17/07/2018	Butson Group Pty Ltd	Refreshments and meals for CCA sound crew GG 2018	422.00
24183	17/07/2018	Camp Kulin Charities Inc.	Donation of funds raised at market day for Camp Kulin, payment for 2 places	750.00
24184	17/07/2018	Canine Control	Ranger services 31 May - 3 June, 17 June - 20 June	8,007.14
24185	17/07/2018	Canning Pool and Pump Centre	Pool repair parts	643.90
24186	17/07/2018	Click Super	Facility fee and registration fee for May 2018	38.50
24187	17/07/2018	Coolgardie Tyre Service	6 new tyres	2,112.00
24188	17/07/2018	Covs Parts Pty Ltd	Parts for Shire vehicles	260.18
24189	17/07/2018	Coyles Mower & Chainsaw Centre	Service and repairs to lawnmowers, bull bar and brush cutters	1,210.20
24190	17/07/2018	Creative Spaces	Graphic design and printing of postcards for Museum and Info Centre, reprint of Gwalia Museum and Hoover House brochures	20,189.40
24191	17/07/2018	Custom Creative Carpentry	Skid steer dry hire for fencing at 13 Fitzgerald Drive	560.00
24192	17/07/2018	CyberSecure Pty Limited	1 x backup subscription - July, 2018	250.80
24193	17/07/2018	David Fitzgerald	Expenses related to printing of reports	441.37
24194	17/07/2018	Department Of Transport	Renewal of various vehicle registrations 2018-19	4,133.10
24195	17/07/2018	Eagle Petroleum (WA) Pty Ltd	Motorpass charges - June 2018	1,336.60
24196	17/07/2018	Economic Transitions	Site visit 30 & 3 May 2018 and remote support for Museum May 2018 and June 2018	8,700.00
			Sub Total	\$73,655.60

			Balance Brought Forward	\$73,655.60
24197	17/07/2018	Educational Experience	Community grant funds expenditure for Leinster Playgroup	280.72
24198	17/07/2018	Elite Gym Hire	Hire of gym equipment 01/07/2018-01/08/2018	1,072.50
24199	17/07/2018	Forman Bros	Plumbing works at various Shire properties	1,075.14
24200	17/07/2018	Giovanni Coffee	Coffee and tea for Hoover House and Gwalia Museum	92.65
24201	17/07/2018	Goldfield Services -	Cleaning of Shire properties - June 2018	7,961.25
24202	17/07/2018	Goldfields Tourism Network Association Inc.	2018-19 contribution to GTN, 2018-19 contribution to trail maintenance of the Golden Quest Discovery Trail	40,150.00
24203	17/07/2018	Goldfields Truck Power	Purchase of 20 sheets of mesh	2,299.00
24204	17/07/2018	Goldline Distributors	Supplies for various Shire departments	1,611.96
24205	17/07/2018	Haulmore Trailer Sales Pty Ltd	Supply used Tri Drop Deck Trailer - suitable for container on top deck and used Tandem Road Train Dolly	68,200.00
24206	17/07/2018	Horizon Power	Power usage for various Shire properties June 2018	4,461.30
24207	17/07/2018	J.R. & A. Hersey Pty Ltd	Various supplies for Shire Depot and gates for Braemore Rd	511.36
24208	17/07/2018	Juwest Pty Ltd	Dig out footing for light pole and pour concrete - Memorial Park, Tower Street	1,970.10
24209	17/07/2018	Kalgoorlie Case & Drill Pty Ltd	Wrench kit and sheets of grating for depot maintenance	5,837.80
24210	17/07/2018	Kalgoorlie Retravision	Samsung 43 inch smart TV	2,196.00
24211	17/07/2018	Kate Ferguson	Production of content for exhibition panels of Gwalia Exhibition #2	4,000.00
24212	17/07/2018	Kerion Pty. Ltd.	Flights for the month of May and June 2018	4,125.00
24213	17/07/2018	Kleenheat Gas	2 x gas bottles for 51 Gwalia Street	67.56
24214	17/07/2018	Komatsu Australia Pty Ltd	Filters and windscreen wipers for loader	233.27
24215	17/07/2018	Landgate	Fees and Charges	398.40
24216	17/07/2018	Leinster Contracting Services	Emptying of skip bins at Nambi Village and Malcolm Dam and repairs to borrowed light tower.	1,254.11
24217	17/07/2018	Leonora Drive Connectors	Hydraulic hose for CAT excavator	326.43
24218	17/07/2018	Leonora Motor Inn	Accommodation for Ranger 18-21 June and 03-05 July 2018	675.00
24219	17/07/2018	Leonora Post Office	Postal charges for June 2018, plus items for Childcare Centre	1,078.38
24220	17/07/2018	Leonora Supplies WA	Supplies for various Shire departments	921.06
24221	17/07/2018	Local Community Insurance Services	Community Market Insurance 2018/19	715.00
24222	17/07/2018	McMahon Burnett Transport	Freight charges various - June 2018	471.20
24223	17/07/2018	MLG OZ Pty Ltd	Supply 10/7mm and 20mm aggregate for Leonora Bypass Road	24,815.89
24224	17/07/2018	Moore Stephens	Accounting charges for June, Risk management services and WALGA PAYG workshop manual	6,270.00
24225	17/07/2018	Netlogic Information Technology	Consulting Labour - change facebook@leonora display name in Office	37.50
24226	17/07/2018	Nick Gahan.	Install two short concrete headstones for Elise Bowden and William Bowden at Leonora Cemetery	1,235.00
			Sub Total	\$257,999.18

			Balance Brought Forward	\$257,999.18
24227	17/07/2018	NRP Electrical Services	Carry out annual service 2018 of Innotech BMS at NGROAC	2,079.00
24228	17/07/2018	Office National Kalgoorlie	Meter charges and general services for copiers June 2018	3,254.49
24229	17/07/2018	Penns Cartage Contractors	Freight charges various June 2018 - Depot	708.40
24230	17/07/2018	Pop Rivet	Leonora tourist maps - Printing	1,224.30
24231	17/07/2018	Prime Media Group Ltd	Advertising for GG 2018 and Hoover House, Gwalia Museum	1,137.40
24232	17/07/2018	Prosegur Australia Pty Ltd	ATM monthly rental May 2018	2,823.83
24233	17/07/2018	PWT Electrical Pty Ltd	General electrical works on Shire properties - June 2018	7,638.57
24234	17/07/2018	Quick Corporate Australia	Stationery supplies for various Shire departments	4,605.93
24235	17/07/2018	RAMM Software Pty Ltd	RAMM pocket software 01/07/2018-30/06/2019 and RAMM annual support and maintenance fee 01/07/201...	7,990.29
24236	17/07/2018	Randstad	Additional staff for Childcare Centre April, May, June 2018	3,651.82
24237	17/07/2018	REDD Horizons Pty Ltd	Sessions held in the run up to the Leonora Golden Gift 2018 - Youth Training Program	720.00
24238	17/07/2018	Roderick Sprigg.	Material and fees to complete Gwalia Museum Mural	15,550.00
24239	17/07/2018	Ross Roses	Amendment to original order - roses for Hoover House garden	53.10
24240	17/07/2018	Sophie Makse	Reimbursement for day care materials and resources	1,139.74
24241	17/07/2018	South Sound Events	Additional payment to providers of Silent Disco at 2018 GG - Cover loss of headsets x 3 (minus b...	31.00
24242	17/07/2018	Southern Cross Austereo	Advertising for Leonora GG 2018	1,072.50
24243	17/07/2018	Squire Patton Boggs	Legal costs various - June 2018	3,809.30
24244	17/07/2018	Talitha Sprigg.	Hoover's Gold Cake for resale at Museum Cafe	350.00
24245	17/07/2018	Telstra	Phone usage - June, 2018	3,678.63
24246	17/07/2018	The Food Van	Morning tea for elderly folks 19/06/2018	70.00
24247	17/07/2018	Threat Protect	Installation of Permaconn GPRS & service at Rec Centre, Childcare Centre, Library, Bowling Club ...	3,369.30
24248	17/07/2018	Tjuma Pulka (Media) Aboriginal Corporation	Telstra phone line reimbursement 16/05/2018-15/06/2018	155.00
24249	17/07/2018	Toll Ipec Pty Ltd	Freight costs for various Shire departments - June 2018	1,774.71
24250	17/07/2018	Tourism Council Western Australia	ATAP renewal fee 2018/19	289.00
24251	17/07/2018	Water Corporation	Service charges for Gwalia building and Rec Centre 2018	276.26
24252	17/07/2018	West Australian Newspapers Ltd	Advertising costs - June, 2018 - Kalgoorlie Miner	1,370.40
24253	17/07/2018	Westland Autos No1 Pty Ltd	120,000km service for Ford Ranger P6	1,511.80
24254	17/07/2018	WINC Australia Pty Ltd	Tork centrefeed roll for Information Centre	98.63
24255	17/07/2018	Wurth Australia Pty Ltd	Tools and materials for depot maintenance	971.23
			Grand Total	\$329,403.81

10.0 REPORTS OF OFFICERS

10.2 (C) DEPUTY CHIEF EXECUTIVE OFFICER

10.2 (C) PROPOSED 2018/19 SCHEDULE OF FEES AND CHARGES

SUBMISSION TO: Meeting of Council
Meeting Date: 17th July 2018

AGENDA REFERENCE: 10.2 (C) JUL 18

SUBJECT: Proposed 2018/19 Schedule of Fees and Charges

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: N/A

FILE REFERENCE: 1.6

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Tanya Browning

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 10th July 2018

BACKGROUND

The executive management team recently met to discuss reviews of fees and charges that had been underway since the 2017/18 budget review. To properly review and engage all staff and ensure that all considerations had been undertaken, each department was contacted with the relevant section from the 2017/18 fees and charges schedule and they were invited to participate in the review and offer comments for consideration etc. This particularly included close review of associated legislation and regulatory references that dictate many of the fees and charges by Council.

Although the fees and charges will not be adopted until Council considers the 2018/19 draft annual budget, with the early completion of the review, it was considered an opportune time to review with the Council, so that any final adjustments can be made to schedule and relevant budget considerations undertaken prior to the draft annual budget being presented.

Attached for information, is the proposed 2018/19 schedule of fees and charges. Some information is noted below to assist with the notable changes and considerations within the document:

- Animal Control – all fees have been reviewed against legislation and updated accordingly (if required)
- Caravan Park Registrations – all fees have been reviewed against legislation and updated accordingly (if required)
- Child Care Centre Income – a comparison of like neighbouring centres was undertaken, which revealed that the fees at the Leonora Childcare facility are very competitive. Given that the centre is currently working toward assessment, it was decided to leave the fees for the first six months of the years, and then increase by 1.9% (in line with projected CPI) from the 1st January 2018, at which time more staff will have progressed with their studies toward higher qualification.
- Sanitation Household – a nominal increase of approximately 2.1% is being recommended to both domestic refuse and commercial refuse collections
- Cemetery – an increase to grave preparation fees of \$200 is being recommended. This reflects the true cost of excavator hire and skid steer hire costs for grave preparation.
- Swimming Pool – A review of neighbouring pools was undertaken last year and it was determined that the Leonora Aquatic Centre’s fees sit in the middle of the range. When consideration is given to the age, standard, condition of the facilities and the users within the community, the current fee structure remains fair and no further increase is proposed for this year.
- Aerodrome Landing and Passenger Fees – fee increases have been applied in previous years at various levels, in recognition of development and expansion works at the facility. This year, a small increase of 2.3% is being recommended for landing fees and passenger head tax
- Building Control – all fees have been reviewed against legislation and updated accordingly (if required)

- Gwalia & Hoover House – several rates have been reviewed and amended in line with recommendations from recent business plan review/development from Economic Transitions as well as other fees following completion of several renewal projects in the Gwalia precinct.
- NGROAC – Rental rates have been amended to reflect most recent independent valuation carried out earlier this year, which has already been built into proposed lease agreements to commence in the new financial year (including lease with Department of Communities). Some minor alterations have also been made to office rentals following review of other CRCs, including the introduction of an hourly rate and daily rate, and a discounted rate available for community groups (as opposed to corporate hirers).
- Private Works – With the withdrawal of licencing concessions and stamp duty exemptions for local governments, all rates were reviewed to consider necessary increases. After examination of other published rates, it was elected to let rates remain as they are, as they still accurately reflect internal costs etc. Given the works crew have limited opportunity to be able to perform private works due to existing workloads, this will have little impact on operations during the 2018/19 year.

There are several fees that are included within the schedule which are mandated by other regulatory bodies. These will continue to be monitored up until the 2018/19 budget is recommended for adoption by staff to ensure that the final published schedule is accurate with legislation.

The attached schedule of proposed fees and charges is not being recommended for adoption, but rather for discussion to highlight any further amendments. It will still be presented for adoption when the 2018/19 draft annual budget is presented for consideration.

STATUTORY ENVIRONMENT

Section 6.2(4) (k) of the Local Government Act 1995 highlights that a local government is to prepare an annual budget that incorporates a schedule of fees and charges to be imposed by the local government

Section 6.15(1) (a) (iii) of the Local Government Act 1995 allows a local government to receive revenue / income from fees and charges.

Section 6.16 (3) of the Local Government Act 1995 provides for the imposition of fees and charges by a local government, at the time of adopting the annual budget (absolute majority required).

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 that will have any detrimental effect on the Shire's finances.

STRATEGIC IMPLICATIONS

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

RECOMMENDATIONS

That the attached Proposed 2018/19 Schedule of Fees and Charges be included for consideration with the 2018/19 draft annual budget early in the new financial year.

VOTING REQUIREMENT

Simple Majority

SIGNATURE

Deputy Chief Executive Officer



Shire of Leonora

Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	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					
<u>Non Working Dogs</u>					
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
Sterilised lifetime			\$100.00	FRE	per dog* refund of excess fees will be provided if sterilised



Shire of Leonora

Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
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					
I052423 - 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					
I074422 - Caravan Park Annual Registration					
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 & Eating House Registrations			\$100.00	GST	
Renewal (annual)			\$50.00	GST	
I08 - EDUCATION & WELFARE					
I081 - Childcare Centre Fees					
I080008 - Childcare Centre Income					
Full day fee (per child) 01/07/17-31/12/17			\$76.00	GST	per day
Weekly booking (per child) 01/07/17-31/12/17			\$340.00	GST	per week
Half day fee (per child) 01/07/17-31/12/17			\$57.00	GST	per day
Full day fee (per child) 01/01/18-30/06/18			\$77.00	GST	per day
Weekly booking (per child) 01/01/18-30/06/18			\$345.00	GST	per week
Half day fee (per child) 01/01/18-30/06/18			\$58.00	GST	per day



Shire of Leonora

Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
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			\$192.00	FRE	per bin
I101504 - Charges - Sale of Bins			\$88.00	GST	per bin
I101 - Sanitation - Other					
I102410 - Charges - Commercial Refuse			\$416.00	FRE	per bin
I102411 - Charges - Bulk Refuse =< 10m3 truckload			\$110.00	GST	per truckload up to 10m3 each
I103 - Sewerage					
I103430 - Fees - Septic Tank Fees - Application			\$118.00	FRE	application fee only
Local Govt 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			\$400.00	FRE	
Grave Preparation			\$910.00	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	
I106 - Other - Town Planning					
I106001 - Town Planning Fees					
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	FRE	
B) more than \$50,000 but not more than \$500,000			0.32% of estimated cost of development	FRE	
C) more than \$500,000 but not more than \$2.5 million			\$1,700+0.257% for every \$1 in excess of \$500,000	FRE	
D) more than \$2.5 million but not more than \$5 million			\$7,161+0.206% for every \$1 in excess \$2.5m	FRE	
E) more than \$5 million but not more than \$21.5 million			\$12,633+0.123% for every \$1 in excess of \$5 million	FRE	
F) more than \$21.5 million			\$31,196	FRE	



Shire of Leonora

Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
I10 - COMMUNITY AMENITIES					
I106 - Other - Town Planning (cont'd)					
I106001 - Town Planning Fees (cont'd)					
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		FRE	
3. Determining a development application for an extractive industry where the development has not commenced or been carried out		\$739		FRE	
4. Determining a development application for an extractive industry where the development has commenced or been		The fee in item 3 plus, by way of penalty, twice that fee		FRE	
5. Providing a subdivision clearance for –				FRE	
A) not more than 5 lots		\$73 per lot		FRE	
B) more than 5 lots but not more than 195 lots		\$73 per lot for the first 5 lots and then \$35 per lot		FRE	
C) more than 195 lots		\$7,393		FRE	
5A. Determining an application to cancel or amend development approval		\$295		FRE	
6. Determining an initial application for approval of a home occupation where the home occupation has not commenced		\$222		FRE	
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		FRE	
8. Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires		\$73		FRE	
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		FRE	
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		FRE	
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			



Shire of Leonora

Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
I11 - RECREATION & CULTURE					
I114 - Recreation Facilities					
I114450 - Charges - Facility Hire		No Alcohol	Alcohol		
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		
Sport - Player Entry		\$5.00	\$2.00	GST	
Sport/Comm. Group - Nom./Game/Group/Team Fee		\$15.00		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	
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	
Seniors		50% of full rates	n/a	GST	Available upon production of Senior's Card
Key Deposit		\$25.00	n/a	FRE	
Corporate Membership - All Facilities (except pool)					
1-4 Members			\$400.00	GST	per year
5-8 Members			\$600.00	GST	per year
9+ Members			\$750.00	GST	per year



Shire of Leonora

Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
I11 - RECREATION & CULTURE					
I114 - Recreation Facilities					
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
Pool Facility Hire - Birthday Parties		\$22.00		GST	for 2 hours use of grassed area plus entry fee per person
I117 - Community Resource Centre					
I117004 - CRC Membership					
Membership (24 hour access)		Individual	Additional Users (per user)		Additional Users limited to three (3) per membership
1 month		\$40.00	\$10.00	GST	
3 months		\$60.00	\$10.00	GST	
6 months		\$90.00	\$20.00	GST	
1 year		\$140.00	\$20.00	GST	
Daily rate		\$20.00	N/A	GST	
Membership (business hours access)		Individual	Additional Users (per user)		Additional Users limited to three (3) per membership
1 month		\$25.00	\$10.00	GST	
3 months		\$50.00	\$10.00	GST	
6 months		\$80.00	\$20.00	GST	
1 year		\$120.00	\$20.00	GST	
Daily rate		\$20.00	N/A	GST	
Card Deposit		\$25.00	\$25.00	FRE	
I117006 - Computer Usage					
Log on fee			\$1.50	GST	
Per Minute			\$0.10	GST	
Wifi Connection 15 min			\$3.00	GST	
Wifi Connection 30 min			\$4.50	GST	
Wifi Connection 60 min			\$7.50	GST	



Shire of Leonora

Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
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					
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	
Binding of documents			Individual		
Up to 20 pages			\$2.50	GST	price is for binding service only (does not include printing)
20 - 50 pages			\$3.50	GST	price is for binding service only (does not include printing)
50 - 100 pages			\$5.50	GST	price is for binding service only (does not include printing)
100+ pages			\$7.50	GST	price is for binding service only (does not include printing)
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	



Shire of Leonora Fees and Charges for 2018 - 2019



- I117011 - Toy Library**
 - Membership 6 month
 - Membership 6 month
 - Deposit
- I126 - Aerodrome**
 - I126410 - Fees - Landing at Airport**
 - I126420 - Passenger Head Tax**
 - I126430 - Charges - Fuel at Airport drum**
 - Refuelling - Office Hours (inc reset of AirBP bowser)
 - Refuelling - After hours (inc reset of AirBP bowser)

2018-19	2018-19	2018-19	GST Ind	Comments
		\$30.00	GST	
		\$50.00	GST	
		\$40.00	FRE	
		\$13.30 per tonne	GST	
		\$13.30 per person	GST	For all aircraft with a maximum takeoff weight >5700kg
		Actual Cost	GST	As per purchase price by Council, plus staff labour
		\$27.50	GST	Between 6am and 6pm weekdays
		\$245.00	GST	Times not included above



Shire of Leonora Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
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 \$97.70			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 \$97.70			FRE	
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 \$97.70			FRE	
d) application for a demolition permit					
1. for demolition work in respect of a Class 1 or Class 10 building or incidental structure			\$97.70	FRE	
2. for demolition work in respect of a Class 2 to Class 9 building		\$97.70 for each story of the building		FRE	
e) application to extend the time during which a building or demolition permit has effect			\$97.70	FRE	
f) application for an occupancy permit for a completed building			\$97.70	FRE	
g) application for a temporary occupancy permit for an incomplete building			\$97.70	FRE	
h) application for modification of an occupancy permit for additional use of a building on a temporary basis			\$97.70	FRE	
i) application for a replacement occupancy permit for permanent change of the buildings use			\$97.70	FRE	
j) application for an occupancy permit or building approval certificate for registration of Strata Scheme, plan of re-subdivision			\$107.70	FRE	
k) application for an occupancy permit for a building in respect of which unauthorised work has been done			\$97.70	FRE	
l) application for a building approval certificate for a building in respect of which unauthorised work has been done			\$97.70	FRE	
m) application to replace an occupancy permit for an existing building			\$97.70	FRE	



Shire of Leonora

Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
I13 - ECONOMIC SERVICES					
I133 - Building Control (cont'd)					
n) application for a building approval certificate for an existing building where unauthorised work has been done			\$97.70	FRE	
o) application to extend the time during which an occupancy permit or building approval certificate has effect			\$97.70	FRE	
p) application as defined in regulation 31 – for each building standard in respect of which a declaration is sought is			\$2,160.15	FRE	
q) inspections of pool enclosures			\$57.45	FRE	
r) local government approval of battery powered smoke alarms			\$97.70	FRE	
I13 - ECONOMIC SERVICES					
I133 - Building Control					
Building Service Levy				FRE	
		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	
I133 - Building Control					
Building Construction Industry Training Fund			Over \$20,000.00		
Value of construction work (including GST)			0.2%	GST	
I134 - Gwalia Historic Precinct					
I134451 - Museum Entry					
Adult			\$0.00	GST	Donation optional
Child			\$0.00	GST	Donation optional
Family			\$0.00	GST	Donation optional
Handset for Audio Tours			\$2.00	GST	
Entrance Fees - Bus Tours			\$0.00	GST	Donation optional



Shire of Leonora

Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
I13 - ECONOMIC SERVICES					
I134 - Gwalia Historic Precinct					
I134452 - Hoover House Accommodation					
Gold Room (Single) to 31/12/2018					
Event Rate			\$272.00	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$238.00	GST	price is per night (High Occupancy)
Public Rate			\$170.00	GST	price is per night
Corporate Rate			\$153.00	GST	price is per night
Travel Agent (commissionable)			\$153.00	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$136.00	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$127.50	GST	price is per night (i.e. Cox & Kings)
Gold Room (Double) to 31/12/2018					
Event Rate			\$304.00	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$266.00	GST	price is per night (High Occupancy)
Public Rate			\$190.00	GST	price is per night
Corporate Rate			\$171.00	GST	price is per night
Travel Agent (commissionable)			\$171.00	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$152.00	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$142.50	GST	price is per night (i.e. Cox & Kings)
Gold Room (Extra Person) to 31/12/2018					
Event Rate			\$80.00	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$70.00	GST	price is per night (High Occupancy)
Public Rate			\$50.00	GST	price is per night
Corporate Rate			\$45.00	GST	price is per night
Travel Agent (commissionable)			\$45.00	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$40.00	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$37.50	GST	price is per night (i.e. Cox & Kings)
Blue Room (Single) to 31/12/2018					
Event Rate			\$272.00	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$238.00	GST	price is per night (High Occupancy)
Public Rate			\$170.00	GST	price is per night
Corporate Rate			\$153.00	GST	price is per night
Travel Agent (commissionable)			\$153.00	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$136.00	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$127.50	GST	price is per night (i.e. Cox & Kings)
Blue Room (Double) to 31/12/2018					
Event Rate			\$304.00	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$266.00	GST	price is per night (High Occupancy)
Public Rate			\$190.00	GST	price is per night
Corporate Rate			\$171.00	GST	price is per night
Travel Agent (commissionable)			\$171.00	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$152.00	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$142.50	GST	price is per night (i.e. Cox & Kings)



Shire of Leonora

Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
I13 - ECONOMIC SERVICES					
I134452 - Hoover House Accommodation					
Maroon Room (Single) to 31/12/2018					
Event Rate			\$256.00	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$224.00	GST	price is per night (High Occupancy)
Public Rate			\$160.00	GST	price is per night
Corporate Rate			\$144.00	GST	price is per night
Travel Agent (commissionable)			\$144.00	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$128.00	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$120.00	GST	price is per night (i.e. Cox & Kings)
Maroon Room (Double) to 31/12/2018					
Event Rate			\$272.00	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$238.00	GST	price is per night (High Occupancy)
Public Rate			\$170.00	GST	price is per night
Corporate Rate			\$153.00	GST	price is per night
Travel Agent (commissionable)			\$153.00	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$136.00	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$127.50	GST	price is per night (i.e. Cox & Kings)
Gold Room (Single) to 31/03/2019					
Event Rate			\$293.76	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$257.04	GST	price is per night (High Occupancy)
Public Rate			\$183.60	GST	price is per night
Corporate Rate			\$165.24	GST	price is per night
Travel Agent (commissionable)			\$153.00	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$136.00	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$127.50	GST	price is per night (i.e. Cox & Kings)
Gold Room (Double) to 31/03/2019					
Event Rate			\$328.32	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$287.28	GST	price is per night (High Occupancy)
Public Rate			\$205.20	GST	price is per night
Corporate Rate			\$184.68	GST	price is per night
Travel Agent (commissionable)			\$171.00	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$152.00	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$142.50	GST	price is per night (i.e. Cox & Kings)
Gold Room (Extra Person) to 31/03/2019					
Event Rate			\$86.40	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$75.60	GST	price is per night (High Occupancy)
Public Rate			\$54.00	GST	price is per night
Corporate Rate			\$48.60	GST	price is per night
Travel Agent (commissionable)			\$45.00	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$40.00	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$37.50	GST	price is per night (i.e. Cox & Kings)



Shire of Leonora Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
I13 - ECONOMIC SERVICES					
I134452 - Hoover House Accommodation					
Blue Room (Single) to 31/03/2019					
Event Rate			\$293.76	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$257.04	GST	price is per night (High Occupancy)
Public Rate			\$183.60	GST	price is per night
Corporate Rate			\$165.24	GST	price is per night
Travel Agent (commissionable)			\$153.00	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$136.00	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$127.50	GST	price is per night (i.e. Cox & Kings)
Blue Room (Double) to 31/03/2019					
Event Rate			\$328.32	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$287.28	GST	price is per night (High Occupancy)
Public Rate			\$205.20	GST	price is per night
Corporate Rate			\$184.68	GST	price is per night
Travel Agent (commissionable)			\$171.00	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$152.00	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$142.50	GST	price is per night (i.e. Cox & Kings)
Maroon Room (Single) to 31/03/2019					
Event Rate			\$276.48	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$241.92	GST	price is per night (High Occupancy)
Public Rate			\$172.80	GST	price is per night
Corporate Rate			\$155.52	GST	price is per night
Travel Agent (commissionable)			\$144.00	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$128.00	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$120.00	GST	price is per night (i.e. Cox & Kings)
Maroon Room (Double) to 31/03/2019					
Event Rate			\$293.76	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$257.04	GST	price is per night (High Occupancy)
Public Rate			\$183.60	GST	price is per night
Corporate Rate			\$165.24	GST	price is per night
Travel Agent (commissionable)			\$153.00	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$136.00	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$127.50	GST	price is per night (i.e. Cox & Kings)
Gold Room (Single) to 30/06/2019					
Event Rate			\$293.76	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$257.04	GST	price is per night (High Occupancy)
Public Rate			\$183.60	GST	price is per night
Corporate Rate			\$165.24	GST	price is per night
Travel Agent (commissionable)			\$165.24	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$146.88	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$137.70	GST	price is per night (i.e. Cox & Kings)



Shire of Leonora

Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
I13 - ECONOMIC SERVICES					
I134452 - Hoover House Accommodation					
Gold Room (Double) to 30/06/2019					
Event Rate			\$328.32	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$287.28	GST	price is per night (High Occupancy)
Public Rate			\$205.20	GST	price is per night
Corporate Rate			\$184.68	GST	price is per night
Travel Agent (commissionable)			\$184.68	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$164.16	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$153.90	GST	price is per night (i.e. Cox & Kings)
Gold Room (Extra Person) to 30/06/2019					
Event Rate			\$86.40	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$75.60	GST	price is per night (High Occupancy)
Public Rate			\$54.00	GST	price is per night
Corporate Rate			\$48.60	GST	price is per night
Travel Agent (commissionable)			\$48.60	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$43.20	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$40.50	GST	price is per night (i.e. Cox & Kings)
Blue Room (Single) to 30/06/2019					
Event Rate			\$293.76	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$257.04	GST	price is per night (High Occupancy)
Public Rate			\$183.60	GST	price is per night
Corporate Rate			\$165.24	GST	price is per night
Travel Agent (commissionable)			\$165.24	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$146.88	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$137.70	GST	price is per night (i.e. Cox & Kings)
Blue Room (Double) to 30/06/2019					
Event Rate			\$328.32	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$287.28	GST	price is per night (High Occupancy)
Public Rate			\$205.20	GST	price is per night
Corporate Rate			\$184.68	GST	price is per night
Travel Agent (commissionable)			\$184.68	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$164.16	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$153.90	GST	price is per night (i.e. Cox & Kings)
Maroon Room (Single) to 30/06/2019					
Event Rate			\$276.48	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$241.92	GST	price is per night (High Occupancy)
Public Rate			\$172.80	GST	price is per night
Corporate Rate			\$155.52	GST	price is per night
Travel Agent (commissionable)			\$155.52	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$138.24	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$129.60	GST	price is per night (i.e. Cox & Kings)



Shire of Leonora Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
I13 - ECONOMIC SERVICES					
I134452 - Hoover House Accommodation					
Maroon Room (Double) to 30/06/2019					
Event Rate			\$293.76	GST	price is per night (i.e. Diggers & Dealers)
Rack Rate			\$257.04	GST	price is per night (High Occupancy)
Public Rate			\$183.60	GST	price is per night
Corporate Rate			\$165.24	GST	price is per night
Travel Agent (commissionable)			\$165.24	GST	price is per night (li.e. Flight Centre)
Wholesale (nett)			\$146.88	GST	price is per night (i.e. Pinnacle Tours)
Inbound (nett)			\$137.70	GST	price is per night (i.e. Cox & Kings)
RV			\$0.00	GST	Donation optional
I134454 - Merchandise Sales					
Publications, maps & guides					
110° In The Water Bag			\$40.00	GST	
Gwalia Unearthed guide			\$14.95	GST	
Leonora Loop Trail Guidebook			\$6.00	GST	
Gwalia School: The Missing Years			\$15.00	GST	
Hoovers Gold DVD			\$32.00	GST	
Gwalia Unearthed DVD			\$14.95	GST	
Looking Back			\$32.00	GST	
Mullock, Mulga & Memories			\$25.50	GST	
And Be Home Before Dark			\$35.95	GST	
Now You Can Eat Father Xmas			\$20.00	GST	
Front Line Policing			\$32.50	GST	
Tall Timber			\$29.50	GST	
Heart of Gold			\$7.95	GST	
Golden Quest Discovery Trail			\$38.95	GST	
Goats Need Space			\$12.00	GST	
Answering a Call			\$12.00	GST	
An Unlucky Oasis			\$40.00	GST	
Historical Cookbook			\$20.00	GST	
Gwalia			\$30.00	GST	
Digging Up the Past			\$15.00	GST	
Gold & Jewellery					
Boxed nugget			\$5 - \$200	GST	Price dependent on gold price and item weight
Gold nugget ornament			\$5.50	GST	Price dependent on gold price and item weight
Gold nugget earrings			\$5 - \$200	GST	Price dependent on gold price and item weight
Gold nugget necklace			\$5 - \$200	GST	Price dependent on gold price and item weight
Gold nugget hat badge			\$5.50	GST	Price dependent on gold price and item weight
Iron ore jewellery			\$10 - \$25	GST	



Shire of Leonora

Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
I13 - ECONOMIC SERVICES					
I134454 - Merchandise Sales					
Souvenirs - Gwalia/Leonora					
Bucket Hat- Child			\$20.00	GST	
Bucket Hat - Youth/Adult			\$25.00	GST	
Engraved pen			\$5.95	GST	
Iron on cloth badge			\$7.95	GST	
Sketch of cottage - photocopy			\$2.00	GST	
Sketch of cottage - photocopy (Arlene Collins)			\$12.00	GST	
Miner poem - mounted			\$4.00	GST	
Embroidered cap			\$15.00	GST	
Straw hat			\$10.00	GST	
Photograph - framed			\$19.95	GST	
Photograph - historic			\$5.00	GST	
Car sticker			\$4.50	GST	
Stubby holder Milk Ctn			\$10.00	GST	
Stubby holder B			\$10.00	GST	
Wine Coolers			\$15.00	GST	
Water Drink Holders			\$10.00	GST	
Aluminium 750ml Eater Bottle			\$15.00	GST	
Cork Based Coasters			\$10.00	GST	
Enamel Mug			\$15.00	GST	
Calico Bag Printed			\$12.00	GST	
Poster			\$2.00	GST	
Fridge magnet A			\$2.50	GST	
Fridge magnet B			\$5.50	GST	
Postcard			\$1.00	GST	
Keyring - Leonora			\$8.00	GST	
Glass - Scotch			\$11.00	GST	
Glass - Beer			\$12.00	GST	
Glass - Champagne			\$12.00	GST	
Glass - White wine			\$12.00	GST	
Glass - Red wine			\$14.00	GST	
Glass - Shot			\$10.00	GST	
Mug - White Ceramic			\$15.00	GST	
Spoon			\$7.00	GST	
Lanyard			\$3.50	GST	
Note Book and Pen			\$10.00	GST	
Hat Badges			\$5.50	GST	
Polo Shirts			\$35.00	GST	



Shire of Leonora

Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
I13 - ECONOMIC SERVICES					
I134454 - Merchandise Sales					
Souvenirs - Other					
Mt Morgans print			\$5.00	GST	
Souvenirs - Other					
How to enjoy WA Wildflowers			\$21.00	GST	
Wildflowers of WA Calendar			\$21.95	GST	
Tea Towel - various designs			\$9.00	GST	
Spring Wildflowers Part 1			\$21.95	GST	
Australia Mail It Map - small A			\$7.00	GST	
Australia Mail It Map - large A			\$12.95	GST	
Australia Mail It Map - small B			\$13.00	GST	
Australia Mail It Map - large B			\$14.00	GST	
Collection Access			\$25.00	GST	Research (per hour)
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			\$500.00	GST	per day or part thereof
Photography			\$250.00	GST	per day or part thereof
I134455 - Catering & Coffee Sales					
Bed & Breakfast					
Continental Breakfast			\$8.00	GST	per person
Morning/Afternoon Tea					For Meetings & Workshops
Tea, coffee, slice			\$10.00	GST	per person
Espresso, slice or scones			\$10.00	GST	per person
Lunch Sandwiches, fruit, tea or coffee			\$25.00	GST	per person
Sandwiches, tea or coffee			\$20.00	GST	per person
Cafe Sales					
Espresso or hot chocolate - mug			\$4.50	GST	
Espresso or hot chocolate - cup			\$4.50	GST	
Tea or instant coffee - cup			\$4.00	GST	
Iced coffee, chocolate or milkshake			\$5.50	GST	
Soft drink			\$2.50	GST	
Bottled water			\$2.50	FRE	
Cheesecake - Various			\$6.00	GST	
Slice various - large			\$6.00	GST	
Slice various - small			\$3.00	GST	



Shire of Leonora

Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
I13 - ECONOMIC SERVICES					
I134455 - Catering & Coffee Sales					
Muffin - various			\$3.50	GST	
Toasted sandwich			\$6.00	GST	
Chips & gravy			\$6.00	GST	
I134460 - Facility Hire					
Function Hire					
Hoover House, lawns & kitchen			\$600.00	GST	
Security Deposit (Hoover House, lawns & kitchen)			\$200.00	FRE	
Lawn Area - day function			\$300.00	GST	
Lawn Area - evening function			\$400.00	GST	
Security Deposit (Lawn Area)			\$100.00	FRE	
BBQ Hire			\$75.00	GST	
Kitchen Hire			\$150.00	GST	
Tables and Chairs			\$1.00	GST	per person
Hire of Meeting Room or Verandah					
Full Day			\$300.00	GST	
Half Day			\$200.00	GST	
Two hour meeting			\$150.00	GST	
Evening			\$400.00	GST	
Hire of Projector and Screen			\$50.00	GST	
P/A Lectern Hire			\$40.00	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	
I137 - Shared Office Administration Centre					
I137009 - Office 1			\$11,220.00	GST	per annum plus outgoings
I137010 - Office 2			\$10,615.00	GST	per annum plus outgoings
I137011 - Office 4			\$34,815.00	GST	per annum plus outgoings
I137012 - DCPFS (Office 3) & Facility Rental			\$88,650.00	GST	per annum plus outgoings
I137014 - Office 5			\$26,840.00	GST	per annum plus outgoings
I137013 - Casual Office Rental					
Office 1			\$55.00	GST	per day
Office 2			\$55.00	GST	per day
Consultant Room			\$55.00	GST	per day
Conference Room			\$165.00	GST	per day
Webcam Room			\$55.00	GST	per day
Training Room			\$55.00	GST	per day
Small Meeting Room			\$55.00	GST	per day
Family Interview Room			\$55.00	GST	per day



Shire of Leonora Fees and Charges for 2018 - 2019



	2018-19	2018-19	2018-19	GST Ind	Comments
I14 - OTHER PROPERTY & SERVICES					
I141 - Private Works					
I141450 - Charges - plant hire					
Front End Loader			\$220.00	GST	per hour
Prime Mover and Low Loader			\$247.50	GST	per hour
Road 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	
Prime Mover - 1 Trailer			\$220.00	GST	per hour
Prime Mover - 2 Trailer			\$234.30	GST	per hour
Tiptruck - 10m3			\$170.50	GST	per hour
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 (37,000L)			\$220.00	GST	per hour
Water Truck (3,000L)			\$110.00	GST	per hour
Labour Hire (Gardens & General Labour)			\$55.00	GST	per hour (normal working hours only)
Labour Hire (Gardens & General Labour)			\$82.50	GST	per hour (overtime hours/penalty rates)
Labour Hire (Plant Operators etc)			\$93.50	GST	per hour

10.0 REPORTS OF OFFICERS

10.3 ENVIRONMENTAL HEALTH OFFICER/BUILDING SURVEYOR

Nil

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

A. ELECTED MEMBERS

Nil

B. OFFICERS

Nil

12.0 NEXT MEETING

Tuesday 21st August, 2018

13.0 CLOSURE OF MEETING