



ATTACHMENT BOOKLET FOR ORDINARY COUNCIL MEETING

17 June 2020 at 4:30pm

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MINUTES FOR THE ORDINARY COUNCIL MEETING

20 MAY 2020

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MINUTES FOR THE ORDINARY MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS AT 21 VICTORIA STREET, MINGENEW ON 20 MAY 2020 COMMENCING AT 4.30PM

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 4:30pm.

2.0 RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

COUNCILLORS

JD Bagley	Councillor	Rural Ward
GJ Cosgrove	Councillor	Town Ward
CV Farr	Councillor	Town Ward
HR McTaggart	Councillor	Rural Ward
HM Newton	Councillor	Town Ward
RW Newton	Councillor	Rural Ward
AR Smyth	Councillor	Town Ward

APOLOGIES

STAFF

N Hay	Chief Executive Officer
J Clapham	Finance Manager (via teleconference)
E Greaves	Governance Officer

3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4.0 PUBLIC QUESTION TIME / PUBLIC STATEMENT TIME

Nil.

5.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

6.0 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil.

7.0 CONFIRMATION OF PREVIOUS MEETING MINUTES

7.1 ORDINARY COUNCIL MEETING HELD 15 APRIL 2020

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 7.1 – RESOLUTION 20052001

MOVED: Cr HR McTaggart

SECONDED: Cr AR Smyth

That the Minutes of the Ordinary Council Meeting of the Shire of Mingenew held in the Council Chambers on 15 April 2020 be confirmed as a true and accurate record of proceedings.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

8.0 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil.

9.0 DECLARATIONS OF INTEREST

Cr HM Newton disclosed an interest of impartiality in Item 12.3 Drought Communities Programme Project Prioritisation, as the Chairperson of the Community Resource Centre Management Committee, in consideration of the Day Care Centre being a potential recipient of grant funding through the proposed list.

10.0 ANY BUSINESS LEFT OVER FROM PREVIOUS MEETING

10.1 CONFIDENTIAL ITEM AFFECTING STAFF

At the 15 April 2020 Ordinary Council Meeting it was resolved to lay Confidential Item 15.1 on the table. As the matter is a confidential matter affecting staff it is proposed that the item be returned to the table but the order of business be amended to consider the item at the end of the meeting under 16.0 CONFIDENTIAL ITEMS.

COUNCIL DECISION - ITEM 10.1 – RESOLUTION 20052002

MOVED: Cr JD Bagley

SECONDED: Cr AR Smyth

That the Confidential Item 15.1, as presented at the 15 April 2020 Ordinary Council meeting, be returned to the table for consideration and be discussed under Item 16.0 Confidential Items, in accordance with Clause 3.2 'Order of Business' and Clause 11.6 'The Motion (or Communication) Lie on the Table – Effect of Motion' of the Shire of Mingenew Standing Orders Local Law 2017.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

11.0 RECOMMENDATIONS OF COMMITTEES

Nil.

12.0 CHIEF EXECUTIVE OFFICER REPORTS

12.1 ANNUAL REVIEW OF DELEGATIONS AND UPDATE OF REGISTER

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: ADM0490
Disclosure of Interest: Nil
Date: 14 May 2020
Author: Erin Greaves, Governance Officer
Authorising Officer: Nils Hay, Chief Executive Officer
Voting Requirements: Absolute Majority

Summary

In order to meet the local government's statutory obligation to review its delegations at least once a year to facilitate effective and efficient decision making.

Key Points

- Local governments are required to review its delegations at least once every financial year
- The most recent Review was undertaken by Council in June 2019
- The Register provided, lists all delegations made from the state government to the local government, Council to Committees and Council to the Chief Executive Officer
- The CEO may delegate to any employee a power or discharge where appropriate

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 12.1 – RESOLUTION 20052003

MOVED: Cr HM Newton

SECONDED: Cr CV Farr

That Council adopts, by Absolute Majority, the updated Delegations Register (NLM201308) as presented in Attachment Booklet – May 2020, satisfying the requirement under s5.18 of the *Local Government Act 1995* to undertake an annual review of its delegations at least once every financial year.

VOTING DETAILS:

CARRIED BY ABSOLUTE MAJORITY: 7/0

Attachments

11.1 Proposed Updated Delegations Register v1.6 (NLM201308)

11.2 Delegations Register adopted April 2019

Background

Local Governments are required to keep a register of delegations and to review the delegations at least once every financial year, as per *Local Government Act 1995* s5.18 and s5.46. These delegations include those from Council to the Chief Executive Officer and Committees, and the Chief Executive Officer to other staff. Council has not yet reviewed the Register this financial year.

Relevant management staff were consulted in the lead up to the preparation of this report.

Comment

A summary of the changes is provided in the table below:

Delegation No.	Description of amendment	Page No.
General		
<ul style="list-style-type: none"> • Formatting improvements made • Cross references with Policy, procedures etc have been updated • Update of position titles (where changed) • Minor grammatical amendments • Removed requirement for reporting of some delegations being exercised through monthly Council Forum (only where not considered practical or appropriate) 		
Part 2 Council Delegations to Committees		
CDC01 Chief Executive Officer's Performance Appraisal	Only Committee delegation – no change proposed	17
Part 3 Council Delegations to the Chief Executive Officer		
CD01 Payments from Municipal or Trust Funds	The authority to make payments from the "trust fund" was excluded previously (this is believed to be an error)	19
CD03 Rates Recovery	Updated title to be more descriptive (CD03 Rates)	22
CD04 Expressions of Interest, Tenders and Tender Exempt Procurement	Minor wording change in Conditions to capture recent Purchasing Policy change	23
CD05 Disposal of Land (including Buildings) via Lease or License	Title change to better reflect intent of delegation – clarifying that property disposal for plant, equipment and abandoned goods to be dealt with in separate delegation.	25
CD11 Remove, Impound and Dispose of Uncollected Goods or Animals	Title change to better reflect intent of delegation – clarifying that property disposal in relation to land and buildings to be dealt with in separate delegation.	32
CD14 Powers and Duties under Local Planning Scheme No.4	Updated to reflect new Local Planning Scheme (existing delegation refers to LPS No.3) including title. Provides for the approval of development applications under certain conditions, as well as a number of functions as per the Scheme and legislation.	38
CD15 Designated Authorised Officers - Public Health Act 2016	Updated title to be more descriptive (from Public Health Act 2016). Included condition for CEO to be satisfied that an authorised person is suitably qualified and experienced.	38
CD16 Appoint Authorised Persons and Perform Certain Duties under the Food Act 2008	Updated title to be more descriptive (from CD16 Food Act 2008).	41
<i>CD17 Revoked</i>	Whilst revoked at the April 2019 meeting, I have added reference to it in the document to account for the numbering gap.	43
CD18 Certain Duties under the Dog Act 1976	Updated title and changed the provisions for reporting to Council. As good record keeping practice it is proposed that any waivers or discounts be applied with written notice. It was also considered appropriate that Council be advised of any enforcement proceedings, but it is not practical, efficient or necessary to report all dog registration or management activities every month.	44
CD19 Certain Duties under the Cat Act 2011	Updated title to be consistent with those that are similar. Also removed requirement to report the exercising of the Delegation to Council as it is impractical.	45
<i>CD21 Revoked</i>	Whilst revoked at the April 2019 meeting, I have added to reference to it in the document to account for the numbering gap.	47
CD23 Subdivision Applications (NEW)	Authority to give advice to WAPC with respect to subdivision applications and the clearance of conditions on the provision that it satisfies the Shire's and legislative planning requirements. Anything that does not comply would be referred to Council for a decision.	49
Part 4 Council / Chief Executive Officer Authorisations to Employees		
CA1 Authorised Persons under the Caravan Parks and Camping Grounds Act 1995	Minor wording amendment to holistically capture the intent of s.23 with regard to modifying or withdrawing infringements	52

Further comment on the planning related delegations has been provided below (based on advice from Simon Lancaster from the Shire of Chapman Valley, who provides planning advice and support to the CEO as per MOU arrangements):

CD14 Dealing with an Approving Development Applications

The purpose of this delegation is to streamline the development approval process for Shire landowners/ratepayers and ensure efficiency.

In instances where a development application proposes a land use that is listed in the Shire's Local Planning Scheme Zoning Table as 'P - Permitted', 'D - Discretionary', 'I - Incidental' or 'A - Advertising' and where that application meets all Scheme requirements relating to matters such as boundary setback, site coverage, appearance, car parking etc. then the application may be determined by the Shire CEO under delegated authority.

The Shire CEO would not be bound by the delegation to have to determine all such applications and can refer any such application to Council for deliberation that may be considered contentious.

Similarly, applications that have been advertised and where objections have been received would be presented to Council for consideration.

Applications that propose development that do not meet the Scheme requirements cannot be determined under delegation and must be presented to Council for deliberation.

Applications for an 'X – not permitted' development cannot be determined under delegation and must be presented to Council for deliberation (with the expectation that the staff recommendation would be for refusal).

Applications for a land use that is not listed in the Scheme Zoning Table cannot be determined under delegation and must be presented to Council for deliberation.

Delegation CD14 does not extend to granting delegation to the Shire CEO to refuse applications and instead these must be presented to Council for deliberation. It was considered that an applicant (where the recommendation of Shire staff was for refusal) should be provided with the greater/fairer opportunity to have their application determined by Council and this also provides an opportunity for a deputation to be made to Council by the applicant to provide supporting background and answer questions of Council. It is also considered that when a refusal is issued that the ability to table an agenda report and Council determination is of assistance to the local government should that refusal be appealed at the State Administrative Tribunal. Whilst larger metropolitan and regional centre local governments with high volumes of development applications (and refusals) do extend this delegation to the Shire CEO it is considered that it would not present a significant inefficiency to withhold delegation of refusal in the Shire of Mingenew.

Should Councillors wish to view the Zoning Table in the Shire's Scheme, that provides the list of land uses, and what level of permissibility they each have within each zone, then a complete copy of the Scheme can be viewed at the following link, and pages 12-14 contains the Zoning Table:

<https://www.dplh.wa.gov.au/getmedia/88c8b95b-27d2-4ce0-82e2-30d62cb6d035/Mingenew-4-scheme-text>

CD20 Planning and Development Act – Illegal Development

The purpose of this delegation is to enable the Shire CEO to issue a written direction to cease/remove unauthorised development.

This delegation enables the Shire to respond efficiently where an unauthorised development is causing nuisance and/or it has received a complaint.

Where the written direction is complied with the matter would be reported to Council in a subsequent Concept Forum, where a written direction has not been complied with the Shire CEO would advise Council and legal action may commence.

CD23 Subdivision Applications

The purpose of this delegation is to streamline the subdivision approval process for Shire landowners/ratepayers.

Where the Western Australian Planning Commission (WAPC) receive a subdivision/amalgamation application and request advisory comment the Shire CEO would respond in instances where the application is considered minor and advise of the Shire's support or support subject to conditions (e.g. applications such as farm boundary realignment that did not create additional lots, lot amalgamations, servicing authority lot creation fronting the existing road network, subdivisions previously supported by Council that have not been completed within the previous WAPC approval timeframe etc.).

Applications that propose subdivision that do not meet the Shire's adopted statutory and strategic planning requirements must be presented to Council for deliberation.

Clearing of conditions relating to WAPC approved subdivisions would be undertaken by the Shire CEO, excepting where the subdivider considered the condition requirements unreasonable and the matter would then be presented to Council for deliberation (e.g. dispute over the appropriate subdivisional road construction standard).

Other than the Planning delegations listed above, there are no other significant changes proposed as a result of this review.

Should Council not agree with any of the proposed changes or additions, the Delegations Review may be resolved, subject to the exclusion or further amendment of certain delegations.

Consultation

Leadership Team (internal)

WALGA Templates

Simon Lancaster, Shire of Chapman Valley (Planning advice)

Dave Gibson, City of Greater Geraldton (Building advice)

Gordon Houston, EHO Consultant (Environmental Health advice)

Statutory Environment

Local Government Act 1995

5.16. Delegation of some powers and duties to certain committees

(1) Under and subject to section 5.17, a local government may delegate to a committee any of its powers and duties other than this power of delegation.*

** Absolute majority required.*

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

(3) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —

(a) a delegation made under this section has effect for the period of time specified in the delegation or if no period has been specified, indefinitely; and

(b) any decision to amend or revoke a delegation under this section is to be by an absolute majority.

(4) Nothing in this section is to be read as preventing a local government from performing any of its functions by acting through another person.

5.17. Limits on delegation of powers and duties to certain committees

- (1) A local government can delegate —
 - (a) to a committee comprising council members only, any of the council's powers or duties under this Act except —
 - (i) any power or duty that requires a decision of an absolute majority of the council; and
 - (ii) any other power or duty that is prescribed; and
 - (b) to a committee comprising council members and employees, any of the local government's powers or duties that can be delegated to the CEO under Division 4; and
 - (c) to a committee referred to in section 5.9(2)(c), (d) or (e), any of the local government's powers or duties that are necessary or convenient for the proper management of —
 - (i) the local government's property; or
 - (ii) an event in which the local government is involved.
- (2) A local government cannot delegate any of its powers or duties to a committee referred to in section 5.9(2)(f).

5.18. Register of delegations to committees

A local government is to keep a register of the delegations made under this Division and review the delegations at least once every financial year.

5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
 - (a) this Act other than those referred to in section 5.43; or
 - (b) the Planning and Development Act 2005 section 214(2), (3) or (5).

* Absolute majority required.

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority of the council;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor;
- (i) such other powers or duties as may be prescribed.

5.44. CEO may delegate powers and duties to other employees

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —
 - (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
 - (b) the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its delegation to the CEO.
- (4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.

(5) In subsections (3) and (4) — conditions includes qualifications, limitations or exceptions.

5.45. Other matters relevant to delegations under this Division

(1) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —

- (a) a delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely; and*
- (b) any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.*

(2) Nothing in this Division is to be read as preventing —

- (a) a local government from performing any of its functions by acting through a person other than the CEO; or*
- (b) a CEO from performing any of his or her functions by acting through another person.*

5.46. Register of, and records relevant to, delegations to CEO and employees

- 1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.*
- 2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*
- 3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.*

Specific statutory requirements are outlined within the Register for each delegation made.

Policy Implications

The Delegations Register will link with and guide some Council and internal policies. Reference to the relevant Council Policy for each delegation is listed within the register.

Financial Implications

Delegations allow for a more streamlined and timely service for its ratepayers and stakeholders creating resourcing efficiencies, where Council oversight is not required as direction has been provided through the delegation, policy or other instrument, or an employee is suitably qualified and/or experienced to undertake the power/duty.

Strategic Implications

Community Strategic Plan:

Strategy 1.3.1 Provide a high level of compliance with external regulation, in a resource-efficient manner

12.2 PROPOSED LOT BOUNDARY RATIONALISATION

Location/Address:	Lot 200 Eleanor Street & Lots 545 & 547 Jacobs Road, Mingenew
Name of Applicant:	Cooperative Bulk Handling Ltd & KLK Farms Pty Ltd
Disclosure of Interest:	Nil
File Reference:	A518 and A517
Date:	4 May 2020
Author:	Simon Lancaster, DCEO / Planning Advisor, Shire of Chapman Valley
Senior Officer:	Nils Hay, Chief Executive Officer
Voting Requirements:	Simple Majority

Summary

Council is in receipt of correspondence from the Western Australian Planning Commission ('WAPC') seeking comment upon an application from CBH to acquire an adjoining area of land to amalgamate into its Mingenew site to allow for its further expansion. This report recommends that Council support the application.

Key Points

- CBH has reached agreement with the adjoining landowner to acquire an area of land to expand its Mingenew operations.
- The amended lot boundaries would provide CBH with direct frontage onto Mingenew-Morawa Road.
- The proposal would rationalise 3 lots into 2.

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 12.2 – RESOLUTION 20052004

MOVED: Cr JD Bagley

SECONDED: Cr AR Smyth

That Council advise the Western Australian Planning Commission that it supports the boundary rationalisation of Lot 200 Eleanor Street & Lots 545 & 547 Jacobs Road, Mingenew (as shown upon Plan No.3244-23A-01).

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

Attachments

Attachment 12.2.1 - Copy of submitted subdivision application

Background

Lot 545 Jacobs Road is a vacant 53.9251ha property owned by KLK Farms Pty Ltd that is used for cropping purposes. The application proposes to excise a 21.8ha portion from the southern end of Lot 545 and amalgamate it into adjoining Lot 200, thereby reducing Lot 545 to a 32.1224ha lot.

Lot 547 is a vacant 0.3802ha property owned by KLK Farms Pty Ltd also used for cropping purposes. The application proposes to amalgamate Lot 547 into Lot 200. This action would resolve the current situation of a 'land-locked' (i.e. without road frontage) lot that is considerably smaller than the surrounding lots.

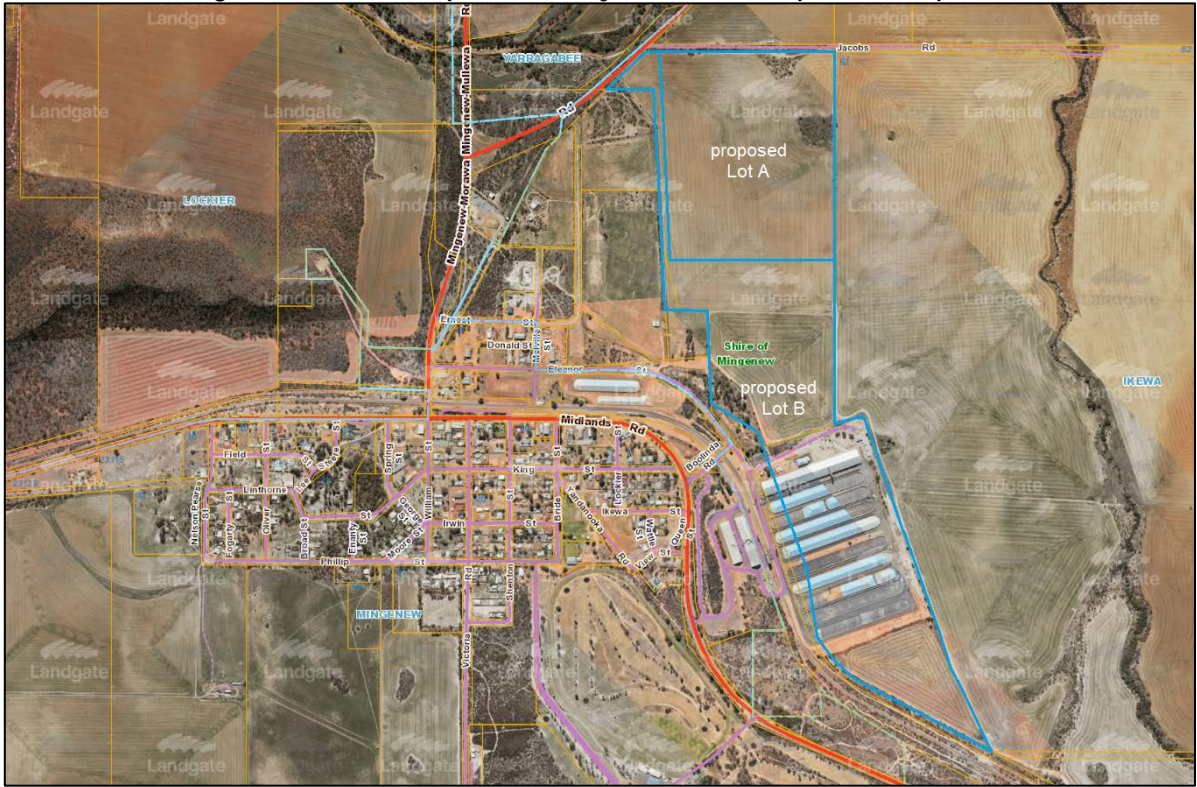
Lot 200 Eleanor Street is a 27.9636ha property owned by CBH that contains their grain handling and storage operations on the eastern side of the railway line and it is proposed that this lot would be enlarged through the abovementioned actions to create a 50.1465ha property that would allow for the future expansion of the CBH site. Lot 200 would also gain access to the north onto Mingenew-Morawa Road by means of a 20m wide, 631.3m long access leg.

The applicant’s submitted supporting correspondence and subdivision plan, that elaborates further upon this proposal has been provided as Attachment 12.2.1.

Figure 12.2(a) – Existing lot layout overlaid upon aerial photo



Figure 12.2(b) – Proposed lot layout overlaid upon aerial photo



Comment

The proposed boundary rationalisation would increase CBH's landholding by 22.1829ha and enable them to expand their grain handling operations into the future.

The proposal would also enable vehicle movements associated with CBH to gain direct access via Mingenew-Morawa Road in addition to the current frontage Lot 200 has onto Eleanor Street and via Boolinda Road.

The future construction of a vehicle access point onto Mingenew-Morawa Road would be required to be constructed to the requirements of Main Roads WA as this forms part of its managed road network.

Figure 12.2(c) – View of proposed Lot 200 frontage onto Mingenew-Morawa Road



Consultation

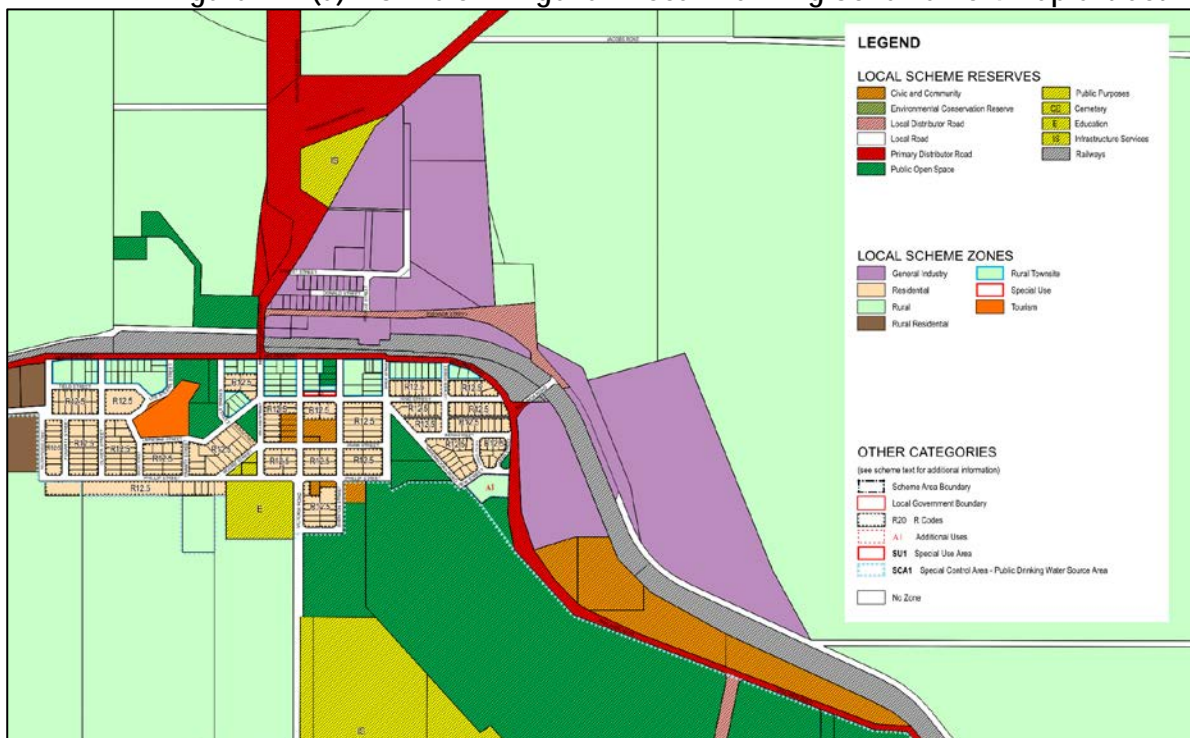
The WAPC is not obliged to undertake public consultation in its assessment of subdivisions and amalgamations but has referred this application out to the following agencies inviting comment prior to 28 May 2020:

- Shire of Mingenew;
- Department of Biodiversity, Conservation & Attractions;
- Department of Fire & Emergency Services;
- Main Roads WA;
- Public Transport Authority;
- Telstra;
- Water Corporation;
- Western Power; &
- Unexploded Ordnance Branch.

Statutory Environment

Lots 545 & 547 are zoned 'Rural' and Lot 200 is zoned 'General Industry' under the Shire of Mingenew Local Planning Scheme No.4 ('the Scheme').

Figure 12.2(d) – Shire of Mingenew Local Planning Scheme No.4 Map extract



Part 3 Section 16 of the Scheme lists the objectives of these zones as being:

Rural	<ul style="list-style-type: none"> To provide for the maintenance or enhancement of specific local rural character. To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use. To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage. To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone. To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.
General Industry	<ul style="list-style-type: none"> To provide appropriately located, accessible, serviced and level industrial land to cater for the needs of anticipated industrial development within the townsite area. To provide for a broad range of industrial, service and storage activities which, by the nature of their operations, should be isolated from residential and other sensitive land uses. Seek to manage impacts such as noise, dust and odour within the zone.

The proposed boundary rationalisation would result in a lot becoming dual-zoned i.e. the southern portion of CBH's lot would be zoned 'General Industry' and the northern portion zoned 'Rural'.

However, it is noted that in the event that CBH lodge a development application for the extension of 'grain handling operations' upon the northern, currently vacant 'Rural' zoned portion of their property (that they would acquire through the boundary rationalisation application) that this could be deemed by Council as *"use that is not specifically referred to in the zoning table and that cannot be reasonably be determined as falling within a use class referred to in the zoning table"* and given further consideration.

This consideration would be made with regard for the following as listed in Schedule 1 (3) Rural (2) of the Scheme:

"In considering an application for development approval in the Rural zone, in addition to the matters outlined in Clause 67 of the deemed provisions the local government will have due regard for the following:

- (a) any sensitive or incompatible uses and how the application has addressed minimisation of potential environmental and health impacts through separation distances and other measures;*
- (b) any wetland or remnant vegetation or other sensitive feature, and how the application has addressed the protection of the feature;*
- (c) evidence of a sustainable water supply that does not rely on catchment outside the lot, or damming of a stream that will impact on the water availability for another lot or lots;*
- (d) soil conditions, slope, soil type, rock, potential for water logging, foundation stability, and how the application has addressed these site characteristics; and*
- (e) proposals for treatment and disposal of waste products."*

As part of its assessment of a future development application Council might also require CBH to lodge a Scheme Amendment to rezone the acquired land area from 'Rural' to 'General Industry' to match the remainder of Lot 200.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

The Mingenew Townsite Local Planning Strategy notes the importance of the CBH operations to the Shire as follows:

"The agricultural industry is important to the local economy of the town, with the CBH Grain receival point to the east of the urban area a dominant feature in the townsite (Strategic Community Plan 2012). The CBH facility has the distinction of being the largest inland grower-fed grain receival point in the Southern Hemisphere. (page 3)

The Townsite Strategy also notes that

"Existing industrial development in proximity to the Mingenew townsite, particularly the CBH grain receival point, is considered by residents to have some off-site amenity impacts, such as noise and dust. As a result the vacant residential land south of Ikewa Street and north of View Street is not seen locally as being attractive for development." (page 32)

The expansion of CBH's operations northwards away from the residential area would assist in addressing this issue.

The Townsite Strategy also identifies that a potential long term strategic planning direction would be for the expansion eastwards of the industrial area and the future development of CBH operations on the land alongside this future industrial area is considered a compatible land use.

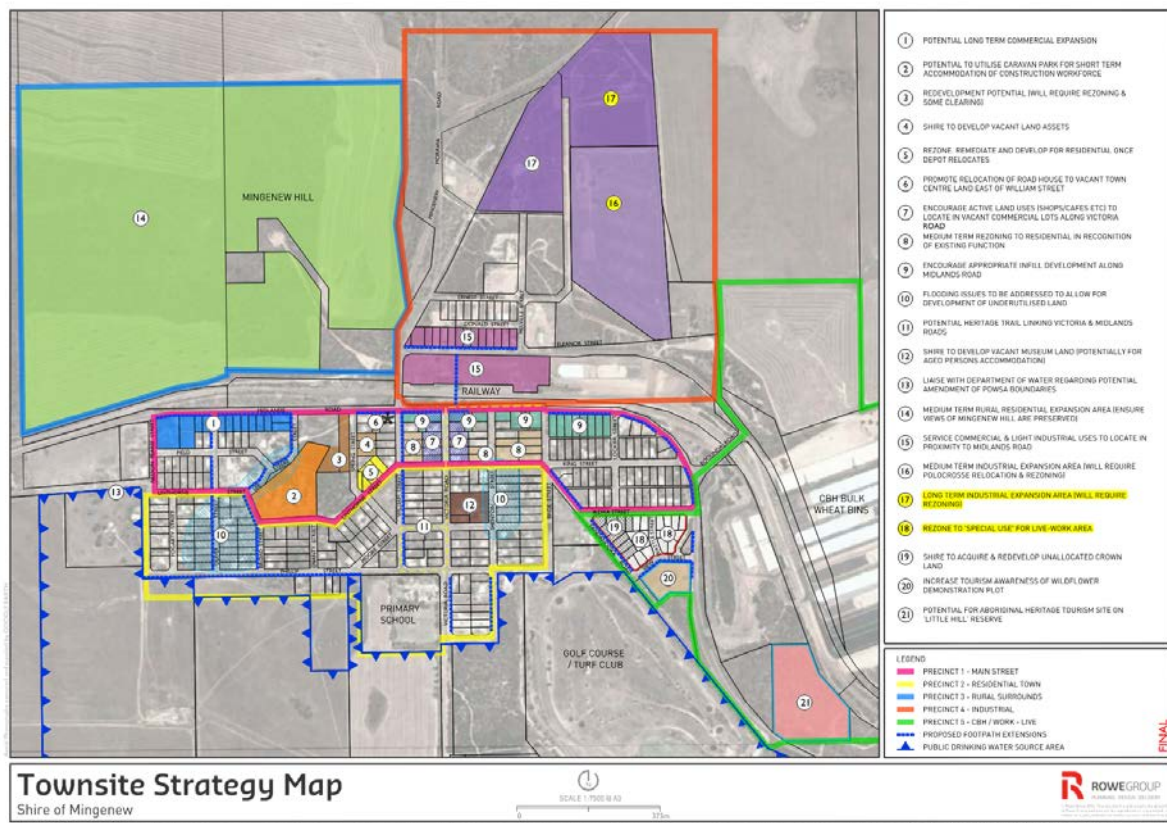
Council's Strategic Community Plan 2019 also identifies that:

"Mingenew has comparative advantage in Agriculture, and is not necessarily utilising all its assets:

- *Mingenew has the onshore largest grain receival facility in the southern hemisphere and hasn't been able to leverage this asset (noting that a strong relationship with CBH is critical to achieving this). Identify value adding opportunities for agriculture, particularly in relation to this asset."* (Page 11)

The expansion of CBH's operations northwards and the future development of value adding industry upon the adjacent land to the west would assist in addressing this strategic objective.

Figure 12.2(e) – Mingene Townsite Local Planning Strategy extract





2 Abbotsford Street West Leederville WA 6007
PO Box 796 Subiaco WA 6904
+61 8 9382 1233 admin@cleplan.com.au

Our Ref: 3244Ltr26
Enquiries: Steve Carter

9 April 2020

Secretary
Western Australian Planning Commission
Locked Bag 2506
PERTH WA 6001

Attention: Nick Welch

Dear Nick

**RE: SUBDIVISION APPLICATION
CBH NETWORK STRATEGY IMPLEMENTATION PROJECT
LOTS 200, 545 & 547 (NO STREET ADDRESS), MINGENEW
SHIRE OF MINENEW**

Please find enclosed a subdivision (amalgamation) application to subdivide a portion of lot 545, and amalgamate it with lot 547 and lot 200, Mingenew.

The application consists of this letter and the following:

- Signed application form;
- Consent to sign letter;
- Application fee (\$3,487.00) – to be paid once remittance advice is issued;
- Subdivision Plan (CLE Ref. 3244-23A-01); and
- Copy of the Certificates of Title.

This application is lodged on behalf of the owners of Lots 545 and 547, KLK Farms Pty Ltd, and Lot 200, Cooperative Bulk Handling (CBH). CBH is Australia's largest co-operative and a leader in the Australian grain industry, with operations extending along the value chain from grain storage, handling, transport, marketing and processing.

BACKGROUND

CBH is currently reviewing, rationalising and expanding its network of existing grain storage and handling facilities across Western Australia. CBH intends to focus on maintenance and capital enhancement at CBH's top 100 grain receival sites, where over 90% of the grain is received, stored and handled for distribution to the ports and some domestic markets.

CBH has previously met with the Chair of WAPC, and officers of the Department of Planning, Lands and Heritage (DPLH) in order to discuss the benefits of the overall strategy to the State, and to identify the specific areas of focus. Both the WAPC and the DPLH are supportive of the overall strategy, and the DPLH has provided site-specific planning advice in relation to all of the sites identified in the network strategy.

In order to deliver CBH's network strategy, it is necessary to acquire additional land to expand specific grain storage and handling facilities across the State. This land is then required to be formally amalgamated into CBH's existing landholdings.

PROPOSAL

This application proposes to excise a 21.8ha portion from lot 545 (owned by KKK farms), and to amalgamate this portion with the existing lot 547 (also owned by KKK Farms) and lot 200 (owned by CBH) to form a consolidated parcel of 50.1ha. The balance of lot 545 remains a sizeable rural land parcel at 32.1ha. Both of the newly created lots will have legal road frontage, most notably by way of a 20m access leg to provide the consolidated CBH landholding with road frontage and legal access to Jacob Road.

The application will see CBH's landholding extend into land zoned 'Rural' in the Shire of Mingenew Local Planning Scheme 4 (LPS4). With the objectives of TPS4 providing for rural industries and non-rural land uses where they have benefit and are compatible with surrounding rural uses, the application does not prejudice the 'Rural' zone more broadly and is not a prerequisite to amalgamation.

It is noted that the southernmost portion of the application area is designated as Bushfire Prone pursuant to SPP 3.7. Notwithstanding the requirements of SPP 3.7, we do not believe that it is necessary to provide a Bushfire Management Plan or hazard assessment in this instance for the following reasons:

- The application is for an amalgamation of land and does not propose any development which may be impacted by bushfire.
- The application does not propose to create any residential or commercial lots which may be impacted by bushfire.
- The nature of the land uses within the application area will not result in any increased risk or exposure to bushfire hazard.
- The final land use and determination of any buildings / structures will be determined at a subsequent development application stage, at which point consideration of bushfire risk will be taken into account.

On this basis we submit that it is not necessary to provide a BMP or hazard assessment in support of this application.

The application does not prejudice the future use of either lot for rural purposes, and is consistent with clauses 5 and 6 of the WAPC's *D.C. Policy 3.4 – Subdivision of Rural Land* in that it does not propose to increase the number of rural lots, it enables efficient provision of State-significant rural infrastructure, and has no adverse impact on the environment, sites of cultural significance, or the amenity of surrounding areas.

Any necessary approvals for clearing of land, rezoning and / or changes to land use and development will be sought separately by CBH once the land parcels have been consolidated via this subdivision process.

On this basis we respectfully request the WAPC's approval of this application. Please do not hesitate to contact the undersigned should you wish to discuss any aspect of this correspondence.

Yours faithfully



STEPHEN CARTER
PRINCIPAL
CLE TOWN PLANNING + DESIGN

CC. Lee Nilan CBH Group

Prior to discussion and voting on Item 12.3, Cr HM Newton disclosed an interest of impartiality as the Chairperson of the Community Resource Centre Management Committee, for which consideration of the Day Care Centre is identified as a potential recipient of grant funding through the proposed list. Cr HM Newton remained present for the Item and participated in voting in accordance with Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007.

12.3 DROUGHT COMMUNITIES PROGRAMME PROJECT PRIORITISATION

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
File Reference: ADM0546
Date: 8 May 2020
Author: Nils Hay, Chief Executive Officer
Voting Requirements: Simple Majority

Summary

We are required to submit our projects for the Drought Communities Programme (DCP). This paper seeks for Council to endorse a prioritised project list for submission.

Key Points

- \$500,000 of funding available; can be matched with other funding programs
- Must be expended by 30 June 2021
- All projects must be provided in single submission
- Work on projects cannot commence until projects are submitted and approved (approval takes approximately 4 weeks, typically)
- Projects based on Strategic Community Plan 2019-29 and Corporate Business Plan 2019-23

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 12.3 – RESOLUTION 20052005

MOVED: Cr HR McTaggart

SECONDED: Cr AR Smyth

That Council:

1. Endorses the project prioritization as per the attached Project Prioritisation List
2. Directs the Chief Executive Officer to submit the Shire's application on the basis of this prioritization.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

Attachment

12.3.1 DCP guidelines

12.3.2 Project prioritization list

12.3.3 Project plans

Background

Earlier this year the Shire of Mingenew was confirmed eligible for the Federal Government's Drought Communities Programme extension, \$500,000 of unmatched funding with the following funding targets:

- provide work for people whose employment has been impacted by drought
- stimulate local community spending
- use local resources, businesses and suppliers
- provide a long-lasting benefit to communities and the agricultural industries they depend on

Eligible projects must meet the project requirements outlined in the attached guidelines.

At the 15 April 2020 Concept Forum a draft project list was discussed with Council; that list has since been refined and prioritized. This paper seeks Council endorsement for that prioritization.

The prioritization has been made in consideration of the following factors:

- Alignment with Strategic Community Plan
- Inclusion in Corporate Business Plan (noting that this will be reviewed by July 2020)
- Contribution to economic activity (DCP criteria)
- Retention of business or facility (DCP criteria)
- Accuracy of quotes/planning
- Ability to complete in FY20-21
- Likelihood of being able to seek external funding from other sources

Consideration has also been given to trying to maximise the number of projects put forward for the programme to provide greater flexibility to the Shire should adjustments of project costs (due to changing quotes or obtaining co-funding) be necessary.

As per the Project Prioritisation List, the following 12 projects have been recommended for submission to the program (the ID refers to the order the project appears in the attached booklet of project plans):

RANK	ID	Project
1	18	Mingenew Recreation Centre Water Storage Upgrade
2	17	Mingenew Recreation Centre Bore Installation
3	21	Rec Centre and Office Solar Power Installation
4	5	Child Care Centre Upgrade
5	6	Mingenew Communications Tower Upgrade
6	20	Remote Tourism Cameras
7	11	Mingenew Railway Station
8	15	Mingenew Youth Precinct
9	7	Co-working Space
10	3	Astrotourism project
11	13	Mingenew Tourist Centre
12	1	Renovation 33 Victoria Street

Comment

As quotes are being firmed and finalized the finished value of each project is not accurately known at this stage. That said, DCP have advised that due to the fact that (for the first time in the life of the Programme) they are requesting the full \$500,000 package be submitted in a single application that there is a degree of flexibility built into the program, this includes:

- Acceptance of cost estimates rather than hard figures
- Willingness to accept variations as projects are over/under-spent based on initial application estimates

To that end, this paper is seeking Council to endorse a list of priorities to be delivered – noting that some of the costs are estimates.

Even though projects are being put forward for DCP, this will also not preclude the Shire from seeking other matched funding from different sources to try to leverage the DCP funds as far as possible (indeed, in some cases the DCP funding will be deliberately used as a co-contribution). This applies particularly to some of the

larger projects like the railway station and skate park, but also to the likes of the solar project – where we are already seeking partial external funding through the Department of Energy.

Given the timeframes involved (completion required by 30 June 2021), it is desirable to have the initial project list submitted and accepted in the near future and as projects are delivered (and hopefully co-funded elsewhere) we can seek variations to either increase scope or add additional projects to the mix, on the basis of Council's prioritisation.

Through this process, a number of projects have been roughly scoped, although they will obviously be unsuitable for the DCP project. They have been included nonetheless, so Council has some visibility over the current project pipeline. Those projects which miss out on DCP endorsement can continue to be developed in line with Council's Corporate Business Plan and Budget for FY20-21 and beyond.

It should also be noted that the delivery of these projects will require oversight and management on the part of the CEO, CDO and Works Supervisor (depending upon the project). The time of existing Shire employees is not an eligible project expense, so this cannot be claimed back. Likewise, there is no financial advantage for us to utilize existing Shire staff to complete these works – so contractors will generally be used.

Consultation

Drought Communities Programme project officers
Community Development Officer

Statutory Environment

Nil

Policy Implications

When conducting final procurement for projects, the Shire's Purchasing Policy requirements must be met. Multiple quotes have already been sought for many of the larger items.

Financial Implications

This funding will provide a \$500,000 to Council for project delivery in the 20-21 financial year. Council will have the opportunity to try to leverage some of that funding against other competitive grant programs to stretch it further. It is a very welcome grant and will assist with the delivery of a number of projects at no cost to the Mingenew ratepayer.

Salaries of existing Shire staff are not eligible expenses under the program.

Strategic Implications

See various SCP and BCP links on attached project prioritization list.

13.0 FINANCE AND ADMINISTRATION MANAGER REPORTS
13.1 FINANCIAL REPORT FOR THE PERIOD ENDED 30 APRIL 2020

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
File Reference: ADM0304
Date: 11 May 2020
Author: Jeremy Clapham – Finance & Administration Manager
Voting Requirements: Simple Majority

Summary

This report recommends that the Monthly Financial Report for the period ending 30 April 2020 as presented to the Council be received.

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 13.1 – RESOLUTION 20052006

MOVED: Cr JD Bagley

SECONDED: Cr AR Smyth

That the Monthly Financial Report for the period 1 July 2019 to 30 April 2020 be received.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

Attachment

Monthly Financial Report for period ending 30 April 2020

Background

The Monthly Financial Report to 30 April 2020 is prepared in accordance with the requirements of the Local Government Act and the Local Government (Financial Management) Regulations and includes the following:

- Summary Information
- Statement of Financial Activity by Program
- Statement of Financial Activity by Nature & Type
- Statement of Financial Activity Information
- Cash and Financial Assets
- Receivables
- Other Current Assets
- Payables
- Rating Revenue
- Disposal of Assets
- Capital Acquisitions
- Borrowings
- Cash Reserves
- Other Current Liabilities
- Grants and Contributions
- Trust Fund
- Explanation of Material Variances

Comment

Summary of Funds as per bank statements – Shire of Mingenew as at 30 April 2020	
Municipal Funds	\$454,333
Cash on Hand	\$100
Restricted Funds – 3 Month Term Deposit @ 2.50%	\$164,067
Trust Fund	\$1
Reserve fund (3 Month Term Deposit) @ 2.50%	\$312,663

Debtor's accounts continue to be monitored with all efforts being made to ensure that monies are recovered.

The Statement of Financial Activities Report contains explanations of Councils adopted variances for the 2019/20 financial year.

Consultation

Nil

Statutory Environment

Local Government Act 1995 Section 6.4

Local Government (Financial Management) Regulations 1996 Section 34

34. Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation —

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

(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); and
- (b) budget estimates to the end of the month to which the statement relates; and
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
- (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.

(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; and
- (b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
- (c) such other supporting information as is considered relevant by the local government.

- (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.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (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.
- (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

Nil

Financial Implications

No financial implications are indicated in this report.

Strategic Implications

Nil

13.2 LIST OF PAYMENTS FOR THE PERIOD 1 APRIL 2020 TO 30 APRIL 2020

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: ADM0042
Attachment/s: List of Payments – April 2020
Disclosure of Interest: Nil
Date: 11 May 2020
Authorising Officer: Jeremy Clapham, Finance & Administration Manager
Voting Requirement: Simple Majority

Summary

This report recommends that Council receive the list of payments for period 1 April 2020 to 30 April 2020 in accordance with the Local Government (Financial Management) Regulations 1996 section 13(1).

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 13.2 – RESOLUTION 20052007

MOVED: Cr HR McTaggart

SECONDED: Cr AR Smyth

That Council receive the attached list of payments for the period of 1 April 2020 to 30 April 2020 as follows:

\$716,491.85	Municipal EFT's;
\$71,409.75	Municipal Direct Debit Department of Transport (Licencing) Payments;
\$20,039.59	Municipal Direct Debit Other;
\$1,405.28	Municipal Other Charges.

Totalling \$809,346.47 as per attached list of payments.

Net Salaries not included in the attached list of payments - \$107,240.82

Total of all payments - \$916,587.29.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

Attachment

Accounts for Payment List – April 2020

Background

Financial Regulations require a schedule of payments made through the Council bank accounts to be presented to Council for their inspection. The list includes details for each account paid incorporating the payee's name, amount of payment, date of payment and sufficient information to identify the transaction.

Comment

Invoices supporting all payments are available for inspection. All invoices and vouchers presented to Council have been certified as to the receipt of goods and the rendition of services and as to prices, computations and costings, and that the amounts shown were due for payment.

Consultation

Nil

Statutory Environment

Local Government Act 1996, Section 6.4

Local Government (Financial Management) Regulations 1996, Sections 12, 13 and 15

Policy Implications

Payments have been made under delegation.

Financial Implications

Funds available to meet expenditure.

Strategic Implications

Nil

13.3 CREATION OF A TEMPORARY COVID19 EMERGENCY RESERVE

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: FM0005
Disclosure of Interest: Nil
Date: 10 May 2020
Author: Jeremy Clapham – Finance & Administration Manager
Authorising Officer: Nils Hay, Chief Executive Officer
Voting Requirements: Absolute Majority

Summary

In order to provide funding for emergency expenditure due to the Covid-19 pandemic, a temporary reserve is proposed, taking funds from some of the other reserves maintained by the Shire.

Key Points

- As part of its COVID-19 Relief strategy, Council committed to “Investigating the establishment of an Emergency Relief Reserve for the purpose of funding critical response and recovery activities related to a state-declared emergency impacting the Shire of Mingenew”
- The Shire of Mingenew has approximately \$310k set aside in 10 Reserve Accounts as at 30 April 2020.
- The implications of the Covid-19 pandemic may create a need for the Shire to provide emergency funding for a variety of needs.
- The Shire does not have a specific emergency reserve but can create a temporary reserve by moving some of the funds from some of the other reserves.

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 13.3 – RESOLUTION 20052008

MOVED: Cr RW Newton

SECONDED: Cr AR Smyth

That Council, by Absolute Majority,

- 1. Endorses the establishment of a temporary COVID-19 Emergency Reserve for the purpose of funding critical response and recovery activities related to the COVID-19 state-declared emergency impacting the Shire of Mingenew;**
- 2. Authorises the transfer of up to a total of \$80,000 from the following reserves as required:**
 - \$40,000 from the Land & Building Reserve, leaving \$23,000.
 - \$10,000 from the Recreation Reserve, leaving \$3,000.
 - \$20,000 from the Insurance Reserve, leaving \$22,000.
 - \$10,000 from the Economic Development Reserve, leaving \$10,000.

Noting that any unspent funds following the COVID pandemic recovery will be returned to the original reserve accounts by 30 June 2021 or earlier as required.

VOTING DETAILS:

CARRIED BY ABSOLUTE MAJORITY: 6/1

Background

As part of its COVID-19 Relief strategy, endorsed at the April 2020 Ordinary Council Meeting, Council committed to “Investigating the establishment of an Emergency Relief Reserve for the purpose of funding critical response and recovery activities related to a state-declared emergency impacting the Shire of Mingenew”.

The implications of the Covid-19 pandemic may create a need for the Shire to provide emergency funding for a variety of needs, such as:

- Providing emergency relief to impacted staff (procedure to be developed)
- Fund increased overtime for staff to undertake critical works
- The hire or purchase of critical equipment
- Co-contributions for externally funded projects that will provide further economic, financial and social relief to the community

To enable the Shire to fund these needs, a reserve can be created by taking funds from some of the other reserves, which currently have the following balances:

Reserve Name	YTD Actual (30/04/2020)
Land and Building Reserve	\$62,298
Plant Reserve	\$46,581
Recreation Reserve	\$12,915
Employee Entitlement Reserve	\$66,745
Aged Persons Units Reserve	\$12,521
Environmental Reserve	\$19,217
Industrial Area Development Reserve	\$5,651
RTC/PO/NAB Building Reserve	\$21,765
Insurance Reserve	\$42,341
Economic Development & Marketing Reserve	\$19,996

Comment

In creating a reserve of \$80,000, funds can be taken from other reserves as such:

- \$40,000 from the Land & Building Reserve, leaving \$23,000.
- \$10,000 from the Recreation Reserve, leaving \$3,000.
- \$20,000 from the Insurance Reserve, leaving \$22,000.
- \$10,000 from the Economic Development Reserve, leaving \$10,000.

Once the COVID19 pandemic (and related implications) are over, the remaining funds are to be transferred back to the reserves from whence they came.

Statutory Environment

Local Government Act 1995 Part 6.11 Reserve Accounts

6.11. Reserve accounts

- (1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.
- (2) Subject to subsection (3), before a local government –
 - (a) changes the purpose of a reserve account; or
 - (b) uses the money in a reserve account for another purpose,

It must give one month's local public notice of the proposed change of purpose or proposed use.

** Absolute majority required.*

- (3) A local government is not required to give local public notice under subsection (2) —
 - (a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or
 - (b) in such other circumstances as are prescribed.

- (4) A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.
- (5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.

Local Government (Financial Management) Regulations 1996 Part 2 General financial management

18. When local public notice not required for change of use of money in reserve account (Act s. 6.11(3)(b))

A local government is not required to give local public notice of a proposed change of use of money in a reserve account —

- (a) where the money is to be used to meet expenditure authorised by the mayor or president under section 6.8(1)(c); or
- (b) where the total amount to be so used does not exceed \$5 000 in a financial year; or
- (c) where each of the following conditions is satisfied —
 - (i) a decision to change the use of the money is made while there is in force a state of emergency declaration applying to the district, or part of the district, of the local government;
 - (ii) the local government considers that the change of use is required to address a need arising from the hazard, or from the impact or consequences of the hazard, to which the state of emergency declaration relates;
 - (iii) the decision and the reasons for it are recorded in the minutes of the meeting at which the decision is made.

Policy Implications

1.3.3 Investment of Surplus Funds Policy. 1.3.1 Purchasing Policy – Emergency Provisions. Report 11.2 Council Meeting 15 April 2020 – Community Relief During Covid-19 Public Health Emergency.

Financial Implications

Up to \$80,000 of reserve funds may be used to cover Covid-19 related emergency expenditure.

Strategic Implications

Community Strategic Plan:

Strategy 1.2.1 Manage organisation in a financially sustainable manner.

Strategy 1.3.1 Provide a high level of compliance with external regulation, in a resource efficient manner.

14.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN/FOR CONSIDERATION AT FOLLOWING MEETING

15.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

16.0 CONFIDENTIAL ITEMS

16.1 CONFIDENTIAL ITEM RELATING TO MATTER AFFECTING STAFF

As referred from Item 10.1.

COUNCIL DECISION - ITEM 16.0 - RESOLUTION 20052009

MOVED: Cr JD Bagley

SECONDED: Cr HR McTaggart

That Council moves behind closed doors at 5.07pm to discuss the Confidential Item (laid over from the 15 April 2020 Ordinary meeting) that deals with matters relating to staff, in accordance with s5.23(2)(c) of the Local Government Act 1995.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

Mr J Clapham and Ms E Greaves left the meeting at 5:07pm.

COUNCIL DECISION - ITEM 16.1 RESOLUTION 20052010

MOVED: Cr RW Newton

SECONDED: Cr CV Farr

That Council endorses the proposed organisational structure changes for implementation 1 July 2020, as presented in the Confidential attachment.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 4/3

COUNCIL DECISION - ITEM 16.1 - RESOLUTION 20052011

MOVED: Cr HM Newton

SECONDED: Cr JD Bagley

That Council moves out from behind closed doors at 5.50pm.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

17.0 TIME AND DATE OF NEXT MEETING

Next Ordinary Council Meeting to be held on Wednesday 17 June 2020 commencing at 4.30pm.

18.0 CLOSURE

The Presiding Member closed the meeting at 5.51pm.

These minutes were confirmed at an Ordinary Council meeting on 17 June 2020.

Signed _____
Presiding Officer

Date: _____

National Redress Scheme for Institutional Child Sexual Abuse

**Department of Local Government, Sport
and Cultural Industries**

Information Paper

3 February 2020

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1. SUMMARY - WA LOCAL GOVERNMENT: ROYAL COMMISSION AND REDRESS

The Western Australian Government (the State), through the Department of Local Government, Sport and Cultural Industries (DLGSC), has been consulting with the WA local government sector and other key stakeholders on the Royal Commission into Institutional Responses to Child Sexual Abuse (in 2018) and the National Redress Scheme (in 2019).

The consultation throughout 2019 has focused on the National Redress Scheme (the Scheme) with the aim of:

- raising awareness about the Scheme;
- identifying whether WA local governments are considering participating in the Scheme;
- identifying how participation may be facilitated; and
- enabling advice to be provided to Government on the longer-term participation of WA local governments.

Following this initial consultation and feedback gathered, the State Government considered a range of options regarding WA local government participation in the Scheme and reached a final position in December 2019.

DLGSC, supported by the Departments of Justice and Premier and Cabinet, will again engage with WA local governments in early 2020, to inform of the:

- State's decision and the implications for the sector (see [Section 4](#));
- Support (financial and administrative) to be provided by the State; and
- Considerations and actions needed to prepare for participation in the Scheme from 1 July 2020 (see [Section 5](#)).

DLGSC's second phase of engagement with WA local governments is summarised in the table below:

Description and Action	Agency	Timeline
Distribution of Information Paper to WA Local Governments	DLGSC	3 February 2020
WALGA hosted webinar	DLGSC / DPC	18 February 2020
Metro and Country Zone meetings	WA LG's / DLGSC	19 to 24 February 2020
State Council meeting – Finalisation of Participation arrangements	WALGA	4 March 2020
WALGA hosted webinar – Participation arrangements	DLGSC/ DPC	Mid-March 2020

Further information about the Royal Commission is available at [Appendix A](#) and the National Redress Scheme at [Appendix B](#) of this Information Paper.

The information in this Paper may contain material that is confronting and distressing. If you require support, please [click on this link](#) to a list of available support services.

2. CURRENT SITUATION - WA LOCAL GOVERNMENT PARTICIPATION IN THE NATIONAL REDRESS SCHEME

The WA Parliament passed the legislation required to allow for the Government and WA based non-government institutions to participate in the National Redress Scheme. The *National Redress Scheme for Institutional Child Sexual Abuse (Commonwealth Powers) Act 2018* (WA) took effect on 21 November 2018.

The WA Government commenced participating in the Scheme from 1 January 2019.

The State Government's Redress Coordination Unit within the Office of the Commissioner for Victims of Crime, Department of Justice:

- Acts as the State Government's single point of contact with the Scheme;
- Coordinates information from State Government agencies to the Scheme; and
- Coordinates the delivery of Direct Personal Responses (DPR) to redress recipients (at their request) by responsible State Government agencies to redress recipients.

CURRENT TREATMENT OF WA LOCAL GOVERNMENTS IN THE SCHEME

Under the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth), Local Governments may be considered a State Government institution.¹

There are several considerations for the State Government and Local Governments (both individually and collectively) about joining the Scheme.

The State Government considers a range of factors relating to organisations or bodies participation in the Scheme, before their inclusion in the declaration as a State Government institution. These factors include the capability and capacity of the agencies or organisations to:

- Respond to requests for information from the State Government's Redress Coordination Unit within prescribed timeframes;
- Financially contribute to the redress payment made by the Scheme on behalf of the agency or body; and
- Comply with the obligations of participating in the Scheme and the Commonwealth legislation.

A decision was made at the time of joining the Scheme to exclude WA local governments from the State Government's declaration. This was to allow consultation to occur with the local government sector about the Scheme, and for fuller consideration to be given to the mechanisms by which the sector could best participate in the Scheme.

¹ Section 111(1)(b).

3. CONSULTATION TO DATE WITH WA LOCAL GOVERNMENT SECTOR

The Department of Local Government, Sport and Cultural Industries (DLGSC) has been leading an information and consultation process with the WA local government sector about the Scheme. The Departments of Justice and Premier and Cabinet (DPC) have been supporting DLGSC in the process, which aimed to:

- Raise awareness about the Scheme;
- Identify whether local governments are considering participating in the Scheme;
- Identify how participation may be facilitated; and
- Enable advice to be provided to Government on the longer-term participation of WA local governments.

DLGSC distributed an initial *Information and Discussion Paper* in early January 2019 to WA local governments, the WA Local Government Association (WALGA), Local Government Professionals WA (LG Pro) and the Local Government Insurance Scheme (LGIS). Between March and May 2019, DLGSC completed consultations that reached 115 out of 137 WA local governments and involved:

- an online webinar to 35 local governments, predominantly from regional and remote areas;
- presentations at 12 WALGA Zone and LG Pro meetings; and
- responses to email and telephone enquiries from individual local governments.

It was apparent from the consultations that the local government sector had, at the time, a very low level of awareness of the Scheme prior to the consultations occurring, and that little to no discussion had occurred within the sector or individual local governments about the Scheme. Local governments were most commonly concerned about the:

- Potential cost of redress payments;
- Availability of historical information;
- Capacity of local governments to provide a Direct Personal Response (apology) if requested by redress recipients;
- Process and obligations relating to maintaining confidentiality if redress applications are received, particularly in small local governments;
- Lack of insurance coverage of redress payments by LGIS, meaning local governments would need to self-fund participation and redress payments.

LGIS Update (April 2019) – National Redress Scheme

LGIS published and distributed an update regarding the considerations and (potential) liability position of the WA local government sector in relation to the National Redress Scheme.

WALGA State Council Resolution

The WALGA State Council meeting of 3 July 2019 recommended that:

1. *WA local government participation in the State's National Redress Scheme declaration with full financial coverage by the State Government, be endorsed in principle, noting that further engagement with the sector will occur in the second half of 2019.*
2. *WALGA continue to promote awareness of the National Redress Scheme and note that local governments may wish to join the Scheme in the future to demonstrate a commitment to the victims of institutional child sexual abuse.*

It is understood that this recommendation was made with knowledge that it is ultimately a State Government decision as to whether:

- Local governments can participate in the Scheme as part of the State's Government's declaration; and
- The State Government will fund local government redress liability.

4. WA GOVERNMENT DECISION - FUTURE PARTICIPATION OF WA LOCAL GOVERNMENTS IN THE NATIONAL REDRESS SCHEME

Following the initial consultation process, a range of options for local government participation in the Scheme were identified by the State Government including:

1. WA Local governments be **excluded** from the State Government's declaration of participating institutions.

This means that: local governments may choose not to join the Scheme; or join the Scheme individually or as group(s), making the necessary arrangements with the Commonwealth and self-managing / self-funding all aspects of participation in the Scheme.

2. WA Local governments be **included** in the State Government's declaration of participating institutions.

There were three sub-options for ways local government participation as a State Government institution could be accommodated:

- a. Local governments cover all requirements and costs associated with their participation;
- b. The State Government covers payments to the survivor arising from local governments' participation, with costs other than payments to the survivor (including counselling, legal and administrative costs) being funded by local governments; or
- c. An arrangement is entered into whereby the State Government and local governments share the requirements and costs associated with redress – for example, on a capacity to pay and deliver basis.

The State Government considered the above options and resolved via the Community Safety and Family Support Cabinet Sub-Committee (December 2019) to:

- Note the consultations undertaken to date with the WA local government sector about the National Redress Scheme;
- Note the options for WA local government participation in the Scheme;
- Agree to local governments participating in the Scheme as State Government institutions, with the State Government covering payments to the survivor; and
- Agree to the DLGSC leading further negotiations with the WA local government sector regarding local government funding costs, other than payments to the survivor including counselling, legal and administrative costs.

KEY ASPECTS OF THE STATE'S DECISION

For clarity, the State's decision that means the following financial responsibilities are to be divided between the State Government and the individual local government that has a Redress application submitted, and then subsequently accepted by the Scheme Operator as a Redress claim.

State Government

The State Government will cover the following:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination of requests for information and record keeping); and
- Trained staff to coordinate and facilitate a Direct Personal Response or DPR (Apology) to the survivor if requested (on a fee for service basis with costs covered by the individual local government – see below).

Individual Local Government

The individual local government will be responsible for:

- Costs associated with gathering their own (internal) information if requested in a Redress application;
- Providing the State with the necessary information to participate in the Scheme; and
- Costs associated the delivery of a DPR (based on a standard service fee, plus travel and accommodation depending on the survivor's circumstance). *

* note – The State's decision includes that all DPR's will be coordinated and facilitated by the Redress Coordination Unit (Department of Justice) on every occasion, if a DPR is requested by the survivor.

This decision was made on the basis that:

- State Government financial support for local government participation in the Scheme, as set out, will ensure that redress is available to as many WA survivors of institutional child sexual abuse as possible.
- The demonstration of leadership by the State Government, as it will be supporting the local government sector to participate in the Scheme and recognising the WALGA State Council resolution of 3 July 2019, is consistent with the local government sector's preferred approach.
- Contributes to a nationally consistent approach to the participation of local governments in the Scheme, and particularly aligns with the New South Wales, Victorian and Tasmanian Governments' arrangements. This provides opportunity for the State Government to draw on lessons learned through other jurisdictions' processes.
- Ensures a consistent and quality facilitation of a DPR (by the State) if requested by the survivor.
- State Government financial support for any local government redress claims does not imply State Government responsibility for any civil litigation against local governments.

Noting the State's decision, a range of matters need to be considered and arrangements put in place to facilitate local governments participating with the State Government's declaration and meeting the requirements of the Scheme. Those arrangements will:

- provide for a consistent response to the Scheme by WA Government institutions, and for WA survivors accessing the Scheme; and
- mitigate concerns raised by local governments during consultations about complying with the processes and requirements of the Scheme.

5. CONSIDERATIONS FOR WA LOCAL GOVERNMENTS

Following the State's decision, a range of matters need to be considered by each local government and in some cases, actions taken in preparation for participating in the Scheme, these include:

CONFIDENTIALITY

- Information about applicants and alleged abusers included in RFIs (Requests for Information) is sensitive and confidential and is considered protected information under *The National Redress Act*, with severe penalties for disclosing protected information.
- Individual local governments will need to consider and determine appropriate processes to be put in place and staff members designated to ensure information remains confidential.

APPLICATION PROCESSING / STAFFING

- The timeframes for responding to an RFI are set in *The Act* and are 3 weeks for priority application and 7 weeks for non-priority applications. This RFI process will be supported by the State (DLGSC and the Redress Coordination Unit).
- Careful consideration should be given to determining which position will be responsible for receiving applications and responding to RFIs, due to the potentially confronting content of people's statement of abuse.
- Support mechanisms should be in place for these staff members, including access to EAP (Employee Assistance Program) or other appropriate support.
- The need for the appointed position and person(s) to have a level of seniority in order to understand the magnitude of the undertaking and to manage the potential conflicts of interest.
- The responsible position(s) or function(s) would benefit from being kept confidential in addition to the identity of the person appointed to it.

RECORD KEEPING

- The Redress Coordination Unit (Department of Justice) is the state record holder for Redress and will keep copies of all documentation and RFI responses. Local Governments will be required to keep their own records regarding a Redress application in a confidential and secure manner, and in line with all requirements of the *State Records Act 2000*.
- Consider secure storage of information whilst the RFI is being responded to.

REDRESS DECISIONS

- Decisions regarding redress applicant eligibility and responsible institution(s) are made by Independent Decision Makers, based on the information received by the applicant and any RFI responses. The State government does not have any influence on the decision made.
- There is no right of appeal.

MEMORIALS

- Survivors (individuals and / or groups) from within individual communities may ask about the installation of memorials. The State Government's view is to only consider memorialising groups, however locally, this is a decision of an individual local government.

6. NEXT STEPS – PREPARATION FOR WA LOCAL GOVERNMENT PARTICIPATION IN THE SCHEME

In addition to the second-phase information process outlined in section 1, the State will develop:

1. A Memorandum of Understanding (MOU) - to be executed between the State and WALGA following the (WALGA) State Council meeting on 4 March 2020.

The MOU will capture the overall principles of WA local governments participating in the Scheme as State Government institutions and being part of the State's declaration; and

2. Template Service Agreement – that will be executed on an 'as needed' basis between the State and an individual local government, if a redress application is received.

DLGSC and the Department of Justice will work with WALGA / LGPro and all local governments to prepare for participation in the Scheme including:

- Identifying appropriate positions, staff and processes to fulfil requests for information;
- Ensuring local governments have delegated authority to an officer to execute a service agreement with the State if needed;

The State will prepare a template Council report, where all WA local governments will be asked to delegate authority to an appropriate officer in advance, able to execute a service agreement if required. This is necessary as priority requests for information under the Scheme, are in a shorter turnaround time than Council meeting cycles and therefore, cannot be undertaken at the time.

- Ensuring local government have established appropriate processes and can fulfil Scheme obligations (particularly in terms of confidentiality, record keeping etc); and
- Gathering the necessary facility and service information from all individual local governments to commence participation in the Scheme. This information will be provided to the Commonwealth, loaded into the Scheme database and used to facilitate an individual local government's participation in the National Redress Scheme.

ACKNOWLEDGEMENTS

The contents of this Information and Discussion Paper includes extracts from the following identified sources. Information has been extracted and summarised to focus on key aspects applicable to the Department of Local Government, Sport and Cultural Industries' key stakeholders and funded bodies:

- The Royal Commission into Institutional Responses to Child Sexual Abuse – Final Report.

To access a full version of the Royal Commission's Findings and the Final Report, please follow the link at <https://www.childabuseroyalcommission.gov.au/>

- Western Australian State Government response to the Royal Commission (27 June 2018).

To access a full version of the State Government's detailed response and full report, please follow the link at [https://www.dpc.wa.gov.au/ProjectsandSpecialEvents/Royal-Commission/Pages/The-WA-Government-Response-to-Recommendations-\(June-2018\).aspx](https://www.dpc.wa.gov.au/ProjectsandSpecialEvents/Royal-Commission/Pages/The-WA-Government-Response-to-Recommendations-(June-2018).aspx)

- More information on the National Redress Scheme can be found at www.nationalredress.gov.au.
- The full National Redress Scheme - Participant and Cost Estimate (July 2015) Report at <https://www.dlgsc.wa.gov.au/resources/publications/Pages/Child-Abuse-Royal-Commission.aspx>

FOR MORE INFORMATION

Please contact:

Gordon MacMile
Director Strategic Coordination and Delivery
Email: gordon.macmile@dlgsc.wa.gov.au

Department of Local Government, Sport and Cultural Industries
246 Vincent Street, LEEDERVILLE WA 6007
PO Box 329, LEEDERVILLE WA 6903
Telephone: (08) 9492 9700
Website: www.dlgc.wa.gov.au

APPENDIX A

ROYAL COMMISSION INTO INSTITUTIONAL RESPONSES TO CHILD SEXUAL ABUSE – FURTHER INFORMATION

The Royal Commission into Institutional Responses to Child Sexual Abuse (the Royal Commission) was established in January 2013, to investigate systemic failures of public and private institutions² to protect children from child sexual abuse, report abuse, and respond to child sexual abuse. The Royal Commission's Terms of Reference required it to identify what institutions should do better to protect children in the future, as well as what should be done to:

- achieve best practice in reporting and responding to reports of child sexual abuse;
- eliminate impediments in responding to sexual abuse; and
- address the impact of past and future institutional child sexual abuse.

The Western Australian Government (State Government) strongly supported the work of the Royal Commission through the five years of inquiry, presenting detailed evidence and submissions and participating in public hearings, case studies and roundtables.

The Royal Commission released three reports throughout the inquiry: *Working with Children Checks* (August 2015); *Redress and Civil Litigation* (September 2015) and *Criminal Justice* (August 2017). The Final Report (Final Report) of the Royal Commission into Institutional Responses to Child Sexual Abuse incorporated the findings and recommendations of the previously released reports and was handed down on 15 December 2017. To access a full version of the Royal Commission's Findings and the Final Report, follow the link at <https://www.childabuseroyalcommission.gov.au/>

The Royal Commission made 409 recommendations to prevent and respond to institutional child sexual abuse through reform to policy, legislation, administration, and institutional structures. These recommendations are directed to Australian governments and institutions, and non-government institutions. One specific recommendation was directed at Local Government, while many others will directly or indirectly impact on the organisations that Local Government works with and supports within the community.

Of the 409 recommendations, 310 are applicable to the Western Australian State Government and the broader WA community.

² * For clarity in this Paper, the term 'Institution' means any public or private body, agency, association, club, institution, organisation or other entity or group of entities of any kind (whether incorporated or unincorporated), however described, and:

- Includes for example, an entity or group of entities (including an entity or group of entities that no longer exist) that provides, or has at any time provided, activities, facilities, programs or services of any kind that provide the means through which adults have contact with children, including through their families
- Does not include the family.

THE WESTERN AUSTRALIAN GOVERNMENT RESPONSE TO THE ROYAL COMMISSION

The State Government examined the 310 applicable recommendations and provided a comprehensive and considered response, taking into account the systems and protections the State Government has already implemented. The State Government has accepted or accepted in principle over 90 per cent of the 310 applicable recommendations.

The State Government's response was released on 27 June 2018 fulfilling the Royal Commission recommendation 17.1, that all governments should issue a formal response within six months of the Final Report's release, indicating whether recommendations are accepted; accepted in principle; not accepted; or will require further consideration. The WA Government's response to the Royal Commission recommendations can be accessed at:

<http://www.dpc.wa.gov.au/childabuseroyalcommission>

The State Government has committed to working on the recommendations with the Commonwealth Government, other states and territories, local government, non-government institutions (including religious institutions) and community organisations.

The State Government's overall approach to implementation of reforms is focused on:

- Stronger Prevention (including Safer Institutions and Supportive Legislation)
 - Create an environment where children's safety and wellbeing are the centre of thought, values and actions;
 - Places emphasis on genuine engagement with and valuing of children;
 - Creates conditions that reduce the likelihood of harm to children and young people.
- Reliable Responses (including Effective Reporting)
 - Creates conditions that increase the likelihood of identifying any harm;
 - Responds to any concerns, disclosures, allegations or suspicions of harm.
- Supported Survivors (including Redress).

Many of the recommendations of the Royal Commission have already been addressed through past work of the State Government, and others working in the Western Australian community to create safe environments for children. This work is acknowledged and where appropriate, will be built upon when implementing reforms and initiatives that respond to the Royal Commission's recommendations.

APPENDIX B

NATIONAL REDRESS SCHEME - FURTHER INFORMATION

The Royal Commission's *Redress and Civil Litigation (September 2015)* Report recommended the establishment of a single national redress scheme to recognise the harm suffered by survivors of institutional child sexual abuse.

The National Redress Scheme (the Scheme):

- Acknowledges that many children were sexually abused in Australian institutions;
- Recognises the suffering they endured because of this abuse;
- Holds institutions accountable for this abuse; and
- Helps people who have experienced institutional child sexual abuse gain access to counselling and psychological services, a direct personal response, and a redress-payment.

The National Redress Scheme involves:

- People who have experienced institutional child sexual abuse who can apply for redress;
- The National Redress Scheme team — Commonwealth Government staff who help promote the Scheme and process applications;
- Redress Support Services — free, confidential emotional support and legal and financial counselling for people thinking about or applying to the Scheme;
- Participating Institutions that have agreed to provide redress to people who experienced institutional child sexual abuse; and
- Independent Decision Makers who will consider applications and make recommendations and conduct reviews.

The National Redress Scheme formally commenced operation on 1 July 2018 and offers eligible applicants three elements of redress:

- A direct personal response from the responsible institution, if requested;
- Funds to access counselling and psychological care; and
- A monetary payment of up to \$150,000.

Importantly, the Scheme also provides survivors with community based supports, including application assistance; financial support services; and independent legal advice. The Scheme is administered by the Commonwealth Government on behalf of all participating governments, and government and non-government institutions, who contribute on a 'responsible entity pays' basis.

Institutions that agree to join the Scheme are required to adhere to the legislative requirements set out in the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth).

More information on the Scheme can be found at www.nationalredress.gov.au or the [National Redress Guide](#).

SURVIVORS IN THE COMMUNITY

Throughout the five years of its inquiry, the Royal Commission heard detailed evidence and submissions, and held many public and private hearings, case studies and roundtables. Most notably, the Royal Commission heard directly from survivors of historical abuse.

The Royal Commission reported that survivors came from diverse backgrounds and had many different experiences. Factors such as gender, age, education, culture, sexuality or disability had affected their vulnerability and the institutions response to abuse.

The Royal Commission, however, did not report on the specific circumstances of individuals with the details of survivors protected; the circumstances of where and within which institutions their abuse occurred is also protected and therefore unknown. Further, survivors within the WA community may have chosen to not disclose their abuse to the Royal Commission.

Accordingly, it is not known exactly how many survivors were abused within Western Australian institutions, including within Local Government contexts. Within this context of survivors in the community, who may or may not be known, consideration needs to be given to how all institutions, including local governments, can fulfil the Royal Commission's recommendation in relation to redress.

The Royal Commission's *Redress and Civil Litigation (September 2015)* Report recommended the establishment of a single national redress scheme to recognise the harm suffered by survivors of institutional child sexual abuse. This report also recommended that Governments around Australia remove the limitation periods that applied to civil claims based on child sexual abuse, and consequently prevented survivors – in most cases – pursuing compensation through the courts.

As a result of reforms made in response to these recommendations, WA survivors now have the following options to receive recognition of their abuse:

1. Pursuing civil court action(s) against the perpetrator and/or the responsible institution. The *Civil Liability Legislation Amendment (Child Sexual Abuse Actions) Act 2018* (WA) took effect on 1 July 2018, removing the limitation periods that previously prevented persons who had experienced historical child sexual abuse from commencing civil action.
2. Applying to the National Redress Scheme, which provides eligible applicants with a monetary payment, funds to access counselling and an apology. Note, to receive redress the responsible institution(s) will need to have joined the Scheme.

TREATMENT OF LOCAL GOVERNMENTS BY OTHER JURISDICTIONS

At the time of the State Government joining the Scheme, only two jurisdictions had made a decision about the treatment of local governments. All jurisdictions have since agreed to include local governments within their respective declarations, with the exception of South Australia (SA). The SA Government is still considering their approach.

It is understood that all jurisdictions, with the exception of SA, are either covering the redress liability associated with local government participation in the Scheme or entering into a cost sharing arrangement. The table below provides a summary of other jurisdictions' positions.

Jurisdiction	Position
Commonwealth	<ul style="list-style-type: none"> No responsibility for local governments. The Commonwealth Government has indicated preference for a jurisdiction to take a consistent approach to the participation of local governments in the Scheme.
Australian Capital Territory (ACT)	<ul style="list-style-type: none"> ACT has no municipalities, and the ACT Government is responsible for local government functions. ACT has therefore not been required to explore the issue of local government participation in the Scheme.
New South Wales (NSW)	<ul style="list-style-type: none"> In December 2018, the NSW Government decided to include local councils as NSW Government institutions and to cover their redress liability. The NSW Office for Local Government is leading communications with local councils about this decision. NSW's declaration of participating institutions will be amended once preparation for local council participation is complete.
Northern Territory (NT)	<ul style="list-style-type: none"> The NT Government has consulted all of the Territory's local governments, including individually visiting each local government. NT is in the process of amending Territory's declaration of participating institutions to include local governments.
Queensland	<ul style="list-style-type: none"> Queensland is finalising a memorandum of understanding (MOU) with the Local Government Association of Queensland to enable councils to participate in the Scheme as State institutions. The MOU includes financial arrangements that give regard to individual councils' financial capacity to pay for redress.
South Australia (SA)	<ul style="list-style-type: none"> Local governments are not currently included in the SA Government's declaration The SA Government is still considering its approach to local governments.
Tasmania	<ul style="list-style-type: none"> Local Governments have agreed to participate in the Scheme and will be included as a state institution in the Tasmanian Government's declaration. A MOU with local governments is being finalised, ahead of amending Tasmania's declaration.
Victoria	<ul style="list-style-type: none"> The Victorian Government's declaration includes local governments. The Victorian Government is covering local governments' redress liability.
Western Australia (WA)	<ul style="list-style-type: none"> The WA Government has excluded local governments from its declaration, pending consultation with the local government sector.

TIMEFRAME TO JOIN THE SCHEME

Institutions can join the Scheme within the first two years of its commencement. This means that institutions can join the Scheme up to and including 30 June 2020 (the second anniversary date of the Scheme). The Commonwealth Minister for Social Services may also provide an extension to this period to allow an institution to join the Scheme after this time. However, it is preferred that as many institutions as possible join the Scheme within the first two years to give certainty to survivors applying to the Scheme about whether the institution/s in which they experienced abuse will be participating.

If an institution has not joined the Scheme, they are not a participating institution. However, this will not prevent a person from applying for redress. In this circumstance, a person's application cannot be assessed until the relevant institution/s has joined the Scheme. The Scheme will contact the person to inform them of their options to either withdraw or hold their application. The Scheme will also contact the responsible institution/s to provide information to aid the institution/s to consider joining the Scheme.

THE SCHEME'S STANDARD OF PROOF

The Royal Commission recommended that 'reasonable likelihood' should be the standard of proof for determining eligibility for redress. For the purposes of the Scheme, 'reasonable likelihood' means the chance of the person being eligible is real and is not fanciful or remote and is more than merely plausible.

When considering a redress application, the Scheme Operator must consider whether it is reasonably likely that a person experienced sexual abuse as a child, and that a participating institution is responsible for an alleged abuser/s having contact with them as a child. In considering whether there was reasonable likelihood, all the information available must be taken into account.

Where a participating institution does not hold a record (i.e. historical information), the Scheme Operator will not be precluded from determining a person's entitlement to redress. The information to be considered by the Scheme Operator includes:

- The information contained in the application form (or any supplementary information provided by a person by way of statutory declaration);
- Any documentation a person provided in support of their application;
- The information provided by the relevant participating institution/s in response to a Request for Information from the Operator, including any supporting documentation provided; and
- Any other information available including from Scheme holdings (for example where the Scheme has built up a picture of relevant information about the same institution during the relevant period, or the same abuser).

It should be noted that the 'reasonable likelihood' standard of proof applied by the Scheme is of a lower threshold (or a lower standard of proof) than the common law standard of proof applied in civil litigation – the 'balance of probabilities'. Please see 11.7 of the Royal Commission's *Redress and Civil Litigation Report (2015)* for additional information on the difference between the two.

MAXIMUM PAYMENT AND SHARED RESPONSIBILITY

The amount of redress payment a person can receive depends on a person's individual circumstances, specifically the type of abuse the person experienced.

A person may only make one application for redress. The maximum redress payment payable under the scheme to an applicant is \$150,000 in total.

The payment of redress is made by the institution(s) found responsible for exposing the individual to the circumstances that led to the abuse.

There may be instances where one or more institutions are found to be jointly responsible for the redress payment to a person, and instances where a person may have experienced abuse in one or more different institutions. In such situations, the redress payable by an institution will be apportioned in accordance with the Scheme's assessment framework - see <https://www.legislation.gov.au/Details/F2018L00969> and method statement - see <http://guides.dss.gov.au/national-redress-guide/4/1/1>

Prior payments made by the responsible institution for the abuse to the applicant (e.g. ex-gratia payments) will be taken into account and deducted from the institutions' redress responsibility.

EFFECT OF AN APPLICANT ACCEPTING AN OFFER OF REDRESS

Accepting an offer of redress has the effect of releasing the responsible participating institution/s and their officials (other than the abuser/s) from civil liability for instances of sexual abuse and related non-sexual abuse of the person that is within the scope of the Scheme. This means that the person agrees to not bring or continue any civil claims against the responsible participating institution/s in relation to any abuse within the scope of the Scheme.

If a responsible participating institution/s is a member of a participating group, the person will be releasing the other associated institutions and officials within that group from any civil liability for instances of sexual abuse and related non-sexual abuse of the person that is within the scope of the Scheme.

Accepting an offer of redress also has the effect of preventing a responsible participating institution from being liable to contribute to damages that are payable to the person in civil proceedings (where the contribution is to another institution or person).

In accepting the offer of redress, a person will also be consenting to allow the participating institution/s or official/s to disclose the person's acceptance of redress offer in the event that a civil claim is made. The Scheme must provide a copy of the person's acceptance of offer to each responsible institution for their records once received.

Note – the acceptance of an offer of redress does not exclude the pursuance or continuance of criminal proceedings against the abuser(s).



Shire of Mingenew Wards and Representation Review Discussion Paper

Prepared by Shire of Mingenew [insert date]

The Shire invites you to consider the appropriateness and effectiveness of its current ward system and suggest options for change. Details of the current ward system, the review process and options for change are set out in this paper.

Please contact Belinda Bow, Governance Officer on 99281102 or governance@mingenew.wa.gov.au for more information.

Submissions must be received by [insert date]

Please email your submission to governance@mingenew.wa.gov.au and title 'Ward Review'.

Submissions can also be hand delivered or posted to the Shire:
21 Victoria Street Mingenew (Western Australia)
PO Box 120 Mingenew 6522 WA

MINGENEW.WA.GOV.AU

1. Background

Section 2.2 cl. 6 of the *Local Government Act 1995* (the Act) requires local governments with wards to carry out reviews of ward boundaries and the number of councillors for each ward from time to time so that no more than eight years elapses between successive reviews. The purpose of the review is to evaluate the current arrangements of the local government and consider if its system of representation best reflects the characteristics of the district and its people. Possible outcomes associated with a review include:

- The creation of new wards;
- The changing of ward boundaries;
- The abolishing any or all wards;
- The changing of the name of a district or a ward;
- The changing of the number of Councillors; and/or
- Specifying or changing of the number of offices of Councillor for a ward.

The Shire of Mingenew (the Shire) last undertook a formal review of its ward boundaries and representation in 2012. The outcomes of the 2012 review were:

1. The retention of the existing two Wards; [Town and Rural], and
2. The retention of the existing number of offices of councillor for each ward [being 3 Rural and 4 Town].

Given the length of time that has passed since the last review and in preparation for the 2021 elections, the Shire Council has resolved to undertake another review of its ward and representation system to comply with the requirements of the Act.

This paper will examine the Shire's current system as well as presenting options for wards and representation change to provoke discussion and encourage submissions and comments. Please note that these options are for discussion purposes only and are not intended to be all encompassing. The public may consider these options and comment on them or may have alternative options that it feels should be considered by Council. All submissions will be presented to Council to assist in decision making.

2. Review Process

The review process is highly prescribed by the Act and involves the following steps:

1. Council resolves to undertake a review
2. A public submission period of 6 weeks opens
3. Public submission period closes
4. The Shire assesses options against the prescribed criteria [detailed in Schedule 2 of the Act]
5. Council submits a report to the Local Government Advisory Board (the Board) for consideration
6. (If a change is proposed) the Board makes a recommendation to the Minister for Local Government
7. The Minister makes a decision and any changes will be implemented at the next council elections. The next council elections are scheduled for October 2021.

3. Current Situation

According to the Australian Bureau of Statistics 2016 census data, the district of Mingenew had a population of 455 persons, 294 of which were registered electors located across its two-ward system. Town Ward, the larger of the two wards is served by four elected members whilst the Rural Ward is served by three (see map 1 & 2). The President is elected from within the Council.

The percentage ratio deviation is a measurement that is considered by the Board to be the principal consideration when reviewing wards and representation. It is the percentage difference between the average councillor/elector ratio for the whole district and the councillor/elector ratio for each ward. This ratio should be as even as possible across wards so that electors have equal representation, however given that some variation is inevitable, the Board requires any deviation to be within plus or minus 10% of the district average.

The table below demonstrates the Shire's current ward and representation system and its percentage ratio deviation. It is evident from the statistics below that the Shire's current system results in a comparable elected member ratio across the 2 wards with its percentage ratio deviation falling within the acceptable range as required by the Board.

Ward	Number of Electors*	Number of Councillors	Elected Member Ratio	Percentage Ratio Deviation
Rural	123 [41.84%]	3	1:41	+2.38%**
Town	171 [58.16%]	4	1:42.75	-1.79%**
Total	294 [100%]	7	1:41.87	N/A

* Statistics extracted from the WA Electoral Commission's "Local government enrolment statistics reports 2 April 2020".

**A negative (-) indicates underrepresentation whilst a positive (+) indicates overrepresentation.

4. Formal Assessment Factors

When considering changes to wards and representation, Schedule 2.2 of the Act requires certain factors be considered by the local government during examination, including:

1. Community of interest
2. Physical and topographic features
3. Demographic trends
4. Economic factors
5. Ratio of elected members to electors in the various wards.

These factors have been described in detail below and include comments from the Shire that summarise the influence that each factor has on the district's current system. (The ratio of elected members to electors in the wards is discussed in section 3). Section 5 discusses *alternative* representation models for the district.

Physical and Topographic features

These may be natural or man-made features that will vary from area to area. Water features such as rivers and catchment boundaries may be relevant considerations. Coastal plain and foothills regions, parks and reserves may be relevant as may other man-made features such as railway lines and freeways.

Shire of Mingenew Comment

The most significant natural features of the Shire are Coleseam Conservation Park, Depot Hill, Mingenew Hill and the Parmelia Aquifer that runs under a large portion of the shire.

Significant physical features within the Shire include the Arc Infrastructure rail track, the CBH site and the main arterial roads including:

1. Mingenew Morawa Rd
2. Midlands Rd
3. Mingenew South Road
4. Mingenew Mullewa Rd.

Currently the town ward boundary partially skirts the townsite's perimeter via minor suburban roads and dissects the landmarks of Mingenew Hill and the CBH site. It does not follow the gazetted townsite boundary nor the town planning scheme zones.

Demographic Trends

Characteristics of human populations, such as population size, and its distribution by age, sex, occupation and location provide important demographic information. Current and projected population characteristics will be relevant as well as similarities and differences between areas within the local government.

Shire of Mingenew comment

According to the ABS census data the districts population has declined 5.26% over a 5 year period (2011-2016). The total population for the district at the 2016 census was 455 persons with a median age of 42.

With the current focus of the Shire being on townsite housing, district tourism and business development, a small increase in new dwellings or the take up of existing empty dwellings/businesses within the town ward could be projected, however whether the uptake would be significant enough to effect the ward's councillor/elector ratio in the future remains to be seen. Given that the results of such strategies are not anticipated to be seen for some time, population growth in the town ward is not a significant factor for this review.

The rural ward has little capacity for population growth if the lands remain in the ownership of broadacre farming businesses. Whilst farms may be sold to buyers outside of the district, this would only see the rural ward elector numbers preserved not increased. A decrease in the rural ward elector numbers could be projected as farm properties are bought by and sold to neighbouring property owners who are already electors of the ward.

Economic Factors

Any factor that reflects the character of economic activities and resources in the area. This includes the industries that occur in a local government area (or the release of land for these) and the distribution of community assets and infrastructure such as road networks

Shire of Mingenew Comment

The ward boundaries currently reflect the character of economic activities in the district with the boundaries delineating peri-urban living and industry from broad acre cropping, livestock farming and rural living.

Industry in the town ward is focused on service delivery and retail provision. Local administration, primary education and transport accounts for 21.6% of the district's employment. Agriculture is mainstay for both wards however grain-sheep, grain-beef and other grain growing accounts for 54.3% of employment which is entirely located in the rural ward.

Whilst the economic health of the town ward is somewhat reliant on the success of the farming activities in the rural ward the interdependence of the wards for employment is considered noteworthy.

Aligning ward boundaries and representation with economic activities has historically been considered appropriate by the Shire due to the dissimilar nature of industries and occupations, lifestyle, income, property size, infrastructure and concerns between the two wards. However, given the economic interdependence of both wards in terms of retail and employment opportunities, the balance of these two economic inputs could also work well within a single ward/district.

Community Interests

Sense of community identity and belonging, similarities in the characteristics of the residents of a community and similarities in the economic activities. Dependence on the shared facilities in an area as reflected in catchment areas of local schools and sporting teams, or the circulation areas of local newspaper and other publications. Neighbourhoods, suburbs and towns are important units in the physical, historical and social infrastructure and often generate a feeling of community and belonging.

Shire of Mingenew comment

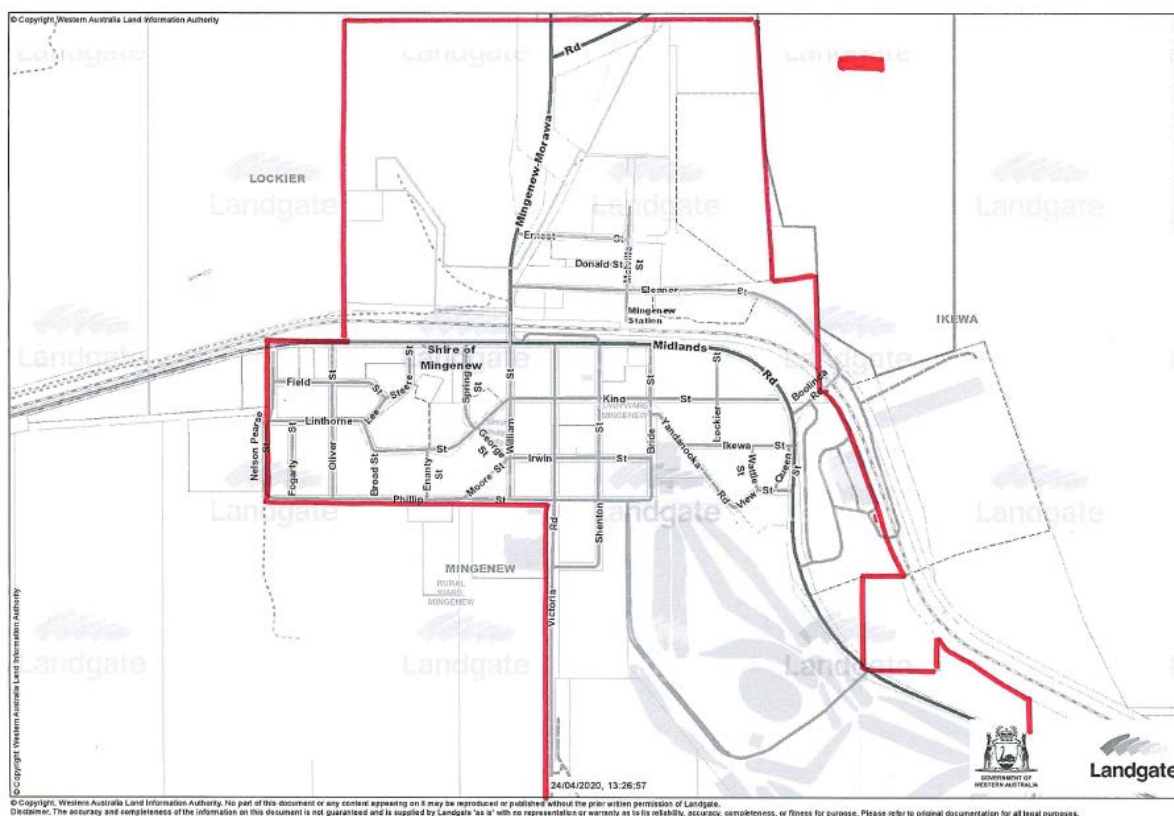
As the Shire is a large geographical area with significant discontinuance between wards in terms of land use and lifestyle it could be argued that the electors living in the rural ward are a different community to those that live in the townsite ward. However, given the below-listed factors, such an interest could be considered negligible:

1. Small population of the district;
2. Dependence of both wards on the shared facilities of the district which are reflected in the local district school and 'Mingenew' sporting teams;
3. Volunteer groups and incorporated bodies in the name of the Shire being inclusive of both wards (the exception being the Shire's Volunteer Bush-Fire Brigades which are gazetted in the names of the Shire's previous ward system- Guranu, Lockier, Yandanooka, North and Town; wards which were abolished in 2004 with the exception of town ward.)

5. Options for the district's wards and representation system

The Shire has put forward three options for its ward and representation system to provoke discussion and encourage submissions and comments. Please note that these options are for discussion purposes only and are not intended to be all-encompassing. All options including alternatives considered by the public to have merit, will be put forward to Council for review.

Option 1 – RETAIN the current multi-ward structure (Town and Rural) and the seven (7) councillor offices.



Ward boundaries and councillor offices, both in number and in distribution remain as they are. Given that the ratio of electors to council members currently complies with the requirements of the Act, it is not necessary for any changes to be made to the wards or representation system.

The advantages and disadvantages of a multi-ward systems are:

Advantages of a multi-ward system	Disadvantages of a multi-ward system
<ul style="list-style-type: none"> Councillors are more likely to be truly local representatives, easily accessible to residents and aware/understanding of local issues. 	<ul style="list-style-type: none"> Councillors may be elected on minor or parochial issues and lack a perspective of what policies benefit the local government as a whole.
<ul style="list-style-type: none"> Major communities of interest are more likely to be represented within a ward as opposed to a no ward system. 	<ul style="list-style-type: none"> Groups may form within the Council based on multi councillor wards, leading to possible division between councillors.
	<ul style="list-style-type: none"> Electors whom own properties in multiple wards and are registered on the Owners and Occupiers Role are able to vote in and therefore influence, a ward election which is not their primary ward.
	<ul style="list-style-type: none"> Ward boundaries may appear to be placed

	arbitrarily and may not reflect the social interaction and communities of interest of the community.
--	--

Option 2- ABOLISH the multi-ward system and retain the seven (7) councillor offices.

Under this option wards are dispensed with altogether. Given that s2.10 of the Act requires an elected member to represent the interests of electors, ratepayers and residents of the *district* and not vote along ward lines, the eradication of the ward system should have minimal impact to electors.

The table below summaries the possible advantages and disadvantages of Option 2 to provide further detail:

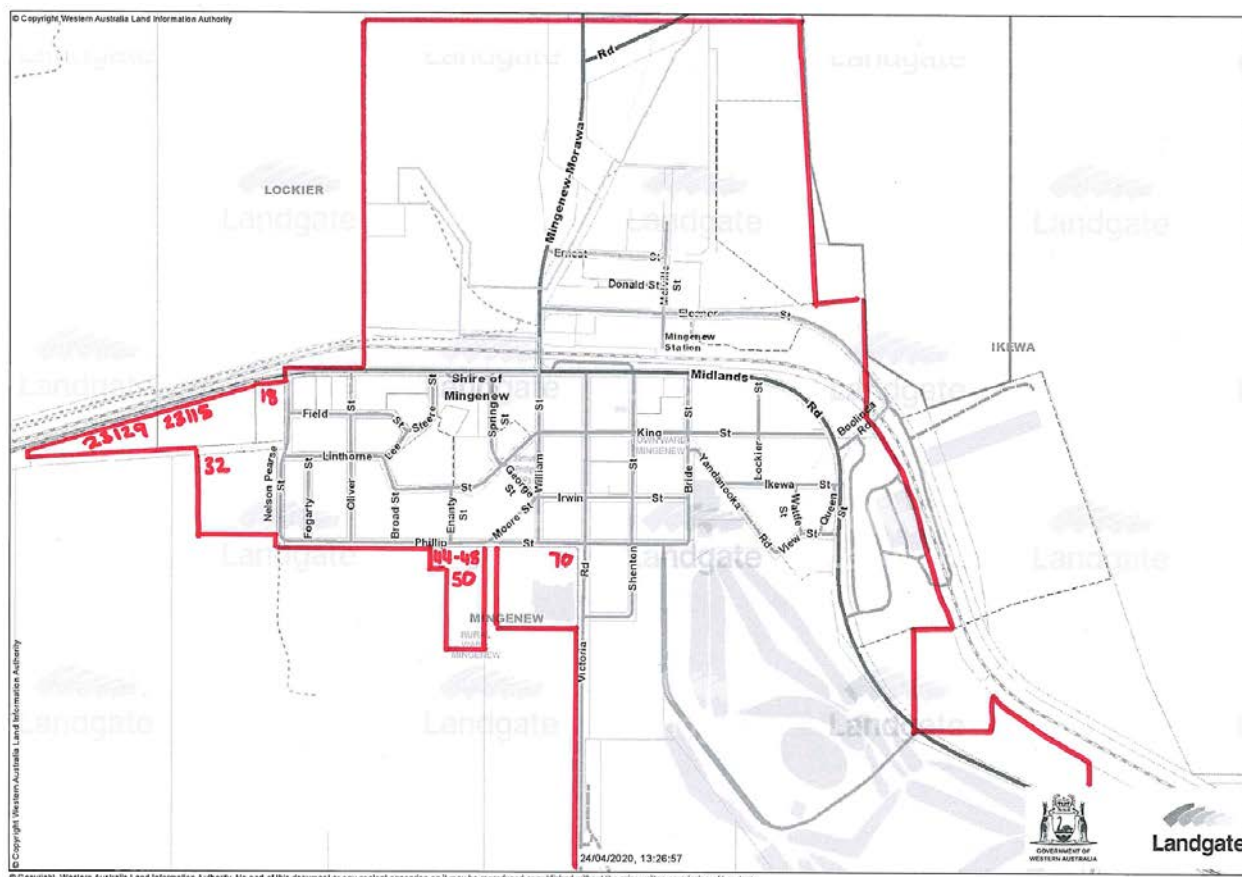
Advantages of 'no wards'	Disadvantages of 'no wards'
<ul style="list-style-type: none"> • Elected members are elected by the whole community, not just a section of it. 	<ul style="list-style-type: none"> • Elected members living in a certain area may have a greater affinity and understanding of the issues specific to that area.
<ul style="list-style-type: none"> • Knowledge and interest in all areas of the Council's affairs would result in broadening the views beyond the immediate concerns of those in a ward. 	<ul style="list-style-type: none"> • There is potential for an interest group to dominate the Council.
<ul style="list-style-type: none"> • Promotes the concept of a whole-of-Shire focus, with Council members being elected by, and concerned for, the local government as a whole rather than narrower interests. 	<ul style="list-style-type: none"> • Large numbers of candidates might be confusing for voters
<ul style="list-style-type: none"> • Members of the community who want to approach an elected member can speak to any elected member, not just their ward representative. 	<ul style="list-style-type: none"> • May be difficult for voters to assess the performance of individual Council members.
<ul style="list-style-type: none"> • There is balanced representation with each elected member representing the whole community. 	<ul style="list-style-type: none"> • May lead to significant communities of interest and points of view to be underrepresented.
<ul style="list-style-type: none"> • The election process is much simpler for the community to understand and administer. 	
<ul style="list-style-type: none"> • Each voter has the opportunity to express a preference for every candidate for the council election. 	
<ul style="list-style-type: none"> • Cost saving to the rate payer as it removes the need to (re)define internal ward boundaries or conduct future ward boundary reviews. 	
<ul style="list-style-type: none"> • Electors whom are registered on both the Electoral Roll and the Owners and Occupiers Role are only able to vote once for the district and not for multiple wards. 	

For comparison sake, the ward system of neighbouring Shires within the North Midlands region is included below. Using Western Australian Electoral Commission figures, as at 2 July 2018 Mingenew was the only district to retain a ward system despite having the equal smallest elector numbers. Further, out of 137 WA Local Governments, 89 currently do not have a ward structure.

Local Government	Number electors	of	No of Elected Members	Councillor Ratio	Comments
Shire of Carnamah	382		7	1:55	No Wards
Shire of Coorow	743		8	1:93	No Wards
Shire of Irwin	2656		8	1:332	No Wards
Shire of Mingenew	294		7	1:42	2 Wards
Shire of Morawa	394		7	1:56	No Wards
Shire of Moora*	1640		9	1:182	No Wards
Shire of Perenjori	294		7- Only recently downgraded from 9 after R/V.	1:42	No Wards
Shire of Three Springs	319		7	1:46	No Wards
Shire of Chapman Valley*	987		7	-	No Wards

*Whilst not located within the North Midlands region, the Shires are within the broader Midwest region.

Option 3- RETAIN the multi-ward system, retain the seven (7) councillor offices and AMEND the town boundary to include properties on the perimeter of the townsite.



Under the current ward system [and established boundaries] there are several properties located on the townsite perimeter that are included in the rural ward despite being within the gazetted townsite boundary. Specifically, properties numbered 40-50 and #70 Phillips Street. A gazetted townsite boundary map can be found in section 7. The town ward boundary would be amended to follow the perimeter fencing of these properties before rejoining back up at Victoria Rd and Phillips St. It should be noted that property #70 is the district school so its inclusion would not affect the ward's percentage ratio deviation.

It is proposed that these properties be included in the town ward to align the electors with its communities of interest and the ward's economic profile. It would also align the entire south and south east town ward boundary with the gazetted townsite boundary which, whilst wards are not required to do so, does achieve a sense of consistency and practicality for electors.

The south west border would also be extended to include properties numbered 18 and 32 Nelson Pearse St and properties numbered 23129 and 23115 Midlands Rd.

The boundary would extend north from Phillips St and follow the south and west boundary of property #32 Nelson Pearse St. It would then extend along the south boundary of property #23115 and south and south west of #23129 Midlands Rd. The boundary would follow Midlands Rd east until it re-joined at the intersection of Nelson Pearse St and Midlands Rd.

By implementing the above alteration, the town ward would then encompass all urban and peri-urban areas of the district. The impact to the elected member ratio and the percentage ratio deviation with the revised boundary would be minimal as demonstrated below (assuming the population shifted are enrolled electors):

Ward	Number of Electors*	Number of Councillors	Elected Member Ratio	Percentage Ratio Deviation
Rural	115 [38.4%]	3	1:38	+8.73%**
Town	179 [61.6%]	4	1:45	-6.55%**
Total	294 [100%]	7	1:42	N/A

Whilst ideally the boundary dissecting Mingenew Hill would be altered to retain the integrity of the natural feature, the current absence of population in that area negates an amendment as it would deliver little benefit for this review period.

6. Public submissions

Members of the community are invited to make a written submission about any aspect of ward boundaries and representation and lodge it at:

Shire of Mingenew
21 Victoria St
PO Box 120
MINGENEW WA 6522.

Submissions will also be accepted by email: governance@mingenew.wa.gov.au

All submissions must be received by 5pm on **[Insert day and date]**.

Thank you for your interest and involvement in this review. Council welcomes your comments on any matters that may assist it to make informed and responsible decisions for the benefit of the people of the Shire of Mingenew.

Councillor [Insert name]

PRESIDENT

[Insert name]

CHIEF EXECUTIVE OFFICER

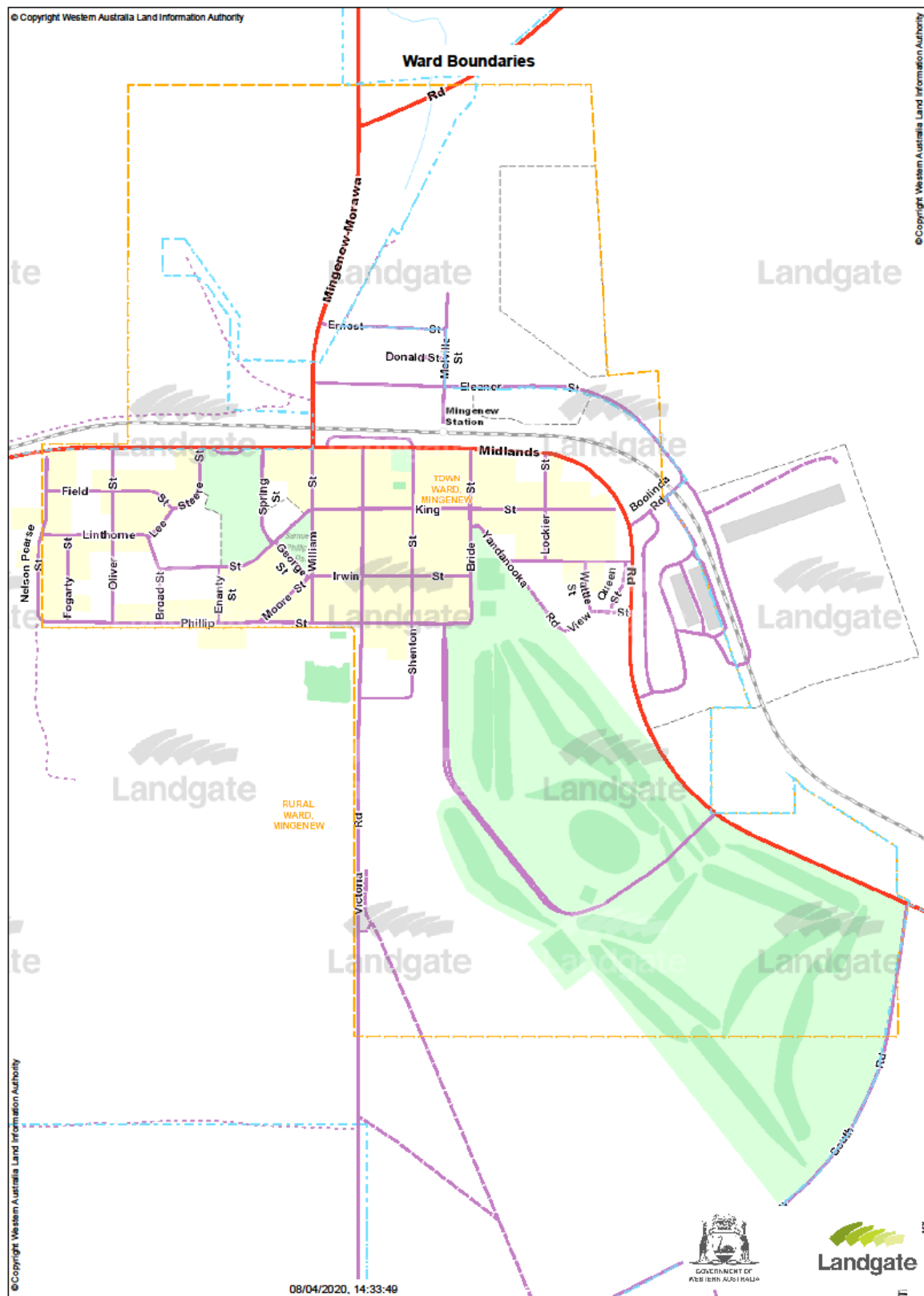
7. Maps

Map 1 – Satellite Imagery of the current town ward boundary. The rural ward is classified as all remaining land within the district that is not located within the town ward boundary (yellow outline).



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Map 2 – Outline of the current town ward boundary (yellow outline).



Map 3- Gazetted Mingenew townsite boundary



Local Government Regulations Amendment (Consequential) Regulations 2020

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Caravan Parks and Camping Grounds Act 1995
Control of Vehicles (Off-road Areas) Act 1978
Dog Act 1976
Local Government Act 1995

Local Government Regulations Amendment (Consequential) Regulations 2020

Made by the in Executive Council.

Part 1 — Preliminary

1. Citation

These regulations are the *Local Government Regulations Amendment (Consequential) Regulations 2020*.

2. Commencement

These regulations come into operation as follows —

- (a) Part 1 — on the day on which these regulations are published in the *Gazette*;
- (b) the rest of the regulations — on the day on which the *Local Government Legislation Amendment Act 2019* sections 5, 13, 14, 16, 17, 20, 24, 57, 64 to 66, 68, 74(1) and (2) and Part 4 come into operation.

**Part 2 — *Caravan Parks and Camping Grounds
Regulations 1997* amended**

3. Regulations amended

This Part amends the *Caravan Parks and Camping Grounds Regulations 1997*.

4. Regulation 6 replaced

Delete regulation 6 and insert:

6. Performance of local government functions by authorised persons

A function conferred on a local government by these regulations may be performed by an authorised person appointed under the *Local Government Act 1995* section 9.10(2) for the purposes of the Act or these regulations.

5. Schedule 1 amended

- (1) In Schedule 1 delete the List of Forms.
- (2) Delete the reference before the heading to Schedule 1 Form 1 and insert:

[r. 43, 46, 63, 64 and 68.]

- (3) In Schedule 1 Form 5:

- (a) delete the passage that begins with “Department” and ends with “government].” and insert:

Department of Local Government, Sport and Cultural Industries.

- (b) delete “* Delete whichever is not applicable.”.

Consultation Draft

**Part 3 — *Control of Vehicles (Off-road Areas)*
Regulations 1979 amended**

6. Regulations amended

This Part amends the *Control of Vehicles (Off-road Areas) Regulations 1979*.

7. Regulation 14 amended

In regulation 14:

- (a) delete “officer” and insert:

person

- (b) delete “he” and insert:

the authorised person

Note: The heading to amended regulation 14 is to read:

**Authorised person may seize and take possession of number
plates**

8. Regulation 36 amended

In regulation 36:

- (a) delete “he is an authorised officer” and insert:

the person is an authorised person

- (b) delete “his” and insert:

the person’s

9. Regulation 37 amended

In regulation 37(a) delete “officer” and insert:

person

Note: The heading to amended regulation 37 is to read:

**Certificates of appointment and notices prohibiting use of
vehicles**

10. First Schedule amended

In the First Schedule:

- (a) in Form 3 delete “officer” (each occurrence) and insert:

person

- (b) in Form 4 delete “authorised officer” and insert:

person authorised by the local government

**Local Government Regulations Amendment (Consequential)
Regulations 2020**

Part 3 Control of Vehicles (Off-road Areas) Regulations 1979
amended

r. 10

(c) delete Form 5 and insert:

Form 5

<p>WESTERN AUSTRALIA</p> <p><i>Control of Vehicles (Off-road Areas) Act 1978</i></p> <p>CERTIFICATE OF APPOINTMENT OF AUTHORISED PERSON</p>			
<div style="border: 1px solid black; height: 150px; margin-top: 20px; display: flex; align-items: center; justify-content: center;">[Photograph of authorised person]</div>	<p>This is to certify that [name of authorised person] whose signature appears below has been appointed by the Minister for Local Government as an authorised person under the <i>Control of Vehicles (Off—road Areas) Act 1978</i>, and that the area of jurisdiction entrusted to the person under that Act is</p> <p style="text-align: center;">..... Signature (authorised person)</p> <table style="width: 100%;"><tr><td style="width: 50%; text-align: center;">..... Signature (Minister for Local Government)</td><td style="width: 50%; text-align: center;">..... Date</td></tr></table> Signature (Minister for Local Government) Date
..... Signature (Minister for Local Government) Date		

(d) in Form 7 delete “officer” (each occurrence) and insert:
person

Part 4 — *Dog Regulations 2013* amended

11. Regulations amended

This Part amends the *Dog Regulations 2013*.

12. Regulation 35 amended

Delete regulation 35(6) and insert:

- (6) An authorised person who serves an infringement notice under subregulation (1) cannot withdraw the infringement notice on behalf of the local government under subregulation (5).

r. 13

13. Schedule 1 Form 1 replaced

Delete Schedule 1 Form 1 and insert:

Form 1

[r. 14]

<i>Dog Act 1976 s. 11(3)</i> Certificate of authorisation	
(1) _____	
<div style="border: 1px solid black; height: 100px; width: 100%; display: flex; align-items: center; justify-content: center;">[Photograph of authorised person]</div>	This is to certify that ⁽²⁾ _____ has been appointed by the ⁽¹⁾ _____ _____ to exercise the powers of a registration officer in accordance with the provisions of the <i>Dog Act 1976</i> .
Signed _____ CEO of the ⁽¹⁾ _____	
_____ Signature of authorised person	_____ Date

Insert:

- (1) name of local government;
- (2) name of authorised person.

Note: The heading to regulation 14 is to read:

Certificates of authorisation

Part 5 — *Local Government (Administration)*
***Regulations 1996* amended**

14. Regulations amended

This Part amends the *Local Government (Administration) Regulations 1996*.

15. Part 1A inserted

After regulation 3 insert:

Part 1A — Public notices

3A. Requirements for local public notice (Act s. 1.7)

- (1) For the purposes of section 1.7(a), notice of a matter must be published on the local government's official website for —
 - (a) the period specified in or under the Act in relation to the notice; or
 - (b) if no period is specified in relation to the notice — a period of not less than 7 days.
- (2) For the purposes of section 1.7(b), each of the following ways of giving notice of a matter is prescribed —
 - (a) publication in a newspaper circulating generally in the State;
 - (b) publication in a newspaper circulating generally in the district;
 - (c) publication in 1 or more newsletters circulating generally in the district;
 - (d) publication on the official website of the Department or another State agency, as appropriate having regard to the nature of the

r. 15

matter and the persons likely to be affected by it, for —

- (i) the period specified in or under the Act in relation to the notice; or
 - (ii) if no period is specified in relation to the notice — a period of not less than 7 days;
- (e) circulation by the local government by email, text message or similar electronic means, as appropriate having regard to the nature of the matter and the persons likely to be affected by it;
- (f) exhibition on a notice board at the local government offices and each local government library in the district for —
 - (i) the period specified in or under the Act in relation to the notice; or
 - (ii) if no period is specified in relation to the notice — a period of not less than 7 days;
- (g) posting on a social media account administered by the local government for —
 - (i) the period specified in or under the Act in relation to the notice; or
 - (ii) if no period is specified in relation to the notice — a period of not less than 7 days.

**3B. Requirements for Statewide public notice
(Act s. 1.8)**

- (1) For the purposes of section 1.8, one of the ways in which Statewide public notice of a matter must be given is the way prescribed in regulation 3A(2)(a) or (d).

-
- (2) If Statewide public notice of a matter is required to be given by the Electoral Commissioner —
- (a) regulation 3A(2)(e) applies in relation to the Electoral Commissioner as if the reference to circulation by the local government by email, text message or similar electronic means were a reference to circulation by the Electoral Commissioner by email, text message or similar electronic means; and
 - (b) regulation 3A(2)(g) applies in relation to the Electoral Commissioner as if the reference to posting on a social media account administered by the local government were a reference to posting on a social media account administered by the Electoral Commissioner.

16. Regulation 10 amended

Delete regulation 10(2) and insert:

- (2) If a decision is made at a council or committee meeting, any decision to revoke or change the decision must be made by an absolute majority.

17. Regulation 11 amended

In regulation 11:

- (a) in paragraph (f) delete “interest.” and insert:
interest; and

r. 18

(b) after paragraph (f) insert:

- (g) any document attached to a council or committee meeting agenda unless the meeting or that part of the meeting to which the document refers is closed to members of the public.

18. Regulations 12 and 13 replaced

Delete regulations 12 and 13 and insert:

**12. Publishing date, time and place of meetings
(Act s. 5.25(1)(g))**

- (1) In this regulation —
meeting details means the date and time when, and the place where, a meeting is to be held.
- (2) The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —
 - (a) ordinary council meetings;
 - (b) committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.
- (3) Any change to the meeting details for a meeting referred to in subregulation (2) must be published on the local government's official website as soon as practicable after the change is made.
- (4) If a local government decides that a special meeting of the council is to be open to members of the public, the

CEO must publish the meeting details for the meeting and the purpose of the meeting on the local government's official website as soon as practicable after the decision is made.

**13. Publishing unconfirmed minutes of meetings
(Act s. 5.25(1)(i))**

- (1) The CEO must publish on the local government's official website —
 - (a) the unconfirmed minutes of each council and committee meeting open to members of the public; and
 - (b) if a council or committee meeting is closed to members of the public — that part of the unconfirmed minutes of the meeting that is a record of decisions made at the meeting.
- (2) The unconfirmed minutes of a council meeting must be published within 14 days after the meeting.
- (3) The unconfirmed minutes of a committee meeting must be published within 7 days after the meeting.

19. Regulation 14 amended

- (1) In regulation 14(1) after "public" insert:

and published on the local government's official website

- (2) In regulation 14(2) delete "Nothing in subregulation (1) entitles members of the public to inspect the information referred to in that subregulation" and insert:

Subregulation (1) does not apply

r. 20

20. Regulations 19B and 19CA replaced

Delete regulations 19B and 19CA and insert:

**19B. Information to be included in annual report
(Act s. 5.53(2)(g) and (i))**

- (1) In this regulation —
remuneration has the meaning given in the *Salaries and Allowances Act 1975* section 4(1).
- (2) For the purposes of section 5.53(2)(g) and (i), the annual report is to contain the following —
 - (a) the number of employees of the local government entitled to an annual salary of \$100 000 or more;
 - (b) the number of employees of the local government entitled to an annual salary that falls within each band of \$10 000 over \$100 000;
 - (c) any remuneration and allowances paid by the local government under Schedule 5.1 clause 9;
 - (d) any amount ordered under section 5.110(6)(b)(iv) to be paid by a person against whom a complaint was made under section 5.107(1), 5.109(1) or 5.114(1) to the local government;
 - (e) the remuneration paid or provided to the CEO during the financial year;
 - (f) the number of council and committee meetings attended by each council member;
 - (g) an overview of the gender, linguistic background and country of birth of council members;

- (h) the number of council members who are aged —
 - (i) between 18 years and 24 years; and
 - (ii) between 25 years and 34 years; and
 - (iii) between 35 years and 44 years; and
 - (iv) between 45 years and 54 years; and
 - (v) between 55 years and 64 years; and
 - (vi) over the age of 64 years;
- (i) the number of council members who identify as Aboriginal or Torres Strait Islander;
- (j) details of any modification made to a local government's strategic community plan during the financial year;
- (k) details of any significant modification made to a local government's corporate business plan during the financial year.

21. Regulation 19D replaced

Delete regulation 19D and insert:

19D. Public notice of adoption of strategic community plan

- (1) If a strategic community plan is adopted, the CEO must —
 - (a) give local public notice that the plan has been adopted; and
 - (b) publish the plan on the local government's official website.

**Local Government Regulations Amendment (Consequential)
Regulations 2020**

Part 5 Local Government (Administration) Regulations 1996
amended

r. 22

- (2) If modifications to a strategic community plan are adopted, the CEO must —
 - (a) give local public notice that modifications to the plan have been adopted; and
 - (b) publish the modified plan on the local government's official website.

22. Regulation 29 amended

- (1) Delete regulation 29(1)(baa), (c) and (d).
- (2) Delete regulation 29(2) and (3).

23. Regulation 29A amended

Delete regulation 29A(1).

24. Regulations 29C and 29D inserted

At the end of Part 7 insert:

**29C. Information to be published on official website
(Act s. 5.96A(1)(i))**

- (1) In this regulation —
 - annual return* means a return required by section 5.76;
 - oversight entity* means any of the following —
 - (a) the Corruption and Crime Commission established under the *Corruption, Crime and Misconduct Act 2003*;
 - (b) an Inquiry Panel;
 - (c) the Public Sector Commissioner;
 - (d) a Royal Commission;
 - (e) a standards panel established under section 5.122(1) or (2);

(f) the State Administrative Tribunal;

primary return means a return required by section 5.75.

- (2) For the purposes of section 5.96A(1)(i), the following information is prescribed —
- (a) any adverse recommendation made by an authorised person under section 8.13(2) and provided to the local government in respect of the local government, its council, a council member or the CEO;
 - (b) any adverse finding, recommendation or proposition made by an oversight entity and made available to the public in respect of the local government or its council, a council member or the CEO;
 - (c) an up-to-date version of each policy of the local government that relates to deciding applications made to the local government and any previous version of that policy;
 - (d) the name of each council member who lodged a primary return or annual return for a financial year;
 - (e) the position of each employee who lodged a primary return or annual return for a financial year;
 - (f) the type, and the amount or value, of any fees, expenses or allowances paid to each council member during a financial year.
- (3) An adverse recommendation referred to in subregulation (2)(a) must be published on the local government's official website within 14 days after the adverse recommendation is provided to the local government.

**Local Government Regulations Amendment (Consequential)
Regulations 2020**

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amended

r. 24

- (4) An adverse finding, recommendation or proposition referred to in subregulation (2)(b) must be published on the local government's official website within 14 days after the finding, recommendation or proposition is made available to the public.
- (5) The information referred to in subregulation (2)(d) and (e) must be published on the local government's official website —
 - (a) if the return is lodged with the local government on or before 31 August immediately following the financial year to which the return relates — on or before 14 September immediately following the end of that financial year; or
 - (b) if the return is lodged with the local government after 31 August immediately following the financial year to which the return relates — within 14 days after the return is lodged with the local government.
- (6) The information referred to in subregulation (2)(f) must be published on the local government's official website on or before 14 July immediately following the end of the financial year to which the information relates.

29D. Period for which information to be kept on official website (Act s. 5.96A(5))

For the purposes of section 5.96A(5), a period of not less than 5 years, beginning on the day on which the information is first published on the local government's official website, is prescribed for the following information —

- (a) the annual report;
- (b) the annual budget;

- (c) confirmed minutes of council and committee meetings;
- (d) minutes of electors' meetings;
- (e) information referred to in section 5.96A(1)(h);
- (f) information referred to in regulation 29C(2).

25. Regulation 34B amended

- (1) In regulation 34B(1) insert in alphabetical order:

employee does not include the CEO;

- (2) In regulation 34B(4)(d) delete "is an employee" and insert:

accepted the gift

**Part 6 — Local Government (Elections)
Regulations 1997 amended**

26. Regulations amended

This Part amends the *Local Government (Elections) Regulations 1997*.

27. Regulation 30G amended

After regulation 30G(4) insert:

- (5) The CEO must publish an up-to-date version of the electoral gift register on the local government's official website.
- (6) The version of the electoral gift register published under subregulation (5) must not include the address of an individual included in a "disclosure of gifts" form and must instead include the town or suburb mentioned in the address.

Note: The heading to amended regulation 30G is to read:

Electoral gift register

28. Regulation 30I amended

In regulation 30I(2) delete the definition of ***publish*** and insert:

publish has the meaning that the term has in the law of tort (as modified by the *Defamation Act 2005*) relating to defamation.

29. Regulation 43 amended

In regulation 43(1)(ba) delete “gifts” and insert:

gift

30. Regulation 73 amended

Delete regulation 73(5) and insert:

- (5) The notice under subregulation (1) or (3) must be published on the local government’s official website for a period of not less than 3 days.
- (5A) If the notice under subregulation (1) or (3) is given in a way prescribed in the *Local Government (Administration) Regulations 1996* regulation 3A(2)(d), (f) or (g), the period specified in relation to the notice is not less than 3 days.

r. 31

**Part 7 — *Local Government (Financial Management)
Regulations 1996* amended**

31. Regulations amended

This Part amends the *Local Government (Financial Management) Regulations 1996*.

32. Regulation 27 amended

In regulation 27(l) delete “president —” and insert:

president, for each person —

33. Regulation 44 amended

In regulation 44 delete “include —” and insert:

include, for each person —

**Part 8 — *Local Government (Functions and General)*
Regulations 1996 amended**

34. Regulations amended

This Part amends the *Local Government (Functions and General) Regulations 1996*.

35. Regulation 15 amended

(1) Delete regulation 15(1) and insert:

- (1) If a notice under regulation 14(1) is given, the date and time referred to in regulation 14(3)(d) must be at least 14 days after the notice is —
- (a) published on the local government's official website; and
 - (b) published in at least 3 of the ways prescribed in the *Local Government (Administration) Regulations 1996* regulation 3A(2).

(2) In relation 15(2) delete "given." and insert:

given to the person.

36. Regulation 17 amended

After regulation 17(1) insert:

- (1A) The CEO must publish the tenders register on the local government's official website.

r. 37

37. Regulation 22 amended

In regulation 22 delete the passage that begins with “is first published” and continues to the end of the regulation and insert:

is —

- (a) published on the local government’s official website; and
- (b) published in at least 3 of the ways prescribed in the *Local Government (Administration) Regulations 1996* regulation 3A(2).

38. Regulation 24AE amended

In regulation 24AE delete the passage that begins with “is first published” and continues to the end of the regulation and insert:

is —

- (a) published on the local government’s official website; and
- (b) published in at least 3 of the ways prescribed in the *Local Government (Administration) Regulations 1996* regulation 3A(2).

39. Regulation 24E amended

In regulation 24E(1):

- (a) in paragraph (c) delete “notice.” and insert:

notice; and

(b) after paragraph (c) insert:

- (d) publish the proposed regional price preference policy on the local government's official website.

40. Regulation 24F amended

Delete regulation 24F(4)(b) and insert:

- (b) published on the local government's official website.

41. Regulation 30 amended

Delete regulation 30(2b) and insert:

- (2b) Details of a disposition of property under subregulation (2a) must, for a period of 1 year beginning on the day of the initial auction or tender —
 - (a) be made available for public inspection; and
 - (b) be published on the local government's official website.

**Part 9 — *Local Government (Regional Subsidiaries)*
Regulations 2017 amended**

42. Regulations amended

This Part amends the *Local Government (Regional Subsidiaries) Regulations 2017*.

43. Regulation 18 amended

Delete regulation 18(7) and (8) and insert:

- (7) The *Local Government (Administration) Regulations 1996* regulation 19B(2)(a), (b) and (e) apply in relation to a regional subsidiary as if amended by the general modifications.

Clerk of the Executive Council

LOCAL GOVERNMENT REGULATIONS AMENDMENT (CONSEQUENTIAL) REGULATIONS 2020 – EXPLANATORY NOTES

These regulations will bring into effect all of the remaining parts of the *Local Government Legislation Amendment Act 2019*, apart from the best practice standards for CEO recruitment, performance review and termination, and the new Code of Conduct which are both being drafted. (New subsection 5.88(2A) relating to publication of the financial interest register will not be enacted.)

In particular, the following sections will take effect:

Section in Amendment Act	Section in LG Act	Topic
5	1.7 and 1.8	Local and statewide public notice
13	4.39	Close of enrolments (statewide public notice)
14	4.47	Call for nominations (statewide public notice)
16	4.52	Exhibition of candidates' details (on local government website)
17	4.64	Election notice (statewide public notice)
20	5.29	Convening electors' meetings (local public notice)
24	5.50	Additional payments to employees (local public notice and publication on website)
57	5.120	Complaints officer
64	9.10	Appointment of authorised person
65	9.13	Onus of proof (authorised person)
66	9.15	Terms (authorised person)
68	9.49A	Execution of documents
74(1) and (2)	Schedule 9.3	Transitional provisions to 1995 Act (senior employee definition removed) Transitional provisions for the Amendment Act (authorised person)
Part 4	<ul style="list-style-type: none"> Caravan Parks and Camping Grounds Act 1995 Cat Act 2011 Cemeteries Act 1986 Control of Vehicles (Off-road Areas) Act 1978 Dog Act 1976 	Authorised person

For more information on these provisions refer to the Explanatory Memorandum available at

<https://www.parliament.wa.gov.au/parliament/bills.nsf/BillProgressPopup?openForm&ParentUNID=F2640B0D1523FA7C482583BC0020D468>.

Regulation	Amends	Explanation	Theme
Regulation 4	<i>Caravan Parks & Camping Grounds Regulations 1997</i> , Regulation 6	Regulation 6 is being amended to implement a more streamlined and uniform method of appointing an authorised person across multiple pieces of legislation. All appointments will now be made under section 9.10(2) of the <i>Local Government Act 1995</i> . The CEO will appoint a person as an "authorised person" for the purpose of exercising functions conferred under the relevant piece of legislation and identity cards will be standardised.	Reducing Red Tape Introducing Administrative Efficiencies
Regulation 5	Form 5	In addition to authorised officers appointed by the local government, the Department has the power to appoint an authorised officer under section 17(1)(a) of the <i>Caravan Parks and Camping Grounds Act 1995</i> . The 'Identity Card' in Form 5 is being modified so that it is only applicable to authorised officers appointed by the Department.	Reducing Red Tape Introducing Administrative Efficiencies
Regulations 7-10	<i>Control of Vehicles (Off-road Areas) Regulations 1979</i> , Regulation 14, 36,37 and First Schedule	All references to authorised officer are replaced by a reference to authorised person . This aligns the terminology across multiple pieces of legislation in the local government portfolio.	Introducing Administrative Efficiencies
Regulation 10	First Schedule	In addition, Form 4 is being amended to make it clear that it is not the authorised person who has the power to withdraw an infringement notice but a person authorised by the local government. (A person who issues an infringement cannot withdraw it.) Form 5 will no longer be used by local governments for the appointment of authorised persons, this having been replaced by appointment under section 9.10(2) of the <i>Local Government Act 1995</i> , thus ensuring consistency across multiple pieces of legislation. Form 5 'Certificate of appointment of Authorised Person' has been modified so it will only be used by the Minister for Local Government using the Minister's power to appoint an authorised person. The form has also been modified to require a photograph.	Reducing Red Tape Introducing Administrative Efficiencies
Regulation 12	<i>Dog Regulations 2013</i> , Regulation 35	Restatement of existing regulation 35(6) in plain English to enhance clarity. An authorised person cannot withdraw an infringement they have issued.	Drafting Improvement
Regulation 13	Form 1	Form 1 will no longer be used by local governments for the appointment of authorised persons , this having been replaced by appointment under section 9.10(2) of the <i>Local Government Act 1995</i> , thus ensuring consistency across	Introducing Administrative Efficiencies

Regulation	Amends	Explanation	Theme
		multiple pieces of legislation. Form 1 in Schedule 1 has been replaced and will be used by the local government to appoint registration officers under the <i>Dog Act 1976</i> .	
Regulation 15	<i>Local Government (Administration) Regulations 1996</i> , Regulations 3A and 3B	<p>The definition of local public notice and statewide public notice are being amended in the <i>Local Government Act 1995</i> to recognise alternative and contemporary means of communication. These have been set out in new Part 1A of the Administration Regulations to provide flexibility to respond quickly to include future contemporary communication methods as and when necessary.</p> <p>The <i>Local Government Legislation Amendment Act 2019</i> amends section 1.7 of the Local Government Act so that local public notice will be given when notice is published on the official website of the local government and in at least three of the ways set out in regulation 3A. The new forms of communicating a local public notice include publication in a newspaper or newsletters circulating generally in the district or a newspaper in the State, publication on the official website of a relevant State Government Department, circulation by email or text or posting on a local government's social media account. This would allow, for example, a tender to be posted on TendersWA, or an election notice on the WAEC website as one of the three ways.</p> <p>Notices that are posted need to remain available for at least the time specified in the Act or 7 days if no time is specified.</p> <p>The new state-wide public notice provisions incorporate all of those methods that are available as a local public notice. In addition to the requirement to publish the notice on the local government's own website, regulation 3B states that the notice must be published either in a newspaper circulating generally throughout the State or on the official website of a State government agency.</p> <p>Certain adjustments are made when it is the Electoral Commissioner who is publishing the Statewide public notice, so that the website and social media account are those of the WAEC.</p>	<p>Introducing Administrative Efficiencies</p> <p>Recognising New Technology</p>
Regulation 16	Regulation 10	Regulation 10 deals with the process to revoke or change a decision made at a council or committee meeting, under section 5.25 of the Act. The change to this regulation recognises the requirement for a special majority decision has been removed from the Act.	Introducing Administrative Efficiencies

Regulation	Amends	Explanation	Theme
Regulation 17	Regulation 11	To further the policy aims of transparency and accountability, an amendment to regulation 11 has been made to require a local government to include in the minutes all documents which are attached to a council or committee meeting agenda, except where that part of the meeting was closed to the public.	Transparency Accountability
Regulation 18	Regulations 12 and 13	<p>Regulation 12 currently provides the requirements for giving local public notice of meetings. The new regulation 12 provides for the same information to be published by the CEO of a local government on a local government's official website instead.</p> <p>Regulation 13 is being replaced to improve accessibility to information held by local government. The unconfirmed minutes of each council or committee meeting open to members of the public are to be published on the local government's official website, rather than merely being available for inspection. If the meeting is closed to members of the public, then only that part of the unconfirmed minutes that are a record of the decision(s) made at that meeting will be available on the website.</p> <p>The wording of the timeframe has been changed in Regulation 13 from business days to days to align with the rest of the Act.</p>	Transparency Recognising New Technology
Regulation 19	Regulation 14	Regulation 14 is being amended to improve accessibility to information held by local governments. The amendment provides that all notice papers , agendas, reports and other documentation produced for a local government or committee meeting must be published on the local government's official website at the time they are made available to council or committee members. This obligation will not apply, if, in the CEO's opinion, that part of the meeting to which the information refers is likely to be closed to the public.	Transparency Recognising New Technology
Regulation 20	Regulations 19B and 19CA	<p>Existing regulation 19B is being replaced to provide for additional information to be included in the annual report. In addition to the current requirement to report on the number of employees receiving salary over \$100,000 in \$10,000 bands, the annual report is now to include:</p> <ul style="list-style-type: none"> the amount of money the local government has paid in Standards Panel costs for hearing a complaint regarding one of its council members and any amount that the Standards Panel orders to be reimbursed to the local government by the council member; the remuneration paid or provided to the CEO; the number of council and committee meetings attended by each council member; and diversity data, including age ranges for council members. 	Transparency Accountability

Regulation	Amends	Explanation	Theme
		The requirement to provide details of modifications to the strategic community plan and corporate business plan, where significant, made during the financial year has been moved from regulation 19CA (which is being deleted) to be included in 19B.	
Regulation 21	Regulation 19D	The method by which the public has access to the strategic community plan in regulation 19D is being updated. The local government is to publish its strategic community plan on its official website. Local public notice is still required to be given of the adoption or modification of the plan.	Transparency Recognising New Technology
Regulation 22	Regulation 29	<p>The information to be available for public inspection under regulation 29 is being amended to recognise that it is available in other forms.</p> <p>As regulation 12 of the <i>Local Government (Rules of Conduct) Regulations 2007</i> was deleted as part of the reforms introduced by the <i>Local Government Regulations Amendment (Gifts) Regulations 2019</i>, the redundant reference in sub regulation 29(1)(baa) is being deleted. The Act requires the gift register to be made available on the local government's website.</p> <p>Regulation 13 is being amended (see above) to provide that the unconfirmed minutes of each Council or Committee meeting that is open to the public is to be published on the local government's official website. The requirement in sub regulation 29(1)(c) is consequently unnecessary.</p> <p>As regulation 14 is being amended (see above) to require notice papers, agendas, reports and other documentation produced for a local government or committee meeting to be published on the local government's official website, the requirement in sub regulation 29(1)(d) is unnecessary and is being deleted.</p> <p>Since sub regulations 29(2)-(3) relate expressly to sub regulations 29(1)(c) and 29(1)(d) above then they are also being deleted.</p>	Reducing Red Tape Introducing Administrative Efficiencies
Regulation 23	Regulation 29A	<p>Section 5.95(5) of the <i>Local Government Act 1995</i> was deleted by section 46(2) of the <i>Local Government Legislation Amendment Act 2019</i>, removing the requirement to make the contract of a CEO or a Senior Employee available for inspection. As a consequence, regulation 29A(1) is being deleted.</p> <p>Instead the remuneration paid or provided to the CEO is to be disclosed in the annual report (see 19B above).</p>	Reducing Red Tape
Regulation 24	Regulations 29C and 29D	New regulation 29C imposes an obligation on the CEO of a local government to publish information on the local government official website (in addition to that	Transparency

Regulation	Amends	Explanation	Theme
		<p>information in section 5.96A(1) of the <i>Local Government Act 1995</i>). The additional information includes –</p> <ul style="list-style-type: none"> Any adverse recommendation from an inquiry by an authorised person under section 8.13; Any adverse finding or recommendation made by an oversight body being the Corruption and Crime Commission, Public Sector Commissioner, State Administrative Tribunal, an Inquiry Panel, the standards panel or a Royal Commission, against the local government, the council, a council member or the CEO, once this is made available to the public; Current and previous versions of policies that relate to the deciding of applications made to the local government; The name of each council member who has lodged a primary or annual return for the financial year; The position of each employee who has lodged a primary or annual return for the financial year (the returns themselves will not be published); and The type and amount or value of fees, expenses and allowances paid to each council member, mayor or president during the financial year. These will need to be detailed by person and type. <p>Regulation 29C also includes timeframes for each class of information to be published on the local government's official website.</p> <p>New regulation 29D specifies the period for which information must be kept on the local government's official website. The following documents must be retained for a period of not less than 5 years beginning on the day the information is first published:</p> <ul style="list-style-type: none"> The annual report; The annual budget Confirmed minutes of council and committee meetings; Minutes of electors' meetings; Notice papers, agendas, reports and other documents tabled or produced at council or committee meetings except where these were closed to the public; and The information listed in 29C above. <p>There is no requirement for local governments to publish the material listed above for years before these provisions come into effect.</p>	<p>Accountability</p> <p>Recognising New Technology</p>

Regulation	Amends	Explanation	Theme
Regulation 25	Regulation 34B	Regulation 34B sets out the gift provisions for employees . The amendment removes the CEO from the definition of an “ employee ”. The CEO is now captured under the gift provisions applying to council members contained in the Act.	Accountability
Regulation 27	<i>Local Government (Elections) Regulations 1997</i> Regulation 30G	Regulation 30G requires the CEO of a local government to establish and maintain an electoral gift register . The amendment requires the CEO to publish an up-to-date version of the electoral gift register on the local government’s official website. Rather than the full address, only the town or suburb of an individual is to be published.	Transparency Accountability Recognising New Technology
Regulation 28	Regulation 30I	The definition of publish is being updated. This relates to electoral gift registers.	Drafting improvement
Regulation 29	Regulation 43	A minor amendment is being made to regulation 43(1)(ba) to correct the reference to electoral gift register .	Drafting improvement
Regulation 30	Regulation 73	Regulation 73 deals with the adjournment or postponement of a poll . The changes require that the notice of adjournment or postponement is to be published on the local government’s official website for at least 3 days. If the local public notice is published on another (government) website, a notice board or using social media, it must also be posted for at least 3 days.	Transparency Recognising New Technology
Regulation 32	<i>Local Government (Financial Management) Regulations 1996</i> Regulation 27	Regulation 27 sets out a list of notes to be included with the annual budget of a local government. Point (l) is being amended to clarify that itemised information in relation to the fees, expenses and allowances paid to each council member and mayor or president is required.	Transparency Accountability
Regulation 33	Regulation 44	Regulation 44 requires information about fees, expenses and allowances paid to council members, the mayor or the president to be included in the annual financial report . The amendment provides clarity that itemised information is required for each council member and mayor or president, rather than total figures.	Transparency Accountability
Regulation 35	<i>Local Government (Functions and General) Regulations 1996</i> Regulation 15	Regulation 15 deals with the minimum time public tenders are required to be open. The amendment specifies that the closing date for submission of tenders will be at least 14 days after notice is published on the local government’s official website and in the 3 other ways it is advertised under the public notice provisions. The latest publication date will determine the start of the 14 days.	Accountability Recognising New Technology

Regulation	Amends	Explanation	Theme
		If a list of acceptable tenderers is being invited to submit tenders, the 14 days commences from the date notice was given to the last potential tenderer.	
Regulation 36	Regulation 17	Regulation 17 provides for a tenders register to be kept by the CEO of a local government and for this to be available for public inspection. The CEO will now be required to also publish the tenders register on the local government's official website.	Transparency Recognising New Technology
Regulation 37	Regulation 22	Regulation 22 sets out the minimum time that must be provided for submitting an expression of interest to quote for a contract to supply goods or services to a local government. The 14 days will start from the last of publication on the local government's official website or any of the other 3 ways notice must be given.	Accountability Recognising New Technology
Regulation 38	Regulation 24AE	Regulation 24AE sets the minimum time to be allowed for submitting an application to join a panel of pre-qualified suppliers of particular goods or services. The 14 days will start from the last of publication on the local government's official website or any of the other 3 ways notice must be given.	Accountability Recognising New Technology
Regulation 39	Regulation 24E	Regulation 24E deals with regional price preference policies . The amendment will require the proposed regional price preference policy to be published on the local government's official website.	Transparency Recognising New Technology
Regulation 40	Regulation 24F	Regulation 24F deals with the adoption of a regional price preference policy . The amendment will require the local government to publish a copy of the adopted policy on their official website.	Transparency Recognising New Technology
Regulation 41	Regulation 30	Regulation 30 deals with disposal of property (including land) that is excluded from the application of section 3.58 'Disposing of property' in the <i>Local Government Act 1995</i> . Regulation 30(2a) deals with a disposition of property that is an exempt disposition because it has been disposed of within 6 months of a public tender or auction process. Currently information on the disposal of property under regulation 30(2a) is to be made available for public inspection for at least 12 months. This amendment extends this to also require the publication of details of this disposal on the local government's official website.	Transparency Recognising New Technology

Regulation	Amends	Explanation	Theme
Regulation 43	<i>Local Government (Regional Subsidiaries) Regulations 2017</i> Regulation 18	The effect of this amendment is to require a regional subsidiary to report on the salary bands of employees receiving \$100,000 or more, and the remuneration of the CEO.	Transparency Accountability

20 May 2020

Sheryl Siekierka
Director – Strategic Initiatives
Planning and Service Delivery
Department of Local Government, Sport and Cultural Industries
246 Vincent Street, Leederville
WA 6007

Dear Sheryl,

Local Government Consequential Regulations

Thank you for the opportunity to comment on the consultation draft and the explanatory notes of the *Local Government Regulations Amendment (Consequential) Regulations 2020*.

Please see LG Professionals WA's feedback as outlined in the explanatory notes on the following pages. Our feedback is in relation to the following regulations:

- Regulation 15 (amending *Local Government (Administration) Regulations 1996*, Regulations 3A and 3B)
- Regulation 17 (amending Regulation 11)
- Regulation 20 (amending Regulations 19B and 19CA)
- Regulation 24 (amending Regulations 29C and 29D)
- Regulation 36 (amending Regulation 17)
- Regulation 47 (amending *Local Government (Regional Subsidiaries) Regulations 2017* Regulation 18)

Please contact me should you wish to further discuss any the above.

Kind regards,



Candy Choo
Chief Executive Officer
Local Government Professionals Australia WA

LOCAL GOVERNMENT REGULATIONS AMENDMENT (CONSEQUENTIAL) REGULATIONS 2020 – EXPLANATORY NOTES

These regulations will bring into effect all of the remaining parts of the *Local Government Legislation Amendment Act 2019*, apart from the best practice standards for CEO recruitment, performance review and termination, and the new Code of Conduct which are both being drafted. (New subsection 5.88(2A) relating to publication of the financial interest register will not be enacted.)

In particular, the following sections will take effect:

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17	4.64	Election notice (statewide public notice)
20	5.29	Convening electors' meetings (local public notice)
24	5.50	Additional payments to employees (local public notice and publication on website)
57	5.120	Complaints officer
64	9.10	Appointment of authorised person
65	9.13	Onus of proof (authorised person)
66	9.15	Terms (authorised person)
68	9.49A	Execution of documents
74(1) and (2)	Schedule 9.3	Transitional provisions to 1995 Act (senior employee definition removed) Transitional provisions for the Amendment Act (authorised person)
Part 4	<ul style="list-style-type: none"> Caravan Parks and Camping Grounds Act 1995 Cat Act 2011 Cemeteries Act 1986 Control of Vehicles (Off-road Areas) Act 1978 Dog Act 1976 	Authorised person

For more information on these provisions refer to the Explanatory Memorandum available at

<https://www.parliament.wa.gov.au/parliament/bills.nsf/BillProgressPopup?openForm&ParentUNID=F2640B0D1523FA7C482583BC0020D468>.

Regulation	Amends	Explanation	Theme	LG Professionals WA Feedback
Regulation 4	<i>Caravan Parks & Camping Grounds Regulations 1997</i> , Regulation 6	Regulation 6 is being amended to implement a more streamlined and uniform method of appointing an authorised person across multiple pieces of legislation. All appointments will now be made under section 9.10(2) of the <i>Local Government Act 1995</i> . The CEO will appoint a person as an “authorised person” for the purpose of exercising functions conferred under the relevant piece of legislation and identity cards will be standardised.	Reducing Red Tape Introducing Administrative Efficiencies	
Regulation 5	Form 5	In addition to authorised officers appointed by the local government, the Department has the power to appoint an authorised officer under section 17(1)(a) of the <i>Caravan Parks and Camping Grounds Act 1995</i> . The ‘Identity Card’ in Form 5 is being modified so that it is only applicable to authorised officers appointed by the Department.	Reducing Red Tape Introducing Administrative Efficiencies	
Regulations 7-10	<i>Control of Vehicles (Off-road Areas) Regulations 1979</i> , Regulation 14, 36,37 and First Schedule	All references to authorised officer are replaced by a reference to authorised person . This aligns the terminology across multiple pieces of legislation in the local government portfolio.	Introducing Administrative Efficiencies	
Regulation 10	First Schedule	In addition, Form 4 is being amended to make it clear that it is not the authorised person who has the power to withdraw an infringement notice but a person authorised by the local government. (A person who issues an infringement cannot withdraw it.) Form 5 will no longer be used by local governments for the appointment of authorised persons, this having been replaced by appointment under section 9.10(2) of the <i>Local Government Act 1995</i> , thus ensuring consistency across multiple pieces of legislation. Form 5 ‘Certificate of appointment of Authorised Person’ has been modified so it will only be used by the Minister for Local Government using the Minister’s power to appoint an authorised person. The form has also been modified to require a photograph.	Reducing Red Tape Introducing Administrative Efficiencies	

Regulation	Amends	Explanation	Theme	LG Professionals WA Feedback
Regulation 12	<i>Dog Regulations 2013, Regulation 35</i>	Restatement of existing regulation 35(6) in plain English to enhance clarity. An authorised person cannot withdraw an infringement they have issued.	Drafting Improvement	
Regulation 13	Form 1	Form 1 will no longer be used by local governments for the appointment of authorised persons , this having been replaced by appointment under section 9.10(2) of the <i>Local Government Act 1995</i> , thus ensuring consistency across multiple pieces of legislation. Form 1 in Schedule 1 has been replaced and will be used by the local government to appoint registration officers under the <i>Dog Act 1976</i> .	Introducing Administrative Efficiencies	
Regulation 15	<i>Local Government (Administration) Regulations 1996, Regulations 3A and 3B</i>	<p>The definition of local public notice and statewide public notice are being amended in the <i>Local Government Act 1995</i> to recognise alternative and contemporary means of communication. These have been set out in new Part 1A of the Administration Regulations to provide flexibility to respond quickly to include future contemporary communication methods as and when necessary.</p> <p>The <i>Local Government Legislation Amendment Act 2019</i> amends section 1.7 of the Local Government Act so that local public notice will be given when notice is published on the official website of the local government and in at least three of the ways set out in regulation 3A. The new forms of communicating a local public notice include publication in a newspaper or newsletters circulating generally in the district or a newspaper in the State, publication on the official website of a relevant State Government Department, circulation by email or text or posting on a local government's social media account. This would allow, for example, a tender to be posted on TendersWA, or an election notice on the WAEC website as one of the three ways.</p> <p>Notices that are posted need to remain available for at least the time specified in the Act or 7 days if no time is specified.</p>	<p>Introducing Administrative Efficiencies</p> <p>Recognising New Technology</p>	Under Regulation 3A(2)(d), please provide clarification of the process to have materials published on the official website of the Department or other State Agency. In addition, if the Department or other State Agency for reasons does not publish the materials timely and as requested, what level of responsibility does the local government have to rectify this?

Regulation	Amends	Explanation	Theme	LG Professionals WA Feedback
		<p>The new state-wide public notice provisions incorporate all of those methods that are available as a local public notice. In addition to the requirement to publish the notice on the local government's own website, regulation 3B states that the notice must be published either in a newspaper circulating generally throughout the State or on the official website of a State government agency.</p> <p>Certain adjustments are made when it is the Electoral Commissioner who is publishing the Statewide public notice, so that the website and social media account are those of the WAEC.</p>		
Regulation 16	Regulation 10	Regulation 10 deals with the process to revoke or change a decision made at a council or committee meeting, under section 5.25 of the Act. The change to this regulation recognises the requirement for a special majority decision has been removed from the Act.	Introducing Administrative Efficiencies	
Regulation 17	Regulation 11	To further the policy aims of transparency and accountability, an amendment to regulation 11 has been made to require a local government to include in the minutes all documents which are attached to a council or committee meeting agenda, except where that part of the meeting was closed to the public.	Transparency Accountability	<p>Seeking clarification from the Department regarding the scanning of payment of accounts? Recently the Department advised that making such information public could attract fraudulent and scamming activities.</p> <p>If the advice from the Department is that scanning of payment of accounts is not recommended for this reason, then appropriate amendments will need to be made to the Local Government (Financial Management) Regulations 1996 13(2).</p>
Regulation 18	Regulations 12 and 13	<p>Regulation 12 currently provides the requirements for giving local public notice of meetings. The new regulation 12 provides for the same information to be published by the CEO of a local government on a local government's official website instead.</p> <p>Regulation 13 is being replaced to improve accessibility to information held by local government. The unconfirmed minutes of each council or committee meeting open to members of the public are to be published on the local</p>	Transparency Recognising New Technology	

Regulation	Amends	Explanation	Theme	LG Professionals WA Feedback
		<p>government's official website, rather than merely being available for inspection. If the meeting is closed to members of the public, then only that part of the unconfirmed minutes that are a record of the decision(s) made at that meeting will be available on the website.</p> <p>The wording of the timeframe has been changed in Regulation 13 from business days to days to align with the rest of the Act.</p>		
Regulation 19	Regulation 14	Regulation 14 is being amended to improve accessibility to information held by local governments. The amendment provides that all notice papers , agendas, reports and other documentation produced for a local government or committee meeting must be published on the local government's official website at the time they are made available to council or committee members. This obligation will not apply, if, in the CEO's opinion, that part of the meeting to which the information refers is likely to be closed to the public.	Transparency Recognising New Technology	
Regulation 20	Regulations 19B and 19CA	<p>Existing regulation 19B is being replaced to provide for additional information to be included in the annual report. In addition to the current requirement to report on the number of employees receiving salary over \$100,000 in \$10,000 bands, the annual report is now to include:</p> <ul style="list-style-type: none"> the amount of money the local government has paid in Standards Panel costs for hearing a complaint regarding one of its council members and any amount that the Standards Panel orders to be reimbursed to the local government by the council member; the remuneration paid or provided to the CEO; the number of council and committee meetings attended by each council member; and diversity data, including age ranges for council members. <p>The requirement to provide details of modifications to the strategic community plan and corporate business plan,</p>	Transparency Accountability	<p>Regarding the requirement to report on the number of employees receiving salary over \$100,000 in \$10,000 bands, LG Professionals WA expresses its concern regarding the purpose of the threshold and retaining it at its current value.</p> <p>This \$100,000 threshold was set as a high salary reporting threshold in 2005 and had remained unchanged (15 years later) at that level despite wages in Western Australia and Australia generally having grown significantly since that time. If this reporting threshold had been indexed annually using the wage price index, it would have been approximately \$159,000 in 2016/17.</p> <p>If average weekly earnings growth was used instead, the reporting threshold would have been \$190,000 in 2016/17, reflecting the 70% rise in average weekly earnings in Western Australia since 2005.</p>

Regulation	Amends	Explanation	Theme	LG Professionals WA Feedback
		where significant, made during the financial year has been moved from regulation 19CA (which is being deleted) to be included in 19B.		<p>The full-time adult average weekly Australian total earnings in November 2019 was \$1,722.80. Annualised, this translates to approximately \$89,585.60.</p> <p>Full-time adult average weekly Australian total earnings (public sector) in November 2019 was \$1,867.80. Annualised, this translates to approximately \$97,125.60.</p> <p>If the purpose of the State Government is to provide transparency with regard 'high' salaries paid at a local government the benchmark needs to be amended to reflect current salaries taking into account the WPI or earnings growth over time. For this purpose, LG Professionals WA proposes the amended benchmark to be \$160,000, and not what is considered to be reporting on those employees that simply exceed an ambit threshold only 10% more than the current Australian adult average weekly total earnings.</p> <p>Should it be deemed that this level of reporting provides a level of transparency and accountability to the community the State Government must consider the adoption of a similar approach to ensure there is alignment and consistency in government reporting. The community would benefit greatly from a holistic approach to transparency starting at the top.</p>
Regulation 21	Regulation 19D	The method by which the public has access to the strategic community plan in regulation 19D is being updated. The local government is to publish its strategic community plan on its official website. Local public notice is still required to be given of the adoption or modification of the plan.	Transparency Recognising New Technology	
Regulation 22	Regulation 29	<p>The information to be available for public inspection under regulation 29 is being amended to recognise that it is available in other forms.</p> <p>As regulation 12 of the <i>Local Government (Rules of Conduct) Regulations 2007</i> was deleted as part of the</p>	Reducing Red Tape Introducing Administrative Efficiencies	

Regulation	Amends	Explanation	Theme	LG Professionals WA Feedback
		<p>reforms introduced by the <i>Local Government Regulations Amendment (Gifts) Regulations 2019</i>, the redundant reference in sub regulation 29(1)(baa) is being deleted. The Act requires the gift register to be made available on the local government's website.</p> <p>Regulation 13 is being amended (see above) to provide that the unconfirmed minutes of each Council or Committee meeting that is open to the public is to be published on the local government's official website. The requirement in sub regulation 29(1)(c) is consequently unnecessary.</p> <p>As regulation 14 is being amended (see above) to require notice papers, agendas, reports and other documentation produced for a local government or committee meeting to be published on the local government's official website, the requirement in sub regulation 29(1)(d) is unnecessary and is being deleted.</p> <p>Since sub regulations 29(2)-(3) relate expressly to sub regulations 29(1)(c) and 29(1)(d) above then they are also being deleted.</p>		
Regulation 23	Regulation 29A	<p>Section 5.95(5) of the <i>Local Government Act 1995</i> was deleted by section 46(2) of the <i>Local Government Legislation Amendment Act 2019</i>, removing the requirement to make the contract of a CEO or a Senior Employee available for inspection. As a consequence, regulation 29A(1) is being deleted.</p> <p>Instead the remuneration paid or provided to the CEO is to be disclosed in the annual report (see 19B above).</p>	Reducing Red Tape	
Regulation 24	Regulations 29C and 29D	<p>New regulation 29C imposes an obligation on the CEO of a local government to publish information on the local government official website (in addition to that information in section 5.96A(1) of the <i>Local Government Act 1995</i>). The additional information includes –</p> <ul style="list-style-type: none"> Any adverse recommendation from an inquiry by an authorised person under section 8.13; 	Transparency Accountability Recognising New Technology	In relation to 29C (2)(c), seeking clarification of the purpose of publishing previous version of policies. Having out of date policies in circulation could cause significant confusion. Previous versions of policies can be provided by the local government upon request.

Regulation	Amends	Explanation	Theme	LG Professionals WA Feedback
		<ul style="list-style-type: none"> Any adverse finding or recommendation made by an oversight body being the Corruption and Crime Commission, Public Sector Commissioner, State Administrative Tribunal, an Inquiry Panel, the standards panel or a Royal Commission, against the local government, the council, a council member or the CEO, once this is made available to the public; Current and previous versions of policies that relate to the deciding of applications made to the local government; The name of each council member who has lodged a primary or annual return for the financial year; The position of each employee who has lodged a primary or annual return for the financial year (the returns themselves will not be published); and The type and amount or value of fees, expenses and allowances paid to each council member, mayor or president during the financial year. These will need to be detailed by person and type. <p>Regulation 29C also includes timeframes for each class of information to be published on the local government's official website.</p> <p>New regulation 29D specifies the period for which information must be kept on the local government's official website. The following documents must be retained for a period of not less than 5 years beginning on the day the information is first published:</p> <ul style="list-style-type: none"> The annual report; The annual budget Confirmed minutes of council and committee meetings; Minutes of electors' meetings; Notice papers, agendas, reports and other documents tabled or produced at council or committee meetings except where these were closed to the public; and The information listed in 29C above. 		

Regulation	Amends	Explanation	Theme	LG Professionals WA Feedback
		There is no requirement for local governments to publish the material listed above for years before these provisions come into effect.		
Regulation 25	Regulation 34B	Regulation 34B sets out the gift provisions for employees . The amendment removes the CEO from the definition of an “ employee ”. The CEO is now captured under the gift provisions applying to council members contained in the Act.	Accountability	
Regulation 27	<i>Local Government (Elections) Regulations 1997</i> Regulation 30G	Regulation 30G requires the CEO of a local government to establish and maintain an electoral gift register . The amendment requires the CEO to publish an up-to-date version of the electoral gift register on the local government’s official website. Rather than the full address, only the town or suburb of an individual is to be published.	Transparency Accountability Recognising New Technology	
Regulation 28	Regulation 30I	The definition of publish is being updated. This relates to electoral gift registers.	Drafting improvement	
Regulation 29	Regulation 43	A minor amendment is being made to regulation 43(1)(ba) to correct the reference to electoral gift register .	Drafting improvement	
Regulation 30	Regulation 73	Regulation 73 deals with the adjournment or postponement of a poll . The changes require that the notice of adjournment or postponement is to be published on the local government’s official website for at least 3 days. If the local public notice is published on another (government) website, a notice board or using social media, it must also be posted for at least 3 days.	Transparency Recognising New Technology	
Regulation 32	<i>Local Government (Financial Management) Regulations 1996</i> Regulation 27	Regulation 27 sets out a list of notes to be included with the annual budget of a local government. Point (I) is being amended to clarify that itemised information in relation to the fees, expenses and allowances paid to each council member and mayor or president is required.	Transparency Accountability	

Regulation	Amends	Explanation	Theme	LG Professionals WA Feedback
Regulation 33	Regulation 44	Regulation 44 requires information about fees, expenses and allowances paid to council members, the mayor or the president to be included in the annual financial report . The amendment provides clarity that itemised information is required for each council member and mayor or president, rather than total figures.	Transparency Accountability	
Regulation 35	<i>Local Government (Functions and General) Regulations 1996</i> Regulation 15	Regulation 15 deals with the minimum time public tenders are required to be open. The amendment specifies that the closing date for submission of tenders will be at least 14 days after notice is published on the local government's official website and in the 3 other ways it is advertised under the public notice provisions. The latest publication date will determine the start of the 14 days. If a list of acceptable tenderers is being invited to submit tenders, the 14 days commences from the date notice was given to the last potential tenderer.	Accountability Recognising New Technology	
Regulation 36	Regulation 17	Regulation 17 provides for a tenders register to be kept by the CEO of a local government and for this to be available for public inspection. The CEO will now be required to also publish the tenders register on the local government's official website.	Transparency Recognising New Technology	Seeking clarification as to what is a reasonable timeline for this register to be updated and what is the content of the register.
Regulation 37	Regulation 22	Regulation 22 sets out the minimum time that must be provided for submitting an expression of interest to quote for a contract to supply goods or services to a local government. The 14 days will start from the last of publication on the local government's official website or any of the other 3 ways notice must be given.	Accountability Recognising New Technology	
Regulation 38	Regulation 24AE	Regulation 24AE sets the minimum time to be allowed for submitting an application to join a panel of pre-qualified suppliers of particular goods or services. The 14 days will start from the last of publication on the local government's official website or any of the other 3 ways notice must be given.	Accountability Recognising New Technology	

Regulation	Amends	Explanation	Theme	LG Professionals WA Feedback
Regulation 39	Regulation 24E	Regulation 24E deals with regional price preference policies . The amendment will require the proposed regional price preference policy to be published on the local government's official website.	Transparency Recognising New Technology	
Regulation 40	Regulation 24F	Regulation 24F deals with the adoption of a regional price preference policy . The amendment will require the local government to publish a copy of the adopted policy on their official website.	Transparency Recognising New Technology	
Regulation 41	Regulation 30	Regulation 30 deals with disposal of property (including land) that is excluded from the application of section 3.58 'Disposing of property' in the <i>Local Government Act 1995</i> . Regulation 30(2a) deals with a disposition of property that is an exempt disposition because it has been disposed of within 6 months of a public tender or auction process. Currently information on the disposal of property under regulation 30(2a) is to be made available for public inspection for at least 12 months. This amendment extends this to also require the publication of details of this disposal on the local government's official website.	Transparency Recognising New Technology	
Regulation 43	<i>Local Government (Regional Subsidiaries) Regulations 2017</i> Regulation 18	The effect of this amendment is to require a regional subsidiary to report on the salary bands of employees receiving \$100,000 or more, and the remuneration of the CEO.	Transparency Accountability	Same as previous comments in relation to employee's salary, this number should be increased to \$160,000 reflecting the increase in Wage Price Index over the last 15 years.

Local Government Regulations Amendment (Consequential) Regulations 2020

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Caravan Parks and Camping Grounds Act 1995
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Local Government Regulations Amendment (Consequential) Regulations 2020

Made by the in Executive Council.

Part 1 — Preliminary

1. Citation

These regulations are the *Local Government Regulations Amendment (Consequential) Regulations 2020*.

2. Commencement

These regulations come into operation as follows —

- (a) Part 1 — on the day on which these regulations are published in the *Gazette*;
- (b) the rest of the regulations — on the day on which the *Local Government Legislation Amendment Act 2019* sections 5, 13, 14, 16, 17, 20, 24, 57, 64 to 66, 68, 74(1) and (2) and Part 4 come into operation.

**Part 2 — *Caravan Parks and Camping Grounds
Regulations 1997* amended**

3. Regulations amended

This Part amends the *Caravan Parks and Camping Grounds Regulations 1997*.

4. Regulation 6 replaced

Delete regulation 6 and insert:

6. Performance of local government functions by authorised persons

A function conferred on a local government by these regulations may be performed by an authorised person appointed under the *Local Government Act 1995* section 9.10(2) for the purposes of the Act or these regulations.

5. Schedule 1 amended

- (1) In Schedule 1 delete the List of Forms.
- (2) Delete the reference before the heading to Schedule 1 Form 1 and insert:

[r. 43, 46, 63, 64 and 68.]

- (3) In Schedule 1 Form 5:

- (a) delete the passage that begins with “Department” and ends with “government].” and insert:

Department of Local Government, Sport and Cultural Industries.

- (b) delete “* Delete whichever is not applicable.”.

Consultation Draft

**Part 3 — *Control of Vehicles (Off-road Areas)*
Regulations 1979 amended**

6. Regulations amended

This Part amends the *Control of Vehicles (Off-road Areas) Regulations 1979*.

7. Regulation 14 amended

In regulation 14:

- (a) delete “officer” and insert:

person

- (b) delete “he” and insert:

the authorised person

Note: The heading to amended regulation 14 is to read:

**Authorised person may seize and take possession of number
plates**

8. Regulation 36 amended

In regulation 36:

- (a) delete “he is an authorised officer” and insert:

the person is an authorised person

- (b) delete “his” and insert:

the person’s

9. Regulation 37 amended

In regulation 37(a) delete “officer” and insert:

person

Note: The heading to amended regulation 37 is to read:

**Certificates of appointment and notices prohibiting use of
vehicles**

10. First Schedule amended

In the First Schedule:

- (a) in Form 3 delete “officer” (each occurrence) and insert:

person

- (b) in Form 4 delete “authorised officer” and insert:

person authorised by the local government

**Local Government Regulations Amendment (Consequential)
Regulations 2020**

Part 3 Control of Vehicles (Off-road Areas) Regulations 1979
amended

r. 10

(c) delete Form 5 and insert:

Form 5

<p>WESTERN AUSTRALIA</p> <p><i>Control of Vehicles (Off-road Areas) Act 1978</i></p> <p>CERTIFICATE OF APPOINTMENT OF AUTHORISED PERSON</p>	
<div style="border: 1px solid black; height: 150px; margin-bottom: 10px;"></div> <p>[Photograph of authorised person]</p>	<p>This is to certify that [name of authorised person] whose signature appears below has been appointed by the Minister for Local Government as an authorised person under the <i>Control of Vehicles (Off—road Areas) Act 1978</i>, and that the area of jurisdiction entrusted to the person under that Act is</p> <p>.....</p> <p style="text-align: center;">Signature (authorised person)</p> <p>.....</p>
Signature (Minister for Local Government)	Date

(d) in Form 7 delete “officer” (each occurrence) and insert:
person

Part 4 — *Dog Regulations 2013* amended

11. Regulations amended

This Part amends the *Dog Regulations 2013*.

12. Regulation 35 amended

Delete regulation 35(6) and insert:

- (6) An authorised person who serves an infringement notice under subregulation (1) cannot withdraw the infringement notice on behalf of the local government under subregulation (5).

r. 13

13. Schedule 1 Form 1 replaced

Delete Schedule 1 Form 1 and insert:

Form 1

[r. 14]

<i>Dog Act 1976 s. 11(3)</i> Certificate of authorisation	
(1) _____	
<div style="border: 1px solid black; height: 100px; margin-bottom: 10px;"></div> [Photograph of authorised person]	This is to certify that ⁽²⁾ _____ has been appointed by the ⁽¹⁾ _____ _____ to exercise the powers of a registration officer in accordance with the provisions of the <i>Dog Act 1976</i> .
Signed _____ CEO of the ⁽¹⁾ _____	
_____ Signature of authorised person	_____ Date

Insert:

- (1) name of local government;
- (2) name of authorised person.

Note: The heading to regulation 14 is to read:

Certificates of authorisation

Part 5 — *Local Government (Administration)*
***Regulations 1996* amended**

14. Regulations amended

This Part amends the *Local Government (Administration) Regulations 1996*.

15. Part 1A inserted

After regulation 3 insert:

Part 1A — Public notices

3A. Requirements for local public notice (Act s. 1.7)

- (1) For the purposes of section 1.7(a), notice of a matter must be published on the local government's official website for —
 - (a) the period specified in or under the Act in relation to the notice; or
 - (b) if no period is specified in relation to the notice — a period of not less than 7 days.
- (2) For the purposes of section 1.7(b), each of the following ways of giving notice of a matter is prescribed —
 - (a) publication in a newspaper circulating generally in the State;
 - (b) publication in a newspaper circulating generally in the district;
 - (c) publication in 1 or more newsletters circulating generally in the district;
 - (d) publication on the official website of the Department or another State agency, as appropriate having regard to the nature of the

r. 15

matter and the persons likely to be affected by it, for —

- (i) the period specified in or under the Act in relation to the notice; or
 - (ii) if no period is specified in relation to the notice — a period of not less than 7 days;
- (e) circulation by the local government by email, text message or similar electronic means, as appropriate having regard to the nature of the matter and the persons likely to be affected by it;
- (f) exhibition on a notice board at the local government offices and each local government library in the district for —
 - (i) the period specified in or under the Act in relation to the notice; or
 - (ii) if no period is specified in relation to the notice — a period of not less than 7 days;
- (g) posting on a social media account administered by the local government for —
 - (i) the period specified in or under the Act in relation to the notice; or
 - (ii) if no period is specified in relation to the notice — a period of not less than 7 days.

**3B. Requirements for Statewide public notice
(Act s. 1.8)**

- (1) For the purposes of section 1.8, one of the ways in which Statewide public notice of a matter must be given is the way prescribed in regulation 3A(2)(a) or (d).

- (2) If Statewide public notice of a matter is required to be given by the Electoral Commissioner —
- (a) regulation 3A(2)(e) applies in relation to the Electoral Commissioner as if the reference to circulation by the local government by email, text message or similar electronic means were a reference to circulation by the Electoral Commissioner by email, text message or similar electronic means; and
 - (b) regulation 3A(2)(g) applies in relation to the Electoral Commissioner as if the reference to posting on a social media account administered by the local government were a reference to posting on a social media account administered by the Electoral Commissioner.

16. Regulation 10 amended

Delete regulation 10(2) and insert:

- (2) If a decision is made at a council or committee meeting, any decision to revoke or change the decision must be made by an absolute majority.

17. Regulation 11 amended

In regulation 11:

- (a) in paragraph (f) delete “interest.” and insert:
interest; and

r. 18

(b) after paragraph (f) insert:

- (g) any document attached to a council or committee meeting agenda unless the meeting or that part of the meeting to which the document refers is closed to members of the public.

18. Regulations 12 and 13 replaced

Delete regulations 12 and 13 and insert:

**12. Publishing date, time and place of meetings
(Act s. 5.25(1)(g))**

- (1) In this regulation —
meeting details means the date and time when, and the place where, a meeting is to be held.
- (2) The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —
 - (a) ordinary council meetings;
 - (b) committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.
- (3) Any change to the meeting details for a meeting referred to in subregulation (2) must be published on the local government's official website as soon as practicable after the change is made.
- (4) If a local government decides that a special meeting of the council is to be open to members of the public, the

CEO must publish the meeting details for the meeting and the purpose of the meeting on the local government's official website as soon as practicable after the decision is made.

**13. Publishing unconfirmed minutes of meetings
(Act s. 5.25(1)(i))**

- (1) The CEO must publish on the local government's official website —
 - (a) the unconfirmed minutes of each council and committee meeting open to members of the public; and
 - (b) if a council or committee meeting is closed to members of the public — that part of the unconfirmed minutes of the meeting that is a record of decisions made at the meeting.
- (2) The unconfirmed minutes of a council meeting must be published within 14 days after the meeting.
- (3) The unconfirmed minutes of a committee meeting must be published within 7 days after the meeting.

19. Regulation 14 amended

- (1) In regulation 14(1) after “public” insert:

and published on the local government's official website

- (2) In regulation 14(2) delete “Nothing in subregulation (1) entitles members of the public to inspect the information referred to in that subregulation” and insert:

Subregulation (1) does not apply

r. 20

20. Regulations 19B and 19CA replaced

Delete regulations 19B and 19CA and insert:

**19B. Information to be included in annual report
(Act s. 5.53(2)(g) and (i))**

- (1) In this regulation —
remuneration has the meaning given in the *Salaries and Allowances Act 1975* section 4(1).
- (2) For the purposes of section 5.53(2)(g) and (i), the annual report is to contain the following —
 - (a) the number of employees of the local government entitled to an annual salary of \$100 000 or more;
 - (b) the number of employees of the local government entitled to an annual salary that falls within each band of \$10 000 over \$100 000;
 - (c) any remuneration and allowances paid by the local government under Schedule 5.1 clause 9;
 - (d) any amount ordered under section 5.110(6)(b)(iv) to be paid by a person against whom a complaint was made under section 5.107(1), 5.109(1) or 5.114(1) to the local government;
 - (e) the remuneration paid or provided to the CEO during the financial year;
 - (f) the number of council and committee meetings attended by each council member;
 - (g) an overview of the gender, linguistic background and country of birth of council members;

- (h) the number of council members who are aged —
 - (i) between 18 years and 24 years; and
 - (ii) between 25 years and 34 years; and
 - (iii) between 35 years and 44 years; and
 - (iv) between 45 years and 54 years; and
 - (v) between 55 years and 64 years; and
 - (vi) over the age of 64 years;
- (i) the number of council members who identify as Aboriginal or Torres Strait Islander;
- (j) details of any modification made to a local government's strategic community plan during the financial year;
- (k) details of any significant modification made to a local government's corporate business plan during the financial year.

21. Regulation 19D replaced

Delete regulation 19D and insert:

19D. Public notice of adoption of strategic community plan

- (1) If a strategic community plan is adopted, the CEO must —
 - (a) give local public notice that the plan has been adopted; and
 - (b) publish the plan on the local government's official website.

**Local Government Regulations Amendment (Consequential)
Regulations 2020**

Part 5 Local Government (Administration) Regulations 1996
amended

r. 22

- (2) If modifications to a strategic community plan are adopted, the CEO must —
 - (a) give local public notice that modifications to the plan have been adopted; and
 - (b) publish the modified plan on the local government's official website.

22. Regulation 29 amended

- (1) Delete regulation 29(1)(baa), (c) and (d).
- (2) Delete regulation 29(2) and (3).

23. Regulation 29A amended

Delete regulation 29A(1).

24. Regulations 29C and 29D inserted

At the end of Part 7 insert:

**29C. Information to be published on official website
(Act s. 5.96A(1)(i))**

- (1) In this regulation —
 - annual return* means a return required by section 5.76;
 - oversight entity* means any of the following —
 - (a) the Corruption and Crime Commission established under the *Corruption, Crime and Misconduct Act 2003*;
 - (b) an Inquiry Panel;
 - (c) the Public Sector Commissioner;
 - (d) a Royal Commission;
 - (e) a standards panel established under section 5.122(1) or (2);

(f) the State Administrative Tribunal;

primary return means a return required by section 5.75.

- (2) For the purposes of section 5.96A(1)(i), the following information is prescribed —
- (a) any adverse recommendation made by an authorised person under section 8.13(2) and provided to the local government in respect of the local government, its council, a council member or the CEO;
 - (b) any adverse finding, recommendation or proposition made by an oversight entity and made available to the public in respect of the local government or its council, a council member or the CEO;
 - (c) an up-to-date version of each policy of the local government that relates to deciding applications made to the local government and any previous version of that policy;
 - (d) the name of each council member who lodged a primary return or annual return for a financial year;
 - (e) the position of each employee who lodged a primary return or annual return for a financial year;
 - (f) the type, and the amount or value, of any fees, expenses or allowances paid to each council member during a financial year.
- (3) An adverse recommendation referred to in subregulation (2)(a) must be published on the local government's official website within 14 days after the adverse recommendation is provided to the local government.

**Local Government Regulations Amendment (Consequential)
Regulations 2020**

Part 5 Local Government (Administration) Regulations 1996
amended

r. 24

- (4) An adverse finding, recommendation or proposition referred to in subregulation (2)(b) must be published on the local government's official website within 14 days after the finding, recommendation or proposition is made available to the public.
- (5) The information referred to in subregulation (2)(d) and (e) must be published on the local government's official website —
 - (a) if the return is lodged with the local government on or before 31 August immediately following the financial year to which the return relates — on or before 14 September immediately following the end of that financial year; or
 - (b) if the return is lodged with the local government after 31 August immediately following the financial year to which the return relates — within 14 days after the return is lodged with the local government.
- (6) The information referred to in subregulation (2)(f) must be published on the local government's official website on or before 14 July immediately following the end of the financial year to which the information relates.

29D. Period for which information to be kept on official website (Act s. 5.96A(5))

For the purposes of section 5.96A(5), a period of not less than 5 years, beginning on the day on which the information is first published on the local government's official website, is prescribed for the following information —

- (a) the annual report;
- (b) the annual budget;

- (c) confirmed minutes of council and committee meetings;
- (d) minutes of electors' meetings;
- (e) information referred to in section 5.96A(1)(h);
- (f) information referred to in regulation 29C(2).

25. Regulation 34B amended

- (1) In regulation 34B(1) insert in alphabetical order:

employee does not include the CEO;

- (2) In regulation 34B(4)(d) delete "is an employee" and insert:

accepted the gift

**Part 6 — Local Government (Elections)
Regulations 1997 amended**

26. Regulations amended

This Part amends the *Local Government (Elections) Regulations 1997*.

27. Regulation 30G amended

After regulation 30G(4) insert:

- (5) The CEO must publish an up-to-date version of the electoral gift register on the local government's official website.
- (6) The version of the electoral gift register published under subregulation (5) must not include the address of an individual included in a "disclosure of gifts" form and must instead include the town or suburb mentioned in the address.

Note: The heading to amended regulation 30G is to read:

Electoral gift register

28. Regulation 30I amended

In regulation 30I(2) delete the definition of ***publish*** and insert:

publish has the meaning that the term has in the law of tort (as modified by the *Defamation Act 2005*) relating to defamation.

29. Regulation 43 amended

In regulation 43(1)(ba) delete “gifts” and insert:

gift

30. Regulation 73 amended

Delete regulation 73(5) and insert:

- (5) The notice under subregulation (1) or (3) must be published on the local government’s official website for a period of not less than 3 days.
- (5A) If the notice under subregulation (1) or (3) is given in a way prescribed in the *Local Government (Administration) Regulations 1996* regulation 3A(2)(d), (f) or (g), the period specified in relation to the notice is not less than 3 days.

r. 31

**Part 7 — *Local Government (Financial Management)
Regulations 1996* amended**

31. Regulations amended

This Part amends the *Local Government (Financial Management) Regulations 1996*.

32. Regulation 27 amended

In regulation 27(l) delete “president —” and insert:

president, for each person —

33. Regulation 44 amended

In regulation 44 delete “include —” and insert:

include, for each person —

**Part 8 — *Local Government (Functions and General)*
Regulations 1996 amended**

34. Regulations amended

This Part amends the *Local Government (Functions and General) Regulations 1996*.

35. Regulation 15 amended

(1) Delete regulation 15(1) and insert:

- (1) If a notice under regulation 14(1) is given, the date and time referred to in regulation 14(3)(d) must be at least 14 days after the notice is —
- (a) published on the local government's official website; and
 - (b) published in at least 3 of the ways prescribed in the *Local Government (Administration) Regulations 1996* regulation 3A(2).

(2) In relation 15(2) delete “given.” and insert:

given to the person.

36. Regulation 17 amended

After regulation 17(1) insert:

- (1A) The CEO must publish the tenders register on the local government's official website.

r. 37

37. Regulation 22 amended

In regulation 22 delete the passage that begins with “is first published” and continues to the end of the regulation and insert:

is —

- (a) published on the local government’s official website; and
- (b) published in at least 3 of the ways prescribed in the *Local Government (Administration) Regulations 1996* regulation 3A(2).

38. Regulation 24AE amended

In regulation 24AE delete the passage that begins with “is first published” and continues to the end of the regulation and insert:

is —

- (a) published on the local government’s official website; and
- (b) published in at least 3 of the ways prescribed in the *Local Government (Administration) Regulations 1996* regulation 3A(2).

39. Regulation 24E amended

In regulation 24E(1):

- (a) in paragraph (c) delete “notice.” and insert:

notice; and

(b) after paragraph (c) insert:

(d) publish the proposed regional price preference policy on the local government's official website.

40. Regulation 24F amended

Delete regulation 24F(4)(b) and insert:

(b) published on the local government's official website.

41. Regulation 30 amended

Delete regulation 30(2b) and insert:

- (2b) Details of a disposition of property under subregulation (2a) must, for a period of 1 year beginning on the day of the initial auction or tender —
- (a) be made available for public inspection; and
 - (b) be published on the local government's official website.

**Part 9 — *Local Government (Regional Subsidiaries)*
Regulations 2017 amended**

42. Regulations amended

This Part amends the *Local Government (Regional Subsidiaries) Regulations 2017*.

43. Regulation 18 amended

Delete regulation 18(7) and (8) and insert:

- (7) The *Local Government (Administration) Regulations 1996* regulation 19B(2)(a), (b) and (e) apply in relation to a regional subsidiary as if amended by the general modifications.

Clerk of the Executive Council

To: All Local Governments

**From: Tony Brown
Executive Manager Governance &
Organisational Services**



Date: 3 June 2020

Priority: High

**Subject: Local Government Legislation Amendment Act 2019
- Consequential Regulations**

IN BRIEF:

Operational Area:	Governance
Key Issues:	<ul style="list-style-type: none">• The Local Government Act Legislation Amendment Act was proclaimed in July 2019• Numerous amendments to a range of associated regulations are necessary to further the object of the Act amendments.• Local Governments are requested to provide a response to WALGA by 3 July.
Action:	Feedback Requested – 3 July 2020

Background

The Local Government Legislation Amendment Act 2019 provided for numerous amendments to the Local Government Act, some of which have commenced including universal training and amendments to gift provisions.

Consequential amendments to regulations are now required to effect further change and the Department of Local Government, Sport and Cultural Industries has released the *Local Government Regulations Amendment (Consequential) Regulations 2020* for this purpose. The Department has also prepared Explanatory Notes as an aid to understanding the effect of the proposed regulations.

The Department advises that the regulations principally relate to:

- the harmonisation of the appointment of authorised persons across multiple pieces of legislation;
- local and statewide public notices; and
- improved access to information, including through publication on Local Government websites.

WALGA is pleased that the privacy concerns expressed in relation to the proposal to make publicly available primary and annual returns on websites has been noted, with only the positions of officers publicised (the returns themselves will not be published).

WALGA is conducting a consultation process and seeks feedback from Member Local Governments on the proposed regulations. Please provide any comments by **4pm Friday 3rd July 2020** to governance@walga.asn.au

For further information please contact:


Manager Governance, James McGovern on 9213 2093 or email jmcgovern@walga.asn.au or contact
Executive Manager Governance & Organisational Services, Tony Brown
on 9213 2051 or email tbrown@walga.asn.au.

SHIRE OF MINGENEW
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 May 2020

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

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11/6/20



PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 May 2020

Prepared by: Helen Sternick

Reviewed by: Jeremy Clapham

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not inconsistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 13.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

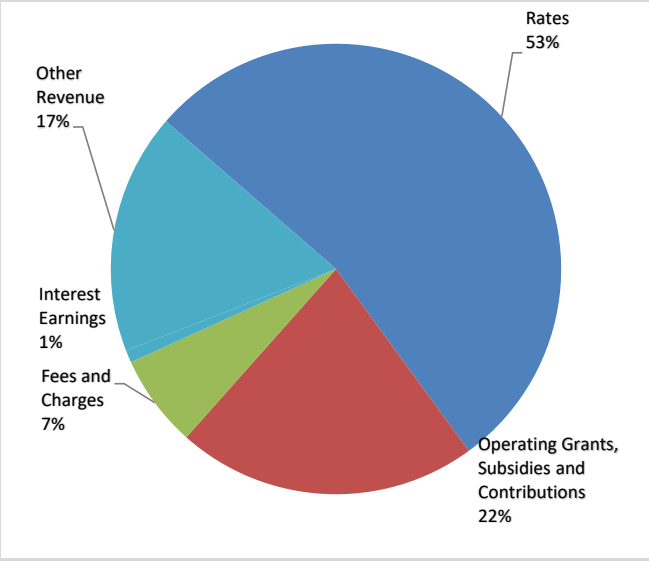
CRITICAL ACCOUNTING ESTIMATES

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

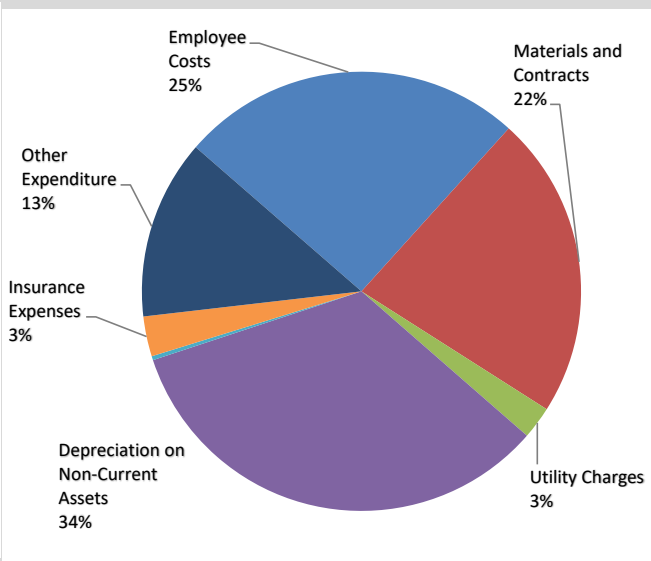
ROUNDING OFF FIGURES

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

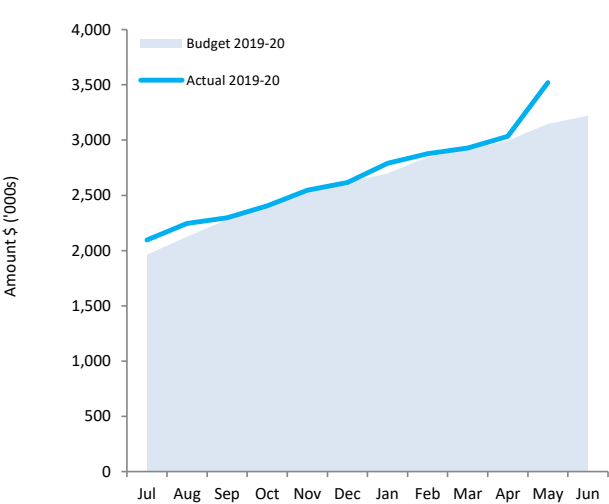
OPERATING REVENUE



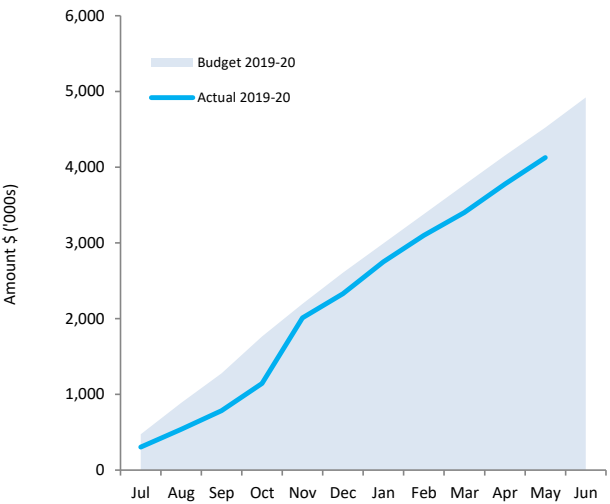
OPERATING EXPENSES



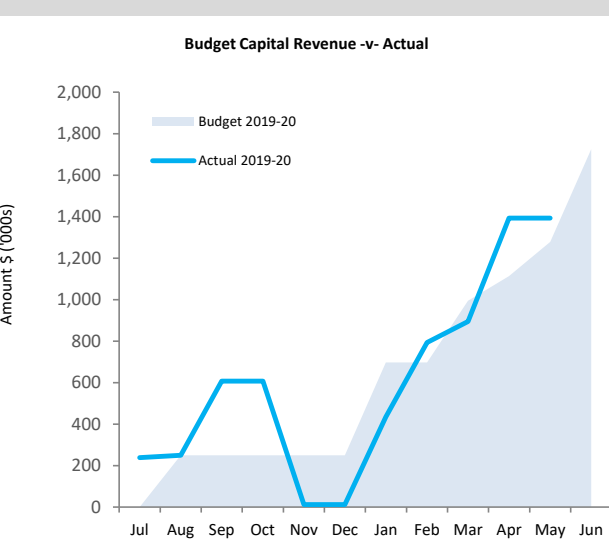
Budget Operating Revenues -v- Actual



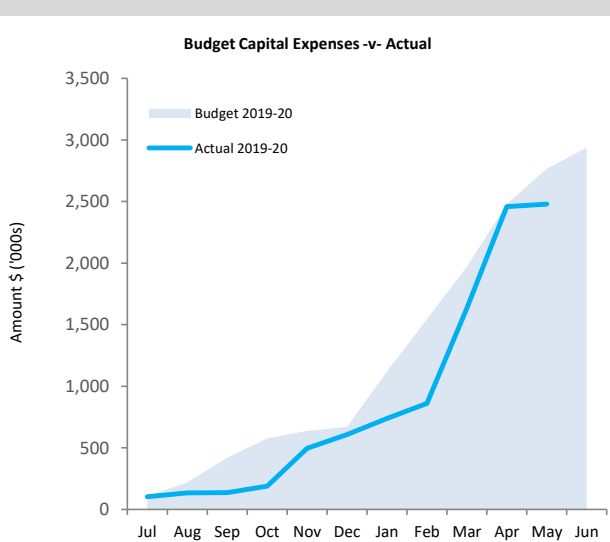
Budget Operating Expenses -v- YTD Actual



CAPITAL REVENUE



CAPITAL EXPENSES



KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MAY 2020

STATUTORY REPORTING PROGRAMS

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

GOVERNANCE	ACTIVITIES
To provide a decision making process for the efficient allocation of scarce resources.	Administration and operation of facilities and services to members of council; other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific Council services.
GENERAL PURPOSE FUNDING	
To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY	
To provide services to help ensure a safer community.	Fire prevention, animal control and safety.
HEALTH	
To provide services to help ensure a safer community.	Food quality, pest control and inspections.
EDUCATION AND WELFARE	
To meet the needs of the community in these areas.	Includes education programs, youth based activities, care of families, the aged and disabled.
HOUSING	
Provide housing services required by the community and for staff.	Maintenance of staff, aged and rental housing.
COMMUNITY AMENITIES	
Provide services required by the community.	Rubbish collection services, landfill maintenance, townsite storm water drainage control and maintenance, administration of the Town Planning Scheme and maintenance of cemeteries.
RECREATION AND CULTURE	
To establish and manage efficiently, infrastructure and resources which will help the social well being of the community.	Maintenance of halls, recreation centres and various reserves, operation of library, support of community events and matters relating to heritage.
TRANSPORT	
To provide effective and efficient transport services to the community.	Construction and maintenance of streets, roads and footpaths, cleaning and lighting of streets, roads and footpaths, traffic signs and depot maintenance.
ECONOMIC SERVICES	
To help promote the Shire and improve its economic wellbeing.	The regulation and provision of tourism, area promotion, building control and noxious weeds.
OTHER PROPERTY AND SERVICES	
To provide effective and efficient administration, works operations and plant and fleet services.	Private works operations, plant repairs and operational costs. Administration overheads.

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

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$		\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	1,206,732	1,196,056	1,196,056	1,196,056	0	0.00%	
Revenue from operating activities								
Governance		10,979	10,979	10,886	14,029	3,143	28.87%	▲
General Purpose Funding - Rates	6	1,884,633	1,886,868	1,885,533	1,885,305	(228)	(0.01%)	
General Purpose Funding - Other		353,910	347,145	346,691	689,551	342,860	98.89%	▲
Law, Order and Public Safety		23,618	22,268	21,993	21,041	(952)	(4.33%)	
Health		370	370	339	144	(195)	(57.52%)	▼
Education and Welfare		1,756	906	881	565	(316)	(35.87%)	▼
Housing		101,035	94,153	86,374	99,968	13,594	15.74%	▲
Community Amenities		77,887	76,800	70,407	72,560	2,153	3.06%	
Recreation and Culture		38,275	37,974	35,057	38,001	2,944	8.40%	
Transport		652,500	652,927	598,730	576,292	(22,438)	(3.75%)	▼
Economic Services		18,945	26,760	24,529	19,704	(4,825)	(19.67%)	▼
Other Property and Services		57,320	93,751	88,595	102,949	14,354	16.20%	▲
		3,221,228	3,250,901	3,170,015	3,520,109	350,094		
Expenditure from operating activities								
Governance		(479,517)	(485,513)	(448,199)	(346,018)	102,181	22.80%	▲
General Purpose Funding		(95,542)	(98,897)	(90,372)	(86,623)	3,749	4.15%	
Law, Order and Public Safety		(155,559)	(161,250)	(146,061)	(142,025)	4,036	2.76%	
Health		(113,300)	(104,949)	(96,169)	(88,929)	7,240	7.53%	
Education and Welfare		(66,020)	(98,876)	(90,412)	(85,854)	4,558	5.04%	
Housing		(184,228)	(168,229)	(154,873)	(176,596)	(21,723)	(14.03%)	▼
Community Amenities		(264,577)	(260,785)	(239,157)	(213,804)	25,353	10.60%	▲
Recreation and Culture		(1,183,982)	(1,136,466)	(1,045,054)	(975,635)	69,419	6.64%	▲
Transport		(2,181,553)	(1,834,966)	(1,681,312)	(1,659,865)	21,447	1.28%	▲
Economic Services		(364,934)	(352,735)	(323,737)	(288,437)	35,300	10.90%	▲
Other Property and Services		167,817	128,617	105,297	(63,564)	(168,861)	160.37%	▲
		(4,921,395)	(4,574,049)	(4,210,049)	(4,127,350)	82,699		
Non-cash amounts excluded from operating activities	1(a)	1,838,261	1,497,385	1,370,656	1,391,386	20,730	1.51%	▲
Amount attributable to operating activities		138,094	174,237	330,622	784,145	453,523		
Investing Activities								
Proceeds from non-operating grants, subsidies and contributions	12(b)	1,725,016	1,766,243	1,277,800	1,393,403	115,603	9.05%	▲
Proceeds from disposal of assets	7	43,000	41,800	40,133	25,818	(14,315)	(35.67%)	▼
Purchase of property, plant and equipment	8	(2,937,405)	(2,939,274)	(2,770,291)	(2,479,137)	291,154	10.51%	▲
Amount attributable to investing activities		(1,169,389)	(1,131,231)	(1,452,358)	(1,059,916)	392,442		
Financing Activities								
Transfer from Reserves	10	35,000	40,000	40,000	80,000	40,000	100.00%	▲
Repayment of Debentures	9	(158,164)	(158,164)	(118,623)	(118,268)	355	(0.30%)	
Transfer to Reserves	10	(52,273)	(120,898)	(13,443)	(84,173)	(70,731)	526.17%	▼
Amount attributable to financing activities		(175,437)	(239,062)	(92,066)	(122,441)	(30,376)		
Closing Funding Surplus / (Deficit)	1(c)	0	0	(17,745)	797,844	815,589		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an threshold. Refer to Note for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2019-20 year is \$10,000 or 10.00% whichever is the greater.

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

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MAY 2020

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

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

BY NATURE OR TYPE

	Ref Note	Adopted Budget	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$		\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	1,206,732	1,196,056	1,196,056	1,196,056	0	0.00%	
Revenue from operating activities								
Rates	6	1,884,633	1,885,833	1,885,533	1,885,305	(228)	(0.01%)	
Operating grants, subsidies and contributions	12(a)	398,918	412,235	405,617	760,450	354,833	87.48%	▲
Fees and charges		249,008	248,881	228,197	233,711	5,514	2.42%	
Interest earnings		55,110	37,340	36,317	31,155	(5,162)	(14.21%)	▲
Other revenue		621,559	656,307	604,878	608,725	3,847	0.64%	
Profit on disposal of assets	7	12,000	10,305	9,472	763	(8,709)	(91.94%)	▲
		3,221,228	3,250,901	3,170,014	3,520,109	350,095		
Expenditure from operating activities								
Employee costs		(1,116,088)	(1,091,789)	(1,004,384)	(1,044,688)	(40,304)	(4.01%)	▲
Materials and contracts		(1,055,756)	(1,111,197)	(1,031,128)	(921,365)	109,763	10.64%	▲
Utility charges		(124,697)	(104,395)	(95,671)	(98,807)	(3,136)	(3.28%)	
Depreciation on non-current assets		(1,850,261)	(1,507,690)	(1,380,128)	(1,382,991)	(2,863)	(0.21%)	
Interest expenses		(15,819)	(18,532)	(14,734)	(12,193)	2,541	17.25%	▲
Insurance expenses		(121,123)	(117,798)	(117,634)	(121,694)	(4,060)	(3.45%)	
Other expenditure		(637,651)	(622,648)	(566,369)	(545,612)	20,757	3.66%	▲
		(4,921,395)	(4,574,049)	(4,210,048)	(4,127,350)	82,698		
Non-cash amounts excluded from operating activities	1(a)	1,838,261	1,497,385	1,370,656	1,391,386	20,730	1.51%	▲
Amount attributable to operating activities		138,094	174,237	330,622	784,145	453,523		
Investing activities								
Non-operating grants, subsidies and contributions	12(b)	1,725,016	1,766,243	1,277,800	1,393,403	115,603	9.05%	▲
Proceeds from disposal of assets	7	43,000	41,800	40,133	25,818	(14,315)	(35.67%)	▼
Payments for property, plant and equipment	8	(2,937,405)	(2,939,274)	(2,770,291)	(2,479,137)	291,154	10.51%	▲
Amount attributable to investing activities		(1,169,389)	(1,131,231)	(1,452,358)	(1,059,916)	392,442		
Financing Activities								
Transfer from reserves	10	35,000	40,000	40,000	80,000	40,000	100.00%	▲
Repayment of debentures	9	(158,164)	(158,164)	(118,623)	(118,268)	355	(0.30%)	
Transfer to reserves	10	(52,273)	(120,898)	(13,443)	(84,173)	(70,731)	526.17%	▼
Amount attributable to financing activities		(175,437)	(239,062)	(92,066)	(122,441)	(30,376)		
Closing Funding Surplus / (Deficit)	1(c)	0	0	(17,745)	797,844	815,589		

KEY INFORMATION

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

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

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

(a) Non-cash items excluded from operating activities

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

Notes	Adopted Budget	YTD Amended Budget (a)	YTD Actual (b)
	\$	\$	\$
Non-cash items excluded from operating activities			
Adjustments to operating activities			
Less: Profit on asset disposals	(12,000)	(9,472)	(763)
Movement in inventory (non-current)			(35,000)
Movement in revaluation reserve			35,000
Movement in employee benefit provisions (non-current)	0	0	(10,797)
Movement in lease liabilities (non-current)	0	0	19,955
Add: Depreciation on assets	1,850,261	1,380,128	1,382,991
Total non-cash items excluded from operating activities	1,838,261	1,370,656	1,391,386

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

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

		Last Year Closing 30 Jun 2019	This Year Opening 01 Jul 2019	This Time Last Year 31 May 2019	Year to Date 31 May 2020
Adjustments to net current assets					
Less: Reserves - restricted cash	10	(308,491)	(308,491)	(413,855)	(312,663)
Less: Cost of acquisition		(40,394)	(40,394)	(40,394)	0
Add: Borrowings	9	158,165	158,166	0	39,898
Add: Provisions - employee	11	135,960	135,961	214,319	125,163
Add: Change in accounting policies - AASB 16 Leases		0	0	0	29,060
Total adjustments to net current assets		(54,760)	(54,758)	(239,930)	(118,542)

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

Current assets					
Cash and cash equivalents	2	1,488,357	1,508,858	1,829,486	1,016,332
Rates receivables	3	29,285	21,379	30,364	36,801
Receivables	3	293,426	288,155	155,933	75,297
Inventories		0	0	3,065	0
Other current assets	4	59,331	59,331	40,394	0
Less: Current liabilities					
Payables	5	(314,781)	(332,783)	(123,048)	(45,488)
Borrowings	9	(158,166)	(158,166)	(0)	(39,898)
Lease liabilities	11	0	0	0	(1,494)
Provisions	11	(135,960)	(135,960)	(214,319)	(125,163)
Less: Total adjustments to net current assets	1(c)	(54,760)	(54,758)	(239,930)	(118,542)
Closing Funding Surplus / (Deficit)		1,206,732	1,196,056	1,481,945	797,844

CURRENT AND NON-CURRENT CLASSIFICATION

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

Description	Classification	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Cash on Hand	Cash and cash equivalents	100	0	0	100		Nil	On Hand
At call deposits								
Municipal Funds	Cash and cash equivalents	117,046	17,609	0	134,656	NAB	0.75%	Cheque A/C
Municipal Funds	Cash and cash equivalents	404,846	0	0	404,846	NAB	0.90%	On Call
Term Deposits								
Municipal Funds	Cash and cash equivalents	0	164,067	0	164,067	NAB	1.35%	25/06/2020
Reserve Funds	Cash and cash equivalents	0	312,663	0	312,663	NAB	1.35%	25/06/2020
Total		521,993	494,339	0	1,016,332			
Comprising								
Cash and cash equivalents		521,993	494,339	0	1,016,332			
Financial assets at amortised cost		0	0	0	0			
		521,993	494,339	0	1,016,332			

KEY INFORMATION

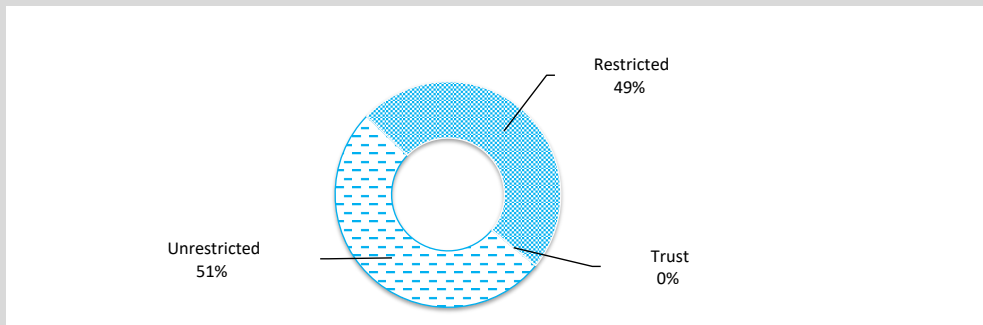
with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

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

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

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

Total Cash	Unrestricted
\$1.02 M	\$.52 M



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

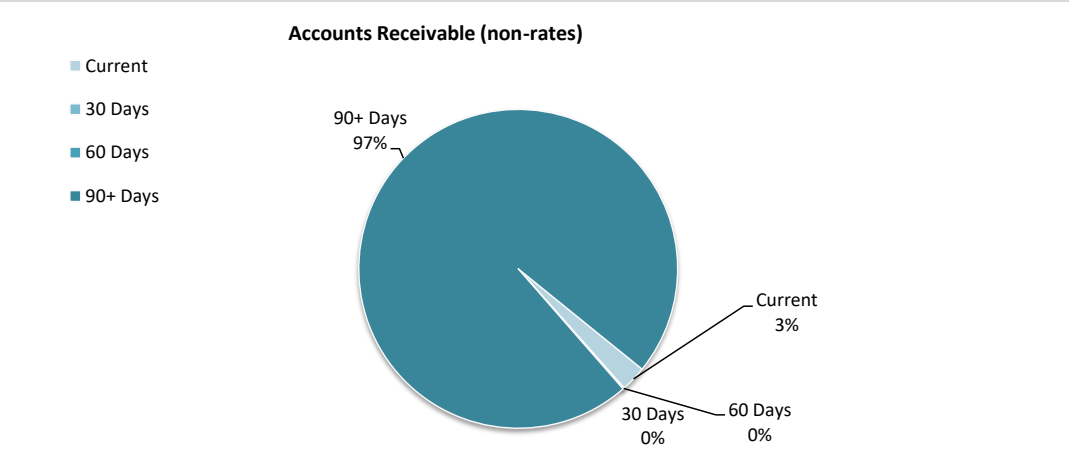
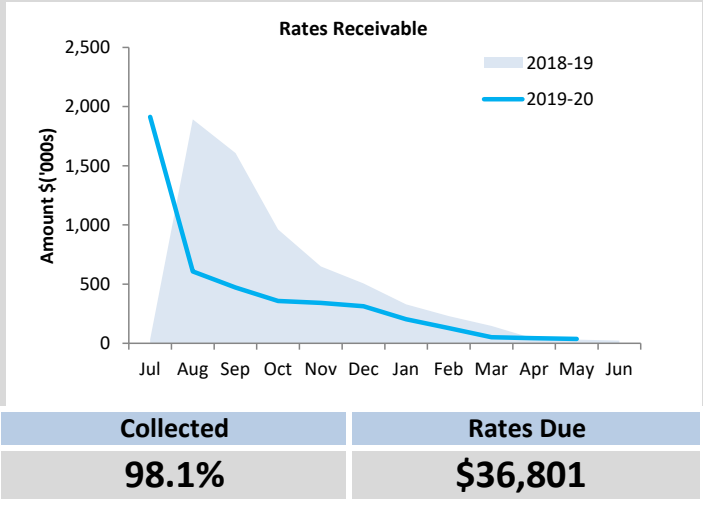
OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates Receivable	30 June 2019	31 May 20
	\$	\$
Opening Arrears Previous Years	44,775	21,379
Levied this year	1,857,448	1,885,305
Less - Collections to date	(1,880,844)	(1,869,883)
Equals Current Outstanding	21,379	36,801
Net Rates Collectable	21,379	36,801
% Collected	98.9%	98.1%

Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - General	(381)	1,971	0	108	73,746	75,445
Percentage	-0.5%	2.6%	0%	0.1%	97.7%	
Balance per Trial Balance						
Sundry receivable						75,445
GST receivable						4,973
Allowance for impairment of receivables						(5,121)
Total Receivables General Outstanding						75,297
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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



Debtors Due

\$75,297

Over 30 Days

98%

Over 90 Days

97.7%

Other Current Assets	Opening Balance 1 July 2019	Asset Increase	Asset Reduction	Closing Balance 31 May 2020
	\$	\$	\$	\$
Inventory				
Land held for resale	40,394	0	(40,394)	0
Prepayments				
Prepayments	18,937	0	(18,937)	0
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

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

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

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

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

CONTRACT ASSETS

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

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

OPERATING ACTIVITIES
NOTE 5
Payables

Payables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - General	0	1,033	0	0	0	1,033
Percentage	0%	100%	0%	0%	0%	
Balance per Trial Balance						
Sundry creditors						1,033
ATO liabilities						18,928
Excess Rates						7,038
Revenue received in advance						880
Bonds & Deposits						17,609
Total Payables General Outstanding						45,488
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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

Aged Payables

- Current
- 30 Days
- 60 Days
- 90+ Days

Creditors Due

\$45,488

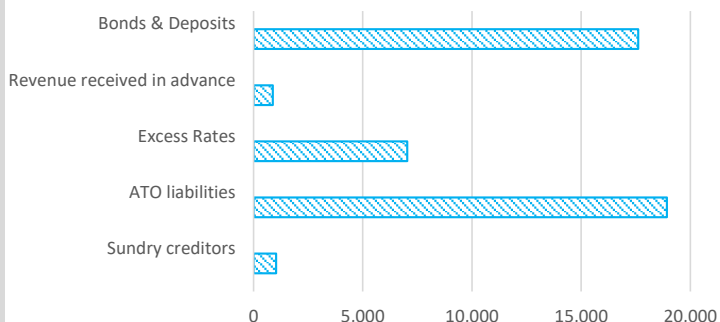
Over 30 Days

0%

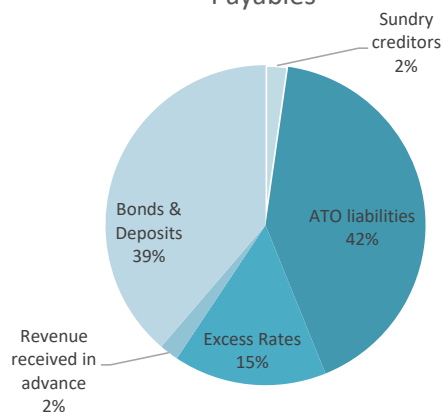
Over 90 Days

0%

Payables

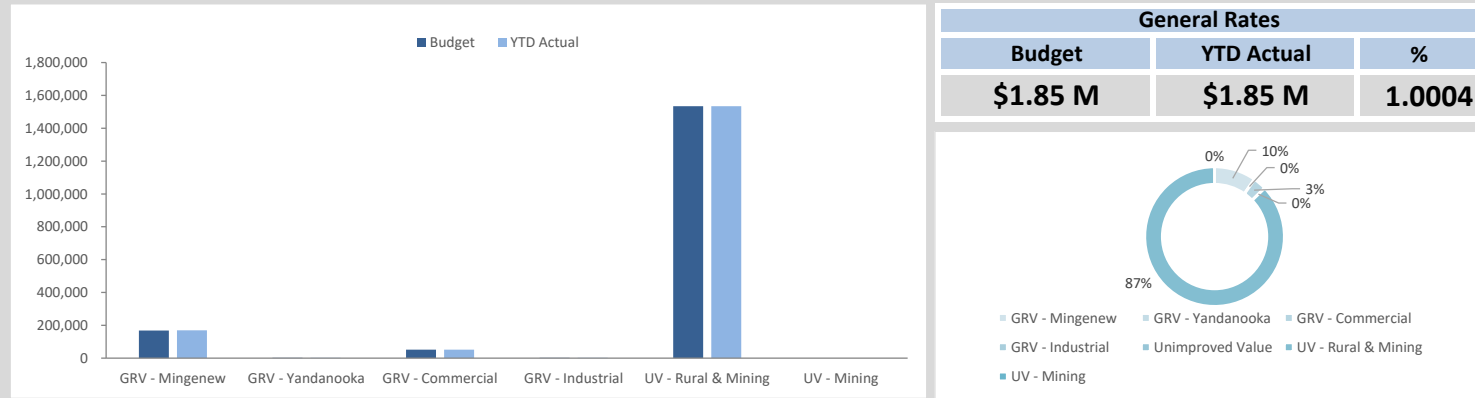


Payables



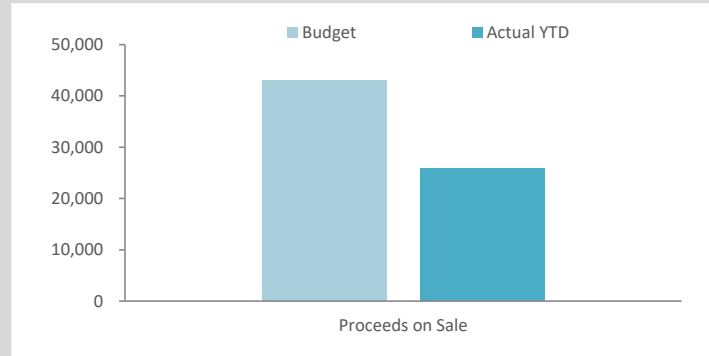
General Rate Revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE											
General Rates											
Gross Rental Value											
GRV - Mingenew	0.150280	127	1,120,756	168,423	0	0	168,423	168,424	1,150	(65)	169,508
GRV - Yandanooka	0.150280	2	13,884	2,086	0	0	2,086	2,086	0	0	2,086
GRV - Commercial	0.150280	14	346,632	52,090	0	0	52,090	52,090	0	0	52,090
GRV - Industrial	0.150280	1	12,480	1,875	0	0	1,875	1,875	0	0	1,875
Unimproved Value											
UV - Rural & Mining	0.012920	114	118,792,000	1,534,199	0	0	1,534,199	1,534,199	0	0	1,534,199
UV - Mining	0.012920	0	0	0	0	0	0	0	0	0	0
Sub-Total		258	120,285,752	1,758,673	0	0	1,758,673	1,758,674	1,150	(65)	1,759,758
Minimum Payment											
Minimum \$											
Gross Rental Value											
GRV - Mingenew	707	67	27,780	47,369	0	0	47,369	47,369	0	0	47,369
GRV - Yandanooka	707	0	0	0	0	0	0	0	0	0	0
GRV - Commercial	707	9	6,200	6,363	0	0	6,363	6,363	0	0	6,363
GRV - Industrial	707	3	2,786	2,121	0	0	2,121	2,121	0	0	2,121
Unimproved Value											
UV - Rural & Mining	1,061	22	674,600	23,331	0	0	23,331	23,331	0	0	23,331
UV - Mining	1,061	9	27,548	9,545	0	0	9,545	9,545	(403)	0	9,142
Sub-Total		110	738,914	88,729	0	0	88,729	88,729	(403)	0	88,326
Concession							(1,035)				(1,043)
Amount from General Rates							1,846,367				1,847,041
Ex-Gratia Rates							38,266				38,264
Total General Rates							1,884,633				1,885,305

KEY INFORMATION
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.



Asset Ref.	Asset Description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
909	Finance Manager Vehicle	21,000	23,000	2,000	0	21,513	21,818	305	0
	Recreation and culture								
0560	Ride on Mower	5,000	10,000	5,000	0	3,542	4,000	458	0
	Transport								
	Water tanker	5,000	10,000	5,000	0			0	0
		31,000	43,000	12,000	0	25,055	25,818	763	0

KEY INFORMATION



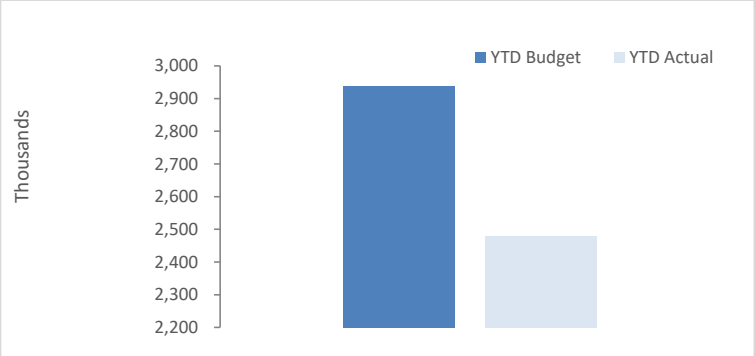
Proceeds on Sale		
Annual Budget	YTD Actual	%
\$43,000	\$25,818	60%

Capital Acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$		\$	\$	\$
Buildings - non-specialised	20,000	20,000	20,000	0	(20,000)
Plant and equipment	134,000	134,000	134,000	74,010	(59,990)
Infrastructure - Roads	2,588,605	2,576,291	2,576,291	2,403,753	(172,538)
Infrastructure - Bridges	147,000	0	0	0	0
Infrastructure - Recreation Areas	7,800	0	0	0	0
Infrastructure - Other	40,000	40,000	40,000	1,374	(38,626)
Capital Expenditure Totals	2,937,405	2,770,291	2,770,291	2,479,137	(291,154)
Capital Acquisitions Funded By:					
	\$		\$	\$	\$
Capital grants and contributions	1,725,016		1,277,800	1,393,403	115,603
Other (Disposals & C/Fwd)	43,000		40,133	25,818	(14,315)
Cash Backed Reserves					
Land and Building Reserve	5,000		(10,000)	0	10,000
Recreation Reserve	0			0	0
Environment Reserve	10,000		(10,000)	0	10,000
RTC/PO/NAB Building Reserve	10,000		(10,000)	0	10,000
Insurance Reserve	0			0	0
Economic Development & Marketing Reserve	10,000		(10,000)	0	10,000
Contribution - operations	1,134,389		1,492,358	1,059,915	(432,443)
Capital Funding Total	2,937,405		2,770,291	2,479,137	(291,154)

SIGNIFICANT ACCOUNTING POLICIES

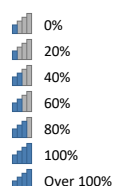
All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current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

KEY INFORMATION



Acquisitions	Annual Budget		YTD Actual	% Spent
	\$2.94 M		\$2.48 M	84%
Capital Grant	Annual Budget		YTD Actual	% Received
	\$1.73 M		\$1.39 M	81%

Capital Expenditure Total
Level of Completion Indicators



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

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

	Account Description	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over
Capital Expenditure						
Buildings - specialised						
	BC016 Old Railway Station	20,000	20,000	20,000	0	(20,000)
	Buildings - specialised Total	20,000	20,000	20,000	0	(20,000)
Plant and equipment						
97%	PE117 Finance Manager Vehicle	38,000	38,000	38,000	37,009	(991)
	PE255 Water Tanker	60,000	60,000	60,000	0	(60,000)
102%	PE999 Traffic Counters	16,000	16,000	16,000	16,251	251
104%	PE4541 Ride on Mower	20,000	20,000	20,000	20,750	750
55%	Plant and equipment Total	134,000	134,000	134,000	74,010	(59,990)
Infrastructure - Roads						
16%	RC000 Roadworks Construction - Own Resources (Gravel Shheeting)	295,301	263,740	241,757	39,755	(202,002)
100%	R2R002 R2R - Yandanooka NE Reconstruct	164,870	206,100	206,100	206,768	668
97%	SF003 Coalseam Road Upgrade - LGCFRRFund	894,432	894,432	894,432	868,681	(25,751)
	RRG - Mingenew Mullewa Road	0	0	0	0	0
118%	RRG080 RRG - Mingenew Mullewa Road - PN21115505	343,002	343,002	343,002	406,349	63,347
100%	RRG003 RRG - Coalseam Road - Widen & Realign	450,000	450,000	450,000	449,916	(84)
98%	RRG503 RRG - Coalseam Road - Stage 2	441,000	441,000	441,000	432,283	(8,717)
93%	Infrastructure - Roads Total	2,588,605	2,598,274	2,576,291	2,403,753	(172,538)
Infrastructure - Bridges						
	BR0833 Yarragadee Bridge	47,000	47,000	0	0	0
	BR3019 Lockier River Bridge	100,000	100,000	0	0	0
	Infrastructure - Bridges Total	147,000	147,000	0	0	0
Infrastructure - Recreation Areas						
	PC021 Hockey Goals	7,800	0	0	0	0
	Infrastructure - Recreation Areas Total	7,800	0	0	0	0
Infrastructure - Other						
	OC006 Waste Transfer Station	10,000	10,000	10,000	0	(10,000)
	OC005 Public WIFI	10,000	10,000	10,000	0	(10,000)
7%	OC002 Mingenew Hill Walk Trail (Installation)	20,000	20,000	20,000	1,374	(18,626)
3%	Infrastructure - Other Total	40,000	40,000	40,000	1,374	(38,626)
89%	Grand Total	2,937,405	2,939,274	2,770,291	2,479,137	(291,154)

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

FINANCING ACTIVITIES

NOTE 9

BORROWINGS

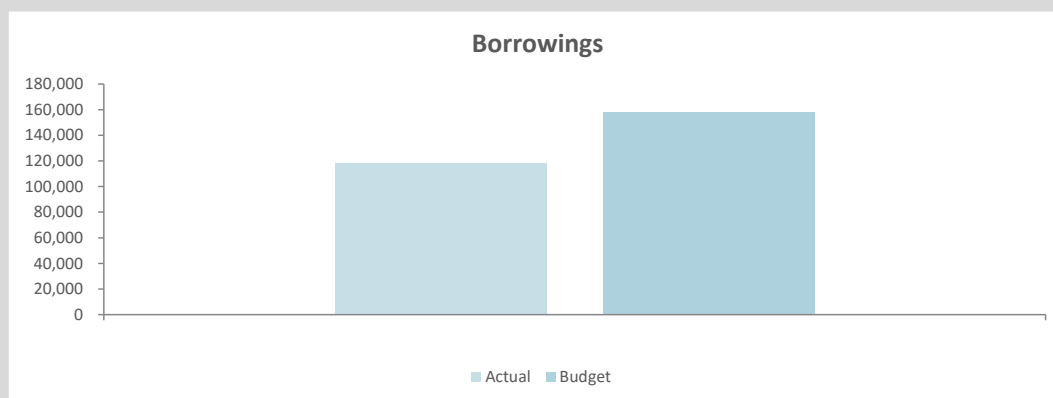
Repayments - Borrowings

Information on Borrowings Particulars	1 July 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Education and welfare									
Loan 137 - Senior Citizens Building	66,645	0	0	16,215	21,685	50,431	44,960	1,328	2,500
Housing									
Loan 133 - Triplex	42,464	0	0	10,332	13,817	32,133	28,647	846	1,157
Loan 134 - Phillip Street	32,348	0	0	7,870	10,525	24,478	21,823	645	1,100
Loan 136 - Moore Street	80,671	0	0	19,627	26,248	61,044	54,423	1,608	2,198
Loan 142 - Field Street	37,228	0	0	9,064	12,121	28,165	25,107	725	1,014
Recreation and culture									
Loan 138 - Pavilion Fitout	63,980	0	0	15,566	20,817	48,414	43,163	1,275	2,300
Transport									
Loan 139 - Roller	15,683	0	0	3,816	5,103	11,868	10,580	313	550
Loan 141 - Grader	54,457	0	0	13,249	17,719	41,208	36,738	1,085	1,800
Loan 144 - Side Tipper	37,253	0	0	9,064	12,121	28,190	25,132	742	1,200
Loan 145 - Drum Roller	55,346	0	0	13,466	18,008	41,881	37,338	1,103	2,000
	486,077	0	0	118,268	158,164	367,809	327,913	9,670	15,819
Total	486,077	0	0	118,268	158,164	367,809	327,913	9,670	15,819
Current borrowings	158,164					39,898			
Non-current borrowings	327,913					327,911			
	486,077					367,809			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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.



Principal Repayments	
\$118,268	
Interest Earned	Interest Expense
\$31,155	\$9,670
Reserves Bal	Loans Due
\$.31 M	\$.37 M

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

OPERATING ACTIVITIES

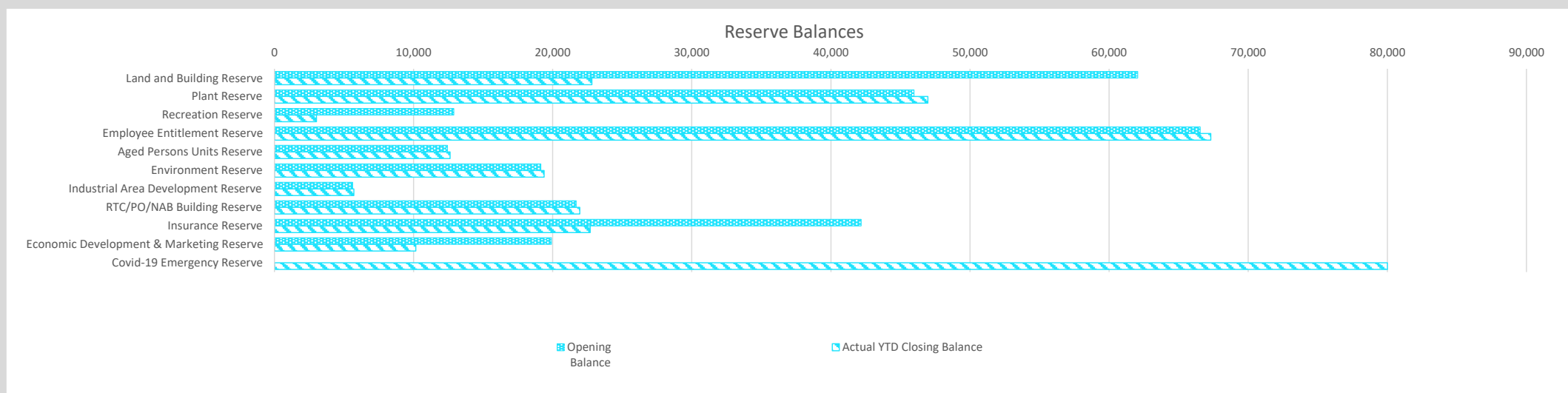
NOTE 10

CASH RESERVES

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Amended Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Amended Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$		\$	\$		\$	\$		\$	\$	\$
Land and Building Reserve	62,066	1,500	800	758	10,000	10,000	0	(5,000)	(10,000)	(40,000)	62,866	22,824
Plant Reserve	45,978	3,875	1,500	998	32,413	106,308	0	0	0	0	153,786	46,976
Recreation Reserve	12,900	60	40	125	0	0	0	0	0	(10,000)	12,940	3,025
Employee Entitlement Reserve	66,544	1,250	600	767	0	0	0	0	0	0	67,144	67,311
Aged Persons Units Reserve	12,444	500	300	183	0	0	0	0	0	0	12,744	12,627
Environment Reserve	19,155	450	300	225	0	0	0	(10,000)	(10,000)	0	9,455	19,380
Industrial Area Development Reserve	5,626	125	100	79	0	0	0	0	0	0	5,726	5,705
RTC/PO/NAB Building Reserve	21,688	500	250	262	0	0	0	(10,000)	(10,000)	0	11,938	21,950
Insurance Reserve	42,171	1,100	500	529	0	0	0	0	0	(20,000)	42,671	22,700
Economic Development & Marketing Reserv	19,919	500	200	247	0	0	0	(10,000)	(10,000)	(10,000)	10,119	10,166
Covid-19 Emergency Reserve	0	0	0	0	0	0	80,000	0	0	0	0	80,000
	308,491	9,860	4,590	4,173	42,413	116,308	80,000	(35,000)	(40,000)	(80,000)	389,389	312,663

KEY INFORMATION



Other Current Liabilities	Note	Opening Balance 1 July 2019	Liability Increase	Liability Reduction	Closing Balance 31 May 2020
		\$	\$	\$	\$
Provisions					
Annual leave		74,656	0	0	74,656
Long service leave		61,304	0	(10,797)	50,507
Contract Liabilities					
Unspent grants, contributions and reimbursements		0	964,637	(964,637)	0
Lease liability		8,346	0	(6,852)	1,494
Total Other Current assets					126,657

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at 11(a) and 11(b)

KEY INFORMATION

PROVISIONS

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

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

EMPLOYEE BENEFITS

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

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

NOTE 12(a)

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Operating Grant, Subsidies and Contributions Liability					Unspent Operating Grants, Subsidies and Contributions Revenue					
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Operating Grants and Subsidies											
Governance											
General purpose funding											
Grants Commission - General	0	0	0	0	0	149,955	149,955	149,955	0	149,955	335,919
Grants Commission - Roads	0	0	0	0	0	155,885	155,885	155,885	0	155,885	319,220
Law, order, public safety											
DFES - LGGS Operating Grant	0	0	0	0	0	15,468	15,468	15,468	0	15,468	15,468
DFES - LGGS Administration Grant	0	0	0	0	0	4,000	4,000	4,000	0	4,000	4,000
Community amenities											
Department of Communities - Thank a Volunteer	0	0	0	0	0	1,000	913	1,000	0	1,000	0
Transport											
MRWA - Direct Grant	0	0	0	0	0	78,427	71,896	78,427	0	78,427	78,427
Street Lighting	0	0	0	0	0	2,500	2,500	2,500	0	2,500	2,416
Department Local Government, Sport & Cultural											
Industries - North Midlands Trails Master Plan	2,889	0	(253)	2,636	2,636	0	0	0	0	0	0
Traineeship and other Admin Grants	0	0	0	0	0	5,000	5,000	5,000	0	5,000	5,000
	2,889	0	(253)	2,636	2,636	412,235	405,617	412,235	0	412,235	760,450
TOTALS	2,889	0	(253)	2,636	2,636	412,235	405,617	412,235	0	412,235	760,450

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

NOTE 12(b)

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability					Non Operating Grants, Subsidies and Contributions Revenue					
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-Operating Grants and Subsidies											
General purpose funding											
Grants Commission - Special Purpose Grant	46,666	0	0	46,666	46,666	0	0	0	0	0	0
Grants Commission - Special Purpose Grant	100,000	0	0	100,000	100,000	0	0	0	0	0	0
Transport											
WANDRRA - Flood Damage	0	0	0	0	0	11,714	11,714	11,714	0	11,714	11,714
MRWA - Regional Road Group	168,169	476,416	(644,585)	0	0	654,000	654,000	654,000	0	654,000	476,416
Roads to Recovery	0	189,727	(189,727)	0	0	206,097	164,870	206,097	0	206,097	189,727
LG Commodity Freight Roads Funds	0	715,546	(715,546)	0	0	894,432	447,216	894,432	0	894,432	715,546
	314,835	1,381,689	(1,549,858)	146,666	146,666	1,766,243	1,277,800	1,766,243	0	1,766,243	1,393,403
Total Non-operating grants, subsidies and contributions	314,835	1,381,689	(1,549,858)	146,666	146,666	1,766,243	1,277,800	1,766,243	0	1,766,243	1,393,403

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

**NOTE 13
BONDS & DEPOSITS**

In previous years, bonds and deposits were held as trust monies, they are now included in Restricted cash and shown as a current liability in Note 5. Below provides allocation of bonds and deposits:

Description	Opening Balance 1 July 2019	Amount Received	Amount Paid	Closing Balance 31 May 2020
	\$	\$	\$	\$
Councillor Nomination Fees	160	240	(400)	0
BCITF Levy	1,249	0	0	1,249
BRB Levy	636	373	(919)	91
Autumn Committee	974	0	0	974
Community Bus	3,045	0	(1,685)	1,360
ANZAC Day Breakfast Donation	501	0	0	501
Building Relocation Bond	1,000	0	0	1,000
Mingenew Cemetery Group	4,314	0	0	4,314
Cool Room Bond	530	0	(390)	140
Outdoor Camera Bond	350	0	(350)	0
Other Bonds	200	0	0	200
Rates Incentive Prizes	100	0	(100)	0
Tree Planter - LCDC	88	0	(88)	0
Weary Dunlop Memorial	87	0	0	87
Joan Trust	6	0	0	6
Youth Advisory Council	746	0	0	746
Centenary Committee	897	0	0	897
Community Christmas Tree	432	0	0	432
Seniors Donations	50	0	(50)	0
NBN Rental	0	1,240	0	1,240
Railway Station Project	0	4,372	0	4,372
	15,365	6,226	(3,982)	17,609

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

**NOTE 14
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Amended Surplus				(10,678)
117050	Transfer from Reserve for the purpose of land transfer costs	19101605	Capital Revenue		5,000		(5,678)
105720	Land transfer costs	19101605	Operating Expenses			(5,000)	(10,678)
140020	Roads to Recovery (Yandanooka NE Recontruction)	19101612	Capital Expenses			(41,227)	(51,905)
142030	Roads to Recovery	19101612	Capital Revenue		41,227		(10,678)
100610	Non-payment Penalty	18032012	Operating Revenue			(3,000)	(13,678)
101210	Interim Rates Levied	18032012	Operating Revenue		1,200		(12,478)
101310	Rates Legal Fees Recovered	18032012	Operating Revenue		1,500		(10,978)
104720	Rating Valuations	18032012	Operating Expenses			(2,300)	(13,278)
104820	Rates Legal Costs	18032012	Operating Expenses			(1,000)	(14,278)
173020	Administration	18032012	Operating Expenses		323		(13,955)
100710	General Road Grants - Untied	18032012	Operating Revenue		766		(13,189)
100910	General Purpose Grant	18032012	Operating Revenue		9,524		(3,665)
109030	Property Enquiries	18032012	Operating Revenue		250		(3,415)
149030	Bank Interest on Investment	18032012	Operating Revenue			(10,000)	(13,415)
149050	Interest on Outstanding Debtors	18032012	Operating Revenue		500		(12,915)
172920	Administration	18032012	Operating Expenses		122		(12,793)
100220	Election Expenses	18032012	Operating Expenses		850		(11,943)
172820	Administration	18032012	Operating Expenses		437		(11,506)
105230	Reimbursements	18032012	Operating Revenue			(2,000)	(13,506)
107730	Other Admin Grants	18032012	Operating Revenue		5,000		(8,506)
107740	Paid Parental Leave - Revenue	18032012	Operating Revenue		26,600		18,094
147730	Insurance Reserve - Interest	18032012	Operating Revenue			(600)	17,494
148330	Accrued Leave Reserve - Interest	18032012	Operating Revenue			(650)	16,844
166410	Profit/(Loss) on Asset Disposal (S4)	18032012	Operating Revenue			(1,695)	15,149
102750	Paid Parental Leave - Expense	18032012	Operating Expenses			(26,600)	(11,451)
102920	Insurance	18032012	Operating Expenses			(4,791)	(16,242)
103720	Bank Charges	18032012	Operating Expenses			(500)	(16,742)
103820	Printing & Stationery	18032012	Operating Expenses		3,000		(13,742)
104120	Postage & Freight	18032012	Operating Expenses			(2,200)	(15,942)
104520	Office Maintenance	18032012	Operating Expenses		1,588		(14,354)
104620	Audit Fees	18032012	Operating Expenses			(3,000)	(17,354)
105320	Asset Management Expenditure	18032012	Operating Expenses		3,500		(13,854)
105620	Computer S/W Licensing & Support	18032012	Operating Expenses			(5,300)	(19,154)
105950	Proceeds of Sale - Plant & Equipment	18032012	Non Cash Item			(1,200)	(20,354)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
106140	Realisation of Sale of Plant & Equipment	18032012	Non Cash Item		1,200		(19,154)
106820	Less Admin Allocations	18032012	Operating Expenses		4,986		(14,168)
107720	Administration vehicle	18032012	Operating Expenses			(17,000)	(31,168)
107720	Administration vehicle	18032012	Operating Expenses	17,034			(31,168)
108420	Interest on Leased Assets	18032012	Operating Expenses			(2,712)	(33,880)
109920	Employee Expenses - Other	18032012	Operating Expenses		400		(33,480)
106530	Asset Depreciation (\$4)	18032012	Non Cash Item	5,581			(33,480)
173120	Administration	18032012	Operating Expenses		717		(32,763)
107130	ESL Administration Grant	18032012	Operating Revenue			(400)	(33,163)
106020	ESL grant - maintenance of land	18032012	Operating Expenses			(17)	(33,180)
106320	ESL Grant - Mtce of Vehicles and Trailers	18032012	Operating Expenses			(4,172)	(37,352)
106420	ESL Grant - Insurance	18032012	Operating Expenses		4,665		(32,687)
106920	Fire Control expenses other - not grant funded	18032012	Operating Expenses			(747)	(33,434)
107220	Fire Control - Fire Fighting	18032012	Operating Expenses			(3,962)	(37,396)
107420	Community Emergency Services Manager	18032012	Operating Expenses			(500)	(37,896)
170020	Administration	18032012	Operating Expenses		304		(37,592)
108330	Dog/Cat Registration Fees	18032012	Operating Revenue			(1,000)	(38,592)
107520	Ranger Services	18032012	Operating Expenses			(500)	(39,092)
108320	Control Expenses Other	18032012	Operating Expenses			(800)	(39,892)
108630	Miscellaneous income - animal control	18032012	Operating Revenue		50		(39,842)
109320	Other expenses - rural watch	18032012	Operating Expenses			(8)	(39,850)
170120	Administration	18032012	Operating Expenses		62		(39,788)
110020	Maternal & Infant Health Clinic	18032012	Operating Expenses			(21,514)	(61,302)
170220	Administration	18032012	Operating Expenses		72		(61,230)
115720	Ambulance Site Expenses	18032012	Operating Expenses			(499)	(61,729)
170320	Administration	18032012	Operating Expenses		216		(61,513)
114920	Mosquito Control	18032012	Operating Expenses		4,843		(56,670)
170420	Administration	18032012	Operating Expenses		42		(56,628)
116220	Mingenew Primary School	18032012	Operating Expenses			(480)	(57,108)
116230	Contributions	18032012	Operating Revenue		150		(56,958)
116330	Seniors Week Community Grant	18032012	Operating Revenue			(1,000)	(57,958)
116520	Seniors Citizens Building	18032012	Operating Expenses			(3,335)	(61,293)
116620	Seniors Week	18032012	Operating Expenses		1,000		(60,293)
116720	Home & Community Care	18032012	Operating Expenses		200		(60,093)
116820	Community Christmas Tree	18032012	Operating Expenses		2,336		(57,757)
131120	Mingenew Mens Shed	18032012	Operating Expenses			(5,175)	(62,932)
170520	Administration	18032012	Operating Expenses		125		(62,807)
117330	Reimbursements	18032012	Operating Revenue		9,556		(53,251)
117430	Staff Housing Rent - 34 William St	18032012	Operating Revenue			(800)	(54,051)
118530	Staff Housing Rent - Triplex	18032012	Operating Revenue			(4,915)	(58,966)
117020	Maintenance 13 Moore St	18032012	Operating Expenses		3,683		179 (55,283)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
117120	Building Maintenance (Inc Ins)	18032012	Operating Expenses		1,532		(53,751)
170620	Administration	18032012	Operating Expenses		171		(53,580)
117030	Rent - Karara Housing	18032012	Operating Revenue		1,300		(52,280)
117080	Rental Revenue - 13 Moore St	18032012	Operating Revenue		640		(51,640)
117530	Key Worker Housing Rent	18032012	Operating Revenue			(3,470)	(55,110)
117630	Contributions / Reimbursement	18032012	Operating Revenue		209		(54,901)
117730	Aged Persons Units	18032012	Operating Revenue			(9,220)	(64,121)
117830	Rental - Triplex	18032012	Operating Revenue		1,906		(62,215)
118230	Rent - 89 Victoria St	18032012	Operating Revenue			(2,088)	(64,303)
148430	Land & Building Reserve - Interest	18032012	Operating Revenue			(700)	(65,003)
148930	APU Maintenance Reserve - Interest	18032012	Operating Revenue			(200)	(65,203)
113450	Minor Assets - Other Housing	18032012	Operating Expenses		2,000		(63,203)
118020	Aged Persons Units	18032012	Operating Expenses			(536)	(63,739)
118320	Other Housing Expenditure	18032012	Operating Expenses			(2,469)	(66,208)
165800	Asset Depreciation (\$9)	18032012	Non Cash Item	11,446			(66,208)
170720	Administration	18032012	Operating Expenses		177		(66,031)
118030	Domestic Refuse Removal	18032012	Operating Revenue		228		(65,803)
117720	Rubbish Site Maintenance	18032012	Operating Expenses		4,691		(61,112)
165900	Asset Depreciation (\$10)	18032012	Non Cash Item	2,373			(61,112)
170820	Administration	18032012	Operating Expenses		48		(61,064)
119230	Commercial Refuse Removal	18032012	Operating Revenue		2,685		(58,379)
118720	Collection - Streets/Park	18032012	Operating Expenses			(8,534)	(66,913)
170920	Administration	18032012	Operating Expenses		48		(66,865)
171020	Administration	18032012	Operating Expenses		29		(66,836)
118820	Refuse Site Rehabilitation and Monitoring	18032012	Operating Expenses			(201)	(67,037)
120920	Asbestos Management	18032012	Operating Expenses			(167)	(67,204)
122330	Town Planning - Development Application	18032012	Operating Revenue			(3,000)	(70,204)
121420	Mingenew Revitalisation Plan Project	18032012	Operating Expenses		5,000		(65,204)
171120	Administration	18032012	Operating Expenses		119		(65,085)
123730	Contributions and Donations	18032012	Operating Revenue			(1,000)	(66,085)
149530	Environmental Rehabilitation Reserve - Interest	18032012	Operating Revenue			(150)	(66,235)
123020	Cemetery Operations & Maintenance	18032012	Operating Expenses			(1,902)	(68,137)
123220	Public Conveniences	18032012	Operating Expenses		2,103		(66,034)
123820	Thank A Volunteer	18032012	Operating Expenses		1,000		(65,034)
171220	Administration	18032012	Operating Expenses		185		(64,849)
124530	Charges - Hall Hire	18032012	Operating Revenue		120		(64,729)
114020	Minor Assets - Rec & Culture	18032012	Operating Expenses		3,500		(61,229)
124220	Public Halls	18032012	Operating Expenses			(4,766)	(65,995)
171320	Administration	18032012	Operating Expenses		147		(65,848)
127530	Charges - Rec Leases/Rentals	18032012	Operating Revenue		72		(65,776)
127430	Reimbursements	18032012	Operating Revenue		407		180 (65,369)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
129150	Grants & Contributions	18032012	Operating Revenue			(900)	(66,269)
148630	Sportsground Reserve Interest	18032012	Operating Revenue			(20)	(66,289)
113520	Minor Assets - Rec & Culture	18032012	Operating Expenses			(4,400)	(70,689)
126420	Public Gardens & Reserves	18032012	Operating Expenses		45,970		(24,719)
126520	Sporting Complex & Amenities	18032012	Operating Expenses		17,107		(7,612)
166000	Asset Depreciation (S11)	18032012	Non Cash Item	(17,124)			(7,612)
171420	Administration	18032012	Operating Expenses		314		(7,298)
171520	Administration	18032012	Operating Expenses		157		(7,141)
130820	Arts & Crafts Centre	18032012	Operating Expenses			(101)	(7,242)
130920	Museums	18032012	Operating Expenses		3,232		(4,010)
171620	Administration	18032012	Operating Expenses		163		(3,847)
135230	MRD Direct Maintenance Grant	18032012	Operating Revenue		427		(3,420)
133220	Maintenance Grading	18032012	Operating Expenses		7,284		3,864
133420	Asset Preservation Urban	18032012	Operating Expenses			(1,853)	2,011
133520	Asset Preservation Rural	18032012	Operating Expenses			(6,376)	(4,365)
133720	Bridge, Culvert, Pipe	18032012	Operating Expenses			(455)	(4,820)
134020	Depot Maintenance	18032012	Operating Expenses			(10,005)	(14,825)
134320	Street Cleaning	18032012	Operating Expenses		7,066		(7,759)
134520	Tree Pruning	18032012	Operating Expenses			(4,000)	(11,759)
134920	Drainage	18032012	Operating Expenses		8,866		(2,893)
166200	Asset Depreciation (S12)	18032012	Non Cash Item	333,799			(2,893)
171820	Administration	18032012	Operating Expenses		791		(2,102)
148530	Plant Reserve - Interest	18032012	Operating Revenue			(2,375)	(4,477)
171920	Administration	18032012	Operating Expenses		67		(4,410)
137720	Airstrip Maintenance Expense	18032012	Operating Expenses		1,766		(2,644)
172020	Administration	18032012	Operating Expenses		25		(2,619)
138420	Noxious Weeds/Pest Plants	18032012	Operating Expenses		9,700		7,081
139020	MIG Office Maintenance	18032012	Operating Expenses		3,399		10,480
172120	Administration	18032012	Operating Expenses		82		10,562
149830	Economic Development & Marketing Reserve Interest	18032012	Operating Revenue			(300)	10,262
139120	Area Promotion	18032012	Operating Expenses			(967)	9,295
140320	Information Bays	18032012	Operating Expenses			(2,472)	6,823
166300	Asset Depreciation (S13)	18032012	Non Cash Item	3,765			6,823
172220	Administration	18032012	Operating Expenses		362		7,185
141930	Swimming Pool Inspections	18032012	Operating Expenses		770		7,955
172320	Administration	18032012	Operating Expenses		246		8,201
151520	PO Building Maintenance	18032012	Operating Expenses			(313)	7,888
173220	Administration	18032012	Operating Expenses		27		7,915
148230	RTC/PO Reserve Interest	18032012	Operating Revenue			(250)	7,665
142220	DrumMuster Expenses	18032012	Operating Expenses			(67)	7,598
172420	Administration	18032012	Operating Expenses		28		181 7,626

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
142820	Private Works - Various	18032012	Operating Expenses		800		8,426
172520	Administration	18032012	Operating Expenses		40		8,466
148830	Industrial Area Development Reserve - Interest	18032012	Operating Revenue			(25)	8,441
144230	Reimbursements	18032012	Operating Revenue		3,500		11,941
143220	Works vehicle	18032012	Operating Expenses	8,670			11,941
143220	Works vehicle	18032012	Operating Expenses			(8,670)	3,271
143520	Supervisory Expenses Other	18032012	Operating Expenses			(8,000)	(4,729)
146320	Superannuation W/S, Outside Workers	18032012	Operating Expenses			(3,030)	(7,759)
143720	Sick & Holiday Pay	18032012	Operating Expenses	9,649			(7,759)
144220	Long Service Leave	18032012	Operating Expenses	(9,649)			(7,759)
144520	Staff Training	18032012	Operating Expenses		4,400		(3,359)
172620	Administration	18032012	Operating Expenses		921		(2,438)
174120	Tool Box Talks & Safety Team Meetings	18032012	Operating Expenses		1,260		(1,178)
174220	Less PWO Allocated to W&S	18032012	Operating Expenses			(1,051)	(2,229)
174420	Occ H.S. & Welfare	18032012	Operating Expenses		2,000		(229)
144530	Diesel Rebates	18032012	Operating Revenue		10,000		9,771
144930	Reimbursements	18032012	Operating Revenue		1,526		11,297
144920	Parts & Repairs	18032012	Operating Expenses			(30,000)	(18,703)
145120	Repairs Wages	18032012	Operating Expenses			(12,333)	(31,036)
145220	Insurance & Licenses	18032012	Operating Expenses			(2,385)	(33,421)
145420	Less POC Allocated to W&S	18032012	Operating Expenses		32,925		(496)
145620	Depreciation of Plant	18032012	Non Cash Item	(22,972)			(496)
148140	Plant Reserve	18032012	Capital Expenses			(73,400)	(73,896)
168900	Depreciation Written Back	18032012	Non Cash Item		22,972		(50,924)
172720	Administration	18032012	Operating Expenses		267		(50,657)
144630	Staff Fuel Card Reimbursements	18032012	Operating Revenue			(6,500)	(57,157)
148860	Lease Fees - Industrial Land	18032012	Operating Revenue		7,045		(50,112)
145520	Staff Fuel Cards	18032012	Operating Expenses		6,500		(43,612)
146620	Mid West Industry Road Safety Alliance	18032012	Operating Expenses			(1,000)	(44,612)
0001	Roadworks Const - Own Resources	18032012	Capital Expenses		31,561		(13,051)
1001	Hockey goals	18032012	Capital Expenses		7,800		(5,251)
148340	Accrued Leave Reserve - Interest	18032012	Operating Revenue		650		(4,601)
148440	Land and Building Reserve - Interest	18032012	Operating Revenue		700		(3,901)
148640	Sportsground Reserve Interest	18032012	Operating Revenue		20		(3,881)
148540	Plant reserve - interest	18032012	Operating Revenue		2,375		(1,506)
149140	APU Maintenance Reserve - Interest	18032012	Operating Revenue		200		(1,306)
148740	Industrial Area Development Reserve - Interest	18032012	Operating Revenue		25		(1,281)
145140	Environmental Rehabilitation Reserve - Interest	18032012	Operating Revenue		150		(1,131)
149440	RTC/PO Reserve Interest	18032012	Operating Revenue		250		(881)
148040	Insurance Reserve - Interest	18032012	Operating Revenue		600		(281)
144040	Marketing reserve - interest	18032012	Operating Revenue		300		182

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Sundry account	18032012	Operating Expenses	\$	\$	\$	\$
	Depreciation	18032012	Non Cash Item			(19)	0
9673101	Land & Building Reserve	20052008	Capital Expenses	(342,572)		(40,000)	(40,000)
9673301	Recreation Reserve	20052008	Capital Expenses			(10,000)	(50,000)
9673901	Insurance Reserve	20052008	Capital Expenses			(20,000)	(70,000)
9674001	Economic Development & Marketing Reserve	20052008	Capital Expenses			(10,000)	(80,000)
9674401	COVID-19 Emergency Reserve	20052008	Operating Revenue		80,000		0
				0	490,947	(480,269)	

KEY INFORMATION

FOR THE PERIOD ENDED 31 MAY 2020

EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2019-20 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %		Timing/ Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
Governance	3,143	28.87%	▲	Permanent	LGIS Scheme Surplus
General Purpose Funding - Other	342,860	98.89%	▲	Permanent	Receive advance Financial Assistance Grant
Health	(195)	(57.52%)	▼	Timing	Caravan Park Licence not received
Education and Welfare	(316)	(35.87%)	▼	Timing	Men in Shed lease not received
Housing	13,594	15.74%	▲	Permanent	Receiving rent from previously vacant properties
Transport	(22,438)	(3.75%)	▼	Timing	Less Department of Transport transactions than anticipated
Economic Services	(4,825)	(19.67%)	▼	Timing	Less standpipe income than anticipated; Lease payment not received for industrial land
Other Property and Services	14,354	16.20%	▲	Permanent	Additional diesel rebates claimed; Insurance claim for skid steer; Reimbursement for Velpic charges
Expenditure from operating activities					
Governance	102,181	22.80%	▲	Permanent	Less attendance at conferences for elected members; Postpone CBH heavy vehicle access road feasibility study; Less maintenance in chambers than budgeted; Administration costs allocated less than anticipated; New chart of accounts process has reallocated administration costs to Other Property and Services
Housing	(21,723)	(14.03%)	▼	Timing	Additional maintenance on houses than anticipated
Community Amenities	25,353	10.60%	▲	Timing	Less than anticipated expenditure for the contract services for refuse collection; Timing of employee costs, contracts and materials at public conveniences, refuse site, asbestos management and cemetery; Monitoring of bores not allocated
Recreation and Culture	69,419	6.64%	▲	Timing	Less than anticipated hall expenditure; Less oval maintenance; Less than anticipated rec centre expenditure; Anticipated Community Assistance Scheme to be completed; Administration costs allocated less than anticipated
Transport	21,447	1.28%	▲	Timing	Less expense for street lighting than anticipated; Less Department of Transport transaction than anticipated; Additional employee costs at depot; Administration costs allocated less than anticipated;
Economic Services	35,300	10.90%	▲	Timing	Less building maintenance on the Post Office than anticipated; Less area promotion due to COVID-19 Administration costs allocated less than anticipated

Other Property and Services	(168,861)	160.37%	▲	Timing	Allocations of public works overheads and plant operating costs not fully reallocated to other programs (such as Transport and Recreation & Culture). Will balance out over the rest of the Financial Year; More private works than anticipated; New chart of accounts process has reallocated administration costs to Other Property and Services; Administration costs allocated less than anticipated
Investing Activities					
Non-operating Grants, Subsidies and Contributions	115,603	9.05%	▲	Timing	New regulation requirement to only receive funds once projects are completed; Claimed grants earlier than anticipated
Proceeds from Disposal of Assets	(14,315)	(35.67%)	▼	Permanent	Received less proceeds for trade in of assets than anticipated
Capital Acquisitions	291,154	10.51%	▲	Timing	Anticipated purchase of water tanker; Projects postponed/carried forward - Railway Station, bridge works, transfer station, public wifi, installation of walk trail
Financing Activities					
Transfer from Reserves	40,000	100.00%	▲	Timing	Budgeted transfer from reserves not finalised; Transferred funds into Covid-19 Emergency Reserve
Transfer to Reserves	(70,731)	526.17%	▼	Timing	Budgeted transfer to reserves not finalised; Transferred funds into Covid-19 Emergency Reserve

List of Accounts Due & Submitted to Council for May 2020

Chq/EFT	Date	Name	Description	Amount	
8654	21/05/2020	CITY OF GREATER GERALDTON	Building Certification Services for January to March 2020: Assessing Building and Swimming Pool Applications	-\$1,422.66	-\$1,422.66
DD9276.1	10/05/2020	WA SUPER	Payroll deductions	-\$2,136.95	
DD9276.2	10/05/2020	Sun Super	Payroll deductions	-\$1,004.20	
DD9276.3	10/05/2020	loof Portfolio Service Superannuation Fund	Superannuation contributions	-\$370.93	
DD9276.4	10/05/2020	ANZ Smart Choice Super	Superannuation contributions	-\$66.41	
DD9276.5	10/05/2020	Australian Super	Payroll deductions	-\$1,021.97	
DD9276.6	10/05/2020	BT Super For Life	Superannuation contributions	-\$209.16	
DD9276.7	10/05/2020	PRIME SUPER	Superannuation contributions	-\$274.04	
DD9283.1	08/05/2020	SYNERGY	Various - Power for the Period 21/02/2020 to 24/04/2020	-\$10,187.58	
DD9285.1	24/05/2020	WA SUPER	Payroll deductions	-\$19,225.42	
DD9285.2	24/05/2020	Australian Super	Superannuation contributions	-\$1,021.97	
DD9285.3	24/05/2020	Sun Super	Superannuation contributions	-\$1,098.28	
DD9285.4	24/05/2020	loof Portfolio Service Superannuation Fund	Superannuation contributions	-\$370.93	
DD9285.5	24/05/2020	ANZ Smart Choice Super	Superannuation contributions	-\$106.26	
DD9285.6	24/05/2020	BT Super For Life	Superannuation contributions	-\$202.47	
DD9285.7	24/05/2020	PRIME SUPER	Superannuation contributions	-\$274.04	
DD9287.1	24/05/2020	WA SUPER	Payroll deductions	\$16,688.38	
DD9289.1	24/05/2020	WA SUPER	Payroll deductions	-\$16,080.08	
DD9291.1	28/05/2020	SYNERGY	Rec Centre Electricity charges 8/4/20 to 12/5/20	-\$1,831.03	
DD9296.1	21/05/2020	BP Australia Pty Ltd	Fuel - April 2020	-\$1,360.17	
DD9302.1	21/05/2020	Department of Mines, Industry Regulation & Safety	Security Bond	-\$580.00	
DD9309.1	21/05/2020	Department of Mines, Industry Regulation & Safety	Security Bond	-\$648.00	-\$41,381.51
DOT010520	05/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 01/05/2020	-\$1,490.15	
DOT040520	06/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 04/05/2020	-\$2,051.85	
DOT060520	08/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 06/05/2020	-\$1,124.25	
DOT070520	11/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 07/05/2020	-\$1,684.95	
DOT080520	12/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 08/05/2020	-\$550.70	
DOT110520	13/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 11/05/2020	-\$1,231.85	
DOT120520	14/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 12/05/2020	-\$99.30	
DOT130520	15/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 13/05/2020	-\$2,364.60	

DOT140520	18/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 14/05/2020	-\$3,115.45	
DOT150520	19/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 15/05/2020	-\$1,093.45	
DOT180520	20/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 18/05/2020	-\$617.50	
DOT190520	21/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 19/05/2020	-\$200.00	
DOT200520	22/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 20/05/2020	-\$787.50	
DOT210520	25/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 21/05/2020	-\$5,603.05	
DOT220520	26/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 22/05/2020	-\$1,351.35	
DOT250520	27/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 25/05/2020	-\$3,432.15	
DOT270520	29/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 27/05/2020	-\$252.20	
DOT290420	01/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 29/04/2020	-\$2,825.15	
DOT300420	04/05/2020	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 30/04/2020	-\$5,379.40	-\$35,254.85
EFT13494	07/05/2020	CJD EQUIPMENT	Purchase for Various Plant Items: Protection Valve and Fitting	-\$44.79	
EFT13495	07/05/2020	AMPAC	Debt Recovery Services for Period Ending February 2020 - External Skip Trace for A958	-\$426.80	
EFT13496	07/05/2020	ATOM SUPPLY	Workshop Sundries - Meter Fuel DM100-01 McNaught	-\$1,191.13	
EFT13497	07/05/2020	Afgri Equipment	Purchase of New John Deere Z930R ZTrak Ride On Mower with attachment	-\$18,425.00	
EFT13498	07/05/2020	BUNNINGS Group Limited	Various Items Purchased: Roller Kit, Roller Cover Pack, Paint Brush Set, Undercoat, Paint and Paving Paint	-\$386.05	
EFT13499	07/05/2020	Moore Stephens	2020 Financial Reporting Workshop - 22/5/20	-\$2,851.20	
EFT13500	07/05/2020	BOC GASES	Depot Maintenance - Oxygen, Dissolved Acetylene, Argoshield Universal and Cellamix	-\$87.17	
EFT13501	07/05/2020	BITUTEK PTY LTD	Bituminous works, spray and cover Mingenew-Mullewa Road	-\$139,707.51	
EFT13502	07/05/2020	BPH (WA) PTY LTD	Hire of Machinery: Dry Hire of Smooth Drum from 30/03/2020 to 15/04/2020 and Double Side Tipper including Mobilisation and Demobilisation	-\$10,791.00	
EFT13503	07/05/2020	CLEANAWAY CO Pty Ltd	Waste Collection for Commercial/Industrial, Domestic and Rubbish Site Maintenance	-\$18,896.81	
EFT13504	07/05/2020	CHILD SUPPORT AGENCY	Payroll deductions	-\$264.21	
EFT13505	07/05/2020	Central West Health & Rehabilitation	Consultation for Workplace Injury	-\$234.20	
EFT13506	07/05/2020	DONGARA DRILLING & ELECTRICAL	Flow Test 3 x Bores at Rec Centre Flowing to Top Tank (Bore 1 - Hockey, Bore 2 - Bottom Tank, Bore 3 - Top Tank)	-\$495.00	
EFT13507	07/05/2020	DEAN CONTRACTING PTY LTD	Mingenew Rural Roadworks for Yandanooka NE Road - Supply and instal concrete headwall to suit existing culvery structure	-\$5,280.00	

EFT13508	07/05/2020	ELDERS LIMITED	Purchase of LP Gas Per Kg BOC	-\$37.40	
EFT13509	07/05/2020	GREENFIELD TECHNICAL SERVICES	Engineering Consultancy and Professional Management Fees, Preliminary Sketch and Land Tenure Boundaries for Coalseam Road	-\$1,100.00	
EFT13510	07/05/2020	JR & A HERSEY PTY LTD	Various Workshop Items: OxyGel Hand Sanitiser	-\$1,131.72	
EFT13511	07/05/2020	IMCO AUSTRALASIA	Pallet of Permanent Asphalt Repair	-\$2,623.50	
EFT13512	07/05/2020	IT Vision	Consultancy Services for Chartered of Accounts Restructure	-\$5,070.18	
EFT13513	07/05/2020	INFINITUM TECHNOLOGIES	Service Monthly Maintenance May 2020 - Service Agreement, Offsite Backup - Tier 4, Citrix Virtual Apps Licence, Disk - Cached (GB), Disk-Pure (GB), Instance-High Memory (GB of RAM), Instance-Standard (GB of RAM), Microsoft Windows Server Licence, Public Internet Data Transit (GB), Public IP Addresses (WAN IPv4), Veeam Licence, Office 365 Business Essentials, Office 365 Enterprise E3, Azure PBX Hosting	-\$7,765.35	
EFT13514	07/05/2020	LATERAL ASPECT	Service Fee April 2020	-\$3,758.33	
EFT13515	07/05/2020	Shire Of Mingenew	Payroll deductions	-\$100.00	
EFT13516	07/05/2020	MIDWEST AERO MEDICAL AIR AMBULANCE P/L	Visiting Doctor Fee for February 2020	-\$4,734.10	
EFT13517	07/05/2020	MARKETFORCE	Advertising Fees - Public Notices for Midwest Times 29/04/2020	-\$234.68	
EFT13518	07/05/2020	MINGENEW BAKERY	Bakery Account for April 2020 - Catering for Council Meeting	-\$54.60	
EFT13519	07/05/2020	MINGENEW IGA X-PRESS & LIQUOR	IGA Account April 2020 - Newspapers, Office Supplies, Depot Staff Room, Council Meeting	-\$102.76	
EFT13520	07/05/2020	MINGENEW TYRE SERVICES PTY LTD	2 x 1400 x R24 Double Coin Tyres supplied and fitted	-\$4,129.30	
EFT13521	07/05/2020	Officeworks	Various Stationery Items: Covid 19 Home Care Packs and Office Supplies	-\$379.75	
EFT13522	07/05/2020	OILTECH FUEL	Fuel Purchases from Palm Roadhouse: 22/04/2020 to 05/05/2020	-\$1,880.39	
EFT13523	07/05/2020	Purcher International	Purchase of Parts: Gas Strut and Freight	-\$186.94	
EFT13524	07/05/2020	PEMCO DIESEL PTY LTD	2000 Hr Service on Site for MI 572: John Deere Grader	-\$6,219.35	
EFT13525	07/05/2020	NUTRIEN AG SOLUTIONS LIMITE	Purchase of 20pc Fencing Gripples.	-\$81.83	
EFT13526	07/05/2020	Telstra Corporation	Telstra Account - Office Telstra Account, Councillors Ipads, Fire Office Mobile, Gardening Mobile	-\$1,149.08	
EFT13527	07/05/2020	TERRAWAY CONTRACTING PTY LTD	Hire of Semi Water Tanker for Mullewa-Mingenew Road Upgrade	-\$34,229.25	
EFT13528	07/05/2020	VELPIC	Monthly Velpic Fees for April 2020 - Contractor Induction 'Part A'	-\$398.20	
EFT13529	21/05/2020	AUSTRALIA POST	April 2020 Postage Fees	-\$1,013.02	
EFT13530	21/05/2020	ABCO PRODUCTS	Purgiene Hand Sanitiser	-\$43.34	

EFT13531	21/05/2020	ATOM SUPPLY	Respirator Disposable Masks	-\$2,433.86	
EFT13532	21/05/2020	Afgri Equipment	Supply Parts for P196D John Deere Cab Tractor: Plus-50 II Oil, Oil Filter, Filter Element, Grease and HY-Gard Oil	-\$325.56	
EFT13533	21/05/2020	AIT SPECIALISTS PTY LTD	Professional Services Provided for Completion of Fuel Tax Credits - Road Transport and Off Road for 1/4/20 to 30/4/20	-\$508.86	
EFT13534	21/05/2020	BUNNINGS Group Limited	Various Items Purchased: Evekare 600mm Knurled Grab Rail	-\$35.64	
EFT13535	21/05/2020	BREEZE CONNECT PTY LTD	Phone System Charges for 1/4/20 to 30/4/20: Trunk ID - 8346092, Main Line, Unilimited 4 Lines (4 Channels, 5 DID's Included)	-\$232.00	
EFT13536	21/05/2020	CLEANAWAY CO Pty Ltd	Waste collection for Commercial/Industrial, Domestic and Rubbish Site Maintenance for 31/3/2020	-\$10,585.84	
EFT13537	21/05/2020	CHILD SUPPORT AGENCY	Payroll deductions	-\$264.21	
EFT13538	21/05/2020	CIVIC LEGAL	Legal Advice Fees - COVID-19 and Council Meetings	-\$412.50	
EFT13539	21/05/2020	LANDGATE	Mining Tenement Charges, Mining Tenement Valuation Rolls 2020/2021	-\$222.25	
EFT13540	21/05/2020	DONGARA DRILLING & ELECTRICAL	Rec Centre Bores: Diagnose motor down to earth. Pull submersible and change out motor, install contactor and overload	-\$1,303.32	
EFT13541	21/05/2020	Dongara Tyrepower	Fitting fee for 4 x Maxxis Tyres and Alignment	-\$1,043.90	
EFT13542	21/05/2020	GREENFIELD TECHNICAL SERVICES	Engineering Consultancy and Professional Management Fees for Level 1 Bridge Inspection for Bridge Structures	-\$5,788.75	
EFT13543	21/05/2020	GNC CONCRETE AND PRECAST	Purchase of 300mm Dia Class 4 Concrete Pipe and Headwall	-\$4,518.80	
EFT13544	21/05/2020	INFINITUM TECHNOLOGIES	IT Support and Maintenance: Purchase of 2 x Logitech HD Webcams	-\$346.50	
EFT13545	21/05/2020	Shire Of Mingenew	Payroll deductions	-\$100.00	
EFT13546	21/05/2020	MINGENEW TYRE SERVICES PTY LTD	Puncture Repair for Mower Trailer (MI 3134)	-\$55.55	
EFT13547	21/05/2020	Officeworks	Various Stationery Items: HP 61 Black Ink Cartridge, Kensington Memory Foam Seat Rest, Staeppler, 9 Hole Sorter and KP3 Uni Pin	-\$202.60	
EFT13548	21/05/2020	OILTECH FUEL	Fuel Purchases from Palm Roadhouse: 06/05/2020 to 20/05/2020	-\$3,865.76	
EFT13549	21/05/2020	Shire Of Carnamah	Ranger and Emergency Services for 1/01/20 to 31/03/20	-\$3,598.67	
EFT13550	21/05/2020	Telstra Corporation	Text Message Charges April 2020	-\$336.15	
EFT13551	21/05/2020	T- QUIP	Supply of Hammer Flail and Nuts/Bolts	-\$387.05	
EFT13552	21/05/2020	WESTRAC PTY LTD	250 Hour Service Kit for PMI 541	-\$131.65	
EFT13553	21/05/2020	MINGENEW FABRICATORS	Replace 2 Worn Hydraulic Hoses	-\$397.10	-\$312,600.46
PRINT0520	07/05/2020	DE LAGE LANDON	Photocopier Lease - May 2020	-\$356.80	
MAY1300	15/05/2020	BUSINESS 1300	Live Answering Services - May 2020	-\$99.00	

NABC0520	15/05/2020	NAB	NAB Connect Fee May 2020	-\$45.64	
IT0520	27/05/2020	FINRENT	IT Equipment Lease - May 2020	-\$656.57	
MERCH0520	29/05/2020	NAB	Merchant Fees May 2020	-\$111.25	
SFEE0520	29/05/2020	NAB	Service Fee May 2020	-\$50.00	
AFEE0520	29/05/2020	NAB	Account Fee May 2020	-\$20.70	
BPAY0520	29/05/2020	NAB	BPAY FEE MAY 2020	-\$3.78	-\$1,343.74
		Total		-\$392,003.22	-\$392,003.22