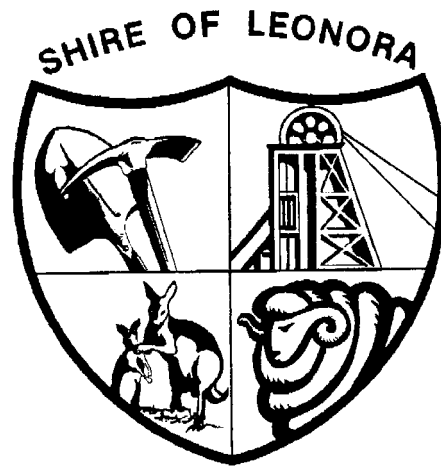


President: _____

SHIRE OF LEONORA

NOTICE OF AN ORDINARY COUNCIL MEETING



**MINUTES OF ORDINARY MEETING HELD
IN SHIRE CHAMBERS, LEONORA
ON TUESDAY 19TH JUNE, 2012
COMMENCING AT 9:30 AM**

President: _____

1.0 DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS / FINANCIAL INTEREST DISCLOSURE

1.1 Cr JF Carter declared the meeting open at 9:30 am

1.2 Visitors or members of the public in attendance

At 10.30am – Mr Dave Grills, Senior Constable and Crime Prevention and Diversity Officer. Presentation on Two Programs, namely “Eyes on the Street” and “Designing out Crime”

1.3 Financial Interests Disclosure

Cr LR Petersen declared an impartial interest in item 11.0(B)(i)

2.0 DISCLAIMER NOTICE

3.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

3.1 Present

| | |
|--------------------------------|--------------|
| President | J F Carter |
| Deputy President | P Craig |
| Councillors | G W Baker |
| | M W V Taylor |
| | R A Norrie |
| | L R Petersen |
| Chief Executive Officer | J G Epis |
| Deputy Chief Executive Officer | T M Browning |

3.2 Apologies

| | |
|------------|-------------|
| Councillor | S J Heather |
|------------|-------------|

3.3 Leave Of Absence (Previously Approved)

Nil

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5.0 PUBLIC QUESTION TIME

Nil

6.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7.0 PETTITIONS / DEPUTATIONS / PRESENTATIONS

Nil

President: _____

8.0 CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETINGS

Moved Cr RA Norrie, Seconded Cr MWV Taylor that the Minutes of the Ordinary Meeting held on 15th May, 2012 be confirmed as a true and accurate record.

CARRIED (6 VOTES TO 0)

9.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Cr JF Carter made the following announcements:

- Thanked Cr MWV Taylor for opening Health Expo held in Leonora previous week. The expo was well attended by members of the community and agencies.
- Sponsors function over the Golden Gift weekend was well attended, although it can be improved in future years.

President: _____

10.0 REPORTS OF OFFICERS

10.1 CHIEF EXECUTIVE OFFICER

10.1(A) REFERENCE GROUP - GWALIA

SUBMISSION TO: Meeting of Council
Meeting Date: 19th June, 2012

AGENDA REFERENCE: 10.1(A) JUN 12

SUBJECT: Reference Group - Gwalia

LOCATION / ADDRESS: Not Applicable

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: Gwalia Reference Group 8.14a

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: James Gregory Epis

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 21st May, 2012

BACKGROUND

The Gwalia Reference Group met on the 12th April, 2012. Minutes of this meeting together with Appendix's 1 to 4 are attached to this report. As detailed previously, matters raised at GRG meetings and detailed in their minutes are to be considered by Council at its monthly meetings.

From the 12th April, 2012 Minutes, the following matters require the attention Council:

- (i) the adoption of the Terms of Reference in regard the Gwalia Reference Group.
- (ii) that the Schedule of Charges for the Museum, the Collection Access and Hoover House Bed and Breakfast and Function Venue be considered in readiness for inclusion in the Shire of Leonora's Budget 2012/2013.

STATUTORY ENVIRONMENT

Section 3.2(2) of the Local Government Act 1995, states that the general function of a local government is to provide for the good government of persons in a district.

POLICY IMPLICATIONS

There are no Policy Implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

At this stage there are no financial implications resulting from the recommendation of this report.

President: _____

STRATEGIC IMPLICATIONS

Again at this stage there are no strategic implications resulting from the recommendations of this report.

RECOMMENDATIONS

- (i) the Gwalia Reference Group Minutes of the Meeting dated 12th April, 2012 be noted.
- (ii) the Gwalia Reference Group Terms of Reference be adopted with one amendment, that being remove “Council” from the first line under Aims and Objectives; and
- (iii) the Schedule of Fees and charges applicable to the Museum, the Collections Access and Hoover House Bed and Breakfast and Function Venue be included in the 2012/2013 Budget Document for further consideration.

VOTING REQUIREMENT

Simple majority required.

COUNCIL DECISION

Moved Cr P Craig, Seconded Cr LR Petersen that

- (i) the Gwalia Reference Group Minutes of the Meeting dated 12th April, 2012 be noted.
- (ii) the Gwalia Reference Group Terms of Reference be adopted with one amendment, that being remove “Council” from the first line under Aims and Objectives; and
- (iii) the Schedule of Fees and charges applicable to the Museum, the Collections Access and Hoover House Bed and Breakfast and Function Venue be included in the 2012/2013 Budget Document for further consideration.

CARRIED (6 VOTES TO 0)

GWALIA REFERENCE GROUP MINUTES OF MEETING

Thursday, 12 April 2012 at Hoover House, Gwalia

The meeting opened at 3.05 pm.

1. Attendance/Apologies

Attendance: Jeff Carter; Judy Carter; Matt Taylor; Elaine Labuschagne; Gail Ross; Jacqui Sherriff

Apologies: Tralee Cable

2. Confirmation of Minutes of Previous Meeting

The Minutes of the previous meeting, held on 7 March, 2012, were confirmed.

Moved; Elaine Labuschagne; Seconded: Gail Ross

3. Business Arising

3.1 Terms of Reference

It was agreed that the Terms of Reference be endorsed with the following amendment:

- First sentence under 'Membership' to read 'The Reference Group is made up of *a maximum of*'

Moved: Judy Carter; Seconded: Gail Ross

Jeff advised that he has had an initial discussion with Jeff Waddington, St Barbara Mines, regarding a representative and will follow up with him. *Action: Jeff*

Action: Terms of Reference to be forwarded to Council for adoption.

3.2 List of Grant Programs

Elaine confirmed that a list of grant programs has been circulated for information.

No further action required.

3.3 Forward Plan

Jacqui and Elaine have worked on the document some more and spent a productive couple of hours with Gail and Gary Ross regarding Hoover House.

Action: Jacqui to complete draft and circulate to Reference Group for input and comment

3.4 Living Ghost Town Registration

Jeff advised that he has not yet followed up with Guy Brownlie. *Action: Jeff*

4. Promotion and Publicity

4.1 Name and Logo

Jacqui advised that a draft of the background paper has been commenced.

Action: Jacqui to circulate prior to further discussion.

4.2 Website

Gail advised that she has obtained the domain name and password to make changes to the new website. She has corrected the phone numbers but further work is needed.

It was agreed that the search name needs attention as it currently comes up as 'Gwalia House' (On a Google search for example) and that links with tourist websites need to be reestablished as soon as

President: _____

possible. It was suggested that Sarah Mazza or Danielle Robertson at the Kalgoorlie Visitors Centre may be able to assist with this. Tralee Cable may also be able to assist. *Action: Gail to follow up*

It was agreed that the content needs immediate improvement, particularly the naming and grammar. *Action: Jacqui*

4.3 Media

There were no media articles last month.

The *Kalgoorlie Miner* is keen for articles and it was agreed that information be forwarded on work to the woodline engine and maintenance work to Hoover House. It was also confirmed that an article be drafted for the *Tower Street Times*.

Action: Jacqui

5. Visitor Services

5.1 Visitor Numbers for the month of March, 2012

Gate: 159 adults; 28 children

5.2 Hoover House B&B for the month of March, 2012

B&B: 45 guests (34 rooms)

Functions: three lunches, four meetings and one wedding.

6. Projects

6.1 Patroni's Guest Home Conservation Project

It was agreed that a progress report be presented to the next meeting.

Action: CEO/Jacqui

6.2 Gwalia Townsite Interpretation Project

Jacqui reported that the museum designer will be on site on Friday, 13 April to look at the site and develop initial concepts for the fitout of Mazza's Store.

6.3 APOD Projects

Gail reported that work was continuing on sanding and repainting the verandah balustrade. The participants have also helped move building material from the Electrical Shed to Mazza's Store.

6.4 Woodline Engine (Midland/Ken)

Bob Biggs, a retired boiler maker/welder and former Gwalia resident, has commenced conservation work on the engine. Bob has requested a pit under the engine to enable work on the under carriage. It was agreed that the Chair would discuss this with the CEO.

Action: Jeff

There was some discussion regarding the time frame and funding for this project and it was agreed that the information be obtained for next meeting. *Action: Jacqui*

7. Building Collection

7.1 Townsite Conservation

Jacqui reported that she has commenced working on priorities and strategies for the cottages. It was agreed that priorities should be based on significance and condition. It was also agreed that the contractor's fee for Patroni's be used as a basis for budgeting purposes (based on figure per square metre).

Action: Jacqui

President: _____

7.2 Headframe, pergola and hitching rail

Headframe: Jeff advised that he has approached Andy Eames from Mammoet Crane Hire to temporarily secure the crane. It is anticipated that this should be done soon. It was agreed that the cause of damage be reported to the Reference Group as the bolts were tightened and plates secured about two years ago. *Action: Jeff*

Pergola:

Bob (contractor at Patroni's) has agreed to do the work.

Hitching Rail:

The hitching rail was damaged (pushed over?) some time while Gail and Gary were in Perth attending the Camping and Caravan Expo. The timbers have been put into storage until it can be repaired by the contractors working on Patroni's. *Action: Jeff/Gail*

Gail requested guidelines on the work required for the pergola and hitching rail. *Action: Jacqui*

7.3 Mine Manager's House verandah

Gail showed members a test area using Cabot's Decking Oil. It was agreed that options for removing the existing varnish/paint finish be investigated, including water cleaning and sanding. It was also agreed that the timbers would come up better if they were sanded prior to the application of the oil. *Action: Gail*

7.4 Clearing up materials behind Mazza's Store

It was noted that the materials have not been cleared up yet.

Action: Jeff to follow up with CEO

7.5 Swimming Pool

Jeff advised that he has not yet discussed the issue of the deteriorating pool with St Barbara's local manager. *Action: Jeff*

It was agreed that the heritage status and significance of the pool be determined. *Action: Jacqui*

7.6 Swimming Pool at Mine Manager's House

No work as yet.

8. Object Collection

8.1 Collection Policy

The draft Collection Policy has been circulated. Members advised that they had not yet looked at it. For discussion at next meeting.

Action: All

8.2 Donated items in storage at Shire Depot

Inventory required for planning purposes. *Action: Jacqui*

8.3 Storage and Work Areas

Gail, Jacqui and Elaine have spent some time looking at this.

Work Areas

The Curator's Office will be located in the room at the rear of the Assay Office (Previously storage/junk room). This needs to be emptied out and cleaned thoroughly and any gaps (such as

President: _____

where electrical conduits come through the ceiling) filled. The floor also needs covering with Lino or suitable carpet to help keep out the dust and the windows covered with dark blinds to keep out light. *Action: Jacqui to compile list of requirements for Curator's Office*

It is anticipated that the existing 'archive room' will be re-opened to visitors for viewing and use as a researcher's room by appointment. It will also be used for work on the collection as required.

Storage areas

- Large objects: front of Electrical Shed (most are in Mazza's at the moment)
- Smaller objects: rear of Electrical Shed. The area has been cleared out and metal shelving has been ordered.
- Photographs and Documents: in Curator's Office. Jeff has negotiated some filing cabinets which should be delivered soon.

8.4 NLA Grant

Jacqui advised that the Shire will be applying for a Significance Assessment and archival materials through the National Library of Australia's Community Heritage Grant.

Action: Jacqui/CEO

9. Archives and Photographs Collection

9.1 Organisational Records

Jacqui reported that she has completed the initial sorting of the records from the Gwalia Tourist Association, Leonora Tourist Committee, Leonora-Gwalia Historical Association and Leonora Gwalia Historical Museum Ltd. The records now need organizing and filing for access. The shelves and filing cabinets in the office are yet to be done.

Action: Jacqui to progress

9.2 Photograph Permission to Use Form

Jacqui advised that it is standard practice within museums, galleries and libraries to charge for the private and commercial use of images. Users must complete an application form and provide payment before images are released. This has three purposes: (i) it generates income; (ii) it highlights the significance of the image; and, (iii) it prevents exploitation of the collection.

Jacqui and Elaine reviewed the forms and charges made by the State Library of Western Australia, the City of Fremantle and the Eastern Goldfields Historical Society. Based on this, it is recommended that the following fees be charged (inclusive of GST) as per the attached form:

- Personal Use: \$11.00 per image
- Commercial Use: \$22.00 per image
- Postage within Australia: \$3.30
- Postage Overseas: \$22.00

Action: Jacqui to forward to CEO for information and direction on how to proceed.

10. Professional Development

Jacqui reported that she and Gail attended a Conservation of Photographs Workshop in Kalgoorlie on 22 and 23 April. The workshop was organized by CollectionsCare Goldfields and presented by Isa Loo from the Western Australian Museum. The workshop provided an excellent overview of the care of photographs and has provided the basis for draft guidelines for the storage and reproduction of our own collection.

For Noting

President: _____

11. Other Business

11.1 Procedures for projects at Gwalia

Members discussed the need for the public to be aware that procedures need to be followed when individuals and families wish to undertake a project or put up a remembrance plaque or similar at Gwalia. It was agreed that this should be covered in the proposed article for the Tower Street Times.

Action: Jacqui

11.2 Possible acquisitions

Matt advised that there is a new manager at Murrin Murrin Station and there are some items there that have previously been identified as possible acquisitions. Other items may be at Glenorn Station and Nambi Station (including a saw used on the mine at the latter).

Action: Jeff and CEO to follow up

11.3 Mine Model

Elaine advised that the conservators will need ample notice so that they can schedule a visit to Gwalia

Jeff advised that the conservation work will be included in the 2011.12 budget and a formal letter will be sent to St Barbara's re sharing the costs.

No action required until budget is adopted.

11.4 CollectionsCare Goldfields

Elaine advised that CollectionsCare Goldfields will be closing on 11 May, 2012 but may be continuing from July through contributions from relevant local government authorities.

For noting.

11.5 Advertising Brochures

Gail raised the issue of advertising brochures for Gwalia. The Visitor Centre has recently produced a double sided A3 map (Leonora on one side and Gwalia on the other) and propose that this replace the existing advertising brochures for the 'museum' and Hoover House'.

It was agreed that the A3 maps were a great resource for when people arrive in Leonora/Gwalia, but are not suitable for advertising displays in other visitor centres etc.

It was agreed that the existing brochures be checked for accuracy (organization, contact details, prices, opening hours etc) and that a minimum amount be reprinted. *Action: Gail*

12. Date of next meeting

Thursday, 10 May 2012 at 3pm, at Hoover House.

The meeting closed at 4.40pm.

GWALIA

SCHEDULE OF CHARGES - 2012/13

All charges include GST

Museum

| ENTRANCE FEES – independent visitors | | | |
|--|---------|-------------------------------|---------|
| Adult | | \$10 | |
| Child (14 years and under) | | \$5 | |
| Family (2 adults and 4 children) | | \$22 | |
| Handset for audio tours | | \$2 | |
| ENTRANCE FEES – bus tours | | | |
| Lunch with full access to Museum | | \$20 per person | |
| Access to Hoover House lawn only for picnic | | \$5 per person | |
| Full access to Museum and lawn for picnic | | \$10 per person | |
| <i>No charge for bus driver and tour guide</i> | | | |
| GIFT SHOP | | | |
| Publications, maps & guides | Price | Souvenirs – Gwalia/Leonora | Price |
| 110° in the Water Bag | \$40.00 | Engraved pen | \$5.95 |
| Gwalia Unearthed guide | \$13.95 | Iron on cloth badge | \$7.95 |
| Leonora Loop Trail Guidebook | \$14.95 | Sketch of cottage (photocopy) | \$2.00 |
| Gwalia School: The Missing Years | \$16.95 | 'Miner poem' (mounted) | \$4.00 |
| Hoover's Gold DVD | \$32.00 | Embroidered cap | \$13.95 |
| Gwalia Unearthed DVD | \$15.00 | Straw hat | \$10.00 |
| Looking Back | \$35.00 | Photograph - framed | \$19.95 |
| Mullock, Mulga & Memories | \$17.95 | Photograph – historic | \$5.00 |
| And be home before dark | \$35.95 | Car sticker | \$4.50 |
| Now you can eat Father Christmas DVD | \$20.00 | Stubby Holder | \$8.00 |
| Gold & Jewellery | Price | Poster | \$2.00 |
| Boxed nugget | Various | Fridge magnet | \$2.50 |
| Gold nugget ornament | \$5.50 | Postcard | \$1.00 |
| Gold nugget earrings | Various | Polo shirt | \$39.95 |
| Gold nugget necklace | Various | Travel mug | \$10.00 |
| Gold nugget hat badge | \$4.50 | Keyring (Leonora) | \$8.00 |
| Iron ore jewellery | Various | Tommyknocker keyring | \$8.00 |

| | | | |
|-----------------------------------|--------------|--|--------------|
| Souvenirs – Gwalia/Leonora | Price | Lanyard | \$3.50 |
| Glass – Scotch | \$10.00 | Leonora Gwalia Tourist Calendar (2004) | \$2.00 |
| Glass - Beer | \$11.00 | Souvenir – other | Price |
| Glass – Champagne | \$11.00 | Mt Morgans print | \$5.00 |
| Glass – White Wine | \$12.00 | Kalgoorlie-Boulder Calendar (2012) | \$9.95 |
| Glass – Red Wine | \$13.00 | Wildflowers of Western Australia Calendar (2012) | \$9.95 |
| Glass – Shot | \$5.00 | Tea Towel (various designs) | \$8.00 |
| Mug – coloured; gold embossed | \$12.00 | Spring Wildflowers Part 1 | \$21.95 |
| Mug - white | \$10.00 | Australia Mail It Map - small | \$7.00 |
| Spoon | \$7.00 | Australia Mail It Map - large | \$12.95 |

Collection Access

| | |
|---|-------------------------------|
| Photocopying | |
| A4 black & white | 40 cents per page |
| Photographs Digital files provided on CD | |
| Personal Use | \$11.00 per image |
| Scholarly Use | \$11.00 per image |
| Commercial Use | \$22.00 per image |
| Postage - within Australia | \$3.00 per order |
| Postage -Overseas | \$22.00 per order |
| Commercial Filming and Photography | |
| Filming | \$100 per day or part thereof |
| Photography | \$50 per day |

Hoover House Bed & Breakfast and Function Venue

| ACCOMMODATION per night | | | | |
|--|---|--------------------------------|--------------------|-------------------------|
| | Blue Room | Gold Room | Maroon Room | Engineer's House |
| Single | \$140 | \$140 | \$120 | \$80 |
| Double | \$150 | \$150 | \$130 | \$100 |
| Twin | - | \$155 | - | - |
| Extra person | - | \$25 | - | - |
| Family | - | - | - | \$140 |
| Famils (tourist industry) | \$15 discount on all rates | | | |
| RV | \$25 per vehicle (includes entrance to museum for 2 people) | | | |
| VENUE HIRE – Hoover House Dining Room or Verandah | | | | |
| Two hour meeting/workshop | \$85.00 | | | |
| Half day meeting/workshop | \$120.00 | | | |
| Full day meeting/workshop | \$150.00 | | | |
| Evening function | \$170.00 | | | |
| Data projector and screen | \$25.00 | | | |
| VENUE HIRE – Hoover House Lawn | | | | |
| Day function | \$50.00 | | | |
| Evening function | \$100.00 | Plus \$30 security deposit | | |
| VENUE HIRE – Private Functions | | | | |
| Hoover House, lawns & use of kitchen does not include accommodation | | | | |
| Venue hire | \$400.00 | Plus \$140.00 security deposit | | |
| VENUE HIRE - Additional services functions only | | | | |
| Tables & chairs | \$1 per person | | | |
| Kitchen Hire | \$50.00 | | | |
| BBQ hire | \$25.00 | | | |
| CATERING – Bed & Breakfast | | | | |
| Continental breakfast | \$10 per person | | | |

| CATERING – for meetings and workshops | |
|--|----------------------|
| Morning or afternoon tea – tea, coffee, slice | \$6 per h person ead |
| Morning or afternoon tea – espresso coffee, slice or scones with jam & cream | \$8 per person |
| Lunch – sandwiches, fruit platter, bottomless tea and coffee | \$15 per person |
| Lunch – sandwiches, bottomless tea and coffee | \$12 per person |
| CAFE | |
| Espresso coffee or hot chocolate – mug | \$4.50 |
| Espresso coffee or hot chocolate – cup | \$4.00 |
| Tea or instant coffee - cup | \$3.00 |
| Iced coffee or chocolate or milkshake | \$5.00 |
| Soft drink | \$3.00 |
| Bottled water | \$2.50 |
| Cheesecake (various) | \$5.00 |
| Slice (various) – large | \$3.50 |
| Slice (various) – small | \$3.00 |
| Muffin (various) | \$3.00 |
| Toasted sandwich | \$5.00 |
| Chips & gravy | \$5.50 |

Gwalia Reference Group

Terms of Reference

Aims and Objectives

The Gwalia Reference Group is to make recommendations to the Shire of Leonora Council in relation to:

1. All activities associated with the operation of Gwalia including building conservation, collections management, exhibitions and public programmes, marketing and public relations, visitor services and management and administration;
2. Policies, plans and guidelines for the management and operation of Gwalia and other heritage places and collections within the Shire in line with industry standards;
3. Priorities for activities and to assist with budget allocations and sourcing grants;
4. Other matters referred to the Group which would assist the decision making process of Council.

Membership

The Reference Group is made up of a maximum of:

- Two Shire of Leonora elected members
- a person with curatorial service experience
- a person with heritage industry experience
- three community members committed to heritage issues and the tasks likely to be implemented
- a representative from the mining industry.

Any number of people can be invited to provide advice to members at the meetings from time to time.

Presiding members

A Chair, Deputy Chair and Secretary will be elected on an annual basis.

Meeting schedule

Meetings will be held once a month or as required.

Quorum

The quorum for any meeting shall be no less than three members, one of whom shall be an elected member of the Shire of Leonora.

Annual Review

The Reference Group will undertake a self-review at annual intervals to determine its effectiveness.

President: _____

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

SUBMISSION TO: Meeting of Council
Meeting Date: 19th June, 2012

AGENDA REFERENCE: 10.2 (A) JUN 12

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: 13th June, 2012

BACKGROUND

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

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

Monthly Financial Statements submitted for adoption include:

- (a) Statement of Financial Activity – 31st May, 2012
- (b) Compilation Report
- (c) Material Variances – 31st May, 2012

At the time that this agenda went to print, the Statement of Financial Activity was not available. However, it will be completed and submitted to Councillors prior to the Council Meeting.

STATUTORY ENVIRONMENT***Part 4 — Financial reports— s. 6.4***

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

(1A) *In this regulation —*

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

President: _____

34. (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —*
- (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
 - (b) *budget estimates to the end of the month to which the statement relates;*
 - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
 - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the month to which the statement relates.*
34. (2) *Each statement of financial activity is to be accompanied by documents containing —*
- (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*
34. (3) *The information in a statement of financial activity may be shown —*
- (a) *according to nature and type classification; or*
 - (b) *by program; or*
 - (c) *by business unit.*
34. (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
- (a) *presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.*
34. (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

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

RECOMMENDATIONS

That the Monthly Financial Statements for the month ended 31st May, 2012 consisting of:

- (d) Statement of Financial Activity – 31st May, 2012
- (e) Compilation Report
- (f) Material Variances – 31st May, 2012

be accepted.

President: _____

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Moved Cr P Craig, Seconded Cr MWV Taylor, that the Monthly Financial Statements for the month ended 31st May, 2012 consisting of:

- (a) Statement of Financial Activity – 31st May, 2012
- (b) Compilation Report
- (c) Material Variances – 31st May, 2012

be accepted.

CARRIED (6 VOTES TO 0)

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, a summary of significant accounting policies and other explanatory notes for the period ending 31 May 2012. 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.

UHY Haines Norton (WA) Pty Ltd

UHY Haines Norton (WA) Pty Ltd
Chartered Accountants



Paul Breman
Director

12 June 2012

SHIRE OF LEONORA
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012

TABLE OF CONTENTS

| | |
|--|----------|
| Statement of Financial Activity | 21 |
| Notes to and Forming Part of the Statement | 22 to 37 |
| Supplementary Information | |

SHIRE OF LEONORA

President: _____

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012

| | NOTE | 31 May 2012 Actual \$ | Revised 31 May 2012 Y-T-D Budget \$ | Revised 2011/12 Budget \$ | Variances Budget to Actual Y-T-D % |
|---|------|--------------------------------|---|------------------------------------|--|
| Operating | | | | | |
| Revenues | | | | | |
| | 1,2 | | | | |
| Governance | | 395 | 1,742 | 1,900 | (77.32%) |
| General Purpose Funding | | 796,806 | 1,100,921 | 1,105,205 | (27.62%) |
| Law, Order, Public Safety | | 12,879 | 14,430 | 15,080 | (10.75%) |
| Health | | 25,422 | 33,134 | 34,328 | (23.28%) |
| Education and Welfare | | 71,400 | 93,951 | 97,352 | (24.00%) |
| Housing | | 36,100 | 39,340 | 42,920 | (8.24%) |
| Community Amenities | | 80,174 | 79,577 | 86,760 | 0.75% |
| Recreation and Culture | | 195,879 | 199,016 | 209,453 | (1.58%) |
| Transport | | 968,769 | 3,441,648 | 3,477,040 | (71.85%) |
| Economic Services | | 517,445 | 568,501 | 610,836 | (8.98%) |
| Other Property and Services | | 209,895 | 133,100 | 145,200 | 57.70% |
| | | <u>2,915,164</u> | <u>5,705,360</u> | <u>5,826,074</u> | <u>(48.90%)</u> |
| (Expenses) | | | | | |
| | 1,2 | | | | |
| Governance | | (269,866) | (368,616) | (401,765) | 26.79% |
| General Purpose Funding | | (232,598) | (268,462) | (292,867) | 13.36% |
| Law, Order, Public Safety | | (123,072) | (147,313) | (160,682) | 16.46% |
| Health | | (431,679) | (454,277) | (493,590) | 4.97% |
| Education and Welfare | | (340,452) | (384,471) | (418,181) | 11.45% |
| Housing | | (3,992) | (740) | 0 | (439.46%) |
| Community Amenities | | (310,684) | (271,465) | (406,090) | (14.45%) |
| Recreation & Culture | | (804,006) | (894,711) | (974,917) | 10.14% |
| Transport | | (3,283,157) | (5,367,763) | (5,852,051) | 38.84% |
| Economic Services | | (973,799) | (1,308,460) | (1,448,162) | 25.58% |
| Other Property and Services | | 21,181 | (77,679) | (70,008) | 127.27% |
| | | <u>(6,752,124)</u> | <u>(9,543,957)</u> | <u>(10,518,313)</u> | <u>(29.25%)</u> |
| Adjustments for Non-Cash | | | | | |
| (Revenue) and Expenditure | | | | | |
| (Profit)/Loss on Asset Disposals | 4 | 124,677 | 51,234 | 163,085 | 143.35% |
| Depreciation on Assets | | 1,327,365 | 1,322,878 | 1,443,137 | 0.34% |
| Movement in Employee Benefit Provisions | 7 | 59,973 | 0 | 0 | 0.00% |
| Capital Revenue and (Expenditure) | | | | | |
| Purchase Land and Buildings | 3 | (402,931) | (974,338) | (974,338) | (58.65%) |
| Purchase Infrastructure Assets - Roads | 3 | (467,522) | (323,243) | (323,243) | 44.63% |
| Purchase Infrastructure Assets - Other | 3 | (626,726) | (783,310) | (783,310) | (19.99%) |
| Purchase Plant and Equipment | 3 | (633,959) | (630,196) | (630,196) | 0.60% |
| Purchase Furniture and Equipment | 3 | (5,700) | (6,612) | (6,612) | (13.79%) |
| Proceeds from Disposal of Assets | 4 | 537,974 | 648,153 | 648,153 | (17.00%) |
| Transfers to Reserves (Restricted Assets) | 6 | (94,292) | (83,939) | (91,570) | (12.33%) |
| Transfers from Reserves (Restricted Assets) | 6 | 72,739 | 65,514 | 71,470 | (11.03%) |
| ADD Net Current Assets July 1 B/Fwd | 7 | 523,050 | 478,170 | 478,170 | (9.39%) |
| LESS Net Current Assets Year to Date | 7 | 1,369,247 | 623,457 | 250 | (119.62%) |
| Amount Raised from Rates | 8 | <u>(4,791,559)</u> | <u>(4,697,743)</u> | <u>(4,697,743)</u> | |

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

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012****1. SIGNIFICANT ACCOUNTING POLICIES**

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

(a) Basis of Accounting

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

(b) The Local Government Reporting Entity

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

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

Council currently hold no funds on behalf of other entities.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

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

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**(h) Inventories****General**

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

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

(j) Depreciation of Non-Current Assets

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

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

| | |
|-------------------------|----------------|
| Buildings | 30 to 50 years |
| Furniture and Equipment | 2 to 15 years |
| Plant and Equipment | 5 to 15 years |
| Infrastructure | 10 to 40 years |

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012

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

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

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

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

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

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2012.

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

(l) Trade and Other Payables

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

(m) Employee Benefits

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

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

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

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

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 projected 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 Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012****1. SIGNIFICANT ACCOUNTING POLICIES (Continued)****(n) Interest-bearing Loans and Borrowings**

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

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

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

Borrowing Costs

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

(o) Provisions

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

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

(p) Current and Non-Current Classification

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

SHIRE OF LEONORA

President: _____

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012****2. STATEMENT OF OBJECTIVE**

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

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

GOVERNANCE

Includes costs and revenues associated with the President and Councillors in the exercise of their obligations as a governing body. Items of expenditure include conference, travel, meeting attendance fees, presidential allowance, receptions, donations, subscriptions and phone rentals. Costs of advertising and conducting elections are also included. Revenues include election nomination fees and reimbursements by members for private expenses.

An administration cost is also allocated which enables staff to process Council Meeting procedures, implement all government decisions and conduct Council meetings. Cost of conducting audit of Council books of accounts and procedures is also include under this heading.

GENERAL PURPOSE FUNDING*1 Rates*

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

2 Grants

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

3 Interest from Investments

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

LAW, ORDER, PUBLIC SAFETY

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

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012****2. STATEMENT OF OBJECTIVE (Continued)****HEALTH**

Costs and revenues associated with compliance with the Health Act including inspections and approvals, food quality control, mosquito control, septic tank inspection/control, food hygiene inspection/control, contribution to doctors expenses, Royal Flying Doctor donation and notification of disease.

EDUCATION AND WELFARE

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

HOUSING

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

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

COMMUNITY AMENITIES

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

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

Provision of Christmas decorations in Leonora Town site.

Operation of the Leonora Cemetery.

RECREATION AND CULTURE

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

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

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

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

SHIRE OF LEONORA

President: _____

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012****2. STATEMENT OF OBJECTIVE (Continued)****TRANSPORT**

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

Operation, maintenance and management of Leonora Aerodrome including runways, runway lighting, tarmac and terminal building and gardens. Purchase of aviation fuel for resale to aircraft operators.

Revenues by way of landing fees and Head Tax charges charged to all aircraft with the exception of the Royal Flying Doctors Service, lease/renting of building to all users of facilities and charges for fuel supplied to aircraft.

ECONOMIC SERVICES

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

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

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

OTHER PROPERTY & SERVICES

Costs and revenues for private hire of Council machinery and operators for completion of private works for ratepayers and others.

Costing allocation pools including administration, overheads, plant operation costs and salaries and wages which are all individually detailed and then allocated throughout all previously mentioned operating activities, works and services.

SHIRE OF LEONORA

President: _____

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012

| 3. ACQUISITION OF ASSETS | | 31 May 2012 Actual \$ | Revised 2011/12 Budget \$ |
|---|----|--------------------------------|------------------------------------|
| The following assets have been acquired during the period under review: | | | |
| By Program | | | |
| Governance | | | |
| Upgrade Boardroom IT/Furniture | FE | 5,700 | 6,612 |
| Health | | | |
| Health Vehicle (4L) | PE | 41,923 | 41,652 |
| Doctor Vehicle (3L) | PE | 41,920 | 41,652 |
| Education and Welfare | | | |
| Redesign Youth Centre Entrance | LB | 5,000 | 5,000 |
| Youth Centre - External Refurbishment | LB | 797 | 60,000 |
| Housing | | | |
| Construct 4x2 House | LB | 0 | 0 |
| Community Amenities | | | |
| Garbage Truck | PE | 311,625 | 312,000 |
| Caravan Toilet Dump | LB | 10,508 | 10,508 |
| Renewal/Refurbish Streetscape | IO | 121,738 | 150,000 |
| Public Toilets - Cemetery | IO | 40,453 | 45,000 |
| Entry Statements - Cemetery | IO | 30,470 | 57,610 |
| Recreation and Culture | | | |
| Lawn Bowling Facility | LB | 308,278 | 320,000 |
| Extension CRC Meeting Room | LB | 0 | 120,000 |
| Caretakers Cottage | LB | 1,690 | 0 |
| Transport | | | |
| Haulmore Trailer | PE | 0 | 0 |
| Ford Utility | PE | 44,884 | 36,000 |
| Kubota Tractor | PE | 41,756 | 45,000 |
| Isuzu Tip Truck | PE | 57,466 | 60,000 |
| Extension Street Lighting | IO | 0 | 100,000 |
| Airport Apron Extension | IO | 434,065 | 430,700 |
| Roads to Recovery | IR | 467,522 | 323,243 |
| Economic Services | | | |
| Carport - Info Centre | LB | 55,300 | 55,300 |
| Restoration - Ken the Locomotive | IO | 0 | 0 |
| Restoration - Patron's Guest House | LB | 21,358 | 403,530 |
| Other Property and Services | | | |
| Upgrade Store Room (Records) | LB | 0 | 0 |
| CEO Vehicle (1L) | PE | 52,509 | 52,240 |
| DCEO Vehicle (2L) | PE | 41,876 | 41,652 |
| | | <u>2,136,838</u> | <u>2,717,699</u> |

SHIRE OF LEONORA

President: _____

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012

| 3. ACQUISITION OF ASSETS (Continued) | 31 May 2012 Actual \$ | Revised 2011/12 Budget \$ |
|--------------------------------------|--|--|
| <u>By Class</u> | | |
| Land Held for Resale | LR 0 | 0 |
| Land and Buildings | LB 402,931 | 974,338 |
| Infrastructure Assets - Roads | IR 467,522 | 323,243 |
| Infrastructure Assets - Other | IO 626,726 | 783,310 |
| Plant and Equipment | PE 633,959 | 630,196 |
| Furniture and Equipment | FE 5,700 | 6,612 |
| | <u>2,136,838</u> | <u>2,717,699</u> |

SHIRE OF LEONORA

President: _____

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012

4. DISPOSALS OF ASSETS

| <u>By Program</u> | Net Book Value | | Sale Price | | Profit (Loss) | |
|------------------------------------|----------------|-------------------------|--------------|-------------------------|---------------|-------------------------|
| | Actual \$ | Revised Budget \$ | Actual \$ | Revised Budget \$ | Actual \$ | Revised Budget \$ |
| Health | | | | | | |
| Health Vehicle | 38,764 | 38,901 | 30,909 | 29,090 | (7,855) | (9,811) |
| Doctor Vehicle | 37,862 | 39,422 | 29,091 | 30,909 | (8,771) | (8,513) |
| Transport | | | | | | |
| Haulmore Trailer | 0 | 0 | 0 | 20,000 | 0 | 20,000 |
| Ford Ranger | 32,113 | 34,850 | 19,091 | 25,000 | (13,022) | (9,850) |
| Kubota Tractor | 8,058 | 13,689 | 10,455 | 15,000 | 2,397 | 1,311 |
| Isuzu Tip Truck | 17,750 | 25,960 | 18,182 | 20,000 | 432 | (5,960) |
| Other Community Amenities | | | | | | |
| Lot 6 Kurrajong | 62,225 | 0 | 55,883 | 0 | (6,342) | 0 |
| Lot 7 Kurrajong | 61,918 | 0 | 55,883 | 0 | (6,035) | 0 |
| Lot 17 Cavzer | 135,977 | 0 | 120,194 | 0 | (15,783) | 0 |
| Lot 18 Cavzer | 153,171 | 0 | 120,194 | 0 | (32,977) | 0 |
| Isuzu Garbage Truck | 32,784 | 49,297 | 12,273 | 30,000 | (20,511) | (19,297) |
| Sale of Industrial Land | 0 | 186,803 | 0 | 147,500 | 0 | (39,303) |
| Sale of U/G Powered Lots | 0 | 337,748 | 0 | 265,200 | 0 | (72,548) |
| Other Property and Services | | | | | | |
| CEO Vehicle | 44,386 | 45,146 | 36,364 | 36,364 | (8,022) | (8,782) |
| DCEO Vehicle | 37,643 | 39,422 | 29,091 | 29,090 | (8,552) | (10,332) |
| 10 Chairs | 0 | 0 | 364 | 0 | 364 | 0 |
| | 662,651 | 811,238 | 537,974 | 648,153 | (124,677) | (163,085) |

| <u>By Class</u> | Net Book Value | | Sale Price | | Profit (Loss) | |
|----------------------------------|----------------|-------------------------|--------------|-------------------------|---------------|-------------------------|
| | Actual \$ | Revised Budget \$ | Actual \$ | Revised Budget \$ | Actual \$ | Revised Budget \$ |
| Plant & Equipment | | | | | | |
| Ford Falcon | 44,386 | 45,146 | 36,364 | 36,364 | (8,022) | (8,782) |
| Ford Falcon | 37,862 | 39,422 | 29,091 | 30,909 | (8,771) | (8,513) |
| Ford Sedan | 38,764 | 38,901 | 30,909 | 29,090 | (7,855) | (9,811) |
| Ford Falcon | 37,643 | 39,422 | 29,091 | 29,090 | (8,552) | (10,332) |
| Haulmore Trailer | 0 | 0 | 0 | 20,000 | 0 | 20,000 |
| Ford Ranger | 32,113 | 34,850 | 19,091 | 25,000 | (13,022) | (9,850) |
| Kubota Tractor | 8,058 | 13,689 | 10,455 | 15,000 | 2,397 | 1,311 |
| Isuzu Tip Truck | 17,750 | 25,960 | 18,182 | 20,000 | 432 | (5,960) |
| Isuzu Garbage Truck | 32,784 | 49,297 | 12,273 | 30,000 | (20,511) | (19,297) |
| Land & Buildings | | | | | | |
| Lot 6 Kurrajong | 62,225 | | 55,883 | | (6,342) | 0 |
| Lot 7 Kurrajong | 61,918 | | 55,883 | | (6,035) | 0 |
| Lot 17 Cavzer | 135,977 | | 120,194 | | (15,783) | 0 |
| Lot 18 Cavzer | 153,171 | | 120,194 | | (32,977) | 0 |
| Sale of Industrial Land | 0 | 186,803 | 0 | 147,500 | 0 | (39,303) |
| Sale of U/G Powered Lots | 0 | 337,748 | 0 | 265,200 | 0 | (72,548) |
| Furniture & Equipment | | | | | | |
| 10 Chairs | 0 | 0 | 364 | 0 | 364 | 0 |
| | 662,651 | 811,238 | 537,974 | 648,153 | (124,677) | (163,085) |

| <u>Summary</u> | Actual \$ | Revised Budget \$ |
|---------------------------|------------------|-------------------------|
| Profit on Asset Disposals | 3,193 | 21,311 |
| Loss on Asset Disposals | (127,870) | (184,396) |
| | <u>(124,677)</u> | <u>(163,085)</u> |

SHIRE OF LEONORA

President: _____

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

The Shire of Leonora has no borrowings.

(b) New Debentures 2011/12

No new debentures were raised during the reporting period.

SHIRE OF LEONORA

President: _____

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012

| | 31 May 2012 Actual \$ | Revised 2011/12 Budget \$ |
|---|--|--|
| 6. RESERVES | | |
| Cash Backed Reserves | | |
| (a) Long Service Leave Reserve | | |
| Opening Balance | 129,055 | 129,055 |
| Amount Set Aside / Transfer to Reserve | 65,424 | 64,869 |
| Amount Used / Transfer from Reserve | <u>(26,750)</u> | <u>(26,750)</u> |
| | <u>167,729</u> | <u>167,174</u> |
| (b) Fire Disaster Reserve | | |
| Opening Balance | 12,691 | 12,691 |
| Amount Set Aside / Transfer to Reserve | 2,531 | 2,441 |
| Amount Used / Transfer from Reserve | <u>0</u> | <u>0</u> |
| | <u>15,222</u> | <u>15,132</u> |
| (c) Plant Purchase Reserve | | |
| Opening Balance | 992 | 992 |
| Amount Set Aside / Transfer to Reserve | 0 | 30 |
| Amount Used / Transfer from Reserve | <u>0</u> | <u>0</u> |
| | <u>992</u> | <u>1,022</u> |
| (d) Bowling Green Reserve | | |
| Opening Balance | 44,720 | 44,720 |
| Amount Set Aside / Transfer to Reserve | 1,269 | 0 |
| Amount Used / Transfer from Reserve | <u>(45,989)</u> | <u>(44,720)</u> |
| | <u>0</u> | <u>0</u> |
| (e) Annual Leave Capital Reserve | | |
| Opening Balance | 120,974 | 120,974 |
| Amount Set Aside / Transfer to Reserve | 25,068 | 24,230 |
| Amount Used / Transfer from Reserve | <u>0</u> | <u>0</u> |
| | <u>146,042</u> | <u>145,204</u> |
| Total Reserves | <u><u>329,985</u></u> | <u><u>328,532</u></u> |

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

SHIRE OF LEONORA

President: _____

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012

| 6. RESERVES (Continued) | 31 May 2012 Actual \$ | Revised 2011/12 Budget \$ |
|---|--------------------------------|------------------------------------|
| Summary of Transfers To Cash Backed Reserves | | |
| Transfers to Reserves | | |
| Long Service Leave Reserve | 65,424 | 64,869 |
| Fire Disaster Reserve | 2,531 | 2,441 |
| Plant Purchase Reserve | 0 | 30 |
| Bowling Green Reserve | 1,269 | 0 |
| Annual Leave Reserve | 25,068 | 24,230 |
| | <u>94,292</u> | <u>91,570</u> |
| Transfers from Reserves | | |
| Long Service Leave Reserve | (26,750) | (26,750) |
| Fire Disaster Reserve | 0 | 0 |
| Plant Purchase Reserve | 0 | 0 |
| Bowling Green Reserve | (45,989) | (44,720) |
| Annual Leave Reserve | 0 | 0 |
| | <u>(72,739)</u> | <u>(71,470)</u> |
| Total Transfer to/(from) Reserves | <u>21,553</u> | <u>20,100</u> |

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

Long Service Leave Reserve

- This reserve is to offset Council's leave liability to it's employees.

Fire Disaster Reserve

- This reserve will assist in the provision of emergency contingencies in the case of fire disaster.

Plant Replacement Reserve

- to be used for the purchase of major plant.

Bowling Green Reserve

- to be used for the maintenance of the bowling green.

Annual Leave Reserve

- This reserve is to offset Council's annual leave liability to it's employees.

None of the above reserves are expected to be used within a set period as further transfers to the reserve accounts are expected before funds are utilised.

SHIRE OF LEONORA

President: _____

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012

| | 31 May 2012 Actual \$ | Brought Forward 1-Jul \$ |
|--|--------------------------------|-----------------------------------|
| 7. NET CURRENT ASSETS | | |
| Composition of Estimated Net Current Asset Position | | |
| CURRENT ASSETS | | |
| Cash - Unrestricted | 1,466,485 | 340,896 |
| Cash - Restricted | 329,985 | 308,432 |
| Receivables | 287,806 | 305,160 |
| Inventories | 25,584 | 44,700 |
| | <u>2,109,860</u> | <u>999,188</u> |
| LESS: CURRENT LIABILITIES | | |
| Payables and Provisions | <u>(720,630)</u> | <u>(417,735)</u> |
| NET CURRENT ASSET POSITION | 1,389,230 | 581,453 |
| Less: Cash - Reserves - Restricted | (329,985) | (308,432) |
| Add: Cash Backed Provisions | 310,002 | 250,029 |
| NET CURRENT ASSET POSITION | <u><u>1,369,247</u></u> | <u><u>523,050</u></u> |

SHIRE OF LEONORA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

President: _____

FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012

8. RATING INFORMATION

| <u>RATE TYPE</u> | Rate in \$ | Number of Properties | Rateable Value \$ | 2011/12 Rate Revenue \$ | 2011/12 Interim Rates \$ | 2011/12 Back Rates \$ | 2011/12 Total Revenue \$ | 2011/12 Revised Budget \$ |
|----------------------------------|-----------------------|----------------------------|-------------------------|----------------------------------|-----------------------------------|--------------------------------|-----------------------------------|------------------------------------|
| Differential General Rate | | | | | | | | |
| GRV | 0.0561 | 581 | 16,358,816 | 918,302 | 6,626 | 0 | 924,928 | 912,708 |
| UV Pastoral | 0.0464 | 26 | 1,239,156 | 57,435 | 0 | 0 | 57,435 | 57,435 |
| UV Other | 0.1236 | 1,190 | 28,177,605 | 3,482,752 | (27,546) | 0 | 3,455,206 | 3,471,460 |
| Sub-Totals | | 1,797 | 45,775,577 | 4,458,489 | (20,920) | 0 | 4,437,569 | 4,441,603 |
| Minimum Rates | Minimum \$ | | | | | | | |
| GRV | 258 | 95 | 131,444 | 24,510 | 219 | 0 | 24,729 | 25,284 |
| UV Pastoral | 258 | 4 | 15,156 | 1,032 | 0 | 0 | 1,032 | 1,032 |
| UV Other | 258 | 1,001 | 1,140,705 | 258,258 | 69,971 | 0 | 328,229 | 269,824 |
| Sub-Totals | | 1,100 | 1,287,305 | 283,800 | 70,190 | 0 | 353,990 | 296,140 |
| | | | | | | | 4,791,559 | 4,737,743 |
| Write-offs | | | | | | | 0 | (40,000) |
| Totals | | | | | | | 4,791,559 | 4,697,743 |

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

The general rates detailed above for the 2011/12 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

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

SHIRE OF LEONORA

President: _____

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012**

9. TRUST FUNDS

Council holds no funds on behalf of other entities

**Variances 2011/12 Budget to Actual
Month Ended 31/05/2012**

In accordance with your adopted policy (\$15000.00 Variance) the following accounts are reported for your information.

| ACCOUNT | NAME | ACTUAL | Year To Date BUDGET | DIFFERENCE | REASON FOR VARIATION |
|--------------------|------------------------------------|------------------------|------------------------|--------------------------|---|
| Income | | | | | |
| I030005 | · UV Mining Rate - \$0.1236 | 3,482,752.76 | 3,453,959.00 | \$ 28,793.76 | Valuation adjustments received in early July, resulted in increase in rate revenue |
| I030011 | · Rates Mining Written Back | 0.00 | (36,667.00) | \$ 36,667.00 | Less than budget estimate |
| I030022 | · Interest Revenue Municipal | 55,873.54 | 36,667.00 | \$ 19,206.54 | Good municipal bank balance, steady rates (considered at budget review) |
| I030028 | · Grant Country Local Governmer | 0.00 | 337,610.00 | \$ (337,610.00) | Awaiting result of draft FAA sent to RDL |
| I076473 | · Grant Feasibility Study - Aged (| 0.00 | 20,000.00 | \$ (20,000.00) | Grant has not been applied for |
| I116416 | · Grant - Centrelink | 3,071.12 | 0.00 | \$ 3,071.12 | Journal required to correct allocation to I118001 |
| I117001 | · Grant - CRC Wages | 76,500.00 | 40,000.00 | \$ 36,500.00 | Wages and remote loading grant for CRC operations higher than budget estimate |
| I117002 | · Grant - CRC Equipment | 20,000.00 | 10,000.00 | \$ 10,000.00 | Grant received higher than budget estimate |
| I117003 | · Grant - CRC Other | 15,000.00 | 34,200.00 | \$ (19,200.00) | Trainee grant only applicable to second half of year, therefore income budget lower |
| I118001 | · Grant - Centrelink Agent | 30,711.20 | 33,782.00 | \$ (3,070.80) | Journal required to correct allocation from I116416 |
| I122200 | · Grants - MRWA Direct | 0.00 | 91,199.00 | \$ (91,199.00) | Claim submitted, awaiting funds from OSS |
| I122211 | · RRG - Kookynie Malcolm | 0.00 | 104,252.00 | \$ (104,252.00) | Claim submitted, awaiting funds from OSS |
| I122212 | · RRG - Leonora Mt Ida | 0.00 | 73,813.00 | \$ (73,813.00) | Claim submitted, awaiting funds from OSS |
| I122213 | · Natural Disaster Reinstatement | 85,532.00 | 2,263,168.00 | \$ (2,177,636.00) | Cost of Opening claim received, other funds to be released as works carried out |
| I122300 | · Gain on Disposal of Assets | 2,829.37 | 21,311.00 | \$ (18,481.63) | Less than budget estimate |
| I126410 | · Fees - Landing at Airport | 171,711.15 | 128,333.00 | \$ 43,378.15 | More aircraft traffic than budgeted |
| I126430 | · Charges - Fuel at Airport drum | 238,217.03 | 220,000.00 | \$ 18,217.03 | More demand for drums of Avgas than budgeted |
| I134451 | · Museum Entry | 30,942.92 | 13,750.00 | \$ 17,192.92 | Higher than budget tourist/visitor numbers |
| I134452 | · Hoover House Accommodation | 48,196.83 | 31,167.00 | \$ 17,029.83 | Higher than budget tourist/visitor numbers |
| I134457 | · Other Income | 66,997.67 | 0.00 | \$ 66,997.67 | Transfer from previous LGHM account (to be transferred to reserve account) |
| I134458 | · Grant Income (Projects) | 60,000.00 | 209,437.00 | \$ (149,437.00) | Less grants applied for than budgeted (considered at budget review) |
| I136468 | · Cont to Gold Treat Plant Feas | 10,000.00 | 41,666.00 | \$ (31,666.00) | Alteration to timing of budget programme |
| I141450 | · Charges (Plant Hire) | 113,788.84 | 91,667.00 | \$ 22,121.84 | Alteration to timing of budget programme |
| | | <u>\$ 4,512,124.43</u> | <u>\$ 7,219,314.00</u> | <u>\$ (2,707,189.57)</u> | |
| Expenditure | | | | | |
| E041187 | · Strategic Plan Development | 0.00 | 71,500.00 | \$ (71,500.00) | Agreement has been signed with KPMG to progress this further |
| E074084 | · Medical Centre Equipment | 24,112.85 | 2,292.00 | \$ 21,820.85 | Extensive repairs required to IT infrastructure and network |
| E077002 | · Aed Care Feasibility Study | 0.00 | 27,500.00 | \$ (27,500.00) | Project has not commenced |
| E081005 | · Youth Support Wages | 2,432.88 | 72,791.00 | \$ (70,358.12) | Budget amount listed at incorrect line (should be E082001) |
| E080005 | · Childcare Centre Salaries | 95,926.92 | 123,755.00 | \$ (27,828.08) | Operating with lower staff numbers than budgeted for |
| E080008 | · Childcare Centre Maintenance | 24,092.73 | 7,196.00 | \$ 16,896.73 | Higher than anticipated IT costs |
| E091040 | · Maintenance Lot 229 Hoover S | 11,777.84 | 27,499.00 | \$ (15,721.16) | Alteration to timing of original programme |
| E091451 | · Allocated to Other Programs | (123,368.79) | (152,885.00) | \$ 29,516.21 | Alteration to timing of original programme |
| E101020 | · Domestic Refuse | 33,723.06 | 59,583.00 | \$ (25,859.94) | Alteration to timing of original programme |
| E102300 | · Loss on Disposal of Asset | 52,625.53 | 19,297.00 | \$ 33,328.53 | Budget provision lower than actual |
| E107041 | · Sale of Industrial Blocks (Costs | 5,975.72 | 47,018.00 | \$ (41,042.28) | Only 4 lots sold at auction, therefore less costs so far |
| E107050 | · Loss on Disposal of Asset | 61,135.36 | 0.00 | \$ 61,135.36 | Alteration to timing of original programme |
| E113050 | · Sporting Leonora | 18,076.84 | 36,667.00 | \$ (18,590.16) | Some groups still to make their claims for grant funds |
| E113092 | · Swimming Pool Maintenance | 91,413.67 | 73,333.00 | \$ 18,080.67 | Lower than budget estimate |
| E113095 | · NGF Rec Officer Salaries | 0.00 | 15,583.00 | \$ (15,583.00) | Position has been wound up and no longer current |
| E114290 | · Salaries & Wages Rec Centre | 44,320.97 | 66,153.00 | \$ (21,832.03) | Infrequent use of part time staff during summer period |
| E113298 | · Depreciation Expense | 62,431.91 | 14,921.00 | \$ 47,510.91 | Further investigation required into postings in this account |
| E122040 | · Roadworks - Maintenance | 1,108,943.69 | 968,752.00 | \$ 140,191.69 | Alteration to timing of original programme |
| E122043 | · Roadworks - Maintenance Busl | 195,812.30 | 256,667.00 | \$ (60,854.70) | Alteration to timing of original programme |
| E122120 | · Depot Maintenance | 67,709.51 | 33,333.00 | \$ 34,376.51 | Some reallocation required to A/C E122210 |
| E122160 | · Street Cleaning | 166,266.32 | 137,500.00 | \$ 28,766.32 | Some works brought forward and carried out earlier |
| E122180 | · Street Trees & Watering | 81,635.07 | 114,583.00 | \$ (32,947.93) | Alteration to timing of original programme |
| E122207 | · RRG Kookynie Malcolm Road | 85,185.34 | 143,346.00 | \$ (58,160.66) | Alteration to timing of original programme |
| E122208 | · RRG Leonora Mt Ida Road | 59,591.04 | 101,493.00 | \$ (41,901.96) | Alteration to timing of original programme |
| E122209 | · Natural Disaster Reinstatement | 0.00 | 2,072,308.00 | \$ (2,072,308.00) | Works will commence in the near future following clarification from agencies |
| E126010 | · Aerodrome Maintenance | 127,108.66 | 89,833.00 | \$ 37,275.66 | Alteration to timing of original programme (more works carried out earlier) |
| E126021 | · Insurance - Aerodrome | 0.00 | 18,382.00 | \$ (18,382.00) | Invoice allocated against other property (requires amendment) |
| E132076 | · Northern Goldfields Tourism W | 8,856.35 | 35,523.00 | \$ (26,666.65) | Less activity than expected at this time |
| E132078 | · Leonora Golden Gift | 165,574.30 | 366,667.00 | \$ (201,092.70) | Awaiting invoices to come through for payment |
| E133052 | · Contract Building Surveyor | 24,598.27 | 40,044.00 | \$ (15,445.73) | Service is carried out less frequently than originally budgeted |
| E134013 | · Museum Maintenance | 13,248.41 | 33,440.00 | \$ (20,191.59) | Alteration to timing of original programme |
| E134025 | · Consultants Fees | 49,915.31 | 32,516.00 | \$ 17,399.31 | Higher than original budget provision (more work required) |
| E134027 | · Cultural Heritage Grant | 0.00 | 28,875.00 | \$ (28,875.00) | Alteration to timing of original programme |
| E136042 | · Gold Treatment Feasibility Stu | 37,689.93 | 91,667.00 | \$ (53,977.07) | Project has progressed in different direction and is now being pursued independently |
| E134028 | · Cottage Interpretation Plan | 606.09 | 22,917.00 | \$ (22,310.91) | Project has not yet commenced (considered at budget review) |
| E142011 | · Salaries Admin | 547,777.32 | 515,239.00 | \$ 32,538.32 | Includes long service leave payment (will adjust against liability account at year end) |
| E143020 | · Engineering Expenses | 17,520.77 | 45,833.00 | \$ (28,312.23) | Alteration to timing of original programme |
| E143030 | · Sick and Holiday Pay | 63,296.97 | 103,259.00 | \$ (39,962.03) | Less leave taken than budget estimate at YTD |
| E143080 | · Superannuation | 53,950.71 | 71,362.00 | \$ (17,411.29) | Allocations currently under review |
| E143075 | · Staff Training | 2,378.30 | 20,167.00 | \$ (17,788.70) | Less opportunity for training than budgeted |
| E144010 | · Fuels and Oils | 273,997.03 | 192,500.00 | \$ 81,497.03 | Higher than budget estimate (considered at budget review) |
| E144060 | · Expendable Tools and Freight | 49,696.67 | 22,917.00 | \$ 26,779.67 | Higher than budget estimate (considered at budget review) |
| | | <u>\$ 3,606,035.85</u> | <u>\$ 6,071,326.00</u> | <u>\$ (2,465,290.15)</u> | |

President: _____

10.0 REPORTS OF OFFICERS

10.2 DEPUTY CHIEF EXECUTIVE OFFICER

10.2(B) ACCOUNTS FOR PAYMENT

SUBMISSION TO: Meeting of Council
Meeting Date: 19th June, 2012

AGENDA REFERENCE: 10.2 (B) JUN 12

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: 13th June, 2012

BACKGROUND

Attached statement consists of accounts paid by Delegated Authority represented by **Cheques 15784 to 15890** and totalling **\$755,901.47**, and accounts paid by Council Authorisation represented by **Cheques 15891 to 15980** and totalling **\$564,128.94** be authorised for payment.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

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

RECOMMENDATIONS

That accounts paid by Delegated Authority represented by **Cheques 15784 to 15890** and totalling **\$755,901.47**, and accounts paid by Council Authorisation represented by **Cheques 15891 to 15980** and totalling **\$564,128.94** be authorised for payment.

VOTING REQUIREMENT

Simple Majority

President: _____

COUNCIL DECISION

Moved Cr MWV Taylor, Seconded Cr GW Baker, that accounts paid by Delegated Authority represented by **Cheques 15784 to 15890** and totalling **\$755,901.47**, and accounts paid by Council Authorisation represented by **Cheques 15891 to 15980** and totalling **\$564,128.94** be authorised for payment.

CARRIED (6 VOTES TO 0)

President: _____

| Shire of Leonora | | | | |
|--|-------------|----------------------------|---|-------------------|
| Monthly Report - List of Accounts Paid by Delegated Authority | | | | |
| Submitted to Council on the 19th June, 2012 | | | | |
| <p>The following list of accounts has been paid via direct bank transactions since the previous list of accounts, totalling \$6,468.15</p> | | | | |
| <p>_____</p> <p>CHIEF EXECUTIVE OFFICER</p> | | | | |
| Direct Deposits | Date | Name | Item | Payment |
| 1(B/S) | 11/05/2012 | National Australia Bank | Bank Fee – May 2012 Bank Statement | 101.43 |
| 1(B/S) | 11/05/2012 | National Australia Bank | Bank Fee – May 2012 Bank Statement | 108.50 |
| 1(B/S) | 11/05/2012 | Westnet Pty Ltd | CRC Internet 0 May 2012 Bank Statement | 11.00 |
| 1(B/S) | 11/05/2012 | Alliance Equipment Finance | Lease on CRC P/Copier – May 2012 B/Stm | 275.84 |
| 1(B/S) | 11/05/2012 | National Australia Bank | M/Card Charges – May 2012 Bank Statement | 3,014.68 |
| 1 (B/S) | 15/05/2012 | Toyota Financial Services | GEDC Vehicle – May 2012 Bank Statement | 1,476.05 |
| 1 (B/S) | 17/05/2012 | National Australia Bank | Bank Fee – May 2012 Bank Statement | 108.50 |
| 1 (B/S) | 21/05/2012 | Alliance Equipment Finance | Lease on office P/Copier – May 2012 B/Stm | 1,121.55 |
| 1 (B/S) | 25/05/2012 | National Australia Bank | Bank Fee – May 2012 Bank Statement | 10.00 |
| 1 (B/S) | 31/05/2012 | National Australia Bank | Bank Fee – May 2012 Bank Statement | 101.50 |
| 1 (/B/S) | 31/05/2012 | National Australia Bank | Bank Fee – May 2012 Bank Statement | 139.10 |
| | | | GRAND TOTAL | \$6,468.15 |

President: _____

| Shire of Leonora | | | | |
|--|-------------|----------------------------------|--|---------------------------------------|
| Monthly Report - List of Accounts Paid by Delegated Authority | | | | |
| Submitted to Council on the 19th June, 2012 | | | | |
| The following list of accounts has been paid under delegation, by the Chief Executive Officer, since the previous list of accounts. Cheques numbered from 15784 to 15890 and totalling \$749,433.32 | | | | |
| <hr/> | | | | |
| CHIEF EXECUTIVE OFFICER | | | | |
| Cheque | Date | Name | Item | Payment by Delegated Authority |
| 15784 | 07/05/2012 | Leonora Dodgy Tyres | Tyres for P2221 and Repairs to P819 | 550.00 |
| 15785 | 09/05/2012 | PJJD Nominees (Cancelled Cheque) | Contract Grading | 3423.00 |
| 15786 | 10/5/2012 | Sparlon Electrical | Work around Shire on Lighting and Electrical Faults | 2248.40 |
| 1(D/D) | 16/5/2012 | Shire of Leonora | Salary and Wages – PPE: 16/5/2012 | 54,651.00 |
| 15787 | 16/5/2012 | LGRCEU | Union Fee – PPE: 16/5/2012 | 19.40 |
| 15788 | 16/5/2012 | Shire of Leonora | Tax/Rent – PPE: 16/5/2012 | 20089.39 |
| 15789 | 16/5/2012 | WALGS Plan | Superannuation – PPE: 16/5/2012 | 7843.77 |
| 15790 | 16/5/2012 | Child Support Agency | Child support – PPE: 16/5/2012 | 643.31 |
| 15791 | 16/5/2012 | Asgard | Superannuation – PPE: 16/5/2012 | 445.50 |
| 15792 | 16/5/2012 | Rest Superannuation | Superannuation – PPE: 16/5/2012 | 45.46 |
| 15793 | 16/5/2012 | The Industry Superannuation | Superannuation – PPE: 16/5/2012 | 379.26 |
| 15794 | 14/05/2012 | Amcom IP Telephony Pty Ltd | Phone Usage - Medical Centre, April, 2012 | 27.50 |
| 15795 | 14/05/2012 | Central Hotel | Accommodation, Meals and Incidentals for Charles Dalton | 144.00 |
| 15796 | 14/05/2012 | Department Of Transport | Registration for License 1CVT011 | 157.85 |
| 15797 | 14/05/2012 | Gail Ross | Goods Purchased for Hoover House | 101.20 |
| 15798 | 14/05/2012 | Horizon Power | Power Usage – Shire owned properties | 28,688.98 |
| 15799 | 14/05/2012 | J L Sherriff | Provision of Consultancy Services - April, 2012 | 10,361.20 |
| 15800 | 14/05/2012 | Kerion Pty. Ltd. | Flights – Choir Boys – Golden Gift | 10,488.35 |
| 15801 | 14/05/2012 | Mackay Projects Pty Ltd | Engineering Services - 01/03/2012 - 30/04/2012 | 19,140.00 |
| 15802 | 14/05/2012 | Majstrovich Building Co | Construction of Carport at Info Centre | 60,830.00 |
| 15803 | 14/05/2012 | MLG OZ Pty Ltd | Supply and Deliver 20mm Roadbase - 2889.3 Tonnes | 47,037.80 |
| 15804 | 14/05/2012 | NetRegistry Pty Ltd | Renewal of Domain Name - leonora.wa.gov.au | 55.00 |
| 15805 | 14/05/2012 | QK Technologies Pty Ltd | Professional LDC - Leonora Child Care Centre - 01/07/12 - 30/06/13 | 880.00 |
| 15806 | 14/05/2012 | Telstra | Phone/Internet Usage – Shire owned Properties | 9,632.88 |
| 15807 | 14/05/2012 | Water Corporation | Water Usage – Oval and Standpipe | 6,896.90 |
| 15808 | 14/05/2012 | West Australian Newspapers Ltd | Advertising Costs - April, 2012 | 239.00 |
| 15809 | 17/05/2012 | Builders Registration Board | Builders Rego Fee – B/L No: 3/12 | 490.00 |
| 15810 | 17/05/2012 | B.C.I.T.F | BCITF Fee – B/L No: 3/12 | 1,093.40 |
| 15811 | 23/05/2012 | Lou Vaccaro | Contract Grading | 7,612.00 |
| 1812 | 23/05/2012 | Builders Registration Board | Builders Rego Fee – Lot 942, Tower St | 287.50 |
| | | | SUB TOTAL | \$294,502.05 |

President: _____

| Cheque | Date | Name | Item | Payment by Delegated Authority |
|---------------|-------------|--|---|---------------------------------------|
| | | | Balance Brought Forward | \$294,502.05 |
| 15813 | 23/05/2012 | Construction Training Fund | BCITF Fee – Lot 942, Tower St | 643.40 |
| 15814 | 24/05/2012 | P.J.J.D Nominees P/L | Contract Grading – CANCELLED CHEQUE | 5,843.00 |
| 15815 | 25/05/2012 | R f Young | Contract Grading | 5,324.00 |
| 15816 | 25/05/2012 | Air Liquide W.A. Ltd | Oxygen IND 'G' CYL - Medical Centre - Yearly agreement | \$188.72 |
| 15817 | 25/05/2012 | Archival Survival Pty Ltd | Archival Material Requirements - Gwalia Museum | \$5,954.00 |
| 15818 | 25/05/2012 | ATF Temporary Fencing | Supply Temp. Fencing - 82 Panels, 218m - Golden Gift | \$1,378.75 |
| 15819 | 25/05/2012 | Athletics Western Australia | Sponsorship – Leonora Golden Gift 2012 | \$2,200.00 |
| 15820 | 25/05/2012 | Bims Earthmoving | Grader Wet Hire, DeMob/Float | \$26,730.00 |
| 15821 | 25/05/2012 | Bridgestone | Tractor/Air Water Valve - P2221 | \$89.99 |
| 15822 | 25/05/2012 | Budget Signs | Supply single sided digital print Banner for Banners on The Terrace | \$612.37 |
| 15823 | 25/05/2012 | Champion Bay Invitation Homing Club | Sponsorship for Leonora Golden Cup Pigeon Race | \$500.00 |
| 15824 | 25/05/2012 | City Of Kalgoorlie/Boulder | Rates Clerical and Advanced Training for Gil Leslie | \$869.00 |
| 15825 | 25/05/2012 | CPS Wear Parts | Tools as requested by Works Manager | \$2,217.82 |
| 15826 | 25/05/2012 | Department Of Transport | Licence and Registration - P82 | \$24.05 |
| 15827 | 25/05/2012 | Eagle Petroleum (WA) Pty Ltd | Motorcharge fuel costs – 2012 and 50L of Opal Fuel | \$739.81 |
| 15828 | 25/05/2012 | Eastern Goldfields Cycle Club | 2012 Goldfields Cyclclassic Sponsorship | \$15,000.00 |
| 15829 | 25/05/2012 | Educational Experience | Purchases using Leinster Community Grant | \$16.16 |
| 15830 | 25/05/2012 | Express Yourself Printing | Printing of Tower Street Times and Sale of Goods for CRC | \$543.52 |
| 15831 | 25/05/2012 | Goldfields Truck Power | Plant Hire – April-May, 2012 | \$6,952.75 |
| 15832 | 25/05/2012 | Horizon Power | Power Usage – Shire owned properties | \$4,679.65 |
| 15833 | 25/05/2012 | Hotel Ibis Perth | Outstanding Amount from March Invoice | \$68.54 |
| 15834 | 25/05/2012 | IRIS Consulting Group Pty ltd | Records Management Basic Training Course - Gil Leslie | \$781.00 |
| 15835 | 25/05/2012 | Leinster Community Cottage | Goods purchased using Leinster community grant | \$290.00 |
| 15836 | 25/05/2012 | Leonora Drive Connectors | 1x Truck Hydraulic Coupling | \$151.53 |
| 15837 | 25/05/2012 | Mine Trades and Maintenance | Unblock Sewer at 9 Cohen Street | \$338.25 |
| 15838 | 25/05/2012 | Navigator (Bronzewing) P/L | Refund due for expiry of Prospecting Licence 36/1741 - Rates Assessment #1554 | \$37.45 |
| 15840 | 25/05/2012 | Pipeline Mining & Civil Contracting | Loader Operator at Tip, Removal of Fallen Trees at Hospital and Installation of Street Signs as requested | \$21,351.00 |
| 15841 | 25/05/2012 | Reliance Petroleum | Diesel Stock and Engrease as requested | \$53,089.90 |
| | | | SUB TOTAL | \$451,116.71 |

President: _____

| Cheque | Date | Name | Item | Payment by Delegated Authority |
|---------------|-------------|----------------------------------|--|---------------------------------------|
| | | | Balance Brought Forward | \$451,116.71 |
| 15842 | 25/05/2012 | Reynolds Graphics Pty Ltd | Updates to websites and creation of Graphics as requested | \$1,782.00 |
| 15843 | 25/05/2012 | RLG Mechanical Services | Work on P6 and P011 as well as Service of Genset | \$736.41 |
| 15844 | 25/05/2012 | Seb Sports Pty Ltd | Consultancy Fee for 2012 Leonora Golden Gift | \$2,200.00 |
| 15845 | 25/05/2012 | Showtime Attractions | Alvin and The Chipmunks - Entertainment, Leonora Golden Gift, 2012 | \$12,100.00 |
| 15846 | 25/05/2012 | Snap Osborne Park | Rates Notices - Printed | \$888.00 |
| 15847 | 25/05/2012 | State Records NSW | Electronic copy of Keywords for Council | \$27.50 |
| 15848 | 25/05/2012 | Telstra | Mobile Usage - Camp Requisites | \$30.00 |
| 15849 | 25/05/2012 | UHY Haines Norton | Accounting Service fee for April 2012 | \$6,050.00 |
| 15850 | 25/05/2012 | VIP Entertainment Agency | Entertainment fees for Leonora Golden Gift, 2012 | \$10,945.00 |
| 15851 | 25/05/2012 | Water Corporation | Water Usage for Park at Station Street | \$105.80 |
| 15852 | 25/05/2012 | Western Plant Hire (WA) Pty Ltd | Plant Hire - April, 2012 | \$8,250.00 |
| 1 (D/D) | 30/05/2012 | Shire of Leonora | Salaries & Wages – PPE: 30/05/2012 | 51,039.00 |
| 15853 | 30/05/2012 | LGRCEU | Union Fee – PPE: 30/05/2012 | 19.40 |
| 15854 | 30/05/2012 | CANCELLED CHEQUE | CANCELLED | 0.00 |
| 15855 | 30/05/2012 | W.A.L.G.S. Plan | Superannuation – PPE: 30/05/2012 | 8,372.94 |
| 15856 | 30/05/2012 | Child Support Agency | Child Support – PPE: 30/05/2012 | 686.21 |
| 15857 | 30/05/2012 | ASGARD | Superannuation – PPE: 30/05/2012 | 283.50 |
| 15858 | 30/05/2012 | The Industry Superannuation Fund | Superannuation – PPE: 30/05/2012 | 259.88 |
| 15859 | 30/05/2012 | Shire of Leonora | Tax/Rent – PPE: 30/05/2012 | 19,472.87 |
| 15860 | 30/05/2012 | Gail Ross | Reimbursement – Catering | 118.00 |
| 15861 | 30/05/2012 | Garry J Agnew | Health & Building Contract | 8,314.79 |
| 15862 | 30/05/2012 | National Australia Bank | Cash for Golden Gift Weekend – June 2012 | 18,900.00 |
| 15863 | 30/05/2012 | Builders Registration Board | Builders Rego Fee – B/L No: 07/12 | 175.00 |
| 15864 | 30/05/2012 | Construction Training Fund | Construction Training Fee – B/L 07/12 | 393.40 |
| 15865 | 31/05/2012 | Shire of Leonora | Petty Cash Recoup | 308.50 |
| 15866 | 31/05/2012 | Jeff Riseley | Men's Mile – 1 st - Leonora Golden Gift | 6,000.00 |
| 15867 | 31/05/2012 | Josh Wright | Men's Mile – 2 nd - Leonora Golden Gift | 4,000.00 |
| 15868 | 31/05/2012 | Philo Saunders | Men's Mile – 3 rd - Leonora Golden Gift | 2,000.00 |
| 15869 | 31/05/2012 | Malcolm Hicks | Men's Mile – 4 th - Leonora Golden Gift | 1,500.00 |
| 15870 | 31/05/2012 | Marc See | Men's Mile – 5 th - Leonora Golden Gift | 1,000.00 |
| 15871 | 31/05/2012 | Kaila McKnight | Women's Mile – 1 st - Leonora Golden Gift | 6,000.00 |
| 15872 | 31/05/2012 | CANCELLED CHEQUE | CANCELLED | 0.00 |
| 15873 | 31/05/2012 | Melanie Daniels | Women's Mile – 3 rd - Leonora Golden Gift | 2,000.00 |
| | | | SUB TOTAL | \$625,074.91 |

President: _____

| Cheque | Date | Name | Item | Payment by Delegated Authority |
|---------|------------|--------------------------------------|---|--------------------------------|
| | | | Balance Brought Forward | \$625,074.91 |
| 15874 | 31/05/2012 | Melissa Duncan | Women's Mile – 4 th – Leonora Golden Gift | 1,500.00 |
| 15875 | 31/05/2012 | Amanda Paulan | Women's Mile – 5 th – Leonora Golden Gift | 1,000.00 |
| 15876 | 01/06/2012 | Artist Network Australia | Accommodation & Ground Transport Costs – James Reyne | 2851.00 |
| 15877 | 31/05/2012 | Lisa Corrigan | Women's Mile – 2 nd – Leonora Golden Gift | 4,000.00 |
| 15878 | 05/06/2012 | Lou Vaccaro | Contract Grading | 6,776.00 |
| 15879 | 06/06/2012 | Gail Ross | Reimbursement Fuel/Catering | 51.82 |
| 15880 | 07/06/2012 | Garry J. Agnew – CANCELLED CHEQUE | Health & Building Contract | 4,615.51 |
| 15881 | 11/06/2012 | John Oxley | Contract Grading | 1,360.00 |
| 1 (D/D) | 13/06/2012 | Shire of Leonora | Salaries & Wages – PPE: 13.06.2012 | 50,491.00 |
| 15882 | 13/06/2012 | L.G.R.C.E.U. | Union Fee – PPE: 13.06.2012 | 19.40 |
| 15883 | 13/06/2012 | Shire of Leonora | Tax/Rent – PPE: 13.06.2012 | 19,555.64 |
| 15884 | 13/06/2012 | W.A.L.G..S. Plan | Superannuation – PPE: 13.06.2012 | 8,144.31 |
| 15885 | 13/06/2012 | Child Support Agency | Child Support – PPE: 13.06.2012 | 952.19 |
| 15886 | 13/06/2012 | Asgard | Superannuation – PPE: 13.06.2012 | 423.90 |
| 15887 | 12/06/2012 | Custom Creative Carpentry | Work at Lot 240 Hoover Street in Renewal of Kitchen Cabinets, Retiling as well as upgrade of Bathroom. Replacing of Manhole Cover at Airport and retiling of entry to toilets | 13,230.00 |
| 15888 | 12/06/2012 | Horizon Power | Power Usage, 13 Fitzgerald Drive and Streetlights | 3,541.28 |
| 15889 | 12/06/2012 | Tanya Browning and Michael Bargerbos | Purchase of Furniture for 40B Hoover Street | 2,195.97 |
| 15890 | 12/06/2012 | Telstra | Phone/Internet Usage – Shire Owned Properties | 3,650.39 |
| | | | GRAND TOTAL | \$749,433.32 |

President: _____

| Shire of Leonora | | | | |
|---|-------------|------------------------------------|---|---------------------|
| Monthly Report - List of Accounts Paid by Authorisation of Council | | | | |
| Submitted to Council on the 19th June, 2012 | | | | |
| <p>Cheques numbered from 15891 to 15980 totaling \$564,128.94 submitted to each member of the Council on 19th June, 2012 have been checked and are fully supported by remittances and duly certified invoices with checks being carried out as to prices, computations and costing.</p> | | | | |
| <p>_____</p> <p>CHIEF EXECUTIVE OFFICER</p> | | | | |
| Cheque | Date | Name | Item | Payment |
| 15891 | 19/06/2012 | Air BP | Avgas for resale and Jet Fuel Purchased using Shire Card | 1,944.33 |
| 15892 | 19/06/2012 | Albany Traffic Control | Traffic Management Plan - leonora Golden Gift | 715.00 |
| 15893 | 19/06/2012 | Albion Shamrock Hotel | Accommodation, Meals and Incidentals - Gil Leslie - 17th May, 2012 | 102.50 |
| 15894 | 19/06/2012 | All Seasons Plaza Hotel Kalgoorlie | Accommodation, Meals and Incidentals for Jeff Carter and Jim Epis | 347.00 |
| 15895 | 19/06/2012 | Alliance Airlines Pty Ltd | Golden Gift Charter, 4th and 5th June, 2012 | 24,139.50 |
| 15896 | 19/06/2012 | Amcom IP Telephony Pty Ltd | Phone Usage - Medical Centre | 27.50 |
| 15897 | 19/06/2012 | Ashton Admor Pty Ltd | Stage Hire for Leonora Golden Gift, 2012 | 45,122.50 |
| 15898 | 19/06/2012 | Austral Mercantile Collections P/L | Outstanding sum from Previous Invoices | 11.88 |
| 15899 | 19/06/2012 | Australian Mining Advisors | Consulting work for Regional Custom Mill Project - March - May 2012 | 4,518.50 |
| 15900 | 19/06/2012 | B.T. & M.A. Salmon | Sweep all Leonora Townsite Streets 16th - 18th May, 2012 plus mobilisation, demobilisation and accommodation | 4,012.80 |
| 15901 | 19/06/2012 | Bims Earthmoving | Grader Wet Hire | 38,692.50 |
| 15902 | 19/06/2012 | Bridgestone | Tyres for Pv843 | 856.94 |
| 15903 | 19/06/2012 | Bullivants Pty Ltd | Inspection of Lifting Equipment | 1,008.87 |
| 15904 | 19/06/2012 | Bunnings Building Supplies Pty Ltd | Paint, metal Shelving and a Fan Tower for Gwalia Museum plus supplies for maintenance of Parks and Gardens within Shire | 747.05 |
| 15905 | 19/06/2012 | Chubb Security Services Ltd | ATM Upkeep costs - May, 2012 | 1,956.33 |
| 15906 | 19/06/2012 | Comfort Inn Midas | Accommodation, Meals and Incidentals for Gemma Boucher - 28/5-31/5 | 518.00 |
| 15907 | 19/06/2012 | Complete Tyre Solutions | 4 x Trailer Tyres for P762 | 1,452.00 |
| 15908 | 19/06/2012 | Corporate Express | Stationery Order - Shire - May, 2012 | 2,265.33 |
| 15909 | 19/06/2012 | Courier Australia | Freight Costs | 235.32 |
| 15910 | 19/06/2012 | CR Hose Glassware Pty Ltd | Glasses for Gwalia Museum for Resale | 342.00 |
| 15911 | 19/06/2012 | Craig P.J. | 2011/12 Meeting Attendance fees, Mileage and Telecommunications Allowance | 4,179.41 |
| 15912 | 19/06/2012 | Cutting Edges Pty Ltd | Tools as requested by Works Manager | 366.41 |
| 15913 | 19/06/2012 | Dell Australia | Toners for Medical Centre | 369.60 |
| 15914 | 19/06/2012 | Eagle Petroleum (WA) Pty Ltd | Motorcharge Retail Cards - May, 2012 | 1,567.49 |
| | | | SUB TOTAL | \$135,498.76 |

President: _____

| Cheque | Date | Name | Item | Payment |
|---------------|-------------|--|---|---------------------|
| | | | Balance Brought Forward | \$135,498.76 |
| 15915 | 19/06/2012 | Earth Australia Contracting Pty Ltd | Gas Bottle for Lot 229 Hoover Street + Refills as required | 225.00 |
| 15916 | 19/06/2012 | Express Yourself Printing | Inks sold on Consignment - CRC | 111.10 |
| 15917 | 19/06/2012 | Forman Bros | Supply Parts/Tools for Roads to Recovery Project and Plumbing/Maintenance works at Youth Centre, Hoover House and Lot 240 Hoover Street | 1,195.70 |
| 15918 | 19/06/2012 | G. W. Baker | 2011/12 Meeting Attendance Fees, Mileage and Telecommunication Allowance | 2,217.82 |
| 15919 | 19/06/2012 | Gemma Boucher | Reimbursement for fuel Purchase - Youth Centre Trip | 60.20 |
| 15920 | 19/06/2012 | Gillian Leslie | Mileage for travel to and from Rates Conference. | 465.35 |
| 15921 | 19/06/2012 | Golden West Network Pty Ltd | Television Advertising, 2012 Golden Gift | 7,502.00 |
| 15922 | 19/06/2012 | Goldfields Locksmiths | Supply and install restricted Key System at Leinster Drive-in - purchased using Leinster Community Grant | 1,302.70 |
| 15923 | 19/06/2012 | Goldfields Toyota | Remove and Replace Fuel Filter and Reset Maintenance Light on GEDC Vehicle | 89.15 |
| 15924 | 19/06/2012 | Goldline Distributors | Goods purchased for Golden Gift, Hoover House and Cleaning Products for Shire | 1,599.24 |
| 15925 | 19/06/2012 | Heather John | 2011/12 Meeting Attendance Fees, Mileage and Telecommunication Allowance | 1,860.00 |
| 15926 | 19/06/2012 | Hurst Contracting. | Supply B Double Side Tippers for Roads to Recovery Project | 4,526.50 |
| 15927 | 19/06/2012 | J L Sherriff | Costs incurred from Consultancy Services and Gwalia Townsite Interpretation Project | 20,003.10 |
| 15928 | 19/06/2012 | J. F. Carter | Reimbursement for Travel Expenses (110 in the waterbag launch), Meeting Attendance fees and Telecommunication Allowance | 4,180.76 |
| 15929 | 19/06/2012 | J.R. & A. Hersey Pty Ltd | Tools and supplies as required by Works Manager for Roads to Recovery Project | 2,816.12 |
| 15930 | 19/06/2012 | Joe Kennedy | 2011/12 Meeting Attendance fees, Mileage and Telecommunications Allowance | 1,393.13 |
| 15931 | 19/06/2012 | Juwest Pty Ltd | Work on Cemetery Entrance | 8,646.00 |
| 15932 | 19/06/2012 | Kalgoorlie Retravisio | ZEN PET Cylinder Bagless Vacuum | 349.00 |
| 15933 | 19/06/2012 | Kalgoorlie Trophy & Engraving Services | 40x Golden Gift Medals with Blue Ribbons | 280.00 |
| 15934 | 19/06/2012 | Kleenheat Gas | Gas ordered for 11B Walton Street | 124.98 |
| 15935 | 19/06/2012 | Landgate | Search Request Information Fees, Rural UV Gen Vals and Mining Tenements Chargeable | 3,557.65 |
| 15936 | 19/06/2012 | Leonora Cabinets | Supply and install Pantry unit at 11B Walton Street | 935.00 |
| 15937 | 19/06/2012 | Leonora Funerals. | Grave Preparation for Stefan Evams amd Ashley Shay | 700.00 |
| 15938 | 19/06/2012 | Leonora Post Office | Postage Costs for the Shire of Leonora - May 2012 | 359.00 |
| 15939 | 19/06/2012 | Leonora Supermarket and Hardware | Supermarket Purchases - March, 2012 | 579.24 |
| | | | SUB TOTAL | \$200,577.50 |

President: _____

| Cheque | Date | Name | Item | Payment |
|---------------|-------------|--|--|---------------------|
| | | | Balance Brought Forward | \$200,577.50 |
| 15940 | 19/06/2012 | Logistic Management Services Pty Ltd | Costs associated with Consultancy of Custom Milling Project | 7,112.60 |
| 15941 | 19/06/2012 | M.W.V. Taylor | 2011/12 Meeting Attendance Fees, Mileage and Telecommunication Allowance | 2,000.00 |
| 15942 | 19/06/2012 | MacDonald Johnston Pty Ltd | Filters as requested by Works Manager for P2118 | 253.88 |
| 15943 | 19/06/2012 | Mackay Projects Pty Ltd | Engineering Services for May, 2012 | 18,788.00 |
| 15944 | 19/06/2012 | Maitland CSE | Patroni's Guest House, Gwalia Structural Engineering Services | 20,130.00 |
| 15945 | 19/06/2012 | Majstrovich Building Co | Work on Doors to CEOs House as well as Work on Restoration of Patroni's Guest House | 65,945.00 |
| 15946 | 19/06/2012 | McMahon Burnett Transport | Freight Costs | 924.84 |
| 15947 | 19/06/2012 | Mine Trades and Maintenance | Plumbing and Handyman work at 11 Queen Victoria Street as well as supply of heaters for Leinster Drive In (Leinster Community Grant) | 2,498.38 |
| 15948 | 19/06/2012 | National Radio Sales Australia Pty Ltd | Radio Advertising - Leonora Golden Gift | 5,142.50 |
| 15949 | 19/06/2012 | Office National Kalgoorlie | Travel, Maintenance and Toner costs for May-June, 2012 | 3,611.74 |
| 15950 | 19/06/2012 | Outback Parks&Lodges | Accommodation, Meals and Incidentals for Mark Wilcox | 5,090.80 |
| 15951 | 19/06/2012 | Parmelia Print | 200 Race Bibs - Leonora Golden Gift | 506.00 |
| 15952 | 19/06/2012 | Penns Cartage Contractors | Roller Hire - Mt Ida Road | 1,953.11 |
| 15953 | 19/06/2012 | Petersen L | 2011/12 Meeting Attendance fees, Mileage and Telecommunications Allowance | 1,860.00 |
| 15954 | 19/06/2012 | Photo & Video Accessories Pty Ltd | Copystand and Lamps for Gwalia Museum | 404.00 |
| 15955 | 19/06/2012 | Pipeline Mining & Civil Contracting | Cleaning of Mazza's Store, Street Sign Set-up and maintenance, Supply of materials for Ablution block at Cemetery and Re-instatement of flood damaged roads. | 30,515.76 |
| 15956 | 19/06/2012 | Powerchill Electrical & Refrigeration | Supply Light Fittings for Airport, Carry out Preliminary works on inspectors orders at Leonora Oval, Electrical work for 11B Walton Street and re-cable street party lights. | 9,477.60 |
| 15957 | 19/06/2012 | Redwave Media Pty Ltd | WA FM Spirit Radio Network and Red FM Radio Advertising - Golden Gift, 2012 | 11,638.00 |
| 15958 | 19/06/2012 | Reliance Petroleum | Fuel Purchase (Motorcharge Card) + Overdue amount from previous invoice | 264.77 |
| 15959 | 19/06/2012 | Reynolds Graphics Pty Ltd | Leonora Golden Gift Website Updates and Photography of Leonora Golden Gift + Travel and Fuel expenses | 2,970.00 |
| 15960 | 19/06/2012 | RNR Contracting Pty Ltd | Bitumen Sealing Works as required - Tender 01/2012 | 120,149.25 |
| 15961 | 19/06/2012 | Ross Norrie - | 2011/12 Meeting Attendance fees, Mileage and Telecommunications Allowance | 1,860.00 |
| | | | SUB TOTAL | \$513,673.73 |

President: _____

| Cheque | Date | Name | Item | Payment |
|---------------|-------------|--|--|---------------------|
| | | | Balance Brought Forward | \$513,673.73 |
| 15962 | 19/06/2012 | Sarah Zimmermann. | Reimbursement for Road Closure Application (Golden Gift Weekend) | 65.90 |
| 15963 | 19/06/2012 | Shire Of Leonora - General | Bus Hire for 19th May, 2012 - Youth Excursion | 675.00 |
| 15964 | 19/06/2012 | Showtime Attractions | Cancelled (Duplicated Cheque) | 0.00 |
| 15965 | 19/06/2012 | Skippers Aviation Pty Ltd | Flight costs for Jacqui Sherriff, Ian Mackay, Criena Fitzgerald, Rafael Baugh and Dave Sheehan | 2,328.00 |
| 15966 | 19/06/2012 | Squire Sanders (AU) | Watching Brief: Kurku and Tjiwarl as well as fees and disbursements regarding "Advice regarding wandering livestock" | 6,782.60 |
| 15967 | 19/06/2012 | Stephen Carrick Architects Pty Ltd | Patroni's Guest House, Gwalia Conservation Works - Progress Claim No.1 | 14,905.00 |
| 15968 | 19/06/2012 | Thomas Bruins | Payment for Timing at Golden Gift Foot Races | 440.00 |
| 15969 | 19/06/2012 | Toll Ipec Pty Ltd | Freight Costs | 977.67 |
| 15970 | 19/06/2012 | Toll Priority | WA Storage for May 12 | 311.71 |
| 15971 | 19/06/2012 | UHY Haines Norton | Accounting Service Fee for the Month of May, 2012 | 6,050.00 |
| 15972 | 19/06/2012 | WA Country Health Service - Goldfields | Rental of Surgery and Consulting Rooms - June 2012 | 408.80 |
| 15973 | 19/06/2012 | West Australian Newspapers Ltd | Advertising Costs - May, 2012 | 2,784.69 |
| 15974 | 19/06/2012 | West Australian Young Readers Book Award | Goods purchased using Leinster Community Grant | 29.05 |
| 15975 | 19/06/2012 | Westcare. | Goods purchased using Leinster Community Grant | 37.36 |
| 15976 | 19/06/2012 | Western Australian Museum | 114 x 110 in the Waterbag | 2,732.46 |
| 15977 | 19/06/2012 | Western Plant Hire (WA) Pty Ltd | Plant Hire - May, 2012 | 8,910.00 |
| 15978 | 19/06/2012 | Westland Autos No1 Pty Ltd | 70k Service for P6 + Loan Vehicle Hire | 289.90 |
| 15979 | 19/06/2012 | WesTrac Pty Ltd | Troubleshoot Hydraulic System and repairs to P000 and P011 | 2,718.69 |
| 15980 | 19/06/2012 | Wurth Australia Pty Ltd | Items on Backorder - Screw's for Depot | 8.38 |
| | | | GRAND TOTAL | \$564,128.94 |

President: _____

10.0 REPORTS OF OFFICERS**10.2 DEPUTY CHIEF EXECUTIVE OFFICER****10.2(C) ADOPTION OF CORPORATE BUSINESS PLAN**

SUBMISSION TO: Meeting of Council
Meeting Date: 19th June, 2012

AGENDA REFERENCE: 10.2 (C) JUN 12

SUBJECT: Adoption of Corporate Business Plan

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: N/A

FILE REFERENCE: 9.13

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Tanya Browning

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 13th June 2012

BACKGROUND

With the introduction of the Integrated Strategic Planning Framework, all local governments are required to prepare a Corporate Business Plan. At the last Council meeting, draft action lists and corporate business plan templates were compared to the recently adopted ten year Strategic Community Plan, to ensure that the draft action items accurately reflected the content of the Strategic Community Plan.

KPMG have been assisting most local governments with their plans, and in early May, the Deputy CEO attended KPMG offices in Perth to discuss the plan and requirements, with the CEO also in attendance by teleconference. Since that time, KPMG have been liaising with the Department for Local Government with regard to the content and format of the CBP template, which has resulted in some amendments since last viewed by the Council.

The draft document is currently being reworked and finalised by KPMG, and was not available at the time that this agenda went to print, however copies will be provided prior to the Council meeting. Printed copies will also be supplied at the Council meeting.

STATUTORY ENVIRONMENT

Local governments are required to adopt a Strategic Community Plan and a Corporate Business Plan by 30 June 2013. Budgets must be compiled from these two documents after this time.

POLICY IMPLICATIONS

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

President: _____

FINANCIAL IMPLICATIONS

KPMG, through the GVROC have been engaged to assist with the Corporate Business Plans. Future assistance from KPMG (including Asset Management Planning) will be at a cost to Council, however adequate funds are contained in the budget for this.

STRATEGIC IMPLICATIONS

The attached plan will form the direction for future budget considerations to achieve goals etc within the Shire of Leonora's Strategic Community Plan.

RECOMMENDATIONS

That the attached Shire of Leonora Corporate Business Plan be adopted.

VOTING REQUIREMENT

Absolute Majority

COUNCIL DECISION

Moved Cr P Craig, Seconded Cr RA Norrie, that the attached Shire of Leonora Corporate Business Plan be adopted.

CARRIED BY ABSOLUTE MAJORITY (6 VOTES TO 0)

Shire of Leonora



Corporate Business Plan Template

2012 - 2016

Contents

| | |
|----------------------------|-----|
| Foreword | í I |
| 1. Introduction | í í |
| 2. Priorities and Planning | í J |
| 3. Operations | ÁŰî |
| 4. Workforce | F€ï |
| 5. Assets | F€J |
| 7. Reporting Process | FFî |
| 8. Risk | FG€ |
| 9. Contacts | FGJ |

Foreword

Through collaboration at a regional level with the Goldfields Esperance Regional Collaborative Group (GERCG), KPMG was engaged to assist the Shire of Leonora in developing its Corporate Business Plan.

By drawing on various documents and plans already in place, the corporate business plan will assist the Shire of Leonora to meet its obligations under the new Integrated Planning and Reporting (IPR) framework. All local governments are required to be compliant with this new framework by 1 July 2013.

The Corporate Business Plan will assist to ensure that the management team at the Shire have some documented plan in place to deliver the objectives set out in the Strategic Community Plan, and ensure that adequate consideration to resource these initiatives is undertaken (noted in the budget column within action lists).

Staff have put in a great deal of work and time to get to this starting point, and I am sure that further development and improvements of the Corporate Business will take place during annual reviews. We are always striving to ensure a high level of compliance in our day to day operation, which we will continue to do whilst implementing the IPR framework.

JG Epis
Chief Executive Officer

1. Introduction

The 4 Year Corporate Business Plan (CBP) activates the community aspirations that have been identified in the 10 Year Strategic Community Plan (SCP). It sets the strategic priorities that will drive the operation of the local government over the short to medium term, taking consideration of the human resources, assets and financial capacity of the local government. The SCP and CBP are inter-related, as changes in the SCP can impact and require review and adjustment in the CBP.

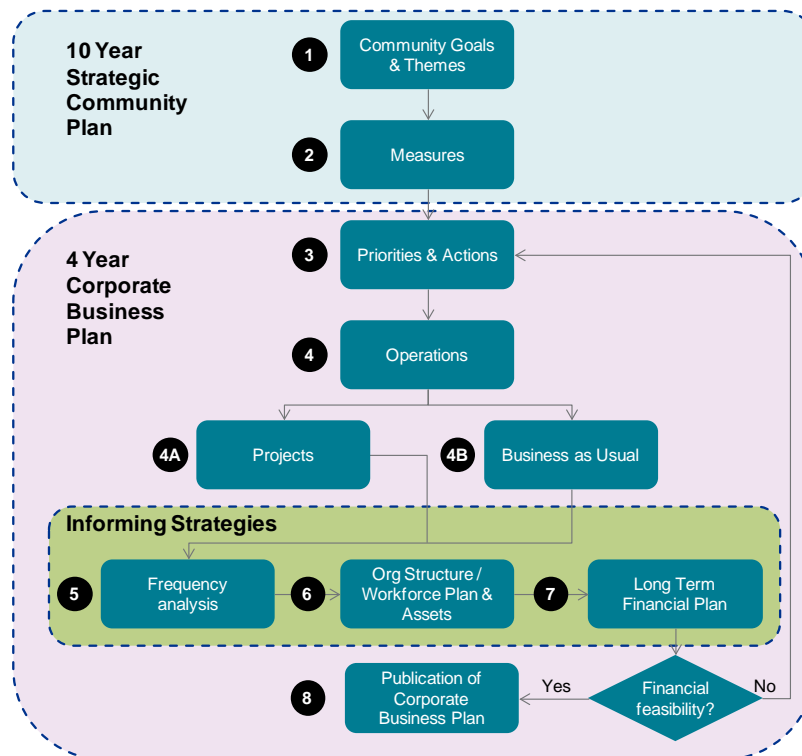
The CBP ensures the integration of the following informing strategies:

- Long Term Financial Plan;
- Workforce Plan;
- Asset Management Plan;
- Service Plans; and
- Issue Specific Plans.

The CBP is a dynamic, living document that is reviewed annually and adjusted according to the minor and major review cycles of the SCP, as well as a result of any performance and internal or external issues that will have an impact in the near future.

The following diagram illustrates the process undertaken to develop the CBP.

Figure –CBP process



Vision and values

The vision that was developed from community consultation for the Strategic Community Plan continually drives the strategies and actions outlined in the CBP.

The vision for the Shire of Leonora is:

The Shire of Leonora will be a progressive Shire supporting its residents in an environment of development while maintaining quality of life, values and retaining ownership of its future.

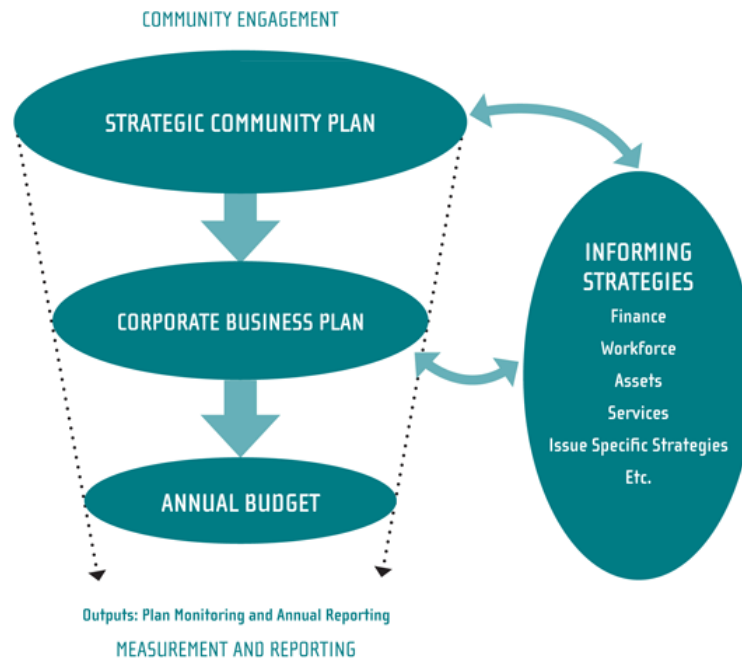
What is Integrated Strategic Planning and Reporting?

The Integrated Planning and Reporting (IPR) Framework has been established in order to allow Local Governments to plan sustainably for the future and to equip their organisations to respond to short, medium and long term community requirements.

The three major components of the IPR include:

- 1) Strategic Community Plan
 - 10 year plan
 - Provides the long term view informed by community aspirations
- 2) Corporate Business Plan
 - 4 year plan
 - Activates SCP
 - Integrates other plans
 - Reviewed annually
- 3) Annual Budget
 - Driven out of the annual CBP review process.

Figure –IPR process



Supporting and informing the above components are strategies such as:

- 1) Long Term Financial Plan
 - 10 year plan
 - Sustainable financial management
- 2) Asset Management Plan
 - 10 year plan
 - Management of local government's assets
- 3) Workforce Plan
 - 4 year plan
 - Workforce requirements to deliver CBP
- 4) Services
- 5) Issues specific strategies

Why are we doing this?

The CBP is a way of ensuring that the aspirations of the community are realised, through a program of work that details the timeframe, accountabilities, resources required and the cost.

The CBP is a tool that the administration will use to strategically direct the local government's program of work. The administration is accountable for both the completion of actions within the CBP as well as the overall performance of the local government.

A Map of Guiding Principles

The key principle of the planning process is to provide both the future aspirations of the community for the local government and a sustainable path to achieve them.

To develop the CBP the following analysis was completed:

- 1) **External analysis** – we have considered relevant external factors that could impact on operations;
- 2) **Operational Risk Assessment** – we have identified and put in place a plan to manage operational risks that could affect the local government's ability to deliver services and projects;
- 3) **Internal Analysis** – we have analysed and made improvements to our internal capability to ensure we can deliver the vision and priorities that the community has voiced;
- 4) **Integration** – we have incorporated and considered all of our strategies, operational requirements and other business considerations;
- 5) **Resource Capability analysis** – we have and will continue to assess the resource plans (e.g. Assets, Workforce, Finance) to determine our business-as-usual capability to deliver on the priorities outlined in the SCP;
- 6) **Service/Project Evaluation** – we have identified the methods to assess and evaluate our services and projects to ensure they are aligned with the strategic direction of our local government in a way that is cost effective and sustainable; and
- 7) **Organisational Development** – we have and will continue to communicate throughout our local government the vision and values voiced by the community and ensure that our operational systems are aligned to our strategic objectives.

2. Priorities and Planning

This section identifies the actions required to achieve the goals and priorities identified in the SCP. The guiding principles of external and internal analysis, integration of plans within our resource capability are utilised to ensure goals are achieved in a sustainable manner.

The following aspirations or goals from the SCP will be a priority of this CBP:

(1) An empowered and spirited community:

A community that leverages the skills, knowledge and facilities of the Shire, to build a strong sense of community.

(2) Economic hub of the Northern Goldfields:

A diverse, local economy that encompasses mining support, transport services, medical services and vocational training services.

(3) Forward thinking environmental management:

Manage the impact of our activity on the environment in a practical and sustainable manner.

(4) Innovative and proactive Shire and Councillors:

Equip our staff and councillors with the skills to lead the Shire into the future.

The following tables outline the actions and their relationship to the goals and strategies in the SCP. Each action has a corresponding priority level, success indicator, accountable staff member/s and timeframe as detailed further below:

1) Priority

Goals have been determined in the SCP and have been assigned rankings of importance (high, medium, or low) ;

2) Success indicator

Measure of how the community and Councillors will know when the action has been completed successfully;

3) Budget

The financial requirements to complete the action;

4) Responsible person/s







Person/s accountable for the completion of the action; and

5) Timeframe

Length of time required to complete the action.

| Social 1 | | | | | | | | |
|---|--|--|---|---------------------------|------------------|------------------|------|------|
| An empowered and spirited community | | | | | | | | |
| Goal 1.1 | | | | | | | | |
| Foster a greater sense of Community | | | | | | | | |
| Strategy 1.1.1: | | | | | | Priority: | | |
| Exhibit the community spirit and showcase sights of the Shire by facilitating events attracting community members and other visitors | | | | | | | | |
| Outcome Sought: | | | | | | | | |
| Increase attendance at Shire festivals like the Golden Gift weekend Strong sense of town ownership, pride and spirit amongst the community | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Promote an annual program of arts, cultural and festivals events | Annual Program of arts, culture and festival events published and communicated through relevant channels | \$2,000 | Chief Executive Officer | | ● | ● | ● |
| b | Collaborate with Tourism Groups such as the Goldfields Tourism Network to promote tourism within the Shire and the region. | Tourism groups actively promoting tourism within the Shire and the region. | \$30,000 (contributions also from regional neighbours) | Chief Executive Officer | | ● | | |
| b | Enhance, develop and promote the Golden Gift | Large number of people at events Strong demand for accommodation by outside visitors | To be utilised within existing \$400,000 allocation | Chief Executive Officer | | ● | ● | ● |

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|---|--|--|--|-------------------------------|---|---|---|---|
| c | Enter the Shire in Australian Tidy Town competition and work with the community in the coordination of the competition | Community participation in Australian Tidy Town competition | \$3,000 (inc \$1,000 contribution from community) | Chief Executive Officer |  |  |  |  |
| d | Set up a program to present awards that recognise and celebrate outstanding community spirit and leadership | Process where annual consideration is given to awarding community members for community spirit and leadership is held annually | \$1,500 (to be included within refreshments and receptions budget) | Community Development Officer | | |  |  |
| Interdependencies to other plans: <ol style="list-style-type: none"> 1) Communication Strategy 2) Economic Development Plan | | | | | | | | |

| Social 1 | | | | | | | | |
|---|--|---|---|-------------------------|-----------|------------------|------|------|
| An empowered and spirited community | | | | | | | | |
| Goal 1.1 | | | | | | | | |
| Foster a greater sense of Community | | | | | | | | |
| Strategy 1.1.2: Promote a sense of community through encouraging law abiding citizens and coordination of relevant government agencies to tackle crime | | | | | | Priority: | | |
| Outcome Sought: A community that respects each others values and property and behaviour expected Agencies working collaboratively to tackle any law abiding issues | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Work with groups (and state agencies) to refer to a document consolidating views of the community and working toward improvement | LIAM group and other relevant agencies using document | Existing staff resources, budget provision of \$2,000 to host interagency meeting | Chief Executive Officer | | ● | ● | |
| Interdependencies to other plans: 1) Communication Strategy | | | | | | | | |



| Social 1 | | | | | | | | |
|---|---|--|--|--------------------------------|------------------|------------------|------|------|
| An empowered and spirited community | | | | | | | | |
| Goal 1.1 | | | | | | | | |
| Foster a greater sense of Community | | | | | | | | |
| Strategy 1.1.3: Support community run sporting, recreational and volunteering initiatives through direct financial assistance; the utilisation of Shire facilities; or the leverage of Shire expertise in a mentoring roles | | | | | | Priority: | | |
| Outcome Sought: Diverse range of community sporting and recreational activities supported by a strong base of volunteers | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Identify and implement the most appropriate sport and recreation opportunities for the Shire | List of identified opportunities that are feasible to implement within the Shire | Utilise existing staff budget Utilise approx. \$5,000 of existing provision for contractor/grant consultant | Deputy Chief Executive Officer | | ● | ● | ● |
| | | Relevant opportunities for the Shire have been implemented | | | | | | |
| b | Encourage volunteerism in by identifying successful policies, strategies and actions to encourage increased volunteer base. | Communication channels are open with other Shires in the region with strategies documented and being implemented | Utilise existing staff budget | Deputy Chief Executive Officer | | ● | ● | ● |

President: _____

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|---|--|---|---|--------------------------------|--|---|---|---|
| c | Promotion of Shire assistance schemes and the process to obtain assistance | Continuation of successful sporting, recreational and volunteering initiatives High utilisation of Shire facilities (sporting ovals & buildings) by community groups | Staff time only (no additional resource required) | Deputy Chief Executive Officer | | ● | ● | |
| d | Maintain Community grant | Utilisation of an events budget | \$80,000 | Deputy Chief Executive Officer | | ● | ● | ● |
| Interdependencies to other plans: <ol style="list-style-type: none"> 1) Annual Budget 2) Communication Strategy 3) Regional Master Plan | | | | | | | | |

| Social 1 | | | | | | | | |
|---|---|--|---|---------------------------|------------------|------------------|------|------|
| An empowered and spirited community | | | | | | | | |
| Goal 1.2 | | | | | | | | |
| Support our senior resident in their community | | | | | | | | |
| Strategy 1.2.1: Ensure that there is appropriate infrastructure and facilities to service the health and social needs of the Shire's senior residents | | | | | | Priority: | | |
| Outcome Sought: Attraction and retention of senior residents retiring to the Shire Range of services available within the Shire servicing the requirements of senior residents | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Engage with the senior residents and relevant agencies in the community to understand their issues and service requirements | List of identified issues experienced by senior residents List of service requirements for senior residents | Utilise existing staff labour budget | Chief Executive Officer | | ● | | |
| b | Leverage the action 2.1.3.a to communicate to the Department of Health the issues and service requirements identified in the above action a | Improved standard facilities and services available in Shire for senior residents, with travel only required for specialist services | Utilise provision for consultants to assist with lobbying etc | Chief Executive Officer | | ● | ● | ● |
| c | Undertake a feasibility study of accommodation for the elderly | Accommodation feasibility study | \$30,000 (includes \$20,000 grant income for study) | Chief Executive Officer | | ● | ● | |

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|--|--|---|--|-------------------------|--|--|---|---|
| d | Create a Business Case for the development of accommodation for the elderly and seek funding | Accommodation Business case Funding for development of accommodation for the elderly | Utilise existing provision for consultant services | Chief Executive Officer | | |  |  |
| Interdependencies to other plans: <ol style="list-style-type: none"> 1) Communication Strategy 2) Economic Development Plan | | | | | | | | |

| Economic 2 | | | | | | | | |
|---|---|--|--|---------------------------|------------------|------------------|------|------|
| Economic hub of the Northern Goldfields | | | | | | | | |
| Goal 2.1 | | | | | | | | |
| Become the economic focal point for key industries in the Northern Goldfields | | | | | | | | |
| Strategy 2.1.1: Become the further education and vocational hub for the Northern Goldfields region | | | | | | Priority: | | |
| Outcome Sought: Diverse range of educational and vocational opportunities within the Shire allowing people to stay within the region to further their education | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Develop mechanisms to have open communications with Universities and TAFE organisations | University regional campus opened in Shire Remove this | Utilise existing provision for consultant services | Chief Executive Officer | | ● | ● | ● |
| | Commence communications (what mechanisms?) | TAFE regional campus opened in Shire | | | | | | |
| b | Utilise GERCG networks to hold discussions with the other Northern Shires to understand their further education (FE) and higher education (HE) requirements | List identifying the FE and HE requirements of the Northern Shires | Utilise existing budgets to attend GERCG meetings | Chief Executive Officer | | ● | ● | |
| Interdependencies to other plans: | | | | | | | | |
| 1) Communication Strategy | | | | | | | | |
| 2) Economic Development Plan | | | | | | | | |

| Economic 2 | | | | | | | | |
|---|--|--|--|---------------------------|------------------|------------------|------|------|
| Economic hub of the Northern Goldfields | | | | | | | | |
| Goal 2.1 | | | | | | | | |
| Become the economic focal point for key industries in the Northern Goldfields | | | | | | | | |
| Strategy 2.1.2: Develop Leonora as a transportation hub for the Northern Goldfields and alternate route to the Pilbara | | | | | | Priority: | | |
| Outcome Sought: Wide variety of transportation goods and services available within the Shire Increase in the number of transportation businesses and training within the Shire | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Use LIAM and other communications / invitations to attract industrial training business to town | Increase in the number of industrial training courses available within the Shire | Utilise existing staff labour budget | Chief Executive Officer | | ● | ● | ● |
| b | Use LIAM and schedule events to attract business in the transport industry to the Shire | Increase in the number of transportation-related businesses based locally | Utilise existing staff labour budget. Utilise existing provision from 'Refreshments and Receptions' account | Chief Executive Officer | | ● | ● | ● |
| c | Continue to support the RRG, GEDC and other regional groups in the extension of the Goldfields highway to Great Northern highway | Extension of the Goldfields Hwy to connect with the Great Northern Hwy | Utilise existing staff labour budget | Chief Executive Officer | ● | ● | ● | |





President: _____

Interdependencies to other plans:

- 1) Communication Strategy
- 2) Economic Development Plan
- 3) Regional Business Plan





| Economic 2 | | | | | | | | |
|--|---|---|--------------------------------------|---------------------------|------------------|------------------|------|------|
| Economic hub of the Northern Goldfields | | | | | | | | |
| Goal 2.1 | | | | | | | | |
| Become the economic focal point for key industries in the Northern Goldfields | | | | | | | | |
| Strategy 2.1.3: Become the regional health hub for the Northern Goldfields | | | | | | Priority: | | |
| Outcome Sought: Residents from surrounding (communities) Shires travelling to Leonora for medical services Limited requirement to travel outside of the Shire to receive medical services | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Establish a mechanism to work in partnership with the Department of Health and other relevant government agencies to communicate and identify the healthcares issues in the Northern region LIAM | Meetings held with the Department on a quarterly basis with minutes taken and available to Councillors | Utilise existing staff labour budget | Chief Executive Officer | ● | ● | | |
| b | Promote and support the establishment of a regional hospital and aged care facility for the Northern Goldfields within the Shire Agree to this | Increase in medical services available to the Shire and its neighbours Regional Hospital opened in Shire | Utilise existing staff labour budget | Chief Executive Officer | ● | ● | ● | ● |

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| C | Encourage the Department of Health to increase the services provided by Leonora hospital | <p>Increase in the number of different services available in Leonora Hospital</p> <p>Decrease in resident travel outside of the Shire to receive medical services</p> | Utilise existing staff labour budget | Chief Executive Officer |  |  |  |  |
| <p>Interdependencies to other plans:</p> <p>1) Communication Strategy</p> <p>2) Economic Development Plan</p> | | | | | | | | |

| Environmental 3 | | | | | | | | |
|--|--|--|---|---|------------------|------------------|------|------|
| Forward thinking environmental management | | | | | | | | |
| Goal 3.1 | | | | | | | | |
| Sustainable and effective environmental management | | | | | | | | |
| Strategy 3.1.1: Identification and establishment of a reserve for waste management to meet the growing requirements of the community | | | | | | Priority: | | |
| Outcome Sought: Sustainable waste management within the Shire | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Research successful initiatives, techniques, best practice and policies and guidelines for the management of waste | List of successful initiatives, techniques and best practice for waste management List of relevant policies and guidelines for waste management | Utilise existing provisions for consultant services | Deputy Chief Executive Officer | ● | ● | | |
| b | Undertake a review of current waste management within the Shire | Report reviewing the current waste management within the Shire | Utilise existing provisions for consultant services | Manager Works Deputy Chief Executive Officer | ● | ● | | |
| c | Analyse 2006 & 2011 Census data to establish the future waste management requirements of the Shire | Report identifying the future waste management requirements of the Shire | Utilise existing provisions for consultant services | Deputy Chief Executive Officer | ● | ● | | |

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|---|---|---|---|--------------------------------|--|---|---|---|
| d | Develop and implement a Waste Management Strategy | Developed and implemented Waste Management Strategy | Utilise existing provisions for consultant services | Deputy Chief Executive Officer | |  |  |  |
| e | Identify an appropriate land area to meet the future waste requirements of the Shire and conduct a feasibility study LG Management to put forward a proposal determining how to deal with future waste requirements that considers waterways, prevailing winds, planning considerations, native title required in | Proposal has beendeveloped | Utilise existing provisions for consultant services Utilise existing staff wages/labour budget | Manager Works | | |  | |
| Interdependencies to other plans: <ol style="list-style-type: none"> 1) Asset Management Plan 2) Long Term Financial Plan 3) Economic Development Plan 4) Communication Strategy | | | | | | | | |

| Environmental 3 | | | | | | | | |
|---|---|---|--|---------------------------|------------------|------------------|------|------|
| Forward thinking environmental management | | | | | | | | |
| Goal 3.1 | | | | | | | | |
| Sustainable and effective environmental management | | | | | | | | |
| Strategy 3.1.2: Reduction in the adverse effects of mining activity around and near the town | | | | | | Priority: | | |
| Outcome Sought: Industry and the community working and living harmoniously | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Discuss with MRWA designated truck parking areas off Goldfields Highway | Creation and utilisation of a designated truck parking area | Utilise existing staff wages/labour budget | Manager Works | | | ● | |
| Interdependencies to other plans: | | | | | | | | |
| 1) Asset Management Plan 2) Mining Economic Development in Shire of Leonora 3) Long Term Financial Plan | | | | | | | | |

| Theme 4 | | | | | | | | |
|--|--|---|--|--------------------------------|------------------|------------------|------|------|
| Innovative and proactive Shire and Councillors | | | | | | | | |
| Goal 4.1 | | | | | | | | |
| Efficient service offerings to the Community | | | | | | | | |
| Strategy 4.1.1: | | | | | | Priority: | | |
| Facilitate more effective delivery of services by Federal and State Government agencies by providing a shared work space for visiting agencies and broking informal coordination of services | | | | | | | | |
| Outcome Sought: | | | | | | | | |
| Coordinated and improved provision of services across all government agencies to the community | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Encourage participation to raise awareness of needs and coordinate community driven initiatives | Person identified to champion and coordinate initiative | Utilise existing staff wages budget | Deputy Chief Executive Officer | ● | | | |
| b | Identify appropriate facilities to host Federal and State government agencies. Identify appropriate government agencies who should use the facilities (both those currently working in the community, and those that should) | Identification of appropriate facilities | Utilise existing staff wages budget Utilise existing provisions for consultant services | Action (a) Champion | ● | ● | | |

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|--|--|---|--|---------------------|--|---|---|---|
| c | Develop mechanisms such as Website advertising (LIAM) for the communication of the available facilities to government agencies | Communications have been made to relevant agencies with increased utilisation of facilities | Utilise existing staff wages budget Utilise existing provisions for consultant services | Action (a) Champion | | ● | ● | ● |
| g | Support and promote the Leonora Inter-Agency (LIA) initiative | Increase attendance and implemented actions from LIA | Utilise existing staff wages budget Utilise existing provisions for consultant services | Action (a) Champion | | ● | ● | ● |
| Interdependencies to other plans: <ol style="list-style-type: none"> 1) Asset management plan 2) Communication strategy | | | | | | | | |

| Theme 4 | | | | | | | | |
|---|--|---|--|---------------------------|------------------|------------------|------|------|
| Innovative and proactive Shire and Councillors | | | | | | | | |
| Goal 4.2 | | | | | | | | |
| Effective and open engagement with all sections of the community | | | | | | | | |
| Strategy 4.2.1: | | | | | | Priority: | | |
| Clearly engage and communicate with all sections of the community to promote Shire initiatives and ensure that the Shire remains connected with the needs and requirements of the community | | | | | | | | |
| Outcome Sought: | | | | | | | | |
| High community participation at Shire events Open, frequent and diverse conversations between the Shire and the community | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Identify the critical success factors for engagement with Aboriginal residents and FIFO workers using GERCG guidance | List of critical success factors has been developed | Utilise existing staff wages budget | Chief Executive Officer | ● | | | |
| b | Develop and implement a Communication Strategy | Communication strategy is developed and being implemented | Utilise existing staff wages budget Utilise existing provisions for consultant services | Chief Executive Officer | ● | ● | | |

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|--|---|---|--|-------------------------------|---|---|---|---|
| c | Create a mechanism to ensure all staff and Councillors are aware of the Communication Strategy and identify how they will utilise and update the strategy and be supported in their interactions with the community | Communication Strategy sessions attended by all staff and Councillors Not necessarily in person sessions | Utilise existing staff wages budget Utilise existing provisions for consultant services | Chief Executive Officer | | ● | | |
| d | Develop a proposal to fund the recruitment of a Community Development Officer | Appointment of Community Development officer More contribution/participation by the Community in Shire initiatives | Utilise existing staff wages budget Utilise existing provisions for consultant services | Chief Executive Officer | ● | ● | | |
| e | Use the Communication Strategy to promote Shire initiatives | Increase in community participation at community events | Utilise existing staff wages budget Utilise existing provisions for consultant services | Community Development Officer | | ● | ● | ● |
| Interdependencies to other plans: 1) Asset Management Plan | | | | | | | | |




| Theme 4 | | | | | | | | |
|--|---|---|--|--------------------------------|------------------|------------------|------|------|
| Innovative and proactive Shire and Councillors | | | | | | | | |
| Goal 4.3 | | | | | | | | |
| Plan for continuous improvement of infrastructure and services | | | | | | | | |
| Strategy 4.3.1: Expand the asset management plan and document the asset management policies and procedures that are currently undertaken | | | | | | Priority: | | |
| Outcome Sought: Documented and implemented asset management plans, policies and procedures | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Develop Asset Management Plan | Developed Asset Management Plan | Utilise existing staff wages budget Utilise existing provisions for consultant services | Deputy Chief Executive Officer | ● | | | |
| b | Implement Asset Management Plan | Implemented Asset Management Plan | Utilise existing staff wages budget Utilise existing provisions for consultant services | Deputy Chief Executive Officer | ● | ● | ● | ● |
| c | Document current asset management policies and procedures | Documented Asset Management policy and procedures | Utilise existing staff wages budget Utilise existing provisions for consultant services | Deputy Chief Executive Officer | ● | ● | | |

Interdependencies to other plans:

- 1) Economic Development Plan




| Theme 4 | | | | | | | | |
|--|--|--|---|--------------------------------|------------------|------------------|------|------|
| Innovative and proactive Shire and Councillors | | | | | | | | |
| Goal 4.3 | | | | | | | | |
| Plan for continuous improvement of infrastructure and services | | | | | | | | |
| Strategy 4.3.2: Ensure the Shire's historic GWALIA buildings remain viable for future generations of the community by developing specific asset management plans | | | | | | Priority: | | |
| Outcome Sought: Restored GWALIA buildings and plans for continued maintenance | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Organise valuations of the buildings in the GWALIA area and update Asset Management Plan | Updated Asset Management Plan with accurate GWALIA building valuations | Approximately \$8,000 for valuation services | Deputy Chief Executive Officer | ● | ● | | |
| b | Develop a specific GWALIA Asset Management Plan | Developed GWALIA Asset Management Plan | Utilise provision for consultancy services | Deputy Chief Executive Officer | ● | ● | | |
| c | Engage Architects specialising in heritage buildings to identify the future needs of the buildings | Acceptance of plans by relevant Heritage group | Included within provision for consultant services | Deputy Chief Executive Officer | | ● | | |
| d | Develop a proposal to seek heritage funding for the maintenance of historic assets | Securing Heritage funding for restoration work | Included within provision for consultant services | Deputy Chief Executive Officer | | ● | ● | |

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| e | Utilise the services provided by the GWALIA reference volunteer group to organise ongoing building maintenance busy bees | Participation at several building maintenance busy bees | Included within provision for consultant services | Community Development Officer | |  |  |  |
| Interdependencies to other plans: <ol style="list-style-type: none"> 1) Asset Management Plan 2) Communication Strategy 3) Tourism Development Plan | | | | | | | | |

| Theme 4 | | | | | | | | |
|---|--|---|--|---------------------------|------------------|------------------|------|------|
| Innovative and proactive Shire and Councillors | | | | | | | | |
| Goal 4.3 | | | | | | | | |
| Plan for continuous improvement of infrastructure and services | | | | | | | | |
| Strategy 4.3.3: Consult with the community to identify the community needs for the improvement of infrastructure and services | | | | | | Priority: | | |
| Outcome Sought: Visible improvements in infrastructure and services to which the community was consulted | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Create and conduct annual stakeholder consultation to identify infrastructure and services that require improvement | List of improvements required for Shire infrastructure and services | Utilise existing staff wages budget Utilise existing provisions for consultant services | | ● | ● | ● | ● |
| b | Develop Infrastructure and service line plans with acceptable variances to be reviewed monthly and any deviation to be flagged | Developed Infrastructure and service line plans | Utilise existing staff wages budget Utilise existing provisions for consultant services | | | ● | ● | ● |

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|---|--|---|--|--|--|---|---|---|
| c | Conduct quarterly internal checks to support the improvement of infrastructure and services are being made and updates to individual plans | Quarterly check reports are being conducted | Utilise existing staff wages budget Utilise existing provisions for consultant services | | |  |  |  |
| Interdependencies to other plans: 1) Asset Management Plan 2) Communication Strategy | | | | | | | | |



| Theme 4 | | | | | | | | |
|---|---|---|--|--------------------------------|------------------|------------------|------|------|
| Innovative and proactive Shire and Councillors | | | | | | | | |
| Goal 4.4 | | | | | | | | |
| Innovative and safe working environment | | | | | | | | |
| Strategy 4.4.1: Create an environment that promotes the finest work from staff by adopting and implementing best management practices, with an emphasis on safety | | | | | | Priority: | | |
| Outcome Sought: A work environment with clear policies and procedures with minimal safety incidents | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Continue to liaise with the Shire of Wiluna and other administrations within LGMA, GERCG and other networks to share and utilise policies, procedures and handbooks | Sharing of policies, procedures and handbooks amongst the GERCG | Utilise existing staff wages budget Utilise existing provisions for consultant services | Chief Executive Officer | ● | | | |
| c | Adhere to DLG guidelines and other good management practices, by developing for staff handbooks identifying legislative requirements, which are easily updateable | Legislative requirement handbook | Utilise existing staff wages budget Utilise existing provisions for consultant services | Deputy Chief Executive Officer | ● | | | |

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| d | Adopt best practice HR management frameworks | Best practice HR management framework has been identified and adopted by the organisation | Utilise existing staff wages budget Utilise existing provisions for consultant services | Deputy Chief Executive Officer | | ● | ● | ● |
| e | Develop a workforce plan to ensure the efficient allocation of staff and to identify the future staff requirements of the Shire | Workforce plan | Included within strategic planning allocation | Chief Executive Officer | ● | | | |
| f | Develop occupational safety and health manuals | Occupational safety and health manual | Utilise services of LGIS for this (approx. \$9,000 per annum) | Deputy Chief Executive Officer | ● | ● | | |
| Interdependencies to other plans: 1) Communication Strategy | | | | | | | | |

| Theme 4 | | | | | | | | |
|--|---|---|--|-------------------------------|------------------|------------------|------|------|
| Innovative and proactive Shire and Councillors | | | | | | | | |
| Goal 4.5 | | | | | | | | |
| Diversify and strengthen revenue streams | | | | | | | | |
| Strategy 4.5.1: Ensure the Shire receives the maximum grant assistance available to ensure the greatest benefit to the community | | | | | | Priority: | | |
| Outcome Sought: Increase in the value of grants received by the Shire in order to continue a high quality of services to the community | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Consult with the Shire of Laverton & Wiluna to understand the critical success factors and their progress towards employing a grant officer | List of critical success factors for employment of a Grants Officer | Utilise existing staff wages budget | Chief Executive Officer | ● | ● | | |
| | Use Workforce Plan to identify if a Grant Officer would be appropriate for the Shire – develop a proposal if appropriate | Developed business case for employment of a Grants Officer | Utilise existing provisions for consultant services | | | | | |
| b | Investigates the grants available that the Shire is eligible to receive | Increase in number of grants the Shire applies for | Utilise existing staff wages budget Utilise existing provisions for consultant services | Community Development Officer | | ● | ● | ● |

President: _____

| | | | | | | | | |
|--|---|--|--|-------------------------|--|---|---|--|
| C | Create a mechanism to communicate with the government to request additional grants when the Shire is required to undertake non-traditional services | Increase communication with government Increase in the value of non traditional grants received | Utilise existing staff wages budget Utilise existing provisions for consultant services | Chief Executive Officer | |  |  | |
| Interdependencies to other plans: 1) Workforce Plan 2) Communication Strategy | | | | | | | | |

| Theme 4 | | | | | | | | |
|--|---|--|-------------------------------------|--------------------------------|------------------|------------------|------|------|
| Innovative and proactive Shire and Councillors | | | | | | | | |
| Goal 4.5 | | | | | | | | |
| Diversify and strengthen revenue streams | | | | | | | | |
| Strategy 4.5.2: Plan for adequate supply of residential and commercial land to meet the requirements of the community | | | | | | Priority: | | |
| Outcome Sought: Increase in residential home ownership Increase/expansion in commercial businesses within the Shire | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Continue to identify residential and commercial land blocks to release | Identified residential and commercial land blocks | Utilise existing staff wages budget | Deputy Chief Executive Officer | ● | | | |
| b | Create and a proposal to Council for the release of residential and commercial land blocks | Developed Business Case Increase in the number of residential and commercial land blocks Increase in the rates revenue | Utilise existing staff wages budget | Deputy Chief Executive Officer | | ● | ● | ● |
| c | Leverage relationships developed in action 1.1.3.b to seek information and to promote State Housing to release empty blocks to allow resale of blocks to the community | Increase in the number of residential land blocks Increase in the rates revenue | Utilise existing staff wages budget | Deputy Chief Executive Officer | | ● | ● | |

President: _____

Interdependencies to other plans:

- 1) Communication Strategy
- 2) Asset Management Plan

| Theme 4 | | | | | | | | |
|--|---|---|--|---------------------------|------------------|------------------|------|------|
| Innovative and proactive Shire and Councillors | | | | | | | | |
| Goal 4.5 | | | | | | | | |
| Diversify and strengthen revenue streams | | | | | | | | |
| Strategy 4.5.3: Support the continuation and establishment of mining operations within the Shire to ensure sustained economic benefit to the Shire | | | | | | Priority: | | |
| Outcome Sought: Full spectrum of mining companies operating within the Shire and/or utilising mining services within the Shire | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Utilise data already available through CME to construct differential ratings on mining tenements | Mining Economic Development in Shire of Leonora | Utilise existing staff wages budget | Chief Executive Officer | | ● | ● | |
| | Implement differential ratings on mining tenements if appropriate | Differential rates on mining tenements | | | | | | |
| b | Develop a business case for the investment in Shire-owned mining infrastructure such as a custom mill | Increase in the number of smaller mining companies operating within the Shire | Utilise existing staff wages budget Utilise existing provisions for consultant services | Chief Executive Officer | | ● | ● | |

President: _____

Interdependencies to other plans:

- 1) Asset Management Plan
- 2) Long Term Financial Plan
- 3) Communication Strategy

| Theme 4 | | | | | | | | |
|--|---|--|--|--------------------------------|------------------|------------------|------|------|
| Innovative and proactive Shire and Councillors | | | | | | | | |
| Goal 4.6 | | | | | | | | |
| Strong leadership planning (develop appropriate succession planning) | | | | | | | | |
| Strategy 4.6.1: Identify the future leadership requirements of the Shire and develop and equip staff to fulfil these positions | | | | | | Priority: | | |
| Outcome Sought: Strong leadership with the administration, with educated and empowered staff | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Develop and implement a leadership trainee scheme to provide opportunities and budget for professional development, career development and training for staff | Shire Leadership trainee scheme Attendance at training sessions | Utilise existing staff wages budget Training provisions as per OHS gap analysis | Deputy Chief Executive Officer | | ● | ● | |
| b | Prioritise internal promotion | Increase in internal promotion Increase in retention of experienced staff, | Utilise existing staff wages budget Include sufficient training allocation | Deputy Chief Executive Officer | ● | | | ● |
| c | Enhance salary packaging including accommodation | Reduction in the number of Shire vacancies Increase in retention of experienced staff | Staff housing provisions as per condition assessments Training allocations Staff Wages Provision | Chief Executive Officer | | ● | ● | |

President: _____

| | | | | | | | | |
|--|--|--|--|--------------------------------|---|---|---|--|
| d | Utilise the Workforce Plan to create succession planning for key roles and ensure deputy positions are in place where required | Reduction in the number of Shire vacancies | Utilise existing wages budget Allocate sufficient training provisions | Deputy Chief Executive Officer | ● | ● | | |
| e | Identify funding opportunities to develop local/indigenous staff | Employment and development of local/indigenous staff | Utilise existing wages budget Allocate sufficient training provisions | Deputy Chief Executive Officer | | | ● | |
| Interdependencies to other plans: | | | | | | | | |
| 1) Workforce Plan 2) Communication strategy | | | | | | | | |

| Theme 4 | | | | | | | | |
|--|--|---|--|--------------------------------|------------------|------------------|------|------|
| Innovative and proactive Shire and Councillors | | | | | | | | |
| Goal 4.6 | | | | | | | | |
| Strong leadership planning (develop appropriate succession planning) | | | | | | | | |
| Strategy 4.6.2: Support and develop Councillors to represent their community effectively | | | | | | Priority: | | |
| Outcome Sought: Diverse representation of the community on Council Ongoing development opportunities available to Councillors | | | | | | | | |
| Actions | | Success Indicator | Budget | Responsible Person | Timeframe | | | |
| | | | | | 2012 | 2013 | 2014 | 2015 |
| a | Host community information sessions prior to Councillor elections to increase interest and awareness of the roles and responsibilities of Councillors | Increase in the number of candidates for election | \$4,000 per election | Deputy Chief Executive Officer | | ● | ● | |
| b | Provide appropriate training to Councillors for continuously improve their skills and knowledge Consider alternative methods of delivery, local sessions (depending on content) | Training sessions attended by Councillors | \$17,000 per annum to ensure continued development | Deputy Chief Executive Officer | ● | | | |
| Interdependencies to other plans: 1) Communication strategy 2) Annual Budget | | | | | | | | |

3. Operations

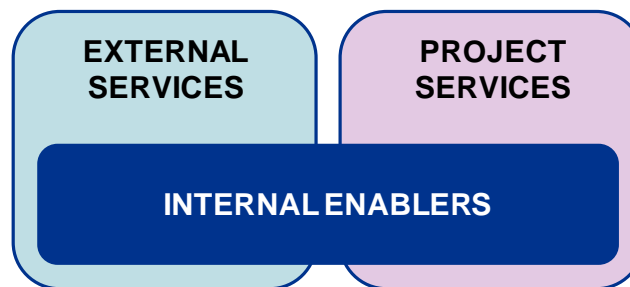
This section outlines the operations within the local government that will deliver services to the community and progress towards the achievement of community goals as identified in the SCP.

Operations within the local government can be categorised into internal and external services as well as project services, as identified below:

- **External services (business-as-usual)** – this is comprised of core service delivery to the community, included those required by government legislation (e.g. events, parks and gardens, bin collection, road and path maintenance);
- **Internal enablers (business-as-usual)** – support services within the local government that ensure the effective running of day-to-day business activities and allow core service delivery to happen (e.g. HR, Finance, Payroll, Program / Contract Management); and
- **Project services (one-off specific projects)** – the delivery of projects as required to meet the Strategic Community Plan objectives. On completion, these projects will become incorporated into the business-as-usual service delivery.

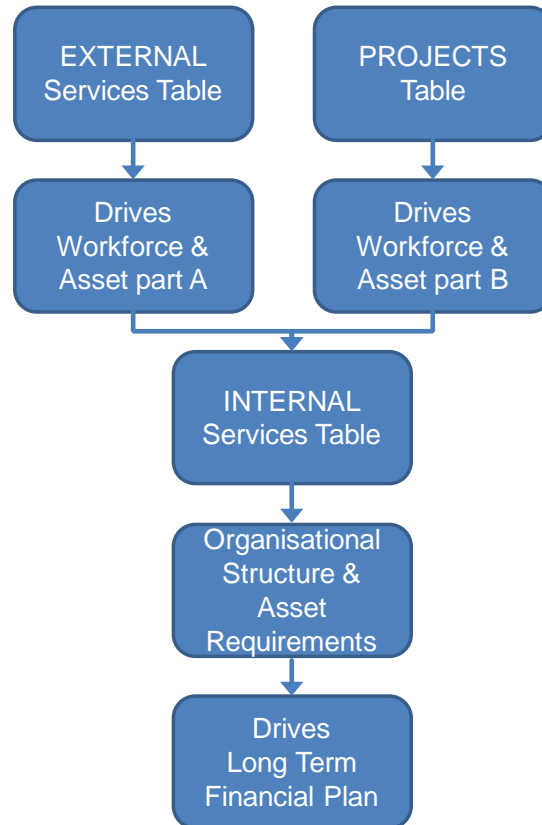
Project services will typically be managed and coordinated by the internal service (that can be identified as Program / Contract Management) as illustrated in the diagram below.

Figure – Operational categories and relationships



The following diagram demonstrates the relationship between the internal, external and project services and how they impact and influence Workforce Planning, Asset Management and ultimately, Long Term Financial Planning.

Figure – Operational categories and relationships

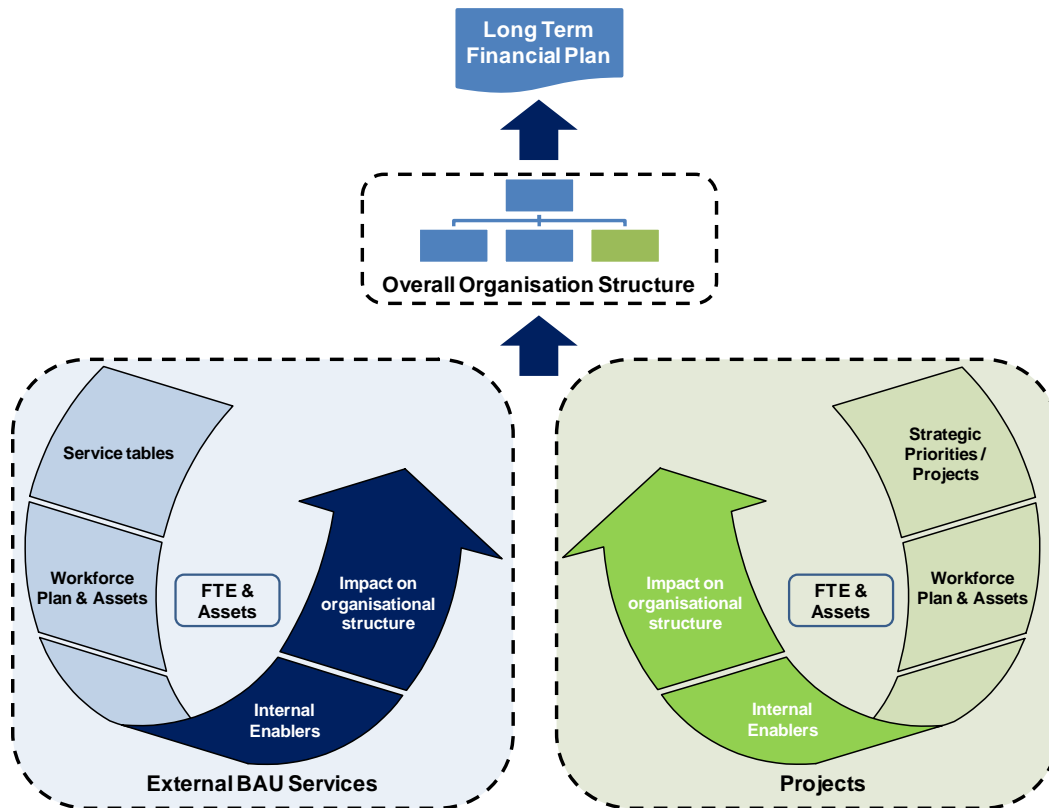


External services are defined by various means that include the following:

- Service levels;
- Service frequency;
- Service delivery options; and
- Charging arrangements.

The external and project service tables later in this section shape the organisational structure of the local government, its workforce and the associated assets that will be required. These then drive the internal enablers that are provided in order to support these and define the staff required, as demonstrated in the following diagram.

Figure – Flowchart showing interaction of the External, Internal and Project Based Services



Service level and frequency

This section explores the ideal service delivery options and frequencies to be operated by the local government over the following four years. Service level and frequency describe the defined service quality for a particular activity (i.e. roads) or service area (i.e. Street lighting) against which service performance may be measured. Service levels usually relate to quality, quantity, reliability, responsiveness, environmental acceptability and cost.

The table sets the baseline for meeting community expectations with regard to external business-as-usual service delivery going forward and allows for the delivery of short, medium and long term strategies, which are key to aligning with community aspirations in the SCP.

Service levels are based on the community's expectations of what and how often a service is delivered. Service levels and frequency have been determined on the basis of extensive community engagement processes and reflect both the community's ideal state balanced with the realistic constraints on the local government. The detail of the frequency of services will be determined during the detailed planning phase.

To ensure the effective and efficient allocation of resources (labour, assets and financial capacity) across day-to-day operations as well as delivery of strategic priorities identified in the SCP, the following service levels and frequencies desired by the community have been outlined.

President: _____

Service Frequency

There are several frequencies determined by the community for how often a service occurs:

- Ad hoc
- Daily
- Weekly
- Fortnightly
- Monthly
- Quarterly

Service Delivery

The local government must provide a range of services and it actively seeks out the most cost effective and efficient manner to do this. Some services are provided conventionally through local government employed staff, however where savings, efficiencies or improved quality outcomes are possible service delivery will be outsourced. Outsourcing is often necessary due to the difficulty of finding and retaining qualified staff or the cost of operating specialised plant and equipment. In these situations services are being maintained or improved for the benefit of local communities in a manner that is sustainable in the medium to longer term.

There are several options for service delivery in terms of how the service is delivered and by whom:

- **Fully Outsourced:** work is fully undertaken by an external contractor
- **Partially Outsourced:** work is partially undertaken by an external contractor
- **Local Government:** work is undertaken by the local government administration
- **Volunteers:** work is undertaken by volunteers in the community

Charging arrangements

Local governments provide a range of services to communities and must cover the cost of these through various funding sources. The primary source of funding is from general revenue which is made up of rates levied on property owners and State and Australian government grants. Where possible the local government will recoup a fee for service either partially or fully. This is an equitable approach to generating revenue as fees are charged to the community members using facilities or receiving services.

There are several methods available for the payment of a service:

- Fee for Service – Fully recouped (F)
- Fee for Service – Partially recouped (PR)
- Subsidised Service – government funded (G)
- Free at point of use – funded from general revenue (FR)

President: _____

The table below is a summary of the external business-as-usual services to be performed with an indication of how often and how it will be paid for.

Table – External business-as-usual Services

| External BAU Service | Frequency | Level | Charging Arrangement |
|---|-------------|-------|----------------------|
| Airport | Daily | LG | F |
| Asset and building maintenance | Ad-hoc | PO | FR |
| Building applications, control and licenses | Fortnightly | FO | PR |
| Bush fire control | Quarterly | LG | G |
| Cemetery | Fortnightly | LG | PR |
| Citizenship ceremonies | Ad-hoc | LG | FR |
| Community development | Daily | LG, V | FR |
| Community groups | Ad-hoc | LG | FR |
| Community information services | Daily | LG | FR |
| Complaint handling | Ad-hoc | LG | FR |
| Crossovers | Ad-hoc | LG | PR |
| Cultural development | Ad-hoc | G | FR |
| Demolition permits | Ad-hoc | FO | PR |
| Disability services | Ad-hoc | LG | FR |
| Dog control | Daily | LG | PR |
| Footpaths / kerbing | Monthly | LG | FR |
| Health and food inspections | Monthly | FO | FR |
| Library | Daily | LG | FR |
| Litter bins | Daily | LG | FR |
| Natural resource management groups | Ad-hoc | LG | FR |
| Parks and reserves | Weekly | LG | FR |
| Payroll | Fortnightly | LG | FR |
| Planning applications, control and licenses | Ad-hoc | FO | PR |
| Private works | Quarterly | LG | FR |
| Public / environmental health services | Monthly | FO | FR |
| Public buildings for hire | Ad-hoc | LG | PR |
| Ranger services | Daily | LG | PR |
| Recreation Centre | Daily | LG | PR |
| Recreational and sporting services | Ad-hoc | LG | FR |
| Refuse disposal sites | Weekly | LG | FR |
| Road and verge construction and maintenance | Weekly | PO | FR, G |
| Stormwater and drainage | Ad-hoc | LG | FR |
| Street tree planting | Ad-hoc | LG | FR |

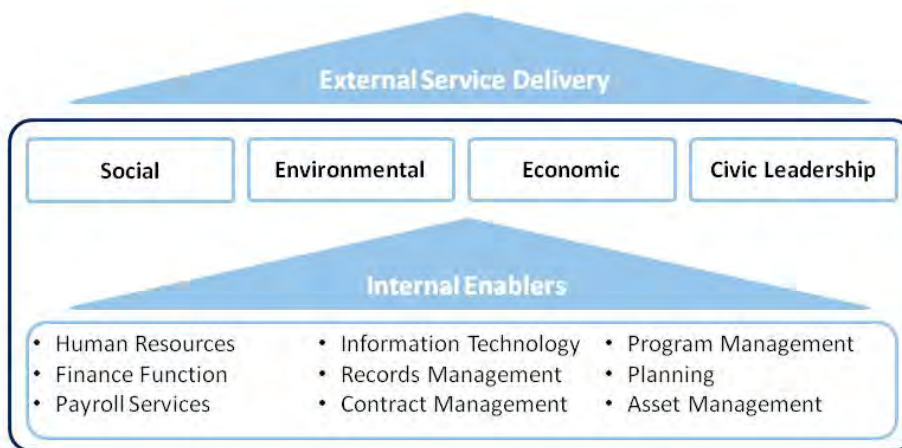
President: _____

| External BAU Service | Frequency | Level | Charging Arrangement |
|---------------------------|-----------|-------|----------------------|
| Street tree pruning | Monthly | LG | FR |
| Swimming pool | Seasonal | LG | PR |
| Tourism | Daily | LG | FR |
| Traffic control devices | Ad-hoc | LG | FR |
| Vermin and weed control | Ad-hoc | LG | FR |
| Visitors Centre | Daily | PO | FR |
| Waste / refuse collection | Weekly | LG | PR |

Internal Enablers

The local government undertakes a range of activities called internal enablers. These services include human resources, financial management and other functions that support the local government provide services to its community. The diagram below illustrates this relationship:

Figure – Internal Enablers



While the community does not see these internal enabling services, provision of external services would not be possible without these internal enablers. For example, payroll ensures that the local government staff are paid for the work they complete and without payment they would not be completing the service. The list of the internal enablers is captured in the table below.

The following table has been populated with examples

Table – Internal enablers within the local government

| Internal Enablers | FTE |
|---------------------|-----|
| Human Resources | |
| Finance Function | |
| Payroll | |
| Program Management | |
| Contract Management | |

Projects Table

The local government has a range of projects being presently undertaken, as well as projects that are in the pipeline and awaiting Council approval. These projects originate from existing operational plans, capital works plans and the community's strategic objectives. All currently active projects as well as potential future projects are listed in the table below.

Table – Current and Future Projects

| Project | Descriptor | Approved / Not Approved | \$ Value | Timeframe |
|---|--|-------------------------|-----------|-----------|
| Improve footpaths Rajah, Rochester, Otterburn St (1.4km) | Footpaths are nearing the end of their useful life and are now requiring replacement (cracked pavement etc) | Included within FCWP | \$340,000 | 2013/14 |
| Gold Treatment Plant (Toll Mill) | Provide facility for smaller mining operations to process low tonnage of ore on a fee for service basis. This will assist to support sustainability of smaller mining operations (as well as supporting continued mining rate base) where onsite large scale plant infrastructure is not feasible. | Included within FCWP | 9,250,000 | 2014/15 |
| Building for displaying vintage hearse | To preserve the rich heritage value of the area, and provide for more tourism opportunities. The building will assist to ensure that historical artefacts are properly preserved. | Included within FCWP | 340000 | 2013/14 |
| Rubbish Recycling | Reduce waste in landfill and encourage environmental protection and awareness, by creating a facility at the refuse site to sort recyclable materials, which can then be processed etc. | Included within FCWP | 95000 | 2014/15 |
| Leinster and Leonora Race Clubs - Improve track running rails | Upgrade track running rails to comply with Racing and Wagering specifications, whilst maintaining strong patronage and business associated with regular race meets | Included within FCWP | 400000 | 2015/16 |
| Security Screening | Increase in jet traffic at aerodrome will require more screening and | Included within | 300000 | 2012/13 |

President: _____

| Project | Descriptor | Approved / Not Approved | \$ Value | Timeframe |
|---|--|-------------------------|----------|-----------|
| Facility at Airport | security at the airport. | FCWP | | |
| Relocation of rubbish tip site | Reduce risk of smoke hazards over town site when fires at rubbish tip occur (naturally and from vandalism). Prevailing winds are from east to west, which is directly toward town site from existing refuse site | Included within FCWP | 80000 | 2014/15 |
| Heating for Pool | Encourage physical activity within the community by allowing more access (longer season) at the aquatic centre | Included within FCWP | 200000 | 2012/14 |
| Extension to CRC | Create more professional video conferencing and meeting place | Included within FCWP | 120000 | 2012/13 |
| Drainage-Rajah street | Prevent flooding (risk of damage to infrastructure) and prevent issues relating to access to airport, industrial area, pastoral stations and recreation facilities | Included within FCWP | 500000 | 2012/13 |
| Digital Television | Provision of high quality service to residents that is accessible in larger regions. Existing service soon to be obsolete | Included within FCWP | 10000 | 2012/13 |
| New golf course | Improved course that is not subject to washouts etc will assist to attract competitions previously held, attracting many participants to the region | Included with FCWP | 280000 | 2015/16 |
| Resealing town streets | Ensure asset life reaches maximum potential | Included within FCWP | 600000 | 2012/13 |
| Resealing town streets (including kerning reconstructions | Ensure asset life reaches maximum potentials | Included within FCWP | 600000 | 2014/15 |
| Water Playground - Malcolm Dam | Visitor and community numbers to this location remain strong. Improvements may encourage more use (physical activity), tourism opportunities etc | Included within FCWP | 320000 | 2015/16 |
| Rural Land to | Diversify and strengthen revenue streams, by catering to demand | Included within | 150000 | 2014/15 |

President: _____

| Project | Descriptor | Approved / Not Approved | \$ Value | Timeframe |
|---|---|-------------------------|----------|-----------|
| subdivide for hobby farms | and therefore providing opportunities for investment | FCWP | | |
| Recreation Centre Upgrade | Significant increase in use of facility has identified need for increase in available space. Construction of storage facilities will free up space within the centre | Included within FCWP | 100000 | 2012/14 |
| Cycleway and Walkway around town | Many community members are more health conscious now, and physical activity needs to be accommodated in a safe manner for further promotion | Included within FCWP | 85000 | 2013/14 |
| Three phase aged care facility | Retirement, nursing and geriatric accommodation are not available in the area, and residents often find it distressing to disrupt cultural ties by relocating to facilities hundreds of kilometres away. this will increase the opportunity to cater for aged care requirements locally | Included within FCWP | 2800000 | 2014/15 |
| Better Shire staff housing | Provide competitive alternative to FIFO workforces in the region | Included within FCWP | 450000 | 2012/13 |
| Restoration of heritage listed buildings | To preserve rich heritage value of the area, in particular items that are now rare in the state. | Included within FCWP | 850000 | 2012-14 |
| Sewerage infill program extension | Improve amenities in town so as not to deter investment opportunities (housing etc) | Included within FCWP | 3000000 | 2013/14 |
| Extend and Improvement of Street lighting | Provide well lit street frontages to properties, to minimise risk of vandalism etc | Included within FCWP | 100000 | 2012/13 |

Operations – summary

In summary, all elements of the local government operations drive the overall labour requirements captured in the Workforce Plan, the assets required to support operations as captured in the Asset Management Plan, and the finances required to fund the activity as captured in the Long Term Financial Plan.

The Corporate Business Plan is intended to link all aspects of the Integrated Planning and Reporting Framework and as changes are made to one component of the plan, these feed into the other components of the plan.

The Workforce Plan is developed by examining the staff required to deliver services externally, internally as well as for projects which occur on a once-off basis. If, for example, a particular project is deemed to be outside of the local government's financial capacity in the Long Term Financial Plan, then a decision should be made not to proceed with the project. This may in turn affect the staff composition, which will feed back into the Workforce Plan, as well as the assets required in the Asset Management Plan, and thus affect financial projections in the Long Term Financial Plan.

The IPR framework is intended to create an iterative foundation for planning and reporting that is flexible not only to the needs of the community, but also within the capacity of the local government to deliver.

4. Workforce

Summary

Workforce planning (WFP) is a core component of the Integrated Planning and Reporting Framework and is imperative to informing the Local Government of how capable it is to deliver the services to the community. The WFP takes into consideration the strategic community plan (SCP); the immediate strategic priorities set by the council; information around external factors impacting the workforce including current and projected economic factors, market factors, competitor factors & the level of supply; data about the current workforce to be sourced including demographics, and position requirements.

The plan incorporates the capability of the labour market in terms of achieving Corporate Business Plan (CBP) objectives; an analysis of the risks currently facing the workforce, recommendations for strategy development, and a high level analysis of how the workforce will need to change over time to deliver the core objectives in the Corporate Business Plan. By completing this process, local governments will have a workforce plan adequately addressing the human resourcing requirements to deliver local government operations in accordance with the amendments specified by the Local Government (Administration) Amendment Regulations (No. 2) 2011.

- The WFP is separated into the following areas:
- Current Workforce Analysis – to provide an overview of the current workforce structure, recruitment and associated issues
- Environmental Analysis – discussion of the factors that influence labour resources in Shire
- Forecast Future Needs - analysis of the Shire's strategic direction/objectives, future projects and the future WFP requirements to meet these strategic objectives from a projects and BAU perspective
- Gap Analysis – high level analysis of future required workforce and the current workforce to determine gaps in FTE numbers and organisational structure
- Strategies Development – Recommendations on the development of both short-term and long-term strategies to address the gap analysis and meet the future workforce requirements

Organisational Structure

Based on the entire range of inputs that inform the organisational requirements of the local government, a desired 'to-be' future state organisational structure will be generated through the workforce plan.

The organisational structure is designed to flexibly respond to the changing needs of the organisation over the next four years and will be reviewed to ensure that our local

President: _____

government is meeting the needs of the community as well running as an efficient and effective organisation.

A summary of the responsibilities and accountabilities of each directorate is as follows:

Corporate & Community Services Team

- Responsible for finance operations, financial management and rates management
- Provides IT services and support
- Provides administration, reception and customer services
- Promote road safety and provide medical centre support
- Responsible for community services, sports, recreation and youth services
- Provides cleaning services to Shire owned buildings and public spaces

Other Services Team

- Responsible for providing health and emergency management services, governance, tourism services, childcare services and building services
- Management and operation of the airport

Works Team

- Construction and maintenance of the Shire's roads
- Maintenance of waste, parks, gardens, buildings, plants and equipment and private works

5. Assets

The Need for Asset Management

The Integrated Planning and Reporting Framework (IPR) requires all local governments to plan for the future including considering how our local government will continue to deliver services to the community on a long-term basis.

In the majority of cases service delivery is underpinned by assets, for example to deliver library services, a building is needed to function as a library. If the building fails and the roof leaks for instance, it threatens the delivery of the service.

Asset Management is about ensuring that the local government has the necessary plans in place to ensure that funds and resources are on hand at the optimum time to repair or replace the building roof before it starts to leak and threaten the ongoing delivery of the service.

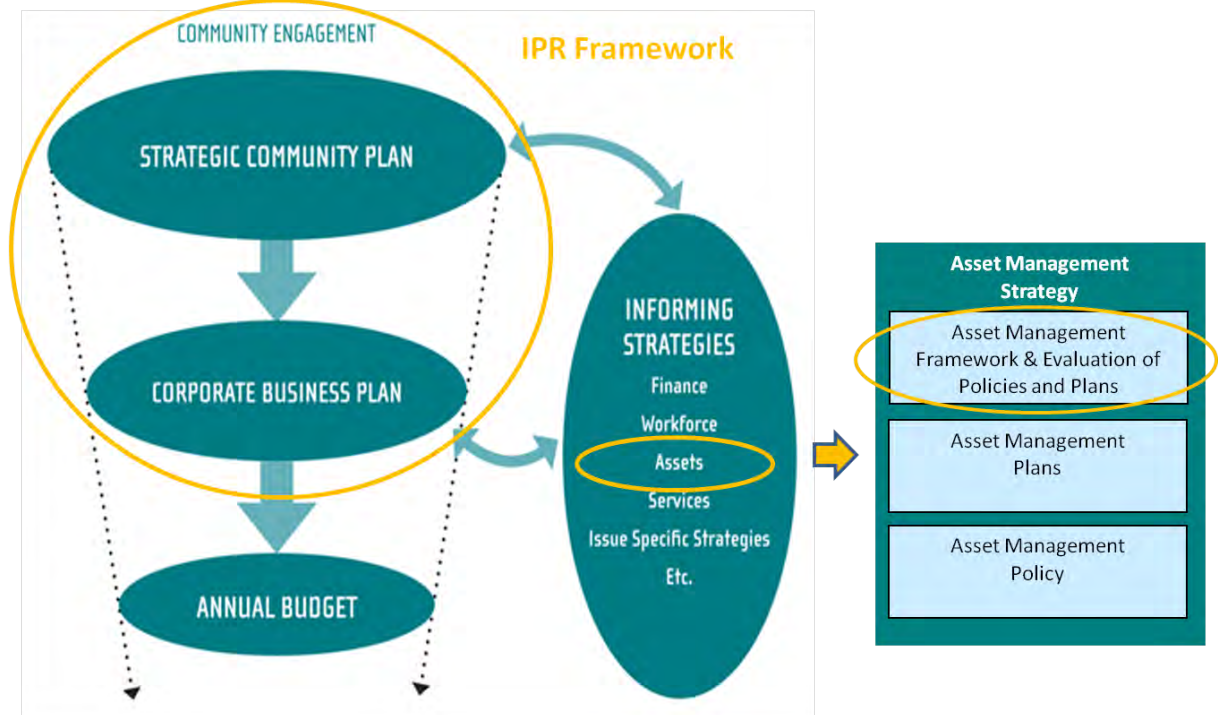
What complicates this issue is that local governments have care, control and responsibility for a large network of differing assets. This network of assets support existing and new service delivery which creates significant demand to renew / refurbish / replace them with finite resources. The management of these assets and the balance of available resources is a complex issue.

The Executive have prepared a separate Asset Management Improvement Framework setting out how we will implement and improve asset management practices and processes. The key objective being credible asset management plans which link to the long-term financial plan (LTFF) and set out what resources we intend to allocate in the coming years.

This Asset Management Improvement Framework (AMIS) is part of the overall Asset Management approach that includes Strategy, Policy, Plans and Systems. The AMIS is a key component of the IPR (as can be seen in Figure below) and sets out the following:

- Where are we now with asset management?
- Where do we want to be in 5 years time?
- What are the tasks that we need to undertake to fill the gap?
- What are the timeframes over which each task will be carried out?
- Who will be responsible for each task?
What resources do we need (\$ and/or Officer time) to achieve each task in the selected timeframe.

Figure: Integrated Planning and Reporting Framework



Asset Management Approach

Asset Management is the task of managing our non-current assets for the lowest lifecycle cost. It is a multi-discipline task combining the key activities of:

- Management;
- Finance;
- Economics; and
- Engineering.

Not all of our property or plant will be considered an Asset. The endorsed Council policy establishes a financial value and/or a minimum useful life that defines what is treated as an Asset. By excluding small value items, the Council ensures that investment and resources on maintenance and renewal are focused in the most efficient and effective way.

In local government we ensure our assets support the required service delivery to the community and they are delivered for the most optimum lifecycle cost. In some instances this will mean we have 3rd parties who own or operate the asset to ensure maximum value. This is referred to as a “non-asset ownership solution”.

We have care, control and responsibility of a diverse and extensive portfolio of infrastructure assets which are used to deliver our services to the community. Assets have been accumulated over a number of years and have been either purchased, constructed or gifted from other tiers of government, private developers or the community.

President: _____

Assets are often built in waves that align with economic need or prosperity (e.g. post war construction, mining boom, and economic stimulus). Often infrastructure assets are provided by means other than our own source funding e.g. via State or Federal Government grants rather than rates. All these various assets requiring maintenance, refurbishment and renewal that means if we want our services to continue using the relevant assets we need to plan for and ensure suitable expenditure at the correct time.

The most cost effective way to do this is to maintain or renew the asset at the optimum time. Renewing the asset too early wastes life in the asset, renewing the asset too late increases risk and consequently cost. The challenge for us as a local government is to pick the optimum time and ensure that we have the cash and resources on hand to fund the maintenance and renewal at whatever the optimum time is.

A problem that we face in local government is that often the same source of funding that provided the asset does not supply ongoing revenue to maintain the asset and is no longer available to replace the asset when the optimum time arrives. It can also be a significant challenge for most local governments to pick the optimum time for replacement. If we can understand our assets and can estimate the optimum replacement cycle, we can then put in place strategies to ensure the funds and resources are available when required.

At the most basic level we need the following in place in order to achieve the above outcome:

- Know what infrastructure assets we own or control by ourselves;
- Know what condition the infrastructure is in;
- Understand the expected life of the asset;
- Understand the future demand for the service and associated asset;
- Know the cost to provide the service and asset;
- Have a system in place to prioritise resource allocation and that is aligned with our Strategic Community Plan and Corporate Business Plan;
- Have all of the above summarised in an asset management plan; and
- Ensure all our costs are captured in the financial management system and entered into the Long Term Financial Plan.

Asset management is a continually evolving program of strategic planning, implementation and review of data, processes and outcomes. The following diagram show the numerous activities associated within the cycle of asset management.

Figure: Asset Management Cycle



A key message is to ensure we identify all of the steps in the lifecycle of each of our assets and ensure we have clear accountability across the organisation.

Steps that the Shire of Leonora is taking

The Shire of Leonora has undertaken a series of initiatives in order to adapt to the changing environment presented under the IPR framework. While the broad local government reforms have resulted in this changing landscape, the context provides each local government in Western Australia the opportunity to prepare themselves for future generations. So far we have undertaken the following asset management initiatives:

Education – building the knowledge of both our staff as well as our Councillors in order to give them increased awareness of what asset management is, the importance of a robust asset management planning framework, and the key changes that have occurred under IPR. The process of education has been undertaken through internationally accredited WAAMI workshops that were designed to change the way our local government operates in relation to asset management.

Data Collection – ensuring we know what assets we have, their condition, maintenance requirements including renewal liabilities, and observing whether or not the data reflects a fair assessment of reality.

Planning – putting together a plan for each maintenance groups to cover the following:

- The current state of the assets;
- How we will maintain assets; and
- When the assets need to be reviewed.

President: _____

In summary, we have a separate Asset Management Strategy that contains our approach, policy and asset details and together these ensure that we support this Corporate Business Plan and identify the right costs to be recorded in our Long term Financial Plan (LTFP). It should be noted that all financial details of our assets are stored in the asset plans within our Strategy and these are continually updated as items change and tasks are completed.

6. Long Term Financial Plan

The Long Term Financial Plan (LTFP) details our costs to deliver the Corporate Business Plan (CBP). It projects financial information beyond the four years of the CBP to cover operations for ten years as a means of capturing the likely financial position over the forward years to give us an indication of our sustainability.

The LTFP is a core component of the IPR framework for local government. The LTFP allows for analysis of financial trends over a ten year period on a range of assumptions and provides us with information to assess resourcing requirements to achieve long term community objectives in a financially sustainable manner.

In developing the LTFP a number of objectives could be realised;

- Critically review the cost of current service levels and ensure this is within likely future financial capacity;
- Ensure that we have the capacity to provide services as a result of community growth or changing demographics;
- Maintain a strong cash position;
- Ensure that we remain financially sustainable in the long-term, with reserve capacity to respond to unexpected opportunities or unpredictable events such as natural disasters;
- Achieve ongoing operating surpluses (excluding non-operational items such as granted assets and capital income - underlying surplus);
- Maintain debt levels at manageable levels;
- Strategically pursue grant funding opportunities;
- Plan rate increases to provide for service delivery that meets reasonable community needs; and
- Ensure that critical infrastructure asset renewal is adequately funded.

The LTFP covers a ten year period and is necessarily underpinned by a number of assumptions. It is therefore an overview of reasonable estimates only. We as a Local Government will undertake a broad review of our operations annually that will result in changes to the Corporate Business Plan and will require regular updates to our LTFP.

As the Long term Financial Plan (LTFP) is constantly changing and evolving this is kept as a separate tool to ensure it is always up to date and can give us the most relevant financial information.

The LTFP supports the delivery of our whole Local Government and will ensure we plan delivery and financial solutions based on community need rather than traditional bottom up approaches.

President: _____

Figure – Statement by Nature and Type and 10 year projections

| | 2011/2012 | 2012/2013 | 2013/2014 | 2014/2015 | 2015/2016 | 2016/2017 | 2017/2018 | 2018/2019 | 2019/2020 | 2020/2021 |
|---|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| | \$000s | \$000s | \$000s | \$000s | \$000s | \$000s | \$000s | \$000s | \$000s | \$000s |
| INCOME: REVENUES FROM ORDINARY ACTIVITIES | | | | | | | | | | |
| EXCLUDING PROFIT ON ASSET DISPOSAL, NON-OPERATING GRANTS, SUBSIDIES & CONTRIBUTIONS | | | | | | | | | | |
| Rates | 2,985,759 | 3,224,620 | 3,482,589 | 3,743,783 | 4,024,567 | 4,286,164 | 4,564,765 | 4,861,475 | 5,177,470 | 5,514,006 |
| Rates Growth | - | 104,502 | 112,862 | 121,891 | 131,032 | 140,860 | 150,016 | 159,767 | 170,152 | 181,211 |
| Operating Grants, Subsidies & Contributions | 1,726,714 | 1,778,515 | 1,831,871 | 1,886,827 | 1,943,432 | 2,001,735 | 2,061,787 | 2,123,640 | 2,187,350 | 2,252,970 |
| Fees & Charges | 337,426 | 352,610 | 368,478 | 385,059 | 402,387 | 420,494 | 439,416 | 459,190 | 479,854 | 501,447 |
| Service Charges | - | - | - | - | - | - | - | - | - | - |
| Interest Earnings | 172,500 | 180,263 | 188,374 | 196,851 | 205,709 | 214,966 | 224,640 | 234,749 | 245,312 | 256,351 |
| Other Revenue | 54,574 | 56,211 | 57,898 | 59,634 | 61,424 | 63,266 | 65,164 | 67,119 | 69,133 | 71,207 |
| Total Revenue | 5,276,973 | 5,696,721 | 6,042,071 | 6,394,046 | 6,768,551 | 7,127,486 | 7,505,788 | 7,905,940 | 8,329,270 | 8,777,193 |
| EXPENDITURE: EXPENSES FROM ORDINARY ACTIVITIES | | | | | | | | | | |
| EXCLUDING LOSS ON ASSET DISPOSAL | | | | | | | | | | |
| Employee Costs | (2,376,694) | (2,811,867) | (2,512,870) | (2,651,073) | (2,796,387) | (2,964,700) | (3,142,582) | (3,331,137) | (3,531,005) | (3,742,866) |
| Materials & Contracts | (2,617,792) | (2,899,933) | (2,955,480) | (3,046,676) | (3,133,777) | (3,221,811) | (3,476,764) | (3,633,218) | (3,796,713) | (3,967,565) |
| Utilities | (624,450) | (178,695) | (196,565) | (216,121) | 237,813 | (261,627) | (287,790) | (316,569) | (348,226) | (383,049) |
| Depreciation | (1,875,500) | (270,683) | (294,293) | (278,724) | (263,806) | (250,578) | (238,349) | (223,362) | (212,966) | (203,313) |
| Interest Expenses | - | - | - | - | - | - | - | - | - | - |
| Insurance | (116,951) | (122,799) | (128,938) | (135,385) | (142,155) | (149,262) | (156,726) | (164,562) | (172,790) | (181,429) |
| Other Expenditure | (109,376) | (113,751) | (118,301) | (123,033) | (127,954) | (133,073) | (138,396) | (143,931) | (149,689) | (155,676) |
| Total Expenditure | (7,191,763) | (5,857,728) | (6,166,446) | (6,451,117) | (6,752,422) | (7,086,287) | (7,440,606) | (7,812,780) | (8,211,389) | (8,633,898) |
| Sub-total | (1,914,790) | (161,007) | (124,375) | (57,071) | 16,129 | 41,198 | 65,182 | 93,160 | 117,881 | 143,295 |
| Non-Operating Grants, Subsidies & Contributions | 530,733 | - | - | - | - | - | - | - | - | - |
| Profit on Asset Disposals | 18,500 | - | - | - | - | - | - | - | - | - |
| Loss on Asset Disposals | (15,000) | - | - | - | - | - | - | - | - | - |
| Sub-total | 534,233 | - | - | - | - | - | - | - | - | - |
| NET RESULT | (1,380,557) | (161,007) | (124,375) | (57,071) | 16,129 | 41,198 | 65,182 | 93,160 | 117,881 | 143,295 |
| Other Comprehensive Income | | | | | | | | | | |
| Changes in Valuation of non-current assets | - | - | - | (94,101) | - | - | (603,122) | - | - | (982,688) |
| Total Other Comprehensive Income | - | - | - | (94,101) | - | - | (603,122) | - | - | (982,688) |
| TOTAL COMPREHENSIVE INCOME | (1,380,557) | (161,007) | (124,375) | (151,172) | 16,129 | 41,198 | (537,940) | 93,160 | 117,881 | (839,393) |

7. Reporting Process

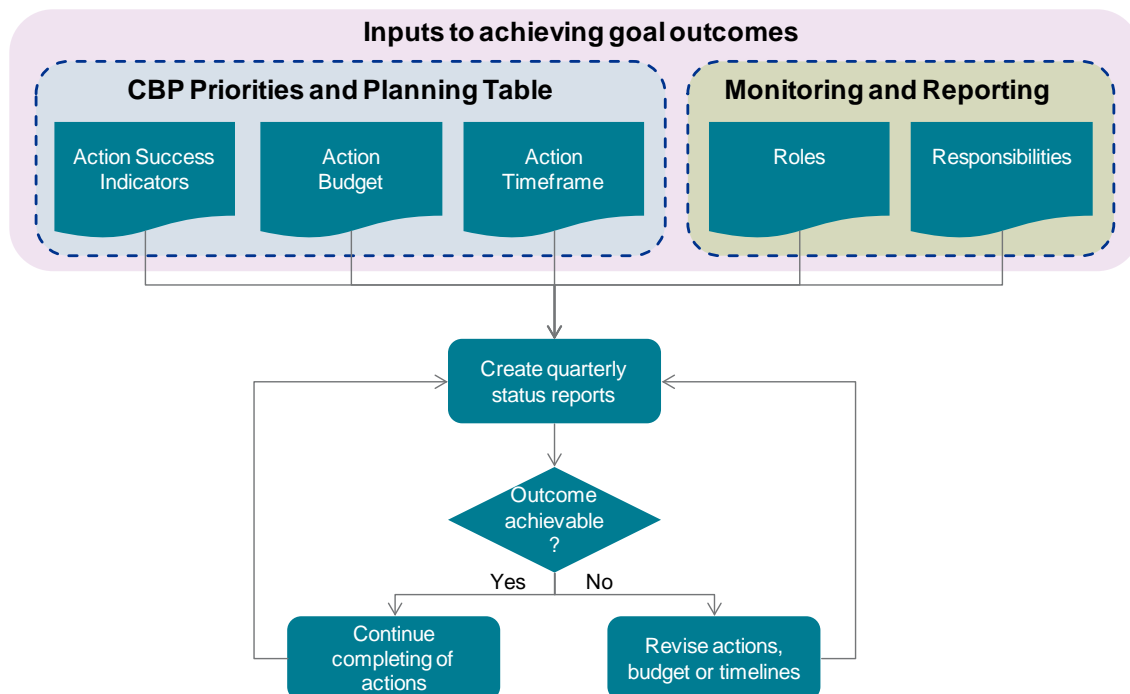
It is important for the local government to measure and monitor the progress in relation to goals, strategies and actions. This section outlines the reporting process that will be utilised by the local government for the CBP.

In the Priorities and Planning tables, each goal has a series of actions that have been identified in order to achieve the desired outcome. Each action has a corresponding success indicator, budget, responsible person and timeframe which will be used to conduct quarterly internal reports and subsequently feed into annual reporting to the Council and community.

Success indicators represent an element of a goal that is an essential part of the organisation's responsibility and form part of the organisation's performance management system.

By undertaking this reporting process, the local government is able to identify the level of performance in terms of actions, budget and timeframe. This subsequently allows the proactive management and implementation of mitigation steps to ensure the completion of actions and the achievement of goals. The following diagram illustrates the reporting process undertaken until the outcome of the goal has been achieved or a decision taken to cease an action where it becomes apparent that it cannot be completed economically or no longer supports a goal.

Figure – Reporting process



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Templates such as the one below can be used to conduct internal quarterly reporting.

Figure –Progress Reporting

Quarterly Progress Report
Corporate Business Plan
 Status Report 1

| | | | |
|---------------------|--|-------------------------|--|
| Date | | Project Manager | |
| Period | | Project Director | |
| Distribution | | | |

| Overall Project Status/Progress | | | |
|--|--|--|--|
| Scope | | | |
| Schedule | <input type="checkbox"/> Ahead of Schedule | <input type="checkbox"/> On Schedule | <input type="checkbox"/> Behind Schedule |
| Days / Budget | <input type="checkbox"/> Under Budget | <input type="checkbox"/> Within Budget | <input type="checkbox"/> Over Budget |

| Critical Items for Attention |
|---|
| Items requiring urgent attention |
| • |
| • |

| Summary of Budget | | | | |
|--------------------------|---|-----------------------|-----------------------|-----------------|
| Work Package | Work stream estimate to complete | Budget to date | Actual to date | Comments |
| | | | | |
| | | | | |
| | | | | |

| Status of Work Package/Deliverables | | | | | |
|--|------------|---------------|---------------------------|--------------------------|-----------------|
| Key Deliverable | | Status | Planned Completion | Actual Completion | Comments |
| Example Goal | Action (a) | | | | |
| | Action (b) | | | | |
| | Action (c) | | | | |

| Outstanding Issues / Alerts / Constraints | | |
|--|---------------|-----------------|
| Issues / Alerts / Constraints | Impact | Comments |
| | | |
| | | |

| Next Steps / Upcoming Activities (Mar/Apr 2012) |
|--|
| • |

President: _____

Reporting Role and Responsibilities

Monitoring and reporting is the task of both the executive team or strategy group, as well as the business units who carry out the actions outlined in Section 2. The process of monitoring and reporting is divided into two responsibilities, a responsible process owner and an accountable process owner as detailed below:

- **Responsible person** – the person who is charged with undertaking and delivering the work involved in completing a process
- **Accountable person** – the person who is ultimately answerable for the resulting consequences of the work that has been delivered through the process

As per the tables in the Priorities and Planning Section, a responsible person is nominated to see the action through to completion. Part of the role of the business unit is therefore to ensure that exception reporting is delivered, showing progress against milestones and on delivering outputs.

Ideally reports from each business unit will be collated into a dashboard covering the entire suite of CBP actions carried out by the local government. The executive is responsible for ensuring that reporting templates that are completed by business units remain up-to-date.

A summary of the accountable and responsible persons, along with their relevant activities and outputs is included in the table below.

Table – Progress Reporting

| | Responsible person: <u>Business Units</u> | Accountable person: <u>Exec Group</u> |
|-----------------|--|--|
| Activity | <ol style="list-style-type: none"> 1 Submit quarterly report to Executive Group (exception reporting) 2 Seek guidance from Executive Group regarding reported exceptions 3 Present quarterly report to Executive Team 4 Ongoing management progress reporting and monitoring | <ol style="list-style-type: none"> 1 Collate all quarterly reporting summaries from the Business Units that cover achievement or non-achievement of relevant strategic priorities which are then documented in the Executive Team dashboard 2 Provide guidance and direction to the Business Units on key requirements of community 3 Develop and send out quarterly reporting templates and guidelines 4 Define process and timelines and communicate to all Business Units |

President: _____

| | Responsible person: <u>Business Units</u> | Accountable person: <u>Exec Group</u> |
|-----------------|---|--|
| Outputs | <ol style="list-style-type: none"> 1 Quarterly reports 2 Minutes and feedback from Executive Quarterly meeting regarding dashboard 3 Ongoing management reporting within Business 4 Progress towards compliance and key dates | <ol style="list-style-type: none"> 1 Business Unit Dashboard 2 Guidance notes 3 Reporting templates (updated quarterly) 4 Timelines for planned completion dates |
| Annual Timeline | Quarterly review | Quarterly review |

Next Steps

While quarterly review of progress is important in shaping the CBP, there are guidelines and legislative requirements by which this CBP aligns. One of the requirements of the CBP under **S5.56 of the Local Government Act (1995)** is as follows:

*“The plan is reviewed annually.
(Review can be scheduled to align
with the setting of the Annual Budget.)”*

Therefore, the local government will ensure that the CBP is reviewed and amended in collaboration with the setting of the annual budget. Through the annual budgeting process, actions may be reprioritised according to the resources, assets and finances available. This results in the CBP being a dynamic four year plan that adapts to the changes in the environment in which the local government operates. The CBP will also be informed by the review process of the SCP which has a major review every four years.

8. Risk

Risk management is the identification, assessment and reporting of potential risks that could impact on all areas of the local government and prevent the local government from achieving its objectives. Risks can be either positive (risk as lost opportunity) and negative (risk as a hazard) for a local government.

Strategies to mitigate, manage and eliminate risks are then created to minimise the impact on the local government. Effective risk management brings together both risk governance and a risk culture of risk aware decision making within all aspects of the local government.

Risk management within the local government operates under the following key principles:

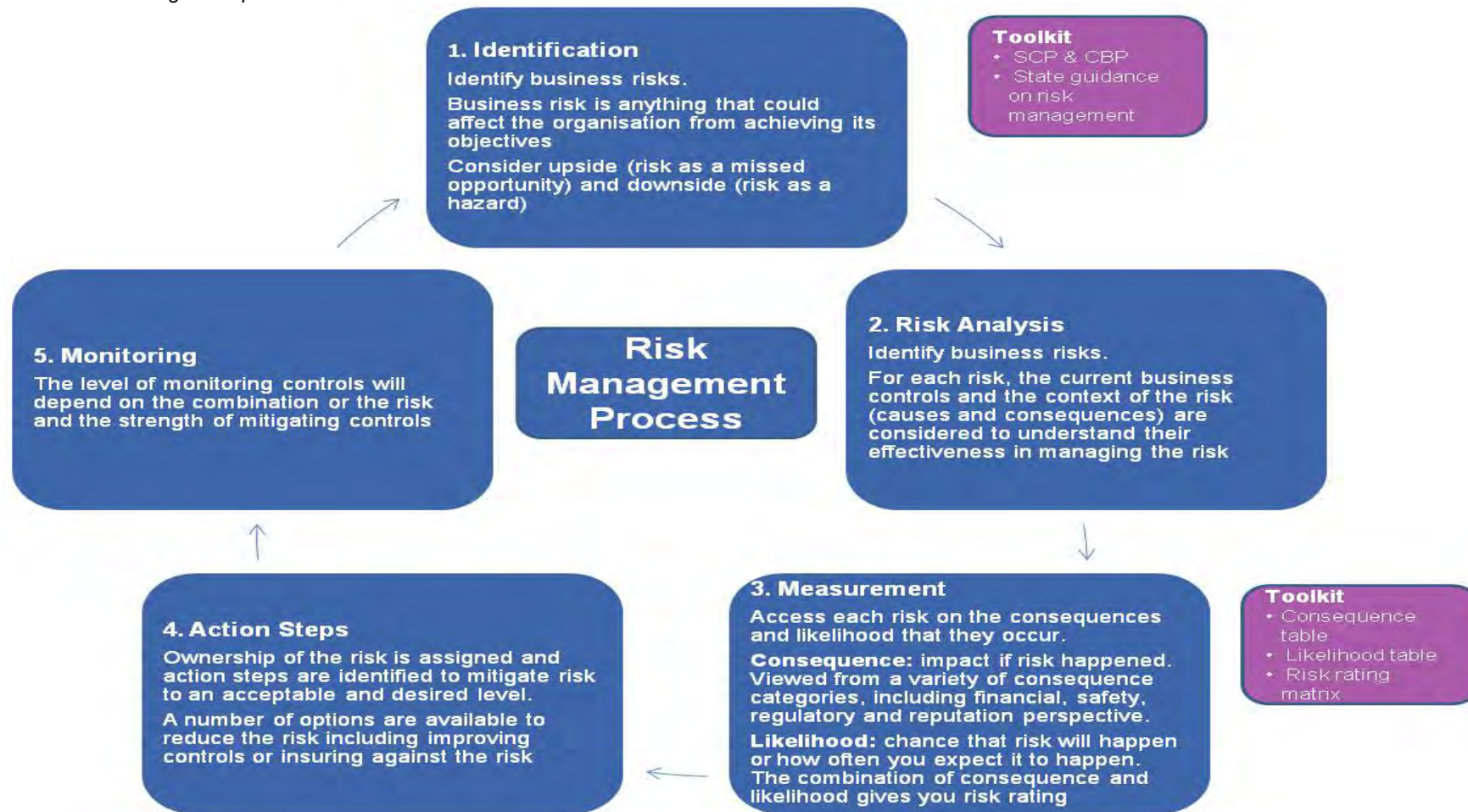
- Risk management is the responsibility of all staff within the local government;
- Risk management processes are active in all areas within the local government;
- Strategies to minimise risk within the local government add value to the organisation; and
- Risk management is transparent within the local government.

Risk Process

Local Government has established a risk management policy, risk management guidelines and a corporate-level risk register.

The following diagram provides an overview of the risk management process:

Table – Risk management process



Tools to identify and rate risks

The tools utilised to assist the local government in the identification, consideration and prioritisation of their risks across the whole organisation include:

- Risk across the functional areas;
- Consequence table;
- Likelihood table; and
- Risk rating.

The following table illustrates the functional area which is affected by particular risks to which the local government is exposed. Each functional area impacts areas such as workforce planning, asset management and financial management; and each of these areas are comprised of outcome categories such as OHS and Budgeting.

As can be seen in the table, a tick represents that the functional area within the local government that is affected by the risk.

Table: Risk across the functional areas – Use the following table to consider what risks you might have

| Accountability Areas | | Functional Area | | | | | | |
|---------------------------------------|---|-----------------|-------|-----------|-------|---------|-----|---------|
| Level one: Major Business Areas | Level Two: Outcome categories | Infra | Maint | Corporate | Youth | Housing | EHO | Tourism |
| Workforce | OHS standards | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| | Employee engagement and internal stakeholder management | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| | Workforce capability | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| | Workforce capacity | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| | Aboriginal representation in work force | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Financial and Asset Management | Budgeting and forecasting | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

| Accountability Areas | | Functional Area | | | | | | |
|---------------------------------|---|-----------------|-------|-----------|-------|---------|-----|---------|
| Level one: Major Business Areas | Level Two: Outcome categories | Infra | Maint | Corporate | Youth | Housing | EHO | Tourism |
| | Expenditure management (including priority accountability requirements) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| | Sourcing, Maintenance and disposal of assets | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

Instructions:

1. Using the above table, consider the various categories – are any of these categories a potential risk to the achievement of your Strategic Priorities?
2. If a Strategic Priority is at risk, determine how big the risk may be. Refer to *Table (b)* to help you assess how big the risk may be (using the consequence and likelihood tables to determine an overall risk rating).
3. If the risk is 'high' or 'very high', mark on *Table (a)* the functional areas that are impacted.
4. Update the risk register with the risk title and description, risk rating, high-level risk strategies to manage the risk (which will be used to populate your detailed plans), any dependencies on managing risk and overall accountability.
5. Repeat for the remaining core business areas

Once identified each risk undergoes further analysis to determine the priority of the risk and the strategies to manage the risk. Each risk is analysed based on the consequence if the risk were to occur, the likelihood that the risk will occur and allocated a risk rating, as illustrated in the diagram below:

Table: Risk Analysis Process



| Corp Business Area | Consequence Category | Insignificant | Minor | Modest | Major | Catastrophic |
|------------------------------|--|--|---|---|--|--|
| Client | Service delivery targets | Minimal impact on service delivery targets | Partial failure of 5% of service delivery targets | Failure to achieve 10% of service delivery targets | Failure to achieve 15-20% of service delivery targets | Failure to achieve > 20% of service delivery targets |
| | Service provision - service and support services | Minimal impact on increasing efficiency of service provision or client needs | Minor (2-4 weeks) delay in processing client service requests | Substantial (2-3 months) delay in processing client service requests | Severe delay (4-6 months) in processing client service requests | Significant delay (> 6 months) in processing client service requests |
| Workforce | Staffing levels | Minor number of positions not able to be filled within 12 months | Some positions not able to be filled between 12-24 months | Several positions not able to be filled between 24-36 months | A number of positions not able to be filled between 36-60 months | Unable to recruit or a significant number of positions not able to be filled between > 60 months |
| | OWB | Minimal impact on budgeted healthcare | < 5% variance on budgeted healthcare | 5-10% variance on budgeted healthcare | 10-20% variance on budgeted healthcare | > 20% variance on budgeted healthcare |
| Finance and Asset Management | Financial impact on operations and services | < 2% of budgeted income variance | 2% - 5% | 5% - 10% | 10% - 20% | > 20% |
| | Regulatory compliance & litigation | No public disclosure or potential media coverage due to service provision | Disclosure of a small incident in a non-sensitive area to regulatory agencies/clients | Disclosure of a small incident in a sensitive area to regulatory agencies/clients | Disclosure of a small incident in a highly sensitive area to regulatory agencies/clients | Disclosure of a small incident in a highly sensitive area to regulatory agencies/clients |
| Management | Management | No event, the impact of which can be absorbed through normal activity | An event, the consequences of which can be absorbed through normal activity | A significant incident which can be managed through normal contingency plans | A significant incident which can be managed through normal contingency plans | An event or series of events which can be managed through normal contingency plans |

| Likelihood rating | Description |
|-------------------|--|
| Almost certain | This event will occur daily |
| Likely | This event will occur in the next week |
| Possible | This event will occur in the next month |
| Unlikely | This event will occur in the next year |
| Rare | This event will only occur within the next three years or more |



Consequence table

Consequence can be defined as the impact of the risk or the outcome of an event affecting objectives OR the outcome of an event affecting objectives, being a loss, injury, disadvantage or gain. There may be a range of possible outcomes associated with an event. Risks are assessed in terms of the consequence and likelihood using the below criteria:

Table – Determination of consequence rating

| Determination of consequence rating | | | | | | |
|-------------------------------------|---|--|--|--|--|--|
| Core business area | Consequence Category | Insignificant | Minor | Moderate | Major | Catastrophic |
| | Consequence | | | | | |
| Workforce | Capacity and capability | Few number of staff positions not able to be filled within 1 month Staffing levels with minimal impact on ability to meet service requirements. | Some positions not able to be filled between 1-3 months Minor impact on ability to meet service requirements. | Several positions not able to be filled between 3-6 months Moderate impact on ability to meet service requirements. | A number of positions not able to be filled between 6-9 months Unable to meet key service requirements. | Unable to recruit for a significant number of positions for periods greater than 9 months Sustained inability to meet service requirements. |
| | OH&S – clients | Less than first aid injury | Minor injury or temporary limited impairment to one or more client | Substantial injury or temporary impairment to one or more clients | Significant injury/ impairment to one or more clients | Death of client due to malpractice |
| | OH&S – staff | Less than first aid injury | First aid injury | Minor injury resulting in medical treatment | Severe injury resulting in lost time injury | Fatality or permanent loss injury |
| Finance and Asset Management | Financial impact on regional budget and forecasts | < 2% of budget or forecast variance | 2% - 10% | 10% - 25% | 25% - 50% | > 50% |
| Regional Governance & Systems | Stakeholder relationships | Verbal complaint received and minimal impact to community standing and relationships in the region. | Written and verbal complaints. Minor negative incident with stakeholders and adverse community discussion. | Strain on some key stakeholder relationships and repeated adverse community discussion. | Major strain on key stakeholder relationships and wider spread negative community discussion. | Significant strain on stakeholder relationships and adverse community standing. |
| | Governance and internal administration processes | Does not result in internal audit findings or compliance issues. | Results in low risk internal audit findings or compliance issue. | Results in medium risk internal audit finding or compliance issue. | Results in high risk internal audit finding or compliance issue. | High internal audit findings and compliance issues continually not addressed. |
| | Management effort (time required to manage risk) | An event, the impact of which can be absorbed through normal activity. | An event, the consequences of which can be absorbed but management effort is required to minimise the impact. | A significant event that can be managed under normal circumstances. | A critical event, which with proper management can be endured. May involve some changes in management. | An event so severe in nature it could lead to collapse of the business or a change in the management structure. |

Likelihood table

Likelihood is defined as the chance of something happening and the following table outlines the criteria for assessing the likelihood of a risk occurring for the local government. When analysing the likelihood of a risk the local government also considers how likely is it that the local government will be exposed to this specific risk considering factors such as anticipated frequency, the external environment, the procedures, tools and skills currently in place, staff commitment, morale and attitude, history of previous events.

Table – Determination of likelihood rating

| Likelihood rating | Description |
|-------------------|--|
| Almost certain | This event will occur today |
| Likely | This event will occur in the next week |
| Possible | This event will occur in the next month |
| Unlikely | This event will occur in the next year |
| Rare | This event will only occur within the next three years or more |

Risk rating matrix

Having considered the consequence and likelihood of each risk an overall risk rating is allocated. Risk rating is the priority of a risk (either low, medium, high or very high) based on the potential consequence and likelihood of the risk occurring.

Those risks which have a higher frequency (likelihood of occurrence) and will have significant consequence on business operations will have a higher priority rating than those with a lower frequency and minor impact. Risks that are rated as 'high' and 'very high' require a mitigation strategy to be developed and documented in the business plans.

| | | CONSEQUENCE | | | | |
|------------|----------------|---------------|--------|----------|-----------|--------------|
| | | Insignificant | Minor | Moderate | Major | Catastrophic |
| LIKELIHOOD | Almost certain | Medium | Medium | High | Very High | Very High |
| | Likely | Medium | Medium | High | High | Very High |
| | Possible | Low | Medium | Medium | High | High |
| | Unlikely | Low | Low | Medium | Medium | High |
| | Rare | Low | Low | Medium | Medium | High |

President: _____

| Rating: | Description: |
|-----------|--|
| Very High | Immediate action required to actively manage risk and limit exposure |
| High | Cost benefit analysis to assess extent to which risk should be mitigated. Monitor to ensure risk does not increase over time |
| Medium | Attention required to ensure risk exposure is managed effectively, disruptions minimised and outcomes monitored |
| Low | Effectively manage through routine procedures and internal controls |

- **Dependencies** – relationships between internal or external conditions such that one cannot begin or be completed until one or more conditions have occurred (for example, dependencies that exist between Local Government and NGOs who provide disability services or between program areas and program delivery).

Local Government Risks

The following table identifies the risks that could possibly occur that will adversely affect the achievement of the local governments objectives. Each risk has a risk description, mitigation strategy (very high and high risks only) and dependencies on managing the risk as outlined below:

- **Risk description** – This section describes the risk in further detail.
- **Mitigation strategy** – This section is only populated when a risk is categorised as very high and high risk only. It outlines the actions that will be implemented to manage the risk to an acceptable level.
- **Dependencies** – relationships between internal or external conditions such that one cannot begin or be completed until one or more conditions have occurred (for example, dependencies that exist between Local Government and NGOs who provide disability services or between program areas and program delivery).
- **Accountability** – obligation of an individual or area to account for its activities, accept responsibility for them and to disclose the results in a transparent manner.
- **Rating** - the priority of a risk (either low, medium, high or very high) based on the potential consequence and likelihood of the risk occurring.

President: _____

The key risks that have been identified by the local government after utilising the tools identified above are outlined in the table below.

| Risk | Risk description | Mitigation strategy (very high & high risks only) | Dependencies on managing risk |
|---|---|--|---|
| Title – Recruitment of Staff | <i>Difficulties attracting suitably qualified staff, whilst competing with mining industry (high wages, FIFO etc)</i> | <i>Engage local government specific employment agencies to assist with short term vacancies. Identify suitable short term accommodation options (staff housing) to reduce costs.</i> | <i>Local Government employment agencies, consultants</i> |
| Rating – High | | | |
| Accountability – CEO | | | |
| Title – Resource Constraints | <i>Lack of support from agencies for service delivery from partnership arrangements (funding support also)</i> | <i>High level of consultation and documentation to improve future service agreements. Advance planning to identify alternative funding sources or service delivery providers</i> | <i>Agencies (state and federal levels) with whom service agreements exist. Agencies who regulate existing services (such as child care)</i> |
| Rating – High | | | |
| Accountability – CEO | | | |
| Title – Community Engagement & Participation | <i>Difficulty in attracting community involvement through population decreases etc</i> | | |
| Rating – Medium | | | |
| Accountability – CEO | | | |
| Title – Reduction of Revenue Streams | <i>Loss of grant funding, reduction in mining rate base, decrease in mining activity</i> | | |
| Rating – Medium | | | |
| Accountability – CEO | | | |
| Title – Land Tenure Issues | <i>Native Title etc.</i> | | |
| Rating – Low | | | |
| Accountability – CEO | | | |

9. Contacts

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Chief Executive Officer – JG (Jim) Epis

Deputy Chief Executive Officer – TM (Tanya) Browning

President: _____

10.0 REPORTS OF OFFICERS**10.2 DEPUTY CHIEF EXECUTIVE OFFICER****10.2(D) COMMUNITY DEVELOPMENT OFFICER**

SUBMISSION TO: Meeting of Council
Meeting Date: 19th June, 2012

AGENDA REFERENCE: 10.2 (D) JUN 12

SUBJECT: Community Development Officer

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: N/A

FILE REFERENCE: 9.13

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Tanya Browning

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 13th June 2012

BACKGROUND

The Shire of Leonora's Strategic Community Plan, as well as the previous Strategic Planning document, identified the need for a Community Development Officer for the Shire of Leonora. The appointment of a Community Development Officer is also contained within the draft Corporate Business Planning document. This appointment would assist to achieve many goals that have been set by the Community and the Council, and the additional position to the organisational structure has been earmarked for some time.

A draft position description has been developed, which is attached for Council information. It should be noted that until the Corporate Business Plan is finalised, this position description may alter slightly to reflect the requirements of the position.

Currently, the Shire of Leonora's full time Youth Services Officer undertakes some of the tasks associated with that of a Community Development Officer, such as the coordination of Interagency Meetings etc. Some examination of neighbouring Councils and their structures has taken place, and the Shire of Dundas employs a joint Community Development and Youth Services Officer. This position is supported by a Youth Services Aide, currently a trainee, who assists with the delivery of youth services from plans and timetables formulated by the Community Development/Youth Officer. This structure frees the Community Development/Youth Officer to attend various meetings when required, as they are not bound by the opening hours of the Youth Centre. Similarly, the Youth Aide is able to attend training etc without disruption to the Youth Centre's operating hours, as the Community Development/Youth Officer will cover the service during these periods.

A similar position to that of the Shire of Dundas could assist with other items identified within the Strategic Community Plan, such as the encouragement of trainee positions, internal promotion and succession planning etc. It is recommended that these considerations be included within the 2012/13 budget document.

STATUTORY ENVIRONMENT

Section 2.71 & 3.1 Local Government Act 1995 relating to general functions provisions.

President: _____

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Additional wages and other associated employment costs will require inclusion in the 2012/13 and future budgets.

STRATEGIC IMPLICATIONS

Will align with and work toward various directions set within Strategic Community Plan

RECOMMENDATIONS

That the Shire of Leonora organisational structure be amended to include a Community Development Officer, and that appropriate resources be allocated within the 2012/13 budget to accommodate such a position.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Moved Cr MWV Taylor, Seconded Cr RA Norrie, that the Shire of Leonora organisational structure be amended to include a Community Development Officer, and that appropriate resources be allocated within the 2012/13 budget to accommodate such a position.

CARRIED (6 VOTES TO 0)



POSITION DESCRIPTION

Community Development Officer

President: _____

POSITION DESCRIPTION

1. **TITLE** **Community Development Officer (Full time)**

2. **LEVEL** **Level 5 / 7 (Subject to qualifications & Experience).**

3. **DEPARTMENT/SECTION:** **Administration**

4. **POSITION OBJECTIVES:**

4:1 Objectives of Position:

- Work with community groups to assist with building capacity and sustainability.
- Draw on principles and best practice within fields of youth, seniors and community development.
- Liaising with and engaging the local community on various Council and community based projects.
- Implement strategies for the delivery of various services to the Shire of Leonora community.

4:2 Position Description

- Supervision and coordination of Leonora Youth Service and relevant staff.
- Plan and supervise implementation standard and innovative programmes and projects which benefit youth, their families and the wider community.
- Prepare reports for Council on trends and issues associated with community development matters.
- Grant applications for youth support services, and other community development projects.
- Prepare draft budgets for specified services in liaison with the Deputy CEO.
- Promote and participate in Crime Prevention planning and projects.
- Liaise with external organisations for the provision of community development infrastructure and services.
- Work in close liaison with the Office of Children and Youth, Department of Community Development, Police and other agencies in relation to community development needs in Leonora.
- Provide in house administration services to meet the needs of the position.
- Provide a high level of quality customer service to internal and external customers.
- To operate as part of the Leonora Shire team for the betterment of the community.
- Comply with Records Management procedures.
- Ensure all community development related projects are managed effectively and in accordance with the terms and

President: _____

conditions of any grant received including the acquittal and audit processes.

- Liaise with Youth, Seniors, Aboriginal and Community based organisations and groups on a regional basis.
- Prepare correspondence for signing by the Chief Executive Officer.
- Manage and direct staff employed within community development sphere.

5. REQUIREMENTS OF THE POSITION:

5:1 Skills:

- 5.1.1 Developed typing and data input skills.
- 5.1.2 Developed time management and organisation skills.
- 5.1.3 Developed public relations skills.
- 5.1.4 Demonstrated commitment to providing a high level of customer service.
- 5.1.5 Excellent written and verbal communication skills.
- 5.1.6 Excellent analytical and problem solving skills.
- 5.1.7 Excellent phone manner.

5:2 Knowledge:

- 5.1.1 Proficient in Microsoft Office.
- 5.1.2 Preparation and presentation of documents and publications.
- 5.1.3 Ability to liaise with young people and members of the public.

5:2 Experience:

- 5.2.1 Accomplished office and clerical experience.
- 5.2.2 Demonstrated experience with youth and aboriginal communities
- 5.2.3 Demonstrated experience working with a range of community development organisations and networks

5:3 Qualifications:

- 5.3.1 Practical experience in a similar position.
- 5.3.2 Hold a current "C" class Motor Drivers Licence.
- 5.3.3 Hold relevant Police and Youth Work Clearances.
- 5.3.4 Senior First Aid Certificate (current).

6. ORGANISATIONAL RELATIONSHIPS

- 7:1 Responsible to: Chief Executive Officer
Deputy Chief Executive Officer
- 7:2 Supervision of: Youth Services Aide

7:3 Internal and External Liaison

Internal Chief Executive Officer
Deputy Chief Executive Officer

External Government Departments
General Public
Guests & Visitors

7. SELECTION CRITERIA:

- Ability to liaise and interact with various community groups.
- Awareness of youth, senior and community needs in rural areas.
- Funding submissions and liaison with Government Departments and youth support organisations.
- Co-ordination, administration and supervisory skills appropriate for service delivery to young people.
- Ability to prioritise tasks and manage workloads.

8. PERFORMANCE INDICATORS:

8.1 To be developed with successful applicant.

9. CONDITIONS OF EMPLOYMENT

9.1 Hours

38 hours per week.

Hours to be worked may be varied each week to meet the requirements of the position.

9.2 Overtime

Additional hours may only be worked and claimed as overtime with the prior approval of the Chief Executive Officer or Deputy Chief Executive Officer.

9.3 Vehicle

A Ford Falcon sedan will be provided with the position, with an element of private usage subject to the prior approval of the Chief Executive Officer.

9.4 Annual Leave, Public Holidays and Sick Leave

As per Local Government Officer's Award.

9.5 Payment of Salary

Salaries shall be paid fortnightly in arrears to a bank account nominated by the employee.

9.6 Superannuation

Occupational Superannuation at the rate of 9% shall be paid.

President: _____

The employee may apply to join the Local Government Superannuation Fund through which Council contributes an additional 6% subject to a matching component by the employee.

9.7 Current Salary

Above award salaries are offered with this position, ranging from \$60,000 to \$68,000 per annum, depending on skills, qualifications and experience.

9.8 Housing

Housing assistance may be available to the successful applicant, in the form of subsidised rental of a Council owned house, or through a rental subsidy to be added to the salary component.

9.9 Other Conditions

All other conditions of employment will be in accordance with the provisions of the Local Government Officer's Award.

President: _____

10.0 REPORTS OF OFFICERS**10.2 DEPUTY CHIEF EXECUTIVE OFFICER****10.2(E) CREATION OF GWALIA PRECINCT RESERVE ACCOUNT**

SUBMISSION TO: Meeting of Council
Meeting Date: 19th June, 2012

AGENDA REFERENCE: 10.2 (E) JUN 12

SUBJECT: Creation of Gwalia Precinct Reserve Account

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: N/A

FILE REFERENCE: 8.12

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Tanya Browning

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 13th June 2012

BACKGROUND

When the Shire of Leonora assumed the management of the Leonora Gwalia Historical Precinct, there were some funds held in investment accounts that were also to be transferred to the Shire of Leonora. It took some time for new EFTPOS facilities etc to be set up prior to old accounts being closed for balances to be transferred. This has now been finalised.

A balance of \$64,061.58 was transferred to the Shire of Leonora Municipal Account on 18th May 2012. It is recommended that a reserve account be created for the purpose of 'restoration and historical projects at the Gwalia historical precinct', and that the aforementioned balance be transferred to this account.

STATUTORY ENVIRONMENT

Section 6.11 Local Government Act 1995 and Financial Management Regulation 17 provide direction in relation to reserve accounts.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Will ensure that some funds are set aside specifically for restoration and historical projects within the Gwalia precinct.

STRATEGIC IMPLICATIONS

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

President: _____

RECOMMENDATIONS

That a reserve account titled “Gwalia Reserve” be created for the purpose of ‘restoration and historical projects at the Gwalia historical precinct’, and that \$64,061.58 be transferred to this account from the Shire of Leonora Municipal Account.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Moved Cr RA Norrie, Seconded Cr GW Baker, that a reserve account titled “Gwalia Reserve” be created for the purpose of ‘restoration and historical projects at the Gwalia historical precinct’, and that \$64,061.58 be transferred to this account from the Shire of Leonora Municipal Account.

CARRIED (6 VOTES TO 0)

President: _____

Cr P Craig declared a pecuniary interest in item 10.3(A), as he operates/manages a car rental business, and left the meeting at 10:25am

Cr MWV Taylor declared an impartial interest in item 10.3(A), as he is an agent for a car rental business.

10.0 REPORTS OF OFFICERS

10.3 ENVIRONMENTAL HEALTH AND BUILDING OFFICER

10.3(A) APPLICATION FOR PLANNING APPROVAL

SUBMISSION TO: Meeting of Council
Meeting Date: 19th June, 2012

AGENDA REFERENCE: 10.3 (A) JUN 12

SUBJECT: Application for Planning Approval

LOCATION / ADDRESS: Lots 724 & 725 Tower Street, Leonora

NAME OF APPLICANT: Geoffrey Ivan Biddle

FILE REFERENCE: 21.1.0

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Garry Agnew

OFFICER: Principle Environmental Health and Building Officer

INTEREST DISCLOSURE: Nil

DATE: 29th May, 2012

BACKGROUND

SUMMARY

Council is asked to consider an Application for Planning Approval for an “Additional Use” (car hire) at the Leonora Road House 50-52 Tower Street Leonora.

COMMENT

Council is in receipt of an Application for Planning Approval from Geoffrey Biddle (Horizon Ridge Pty Ltd) for an “Additional Use” (car-hire) at the Leonora Road House situated at Lots 724 & 725 Tower Street Leonora – **see Attachment 10.3(A).1**. The proposal is to use the external three door garage concrete driveway from Rochester Street for parked display of hire vehicles and the garage building itself for administration and record purpose. It is understood that no more than three vehicles would be displayed at any one time.

It is determined that the proposed additional activity at Lots 724 & 725 is defined as Trade Display which according to the Shire of Leonora Town Planning Scheme No.1: *means land and buildings used for the display of trade goods and equipment for the purpose of advertisement.*

Lots 724 & 725 Tower Street Leonora are zoned as “Town Centre” under the Shire of Leonora Town Planning Scheme No.1.

The Shire of Leonora Town Planning Scheme No.1 Table 1 – Zoning Table has a ‘P’ Use Class symbol for Trade Display in the ‘Town Centre’ zone.

President: _____

Clause 3.2.2 of the Shire of Leonora Town Planning Scheme No.1 states that the symbol 'P' used in the cross reference in Table 1 means: *that the use is permitted provided it complies with the relevant standards and requirements laid down in the Scheme and all conditions (if any) imposed by Council in granting Planning Approval.*

Shire of Leonora Town Planning Scheme No.1:

Clause 4.3 Town Centre Zone

4.3.1 *Development for uses within the zone shall be in conformity with the following:*

| <i>Use</i> | <i>Setback from Street Alignment</i> | <i>No. of Car Parking Spaces Provided on Site</i> |
|--------------------|--|--|
| <i>Shop</i> | <i>Nil</i> | <i>1 for every 15m² of gross leasable area</i> |
| <i>Office</i> | <i>Nil</i> | <i>1 for every 65m² of floor area</i> |
| <i>Hotel</i> | <i>Nil</i> | <i>1 space for each bedroom plus 1 space for every 4m of bar and public area</i> |
| <i>Motel</i> | <i>-</i> | <i>1 space for each motel unit</i> |
| <i>Residential</i> | <i>In accordance with the provisions of the R10 Residential Planning Code</i> | |
| <i>Other Uses</i> | <i>At the discretion of Council having regard to the nature of the development and the orderly and proper planning of the locality and street system</i> | |

Notwithstanding the above Council may at its discretion waive the requirements for car parking spaces to be provided on site if it is satisfied that:

- (a) It is not practicable to provide on-site parking; and*
- (b) Adequate car parking facilities exist in the immediate vicinity.*

In conclusion, it is deemed that this application for Planning Approval satisfies the requirements of the Shire of Leonora Town Planning Scheme No.1 and should be granted; conditional upon restricting the display of hire vehicles to inside the Rochester Street lot boundary and only on the existing concrete drive surface between the lot boundary and external garage.

STATUTORY ENVIRONMENT

Shire of Leonora Town Planning Scheme No.1

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.

President: _____

RECOMMENDATIONS

That Planning Approval is granted to Geoffrey Biddle of Horizon Ridge Pty Ltd & Gull Pty Ltd C/o 136 West Kalgoorlie Road Kalgoorlie WA 6430 for the additional activity of car-hire at "Town Centre" zoned Leonora Road House lots 724 & 725 Tower Street Leonora; conditional upon:

- the display of car hire vehicles is to be restricted to the concrete drive surface between the Rochester Street lot boundary and three door external garage;
- that no more than three vehicles are displayed at any one time; and
- the garage is not used as an office/showroom.

VOTING REQUIREMENT

Simple majority required.

COUNCIL DECISION

Moved Cr LR Petersen, Seconded Cr RA Norrie, that Planning Approval is granted to Geoffrey Biddle of Horizon Ridge Pty Ltd & Gull Pty Ltd C/o 136 West Kalgoorlie Road Kalgoorlie WA 6430 for the additional activity of car-hire at "Town Centre" zoned Leonora Road House lots 724 & 725 Tower Street Leonora; conditional upon:

- the display of car hire vehicles is to be restricted to the concrete drive surface between the Rochester Street lot boundary and three door external garage;
- that no more than three vehicles are displayed at any one time; and
- the garage is not used as an office/showroom.

CARRIED (5 VOTES TO 0)

Cr P Craig returned to the meeting at 10:27am

President: _____

Application For Planning Approval SHIRE OF LEONORA

Town Planning Scheme No 1

Name of Owner of land on which development is proposed:

Surname: Horizon Ridge P/L & Gull P/L

Other Names: _____

Address in Full: 13.6 West Kalgoolie Rd Post Code: 6430

Telephone No.: 0437150127 Fax: _____ Email: _____

Contact Person: Geoffrey Biddle

Signature: [Signature] Date: 21/5/2012

Signature: _____ Date: _____

The signature of the landowner(s) is required on all applications. This application will not proceed without that signature.

Applicant Details:

Name: (In full) Geoffrey Ivan Biddle

Address in Full: 12 Chapman Drive Post Code: 6430

Telephone No.: 9022 7711 Fax: 9022 7306 Email: geoff@eaglepointlemon.com.au

Contact Person for Correspondence: Geoff Biddle

Signature: [Signature] Date: 21/5/2012

Property Details:

Street Name: Tower St Suburb/Town: Leonora

Nearest Street Intersection: Rochester

Lot No.: 724 & 725 House No.: 50-52 Location No.: _____

Diagram or Plan No.: _____ Certificate of Title No.: _____ Folio: 788

Title Encumbrances (e.g. easements, restrictive covenants) NONE

Existing Building/Land Use:

Description of proposed development and/or use: use of garage for hire car business

President: _____

Nature of any existing buildings and/or use: empty
PREVIOUSLY USE AS TYPE PLUMB BUSINESS

Approximate cost of proposed development: None

Estimated time of completion: NO CONSTRUCTION - REPAIRING EXISTING FACILITIES

Building Materials:

External Walls: CONCRETE AND STEEL BEAMS

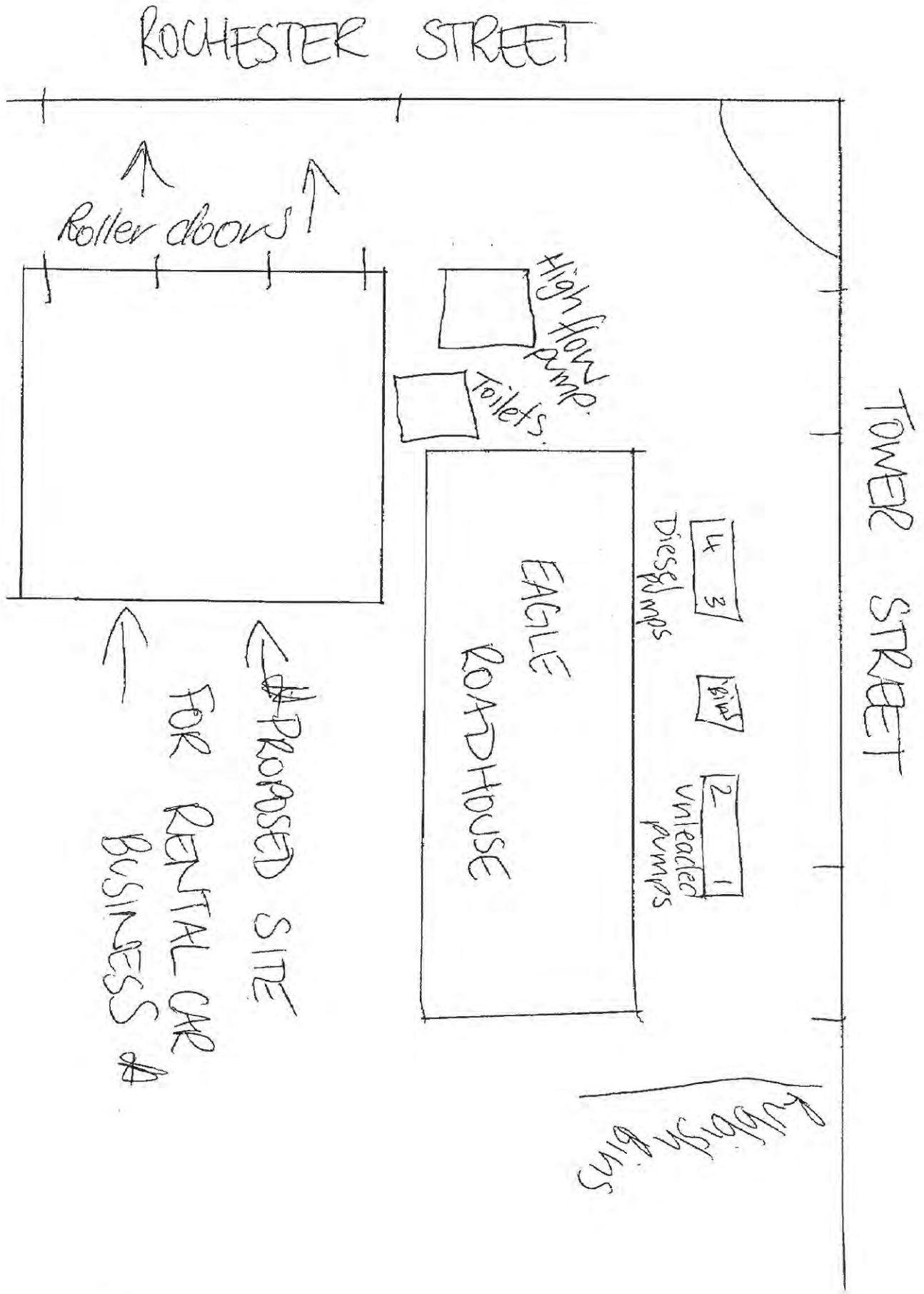
Roof: ZINCALUM

Floor: CONCRETE

Total Floor Area (M²): 80 - 100 sq meters

| | | |
|---------------------------------------|----------------------|--------------------|
| Office Use Only | | |
| Acceptance Officer's Initials: | Date Received: | |
| Leonora Shire Reference Number: | | |
| Fees Paid: | Date: | Receipt No.: |

President: _____



page 6 of 7

President: _____

10.0 REPORTS OF OFFICERS**10.3 ENVIRONMENTAL HEALTH AND BUILDING OFFICER****10.3(B) APPLICATION FOR PLANNING APPROVAL – REGIONAL MOBILE COMMUNICATIONS PROJECT**

SUBMISSION TO: Meeting of Council
Meeting Date: 19th June, 2012

AGENDA REFERENCE: 10.3 (B) JUN 12

SUBJECT: Application for Planning Approval – Regional Mobile Communications Project

LOCATION / ADDRESS: Cosmos Nickol, Goldfields Highway, Leonora WA 6429
(GSP -27.59923 120.56867)

NAME OF APPLICANT: Steve Brice on behalf of Deighton Pty Ltd North Dandalup WA 6207

FILE REFERENCE: 21.1.0

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Garry Agnew

OFFICER: Principle Environmental Health and Building Officer

INTEREST DISCLOSURE: Nil

DATE: 12th May, 2012

BACKGROUND**SUMMARY**

Council is asked to determine an Application for Planning Approval to develop a Mobile Phone Base Station at Cosmos Nickel, Goldfields Highway, Leonora (GSP -27.59923 120.56867)

COMMENT

Council is in receipt of an Application for Planning Approval from Deighton Pty Ltd North Dandalup WA 6207 on behalf of the Regional Mobile Communications Project to develop a Mobile Phone Base Station at Cosmos Nickel, Goldfield Highway, Leonora WA 6429 (GSP -27.59923 120.56867) for Telstra – **see Attachment 10.3(B).1.**

The proposal is to install, at the above location a 60m guyed mast to accommodate two (2) CNA010H Omni Antennas at the 60m level and one (1) Remote Radio Unit to be located as close to the antennas as possible. It is also proposed that an equipment room be installed at the base of the structure.

Council is informed that the Civil Aviation Safety Authority Advisory Circular No. AC139-08(0) states that the RAAF Aeronautical Information Service is assigned the task of maintaining a database of tall structures, the top measurement of which is:

- 30metres or more above ground level – within 30 kilometres of an aerodrome; or
- 45metres or more above ground elsewhere.

As the development is in the vicinity of an air strip and is likely to be a hazard to air navigation the Civil Aviation Safety Authority must be notified.

President: _____

Additionally, Air Services Australia must also be notified.

My advice is that the Mobile Phone Base Station is designed to benefit Xtrata's Cosmos Mine operations but will also provide a mobile phone communication service out to the Goldfields Highway.

STATUTORY ENVIRONMENT

Shire of Leonora Town Planning Scheme No.1

Civil Aviation Safety Authority

RAAF Aeronautical Information Service

Air Services Australia

Local Government Act 1995 S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

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 Planning Approval is granted to Deighton Pty Ltd of North Dandalup WA 6207 for the development of a Mobile Phone Base Station for Telstra at Cosmos Nickel, Goldfields Highway, Leonora (GSP -2759923 120.56867); conditional upon:

1. the developer consulting with all local land owners who may be operating their own aeroplane landing area;
2. the developer contacting Air Services Australia to check that the location does not affect its activities;
3. the developer notifying the Civil Aviation Safety Authority of the likelihood that the proposal may be a hazard to air navigation; and
4. the developer informing the RAAF Aeronautical Information Service that a 60m high guyed mast is to be erected in the vicinity of an air strip.

VOTING REQUIREMENT

Simple majority required.

President: _____

COUNCIL DECISION

Moved Cr GW Baker, Seconded Cr P Craig, that Planning Approval is granted to Deighton Pty Ltd of North Dandalup WA 6207 for the development of a Mobile Phone Base Station for Telstra at Cosmos Nickel, Goldfields Highway, Leonora (GSP -2759923 120.56867); conditional upon:

1. the developer consulting with all local land owners who may be operating their own aeroplane landing area;
2. the developer contacting Air Services Australia to check that the location does not affect its activities;
3. the developer notifying the Civil Aviation Safety Authority of the likelihood that the proposal may be a hazard to air navigation; and
4. the developer informing the RAAF Aeronautical Information Service that a 60m high guyed mast is to be erected in the vicinity of an air strip.

CARRIED (6 VOTES TO 0)

Deighton Pty. Ltd.

ABN39 220 486 601 ACN 009 001 076

P.O. Box 81
NORTH DANDALUP WA 6207
Telephone: (08) 9530 1121
Fax: (08) 9530 1090

7th June, 2010.

The Chief Executive Officer,
Shire of Leonora,
P.O. Box 56,
LEONORA WA 6438

Dear Sirs/Madam

Development/Planning Application for the Regional Mobile Communications Project
Proposed Mobile Phone Base Station
Cosmos Nickel, Goldfields Highway, Leonora WA 6429
(GSP -27.59923 120.56867)

This site is a Regional Mobile Communications project and will be funded by the State Government's Royalties for Regions Program and is administered by the Western Australian Department of Commerce with the assistance of the Department of Regional Development and Lands – Telstra have been contracted to undertake construction of this project.

Deighton Pty Ltd, act on behalf of Aurecon in regard to the above matter. Aurecon have been instructed by their client Telstra Corporation Limited to prepare and lodge a proposal for the changes to the existing installation.

Following intensive investigations between Government Emergency Services Agencies and Telstra utilizing radio frequency engineers, property and planning consultants and general engineering expertise Telstra has identified a location for the construction of a site under the above project.

The proposal is to install, at the above location a 60m guyed mast to accommodate two (2) CNA010H Omni Antennas at the 60m level and one (1) Remote Radio Unit to be located as close to the antennas as possible. It is also proposed that an equipment room be installed at the base of the structure. All work as shown on drawings W107045 Sheet S3 and S1 Issue 1.

This Application has been prepared having regard for the Planning Laws and Regulations encompassed within Town Planning Scheme administered by Council that apply to the proposed site.

As a Licensed Carrier under the Commonwealth Telecommunications Act 1997, Telstra is also obliged to comply with the Industry Code on the Deployment of Radiocommunications Infrastructure, (the Code), in relation to this proposal. Sections 5.1 and 5.2 of the Code are relevant to the preparation of this Development/Planning Application.

Selection of the site has been made utilising the policy provisions encompassed within the WAPC Statement of Planning Policy No 5.2.

With regard to Section 5.3 of the above policy we advise the following:

- **Proposed Materials and Colour** – It is proposed that the antennas be installed utilising the colour as supplied by the manufacturer.
- **Fencing** –Compound fencing to be installed as shown on drawing.

Telstra and EME

- Telstra places high importance on effective and responsible management of EME issues.
- Telstra acknowledges some people are genuinely concerned about possible health effects from the EME generated by radio frequency technology and is committed to addressing these concerns responsibly.
- Telstra's responsible approach to EME is demonstrated through compliance with relevant radio frequency standards and comprehensive policies and procedures to protect the health and safety of the community and employees.
- Telstra operates responsibly in the design, operation and management of mobile base stations in order to minimise community impact and comply with the industry code of practice (ACIF Code) for base station deployment and operation.
- Telstra also maintains a comprehensive EME research program, monitors international research developments and provides assistance to other research institutions on Australian research into EME. This enables Telstra to have accurate and substantiated scientific information to guide its actions.

EME Safety Standard

In Australia, the EME safety standard is set by ARPANSA and regulated by the Australian Communications Authority (ACA) – the independent regulator of the nation's telecommunications industry.

It is based on careful analysis of the scientific literature (both thermal and non-thermal effects) and is designed to offer protection against identified health effects of EME with a large in-built safety margin. The standard covers EME emissions from all antennas on a single tower, or group of towers.

- Compliance with all applicable EME standards is part of Telstra's responsible approach to EME and mobile phone technology.

Further information on EME can be obtained through the ARPANSA Website www.arpansa.gov.au

President: _____

...3/-

07.06.12

A copy of the ACMA EME fact sheet is available at www.acma.gov.au/consumer/info/fact_sheets/consumer_fact_sheets/fsc91.htm and a copy of the ACMA EME and Health Video is available at www.acma.gov.au/csds_compliance/electromagnetic_radiation/emr_videos/index.htm

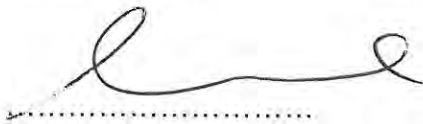
Telstra confirms that it has applied the Precautionary Approach in selecting the proposed site at the above location in accordance with Section 5.1 of the Code. Further, that the Precautionary Approach has also been applied to the design of this proposed installation in accordance with Section 5.2 of the Code.

In order for Telstra to meet its commitments to the State Government in relation to this project we are required to undertake planning processes and building licence processes as required by the local authority. We are unsure if council requires a planning application fee to progress this proposal, if such a fee is required please advise and we will forward the required cheque.

Could Council consider this proposal as soon as possible as we would like to have this site included as an early construction site within the program of this Government Project.

Should you wish to discuss this proposal please do not hesitate to contact the undersigned.

Yours faithfully,



.....
Steve Bruce,
DIRECTOR

DEIGHTON PTY LTD

Enclosures

824-960MHz Fixed Tilt Omnidirectional Antenna**Electrical Specifications**

| | |
|----------------------|-------------------------|
| Frequency Range | 824 - 960 MHz |
| Gain | 11 dBi |
| Return Loss | > 15 dB |
| Polarization | Vertical |
| Horizontal Beamwidth | 360° |
| Vertical Beamwidth | 7° with nulfill |
| Electrical Downtilt | 0°, 2° or 6° |
| Upper Sidelobe Level | < -15 dB |
| Power Rating | 300W |
| Intermodulation | < -150 dBc (2 x 43 dBm) |
| Impedance | 50 ohm |
| Lightning Protection | DC grounded |
| Connector Type | 7-16 DIN female |

**Mechanical Specifications**

| | |
|--------------------|------------------------------------|
| Antenna Dimensions | 3300 mm (length), 52 mm (diameter) |
| Packed Dimensions | 3400 mm (length), 70 mm (diameter) |
| Antenna Weight | 6.5 kg |
| Radome Material | Polyester Fibreglass pultrusion |

Maximum Environmental Ratings

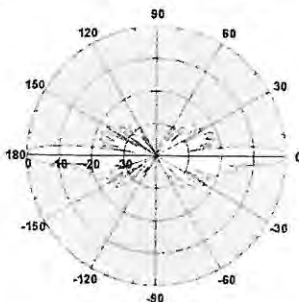
| | |
|---------------------|--------------------|
| Temperature | -40° C to +70° C |
| Humidity | 95% RH @ +30° C |
| Rated Wind Velocity | 200 km/h |
| Lateral Loading | 0.25 kN @ 160 km/h |
| Rain | 140mm per hour |

Mounting Options

F-009-S4 Fixed clamps

Product Options

CNA010H-**-CB 00°, 02°, 06° Fixed Downtilt
 CNA010HI-**-CB HI - Inverted



Vertical Pattern

Last Updated: 22-06-2007

**Argus Technologies (Australia) Pty Ltd**

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Argus Technologies is continually improving products. Specifications may change at any time without notice

Remote Radio Unit Description RRUW

3 Technical Data

This section describes the physical characteristics, environmental data, and the power supply of the RBS.

3.1 Dimensions

Table 1 lists the technical data for the RRUW.

Table 1 Technical Data RRUW

| Description | Value |
|--|---|
| Maximum nominal output power | Without license key: 20 W |
| | With 40 W license key ⁽¹⁾ : 40 W |
| | With all license keys ⁽¹⁾ : 60 W |
| Number of carriers | One carrier: without licence key |
| | Up to four carriers: with license key |
| Frequency | 1,920 to 1,980 MHz uplink |
| | 2,110 to 2,170 MHz downlink |
| | Band 1 |
| | 1,850 to 1,910 MHz uplink |
| | 1,930 to 1,990 MHz downlink |
| | Band 2 |
| | 824 to 849 MHz uplink |
| | 869 to 894 MHz downlink |
| | Band 5 |
| | 1,427.9 to 1,437.9 MHz uplink |
| | 1,475.9 to 1,485.9 MHz downlink |
| Band 11 | |
| Dimensions without Solar Shield | |
| Height | 600 mm |
| Width | 350 mm |
| Depth | 112 mm |
| Dimensions with Solar Shield | |
| Height | 636 mm |
| Width | 383 mm |

President: _____

| | |
|---------------|-------------|
| Depth | 169 mm |
| Weight | |
| RRUW | 20 kg |
| Color | |
| Gray | NCS S2502-R |

(1) Detailed information about WCDMA licences can be found in RBS License Control.

The RRUW size, height, width, and depth with solar shield, is shown in Figure 2.

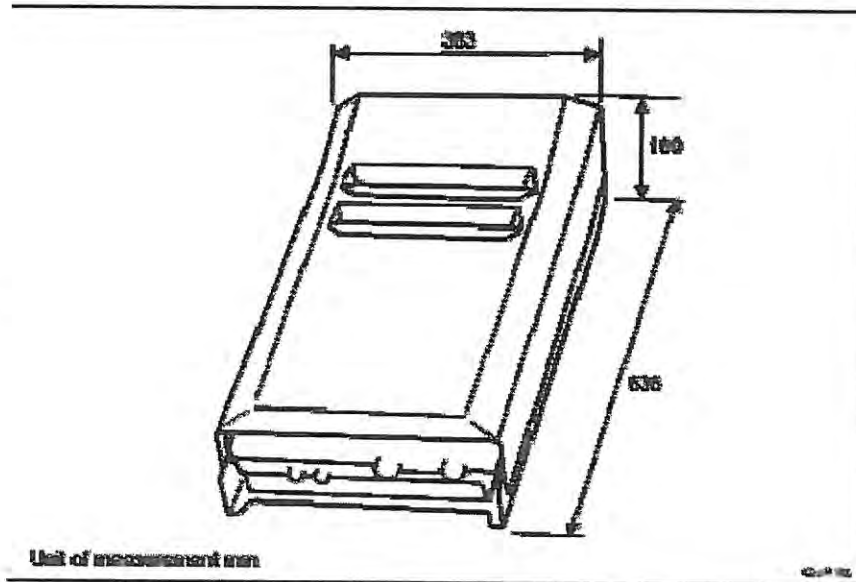


Figure 2 RRUW Height, Width, and Depth with Solar Shield

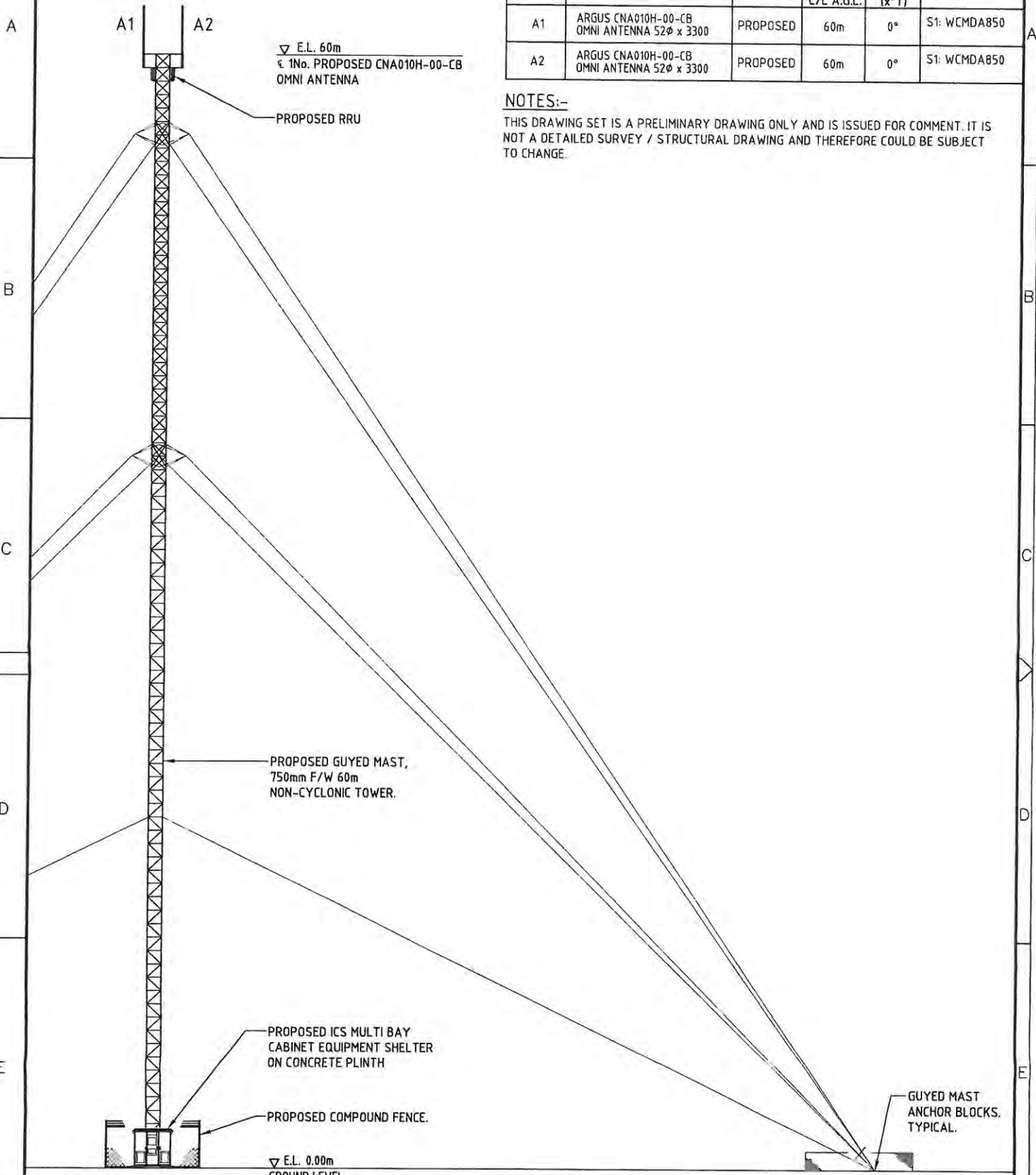


TELSTRA ANTENNA CONFIGURATION TABLE

| ANTENNA No | ANTENNA TYPE & SIZE H x W x D | ANTENNA STATUS | ANTENNA HEIGHT C/L A.G.L. | ANTENNA BEARING (x°T) | SECTOR NO. & SYSTEM |
|------------|--|----------------|---------------------------|-----------------------|---------------------|
| A1 | ARGUS CNA010H-00-CB OMNI ANTENNA 52φ x 3300 | PROPOSED | 60m | 0° | S1: WCMDA850 |
| A2 | ARGUS CNA010H-00-CB OMNI ANTENNA 52φ x 3300 | PROPOSED | 60m | 0° | S1: WCMDA850 |

NOTES:-

THIS DRAWING SET IS A PRELIMINARY DRAWING ONLY AND IS ISSUED FOR COMMENT. IT IS NOT A DETAILED SURVEY / STRUCTURAL DRAWING AND THEREFORE COULD BE SUBJECT TO CHANGE.



▽ E.L. 60m
€ 1No. PROPOSED CNA010H-00-CB
OMNI ANTENNA

PROPOSED RRU

PROPOSED GUYED MAST,
750mm F/W 60m
NON-CYCLONIC TOWER.

PROPOSED ICS MULTI BAY
CABINET EQUIPMENT SHELTER
ON CONCRETE PLINTH

PROPOSED COMPOUND FENCE.

▽ E.L. 0.00m
GROUND LEVEL

GUYED MAST
ANCHOR BLOCKS,
TYPICAL.

DO NOT
SCALE
DIMENSIONS
IN

WESTERN ELEVATION
SCALE 1:200

PRELIMINARY

| ORDER | DRAWN | CHKD | AMENDMENT | EXAM | APPD | DATE | ISS |
|------------|-------|------|-----------------------------|------|------|----------|-----|
| WA07066.01 | PAW | TRE | ISSUED FOR COUNCIL APPROVAL | | | 27.03.12 | 1 |

aurecon
Aurecon Australia Pty Ltd
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Telstra
MOBILE NETWORK SITE 10292
COSMOS NICKEL
SITE ELEVATION
GOLDFIELDS HIGHWAY, LEINSTER WA 6429

DWG NO. **W107045** SH1 NO. **S3**



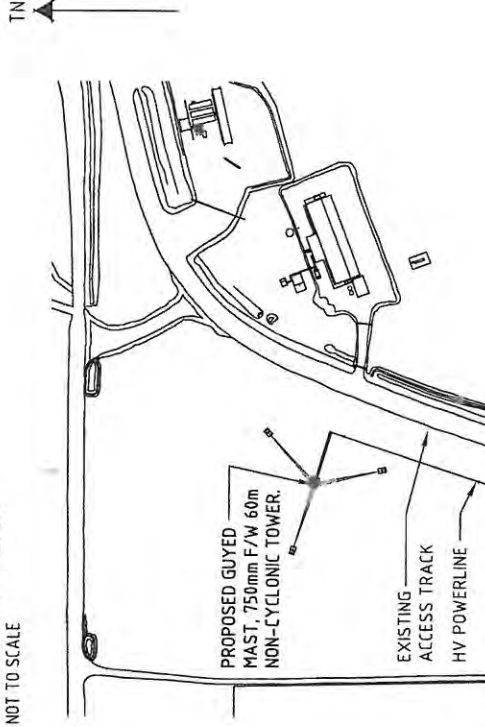
RFNSA SITE No. 6429005



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LOCALITY PLAN

NOT TO SCALE



SITE ACCESS

NOT TO SCALE

President:

PRELIMINARY

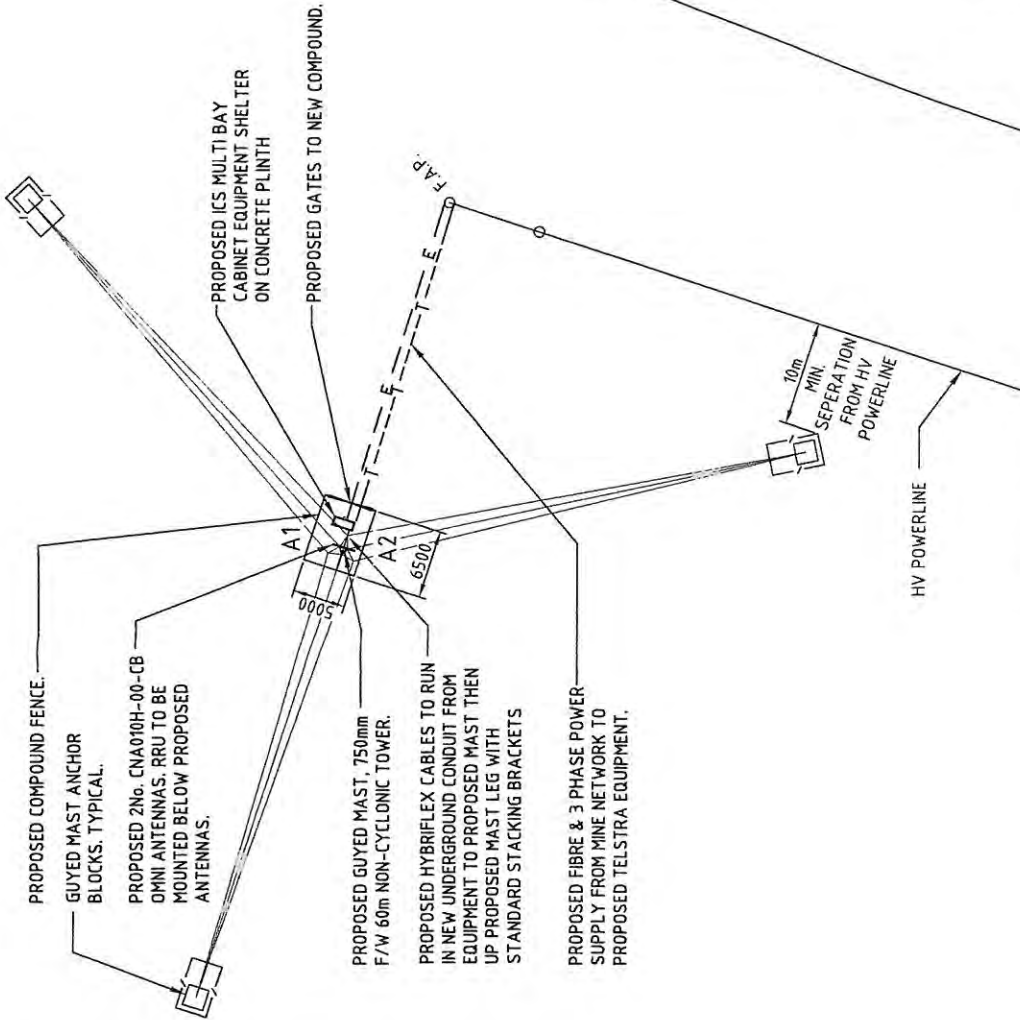
| ORDER | DRAWN | CHKD | AMENDMENT | EXAM | APPD | DATE | ISS |
|------------|-------|------|-----------------------------|------|------|----------|-----|
| W107066.01 | PAW | TRE | ISSUED FOR COUNCIL APPROVAL | | | 27.03.12 | 1 |

| | |
|--|--|
| <p>Aurecon Australia Pty Ltd Level 1, Spectra Rise Square 258 Adelaide Terrace, Perth Western Australia 6007, Australia Email: perth@aurecon.com.au Phone: +61 8 9223 1920 Fax: +61 8 9223 1955</p> | |
| <p>1. This drawing is the property of Aurecon and is to be used only for the project for which it is prepared. It is not to be used for any other project without the written consent of Aurecon. 2. Aurecon does not warrant the accuracy of the information provided in this drawing. It is the responsibility of the client to verify the accuracy of the information provided in this drawing.</p> | |

| PROPERTY DESCRIPTION | |
|-----------------------------|---------------------|
| TBA | |
| SITE STRUCTURE CO-ORDINATES | |
| GPS READING ACCURACY: ±10m | |
| CENTRE OF TOWER. | |
| LATITUDE | -27.59923° (GDA 94) |
| LONGITUDE | 120.56867° (GDA 94) |

| | |
|---|---------|
| | |
| <p>MOBILE NETWORK SITE 10292 COSMOS NICKEL SITE LOCALITY AND ACCESS PLAN GOLDFIELDS HIGHWAY, LEINSTER WA 6429</p> | |
| DWG NO. | W107045 |
| SHT NO. | S1 |

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SITE LAYOUT

SCALE 1:500
5m 10m 15m 20m 25m SCALE 1:500

President: _____

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

A. ELECTED MEMBERS

Nil

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

11.0 (B) OFFICERS

Cr LR Petersen declared an impartial interest in item 11,0(B)(i) as she is employed by a party that may benefit from the amendments to the scheme.

11.0(B)(i) TOWN PLANNING SCHEME AMENDMENT

SUBMISSION TO: Meeting of Council
Meeting Date: 19th June, 2012

AGENDA REFERENCE: 11.0 (B)(i) JUN 12

SUBJECT: Town Planning Scheme Amendment

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: Town Planning 5.33

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: James Gregory Epis

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 19th June, 2012

BACKGROUND

The Shire of Leonora Town Planning Scheme No. 1 ('the scheme') was published in the Government Gazette on the 23rd November, 1984. It has been reviewed and updated with Omnibus Amendment No.8 in May 2001, Amendment No.9 in November 2003, Amendment No.10 and Amendment No.11 in November, 2009.

The purpose of this Scheme Amendment is to modify the Shire of Leonora Town Planning Scheme to:

1. Rezone Lot 1125 Hall Street and Lots 5, 6, 7 and 8 Kurrajong Street from 'Industrial' to 'Mining Accommodation'
2. To rezone Lots 300, 923, and UCL west of railway and Gwalia Historic Precinct from 'Recreation' to 'Rural'
3. To rezone portion of railway reserve south of Leonora Townsite from 'Railway' to 'Rural'
4. To rezone portion of Rural land south of Leonora Townsite from 'Rural' to 'Railway'

President: _____

Further clarification in regards the purpose of each proposed individual amendment is contained in the attached report prepared by Council's town planners, Taylor Burrell Barnett.

STATUTORY ENVIRONMENT

In accordance with Section 75 of the Planning and Development Act 2005 and the Shire of Leonora Town Planning Scheme No.1.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

An amount of \$15,000.00 is contained within the current budget to assist with matters dealing with town planning. A similar amount is proposed in the 2012/2013 budget.

STRATEGIC IMPLICATIONS

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

RECOMMENDATIONS

That Council, in pursuance of Section 75 of the Planning and Development Act 2005 resolve to amend the Town Planning Scheme as described and that approval be sought from the Western Australian Planning Commission prior to advertising the Scheme Amendment and that service agencies be advised of the proposed amendments.

VOTING REQUIREMENT

Absolute majority required.

COUNCIL DECISION

Moved Cr MWV Taylor, Seconded Cr RA Norrie, that Council, in pursuance of Section 75 of the Planning and Development Act 2005 resolve to amend the Town Planning Scheme as described and that approval be sought from the Western Australian Planning Commission prior to advertising the Scheme Amendment and that service agencies be advised of the proposed amendments.

CARRIED BY ABSOLUTE MAJORITY (6 VOTES TO 0)

The meeting was adjourned at 10:35am for a morning tea break.

The meeting resumed at 10:45am, with all those previously in attendance present, along with Snr Cst Dave Grills (Goldfields Crime Prevention and Diversity Officer), Mr Ian Westmore and Mr Matt Genove of the Community Engagement Division (Western Australian Police Force), who were welcomed by Cr JF Carter.

Ms Gemma Boucher, Youth Services Officer (Shire of Leonora) entered the meeting at 11:02am.

Mr Westmore, Mr Genove and Snr Cnst Dave Grills then provided information on various projects, such as 'Eyes on the Street' funding opportunities for community safety (such as CCTV), building resilience and community capacity (as well as training for this type of venture) etc.

Cr JF Carter thanked Mr Ian Westmore, Mr Matt Genove and Snr Cst Dave Grills for their attendance and information at the meeting,

Mr Ian Westmore, Mr, Mr Matt Genove, Snr Cst Dave Grills and Ms Gemma Boucher left the meeting at 12:15pm.

President: _____

***SHIRE OF LEONORA
TOWN PLANNING SCHEME No. 1
AMENDMENT No. 12***

President: _____

File No:

Part of Agenda:

MINISTER FOR PLANNING

Proposal to amend a Local Planning Scheme

- | | | |
|----|---------------------------------------|--|
| 1. | Local Authority: | Shire of Leonora |
| 2. | Description of Local Planning Scheme: | Town Planning Scheme No. 1 |
| 3. | Type of Scheme: | Local Scheme |
| 4. | Serial No. of Amendment: | 12 |
| 5. | Proposal: | <ol style="list-style-type: none">1. To rezone Lot 1125 Hall Street and Lots 5, 6, 7 and 8 Kurrajong Street from 'Industrial' to 'Mining Accommodation'2. To rezone Lots 300, 923, and UCL west of railway and Gwalia Historic Precinct from 'Recreation' to 'Rural'3. To rezone portion of railway reserve south of Leonora Townsite from 'Railway' to 'Rural'4. To rezone portion of Rural land south of Leonora Townsite from 'Rural' to 'Railway' |

President: _____

PLANNING AND DEVELOPMENT ACT 2005
RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME

Shire of Leonora
Town Planning Scheme No. 1
Amendment No. 12

RESOLVED that the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend the above Town Planning Scheme by:

1. To rezone Lot 1125 Hall Street and Lots 5, 6, 7 and 8 Kurrajong Street from 'Industrial' to 'Mining Accommodation'
2. To rezone Lots 300, 923, and UCL west of railway and Gwalia Historic Precinct from 'Recreation' to 'Rural'
3. To rezone portion of railway reserve south of Leonora Townsite from 'Railway' to 'Rural'
4. To rezone portion of Rural land south of Leonora Townsite from 'Rural' to 'Railway'

Dated this day of 20.....

.....
Chief Executive Officer

President: _____

TABLE OF CONTENTS

| | | |
|----------|---|----------|
| 1 | INTRODUCTION | 1 |
| 2 | LOT 1125 HALL STREET AND LOTS 5, 6, 7 AND 8 KURRAJONG STREET | 2 |
| | 2.1 LAND USE | 2 |
| | 2.2 SERVICES | 2 |
| | 2.2.1 ROADS AND RAILWAY | 2 |
| | 2.3 OTHER SERVICES | 3 |
| | 2.4 CONCLUSION | 3 |
| 3 | LOT 300 ON PLAN 116086, LOT 923 TOWER STREET & UCL WEST OF RAILWAY | 4 |
| | 3.1 PROPOSAL/PLANNING RATIONALE | 4 |
| | 3.2 CONCLUSION | 4 |
| 4 | LOTS 90 & 91 RAILWAY RESERVE SOUTH OF LEONORA TOWNSITE | 5 |
| 5 | SUMMARY | 5 |

President: _____

1 INTRODUCTION

The Shire of Leonora Town Planning Scheme No. 1 ('the Scheme') was published in the Government Gazette on 23 November 1984. It has been reviewed and updated with Omnibus Amendment No. 8 in May 2001, Amendment No. 9 in November 2003, Amendment No. 10 in November 2009, and Amendment No. 11 in October 2008.

The purpose of this Scheme Amendment is to modify the Shire of Leonora Town Planning Scheme to:

- Rezone Lot 1125 Half street and Lots 5, 6, 7 and 8 Kurrajong Street from 'Industrial' to 'Mining Accommodation' to permit the expansion of the existing mining accommodation use on the surrounding land;
- Rezone Lots 300 Plan 116086, Lot 923 Tower Street and Unallocated Crown Land (UCL) west of the railway and Gwalia Historic Precinct from 'Recreation' to 'Rural' to allow greater flexibility in land uses permitted in these areas; and
- Rezone Lot 91 portion of railway reserve south of the Leonora Townsite from 'Railway' to 'Rural', and Lot 90 portion of 'Rural' zoned land to 'Railway' to reflect the current land uses of the site as a result of changes to the railway line to accommodate existing mining activities.

President: _____

2 LOT 1125 HALL STREET AND LOTS 5, 6, 7 AND 8 KURRAJONG STREET

Lot 1125 Hall Street is currently zoned 'Industrial' under the provisions of the TPS No. 1. The land immediately to the south is zoned 'Mining Accommodation'. 'Industrial' zoned land surrounds Lot 1125 on the northern and eastern boundary, with the railway line to the west.

Lots 5, 6, 7 and 8 Kurrajong Street are currently zoned 'Industrial' under the provisions of the TPS No. 1. The land immediately to the east (Lot 1126 and 1270 Otterburn Street) is zoned 'Mining Accommodation'.

The 'Mining Accommodation' zone was introduced to the Scheme as part of Amendment No. 8 and was based upon Council's desire to ensure that the town remained the major centre in the district for accommodating mineworkers. Leonora has a long history of mining activity and much of the local economy remains based upon the continuation of mining operations. Contemporary mining practice is reliant on the employment of skilled workers on a fly-in/fly-out basis requiring semi-permanent accommodation. The Mining Accommodation zone allows Council to approve development types usually associated with mine-sites, but with a high level of amenity. Access to community services, health, recreation, and shopping facilities helps to support the viability of services for permanent residents as well as regular passenger flights from Perth.

The legal description of the subject lots is as follows:

TABLE 1: LEGAL DESCRIPTION

| Description | Volume | Folio | Plan Number | Area |
|-------------|--------|-------|-------------|---------------------|
| Lot 1125 | 2170 | 768 | DP188617 | 4,945m ² |
| Lot 5 | 2774 | 59 | 63277 | 3,169m ² |
| Lot 6 | 2774 | 60 | 63277 | 3,239m ² |
| Lot 7 | 2774 | 61 | 63277 | 3,223m ² |
| Lot 8 | 2774 | 62 | 63277 | 3,666m ² |

2.1 LAND USE

The St Barbara Limited's mining camp, located on the land directly south of Lot 1125 Hall Street, has expanded north on to Lots 1341 and 1342. As such, the land is currently being used for mining accommodation facilities.

The adjoining Lot 1126 Otterburn Street to the east of Lots 5, 6, 7 and 8 Kurrajong Street is currently used for mining, tourist and private accommodation. It is proposed that these Lots be used for the expansion of this existing mining accommodation.

2.2 SERVICES

2.2.1 ROADS AND RAILWAY

Lot 1125 Hall Street has road frontage to Hall Street to the east and Kurrajong Street to the west. Vehicle access to the site is off Hall Street.

Lots 5, 6, 7 and 8 Kurrajong Street have road frontage to Kurrajong Street to the west, Steel Street to the north and Court Street to the south. Vehicle access to the Lots is off Kurrajong Street.

President: _____

The Leonora-Kalgoorlie railway line is located to the west of the subject land. It generally separates mining activity from the developed paths of the Leonora Townsite.

2.3 OTHER SERVICES

Other services such as electricity, water and sewerage are available to the land.

2.4 CONCLUSION

The land located to the east of the site is zoned 'Mining Accommodation'. The rezoning of Lot 1125 Hall Street and Lots 5, 6, 7 and 8 Kurrajong Street would permit the expansion of the existing Mining Accommodation on the neighbouring lots.

President: _____

3 LOT 300 ON PLAN 116086, LOT 923 TOWER STREET & UCL WEST OF RAILWAY

Lot 300 is located to the west of the Leonora railway, at the south of Biggs Avenue and is presently zoned 'Recreation' in TPS No. 1. The land is bordered by 'Railway' reserve to the east and 'Rural' to the north, west and south.

Lot 923 Tower Street is located south of the Leonora Townsite, bordered by Tower Street to the east, and 'Rural' to the north, west and south.

A portion of UCL to the west of the railway and Gwalia Historic Precinct has been zoned 'Recreation', and is bordered by railway to the west, and 'Rural' to the north, west and south.

There is little surrounding development or population base to support the land of these three sites being retained as 'Recreation'.

The legal description of the subject lots is as follows:

TABLE 2: LEGAL DESCRIPTION

| Description | Volume | Folio | Plan Number | Area |
|-------------|--------|-------|-------------|---------------------|
| Lot 300 | LR3152 | 593 | DP116086 | 4.66ha |
| Lot 923 | - | - | - | 4,047m ² |

3.1 PROPOSAL/PLANNING RATIONALE

The subject land Lot 300 is currently the site of a disused sporting ground, and due to the lack of population base in the neighbouring Leonora Townsite the 'Recreation' classification of this land is unnecessary and excessive to service the current or projected population.

Lot 923 Tower Street is listed by Landgate as having the current purpose of a golf club house and tennis courts. It is apparent that although this is the listed purpose of the land, the sporting facilities have not been developed on the land, and due to the lack of surrounding population, it is unlikely that these facilities will be developed.

The UCL to the west of the railway and Gwalia Historic Precinct has similarly been 'Reserved', although has never been utilised for this purpose.

It is evident that the UCL west of the railway, along with Lots 300 and 923, would be better suited to a 'Rural' zoning, as it will enable more flexibility in allowing for new mining developments in the area. The current 'Recreation' reserve is unnecessary and inhibits mining developments from occurring on the subject land. Rezoning to 'Rural' will open up the land to offer development opportunities. A 'Rural' zoning on the subject sites will permit mineral processing and extractive industry on the land, which will be of benefit to the expanding mining industry present in Leonora.

3.2 CONCLUSION

The rezoning of UCL west of the railway, Lot 300 and Lot 923 from their current redundant 'Recreation' reservation to a 'Rural' zoning will enable a higher degree of flexibility in terms of development opportunities permitted on the sites.

President: _____

4

LOTS 90 & 91 RAILWAY RESERVE SOUTH OF LEONORA TOWNSITE

The railway line south of Leonora Townsite has been altered in its route to accommodate an extensive Sons of Gwalia (St Barbara Limited) mine site nearby. This has resulted in the land being classified as 'Railway'. The railway alignment reserved in the Scheme map does not reflect the actual alignment constructed. This part of the amendment will correct an anomaly of the Scheme. The aim of the rezoning is to correct and update the current zoning of land in Lot 90 from 'Rural' to 'Railway', and correspondingly Lot 91 from 'Railway' to 'Rural'.

5

SUMMARY

The proposed Scheme Amendments will formally update the zoning of various sites to reflect changes that have occurred in the Leonora Townsite since the previous changes were made by Amendment No. 11.

President: _____



APPENDIX 1

President: _____

PLANNING AND DEVELOPMENT ACT 2005

**Shire of Leonora
Local Planning Scheme No. 1
Amendment No. 12**

The Shire of Leonora under and by virtue of the powers conferred upon it in that behalf by the Planning and Development Act 2005, hereby amends the above Town Planning Scheme by:

1. To rezone Lot 1125 Hall Street and Lots 5, 6, 7 & 8 Kurrajong Street from 'Industrial' to 'Mining Accommodation'
2. To rezone Lots 300, 923, and UCL west of railway and Gwalia Historic Precinct from 'Recreation' to 'Rural'
3. To rezone portion of railway reserve south of Leonora Townsite from 'Railway' to 'Rural'
4. To rezone portion of Rural land south of Leonora Townsite from 'Rural' to 'Railway'

Dated this day of 20.....

.....
Chief Executive Officer

President: _____

ADOPTION

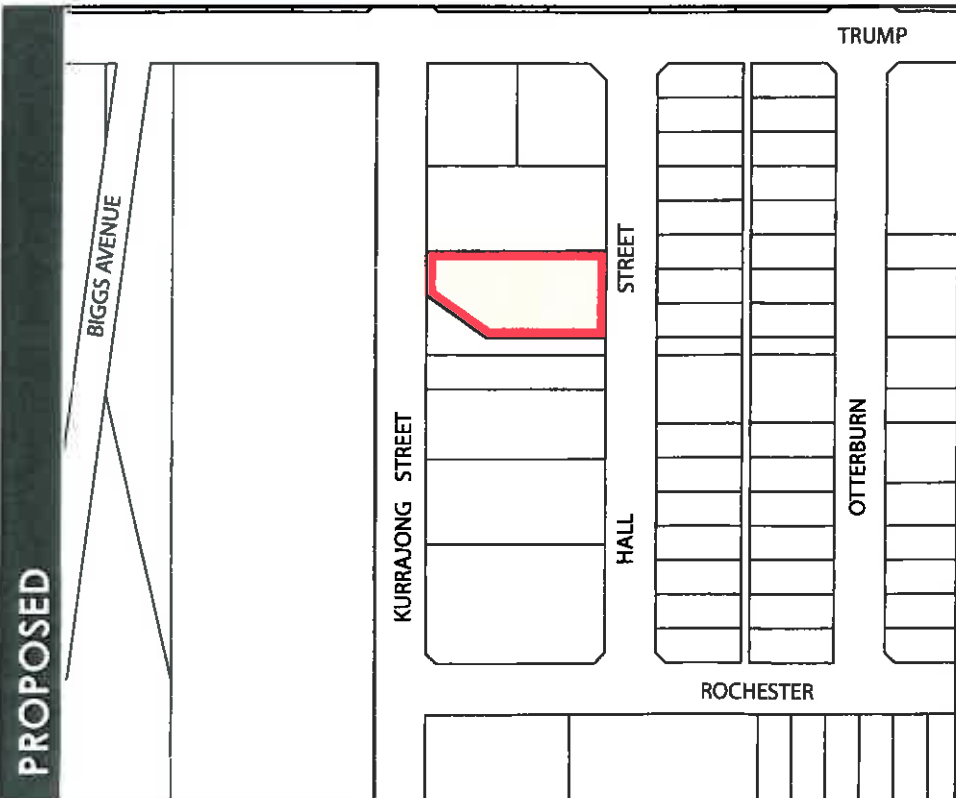
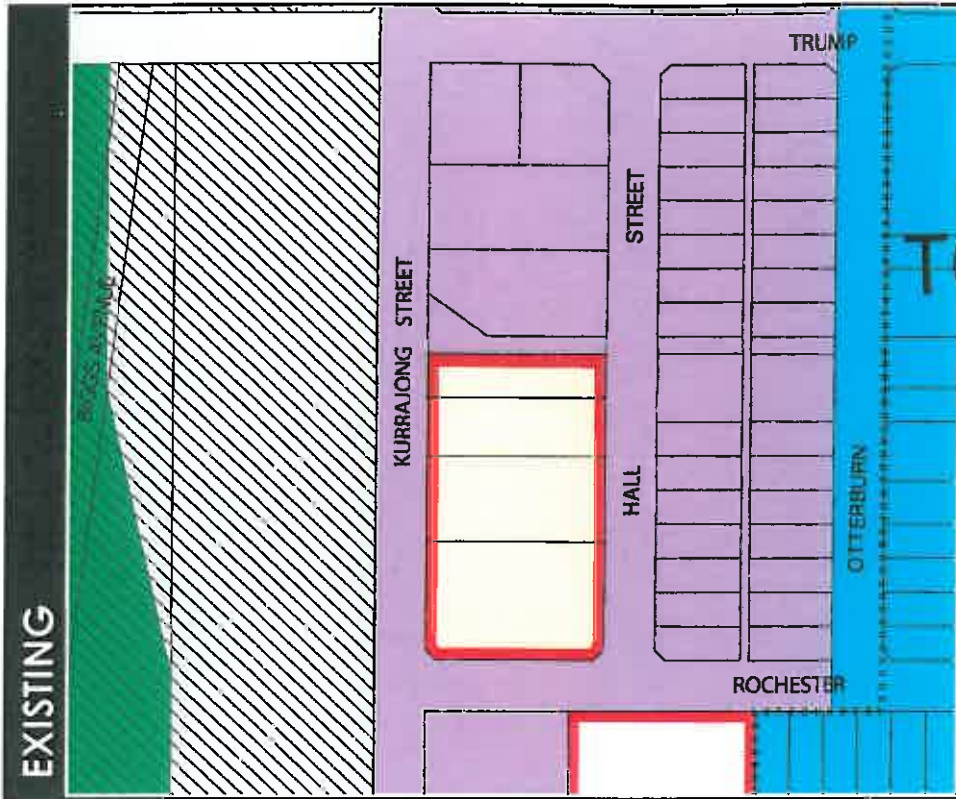
Adopted by resolution of the Council of the Shire of Leonora at the Meeting of the Council held on the day of 20....

.....
Mayor/Shire President

.....
Chief Executive Officer

SHIRE OF LEONORA

Shire of Leonora Town Planning Scheme No.1 Amendment No. 12



LEGEND

LOCAL SCHEME RESERVES

- Railway
- Recreation

ZONE

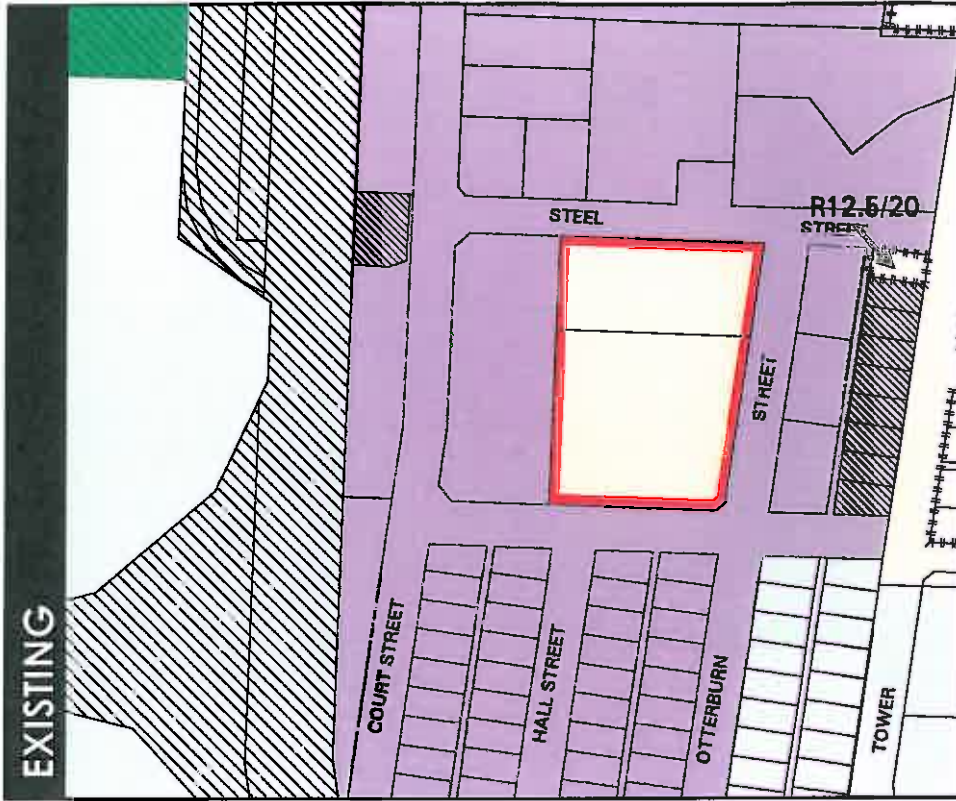
- Industrial
- Rural
- Mining Accommodation
- Special Site
- Town Centre

OTHER

- R20 R-Codes

SHIRE OF LEONORA

Shire of Leonora Town Planning Scheme No.1 Amendment No. 12



LEGEND

LOCAL SCHEME RESERVES

- Railway
- Recreation

ZONE

- Industrial
- Rural
- Mining Accomodation'

OTHER

- R20 R-Codes

SHIRE OF LEONORA

Shire of Leonora Town Planning Scheme No.1 Amendment No. 12



LEGEND

LOCAL SCHEME RESERVES

- Railway
- Recreation
- Other Government Uses

ZONE

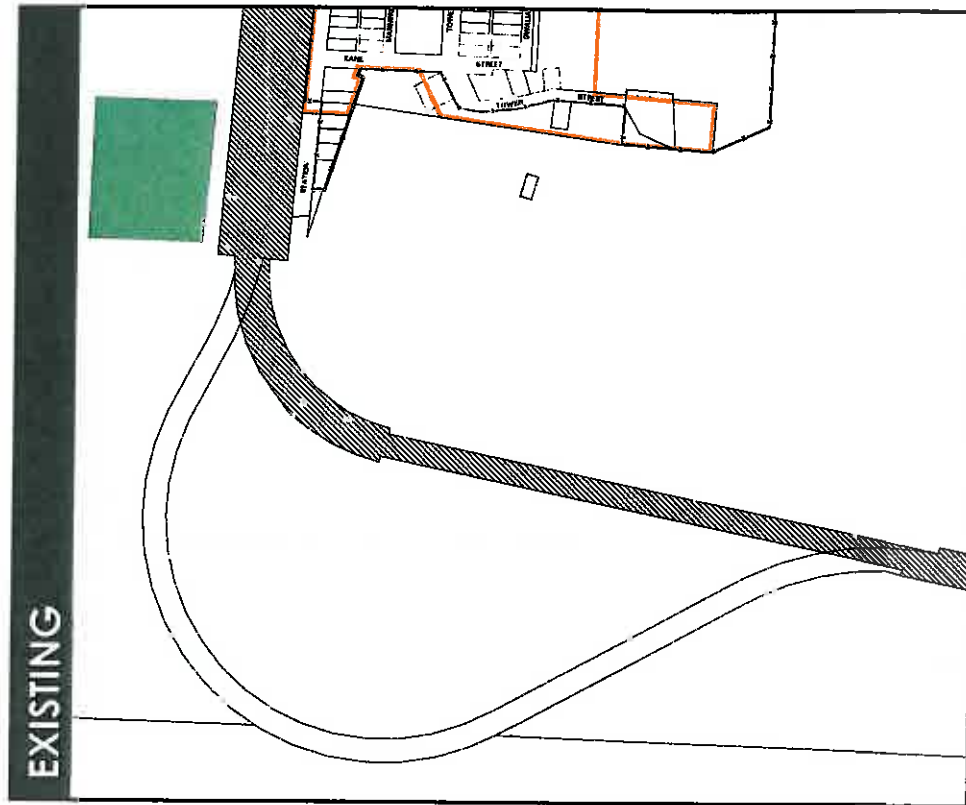
- Gwalia Historic Precinct
- Rural

OTHER

- Townsite - Land Act

SHIRE OF LEONORA

Shire of Leonora
Town Planning Scheme No.1
Amendment No. 12



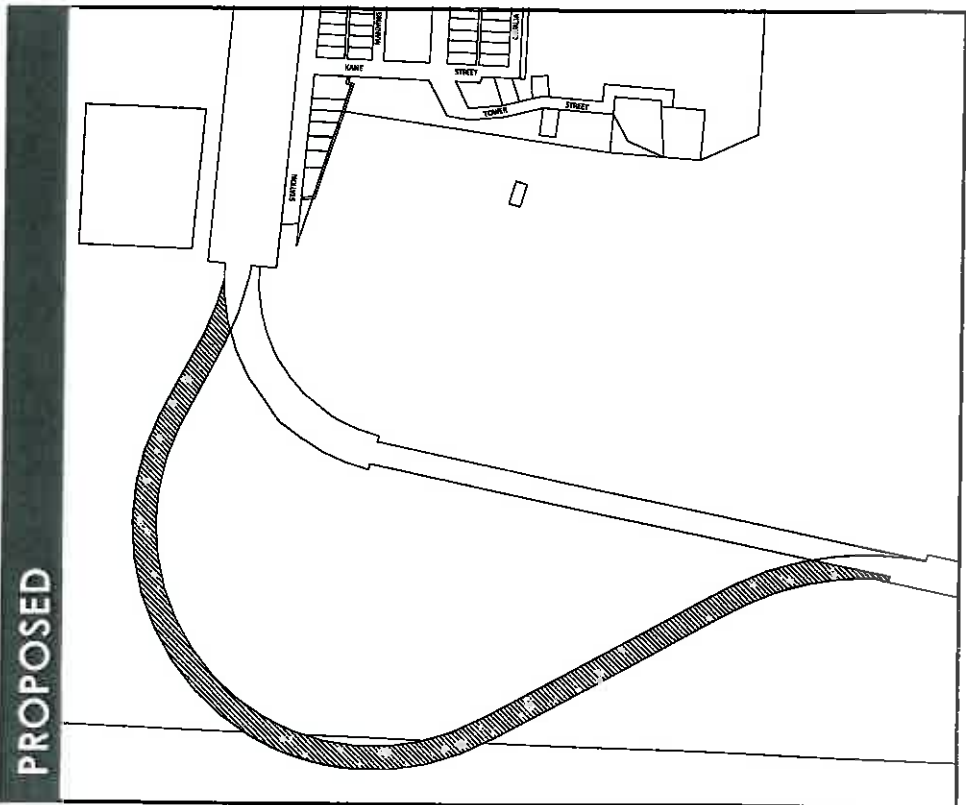
LEGEND

LOCAL SCHEME RESERVES

- Railway
- Recreation

ZONE

- Rural
- Gwalia Historic Precinct



plan:
08/061/G003
date:
02/11/11

President: _____

FINAL APPROVAL

Adopted for final approval by resolution of the Council of the Shire of Leonora at the Meeting of the Council held on the day of 20.... and the Common Seal of the Shire was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....
Mayor/Shire President

.....
Chief Executive Officer

Recommended/Submitted for Final Approval

.....
Delegated under S.16 of PD Act 2005

.....
Date

Final Approval Granted

.....
Minister for Planning

.....
Date

President: _____

The meeting was adjourned at 12:15pm for a short break.

The meeting resumed at 12:22pm, with all those previously listed as being in attendance present at the meeting.

12.0 NEXT MEETING

17th July, 2012, 9:30 am in the Shire of Leonora Council Chambers.

13.0 CLOSURE OF MEETING

There being no further business, Presiding Member Cr JF Carter declared the meeting closed at 12:27 pm