



ATTACHMENT BOOKLET FOR ORDINARY COUNCIL MEETING

15 September 2021 at 4:30pm

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MINUTES OF THE ORDINARY COUNCIL MEETING

18 AUGUST 2021

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**MINUTES THE ORDINARY MEETING OF COUNCIL TO BE HELD IN COUNCIL CHAMBERS ON
18 AUGUST 2021 COMMENCING AT 4.30PM**

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President welcomed everyone to the meeting and opened it at 4:30pm.

**2.0 RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE
COUNCILLORS**

GJ Cosgrove	Shire President	Town Ward
RW Newton	Deputy President	Rural Ward
HR McTaggart	Councillor	Rural Ward
HM Newton	Councillor	Town Ward
JD Bagley	Councillor	Rural Ward
AR Smyth	Councillor	Town Ward

APOLOGIES

CV Farr	Councillor	Town Ward
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STAFF

N Hay	Chief Executive Officer
J Clapham	Finance and Administration Manager
P Wood	Works Manager
E Greaves	Governance and Community Manager

3.0 GALLERY

Mr Peter Horwood
Mr Chris and Mrs Sarah Gammon

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

5.0 PUBLIC QUESTION TIME/PUBLIC STATEMENT TIME

The Shire received a written question via email from Mr Geoff Thorncroft on 14 August 2021 which was taken on notice:

"As a rate payer of Mingenew and a former shire employee, I would like a justification from the CEO and president as to the recent 3% rate increase. After witnessing wastage spending, damage to equipment by shire employees with no accountability being held or disciplinary action being taken by the CEO, non-shire employees utilising shire property and bad decision making, I personally find the rate increase non justifiable and would like some accountability put back into the current CEO."

6.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7.0 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil.

8.0 CONFIRMATION OF PREVIOUS MEETING MINUTES

7.1 ORDINARY COUNCIL MEETING HELD 21 JULY 2021

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 10.1 – RESOLUTION# 01180821

MOVED: Cr HR McTaggart

SECONDED: Cr JD Bagley

That the Minutes of the Ordinary Meeting of the Shire of Mingenew held in the Council Chambers on 21 July 2021 be confirmed as a true and accurate record of proceedings.

VOTING REQUIREMENTS:

CARRIED BY SIMPLE MAJORITY 6/0

7.2 SPECIAL COUNCIL MEETING HELD 10 AUGUST 2021

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 10.2 – RESOLUTION# 02180821

MOVED: Cr HM Newton

SECONDED: Cr HR McTaggart

That the Minutes of the Special Meeting of the Shire of Mingenew held in the Council Chambers on 10 August 2021 be confirmed as a true and accurate record of proceedings.

VOTING REQUIREMENTS:

CARRIED BY SIMPLE MAJORITY 6/0

9.0 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil.

10.0 DECLARATIONS OF INTEREST

Nil.

11.0 RECOMMENDATIONS OF COMMITTEES

Nil.

11.0 REPORTS BY THE CHIEF EXECUTIVE OFFICER

11.1 DRIVEWAY ACCESS TO LOT 38 ON PLAN 573

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
File Reference: A205
Date: 13 August 2021
Author: Nils Hay, CEO
Voting Requirement: Simple Majority

Summary

Council is to consider the provision of driveway access to L38 on P573 (Mingenew Bakery), as the lot currently has no easement or agreement in place for right of access.

Key Points

- Council seeking to create access for L38 on P573, via L70 on P573
- At present, informal access exists via L39 on P573, but there is no legal right of access
- Council is seeking to relocate access to support delivery of youth precinct project

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 11.1 – RESOLUTION# 03180821

MOVED: Cr J Bagley SECONDED: Cr A Smyth

That Council:

1. Notify the landowners of L38 on P573 of its intent to close access through L39 on P573; and
2. At its cost, agree to create vehicle access to the fence of L38 on P573 via L70 on P573; and
3. At its cost, agree to create an easement for access to L38 on P573 via L70 on P573; and
4. Following creation of access via L70, Council close access to L38 on P573 through L39 on P573.

VOTING REQUIREMENTS:

VOTING TIED 3/3

CARRIED BY CASTING VOTE BY PRESIDING MEMBER 1

Cr RW Newton and Cr HM Newton requested their names be recorded as voting against the item.

Attachment

- 11.1.1 Land ownership map
- 11.1.2 Access Agreement between Shire of Mingenew and K & M Boyland
- 11.1.3 Youth Precinct Layout Options

Background

A map showing various land ownership of the area in discussion is attached (Attachment 11.1.1).

On 25 June 1993, K & M Boyland – then owners of L38 on P573 – entered into an agreement (Attachment 11.1.2) with the Shire of Mingenew for access to their property via a driveway on L38 on P573 (which is owned by the Shire). That agreement lapsed with the sale of the property to Christopher and Sarah Gammon (the current proprietors of the Mingenew Bakery) on 31 October 2013.

Since that time the Gammons have continued to utilize the same access as the Boylands, without any agreement in place. Over that time, no legal right of access to the property has existed through any of the adjoining land. Title searches of the various blocks in question do not reveal any provision for access to L38.

At its May and July 2020 Ordinary Council Meetings, Council endorsed the allocation of Drought Communities Program (DCP) and Local Roads and Community Infrastructure (LRCI) funding towards a project which would

see new playgrounds and a pump track built on L39 and L40 on P573, as well as the upgrade of the skate park on L41. To better connect the upgraded youth precinct and reduce the likelihood of any interaction between vehicles and pedestrians, discussions were held with the Gammons regarding alternative access options. At this time, it had been incorrectly assumed by Council officers that a legal right of access existed.

Following several site meetings with the Shire CEO and staff from around June 2020, on 29 September 2020 the Gammons verbally agreed for the Shire to undertake works to relocate their property access to enter via Lot 70 on P573. On 12 October 2020, that agreement was withdrawn.

Subsequently, Shire officers worked with the Gammons to examine alternative access options (Attachment 1.1.3), including access onto Midlands Road, via a driveway on L39 and L37. This option required both the relocation a Western Power power pole, as well as the construction of a Main Roads-specification crossover and entry onto Midlands Road.

Western Power advised that pole relocation works were estimated to cost approximately \$20,000.

Main Roads WA advised that the following would be required for the provision of compliant driveway access onto Midlands Road:

- Sealed driveway of 6m width (in line with Main Roads Urban Driveway Setout Light Vehicles - Two way - Drawing 200431-0199-3)
- To achieve the required 40m sight distance:
 - o From the edge of the driveway to the East, an 8.5m raised bulge should be installed within the current parking area, as an exclusion zone for parking
 - o From the edge of the driveway to the West, a 7.0m raised bulge should be installed within the current parking area, as an exclusion zone for parking
- Installation of give way and continuity line-marking
- Installation of pedestrian warning signage

This work was not costed, as the loss of main street parking alone was deemed to make it an unviable option.

Other alternative options were also examined, including alternative access onto Shenton Street, via L40, 41 and 42. This option would have had significant impacts upon the potential to construct a new pump track on L40 and 41 and, if made permanent, would require a significant easement across three parcels of land.

As of November 2020, in the absence of agreement, maintaining the existing access and implementing methods to try to protect pedestrians, appeared the only option open to Council.

Following discussion at the February 2021 Concept Forum meeting, Council officers re-examined the matter as concerns were expressed about the suitability of maintaining the existing access. As part of that re-examination, Council officers became aware of the previous agreement between the Boylands and the Shire. Council officers re-engaged with the Gammons to try to reach a mutually acceptable outcome.

To date, there has been no agreement between the parties on a preferred way forward. In previous correspondence, Council has expressed its desire to work with the Gammons to provide suitable access through L70, including the creation of an easement to guarantee access into the future. Council has offered to incur reasonable costs to assist with the delivery of this access.

Since their initial assent in September 2020, the Gammons have opposed this option. In July 2021, discussions with the Gammons reached an impasse as a result of mutually exclusive preferences.

Comment

Council's legal advice on this matter has supported the position that:

- There is currently no legal right of access into L38

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- Council is within its rights to close the current access
- Council does not have an obligation to provide alternative access

Whilst it is the landholder's responsibility, not Council's, to ensure that they hold legal right of access to their property, Council has sought to try to identify alternatives over the past year in order to minimize the potential impact of the change. At no stage has Council's intent been to deprive the property of any form of access.

Few suitable alternatives exist. Access onto Midlands Road is expensive and would result in significant loss of main street parking. Access onto Shenton Street via a different configuration would adversely impact the ability of the Shire to provide a pump track as part of the youth precinct project.

Rather than remove access to the property altogether, Council has sought to try to find a suitable alternative and has offered support repeatedly to make access via L70 a practical option. This option can provide lasting access, in the form of a permanent easement, and would only have a small impact upon available parking.

Whilst it is understood that this option is not favoured by the Gammons, it is viewed by Council as being the least impactful overall in terms of:

- Likely interactions between pedestrians and vehicles accessing L38
- Loss of parking
- Impact on youth precinct project

Consultation

- Christopher and Sarah Gammon
- Main Roads WA
- Western Power
- McLeods Barrister & Solicitors

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

An initial amount of \$7,000 is in the current budget for works potentially relating to driveway access changes.

Strategic Implications

Delivery of the youth precinct project is part of the Shire's Corporate Business Plan 2021-25 (item 2.4.2e)

11.2 WALGA STATE COUNCIL AGENDA 3 SEPTEMBER 2021 MEETING

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: GR.LRL.4
Disclosure of Interest: Nil
Date: 3 August 2021
Author: Erin Greaves, Governance & Community Manager
Authorising Officer: Nils Hay, Chief Executive Officer
Voting Requirements: Simple Majority

Summary

To consider and vote on the WALGA State Council Matters for Decision and submit those to the Council.

Key Points

- The WALGA State Council Meeting is scheduled to be held on Friday, 3 September 2021 commencing at 10am and will be hosted by the Shire of Broome at The Continental Hotel.
- The Shire of Mingenew is represented at State Council by Cr Karen Chappel, Deputy President of WALGA and Chair of the Northern Country Zone of WALGA.
- The next meeting is proposed to be held on Wednesday, 1 December 2021.

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 11.2 – RESOLUTION# 04180821

MOVED: Cr JD Bagley SECONDED: Cr RW Newton

PART A

That Council supports WALGA's recommendations submitted in the 3 September 2021 WALGA State Council Meeting Agenda, as follows:

Item 5.1 External Oversight of Local Level Complaints (05-034-01-0001 JM)

That WALGA advocate for an external oversight model for local level behavioural complaints made under Council Member, Committee Member and Candidate Codes of Conduct, that is closely aligned to the Victorian Councillor Complaints Framework.

Item 5.2 Tender Exemption Provisions – General Practitioner Services (05-034-01-0005 TB)

That WALGA:

1. Adopt a new Advocacy Position Statement under 'Local Government Legislation -Tender Exemption General Practitioner Services':
"WALGA advocates for the inclusion of a tender exemption for General Practitioner (GP) services under Part 4, Division 2 of the Local Government (Functions and General) Regulations 1996, to support Local Governments to secure and retain necessary primary health care services for their communities"; and
2. Undertake additional research in support of the Advocacy Position with the following aims:
 - a) Identify State and Federal Government policy settings and other factors contributing to gaps in primary health care services in regional communities; and
 - b) Quantify the number of regional Local Governments that have current contracts, or are proposing to enter into contracts, for General Practitioner services and the associated costs to Local Government incurred.

Item 5.3 Phase 2 Planning Reform Submission

That the submission to the Department of Planning, Lands and Heritage on Phase 2 Planning Reform be endorsed.

PART B

That Council notes the Information Reports provided within the 3 September 2021 WALGA State Council Meeting Agenda, as follows:

Item 6.1 Stop Puppy Farming Legislation

Item 6.2 *Regional Telecommunications Resilience*

Item 6.3 Report Municipal Waste Advisory Council (MWAC)

Item 6.4 2021-22 State Budget Submission

Item 6.5 WALGA Submission: Inquiry into the Delivery of Ambulance Services in WA

Item 7.1 Key Activity Reports

7.1.1 Commercial and Communications

7.1.2 Governance and Organisational Services

7.1.3 Infrastructure

7.1.4 Strategy, Policy and Planning

Item 7.2 Policy Forum Report

VOTING REQUIREMENTS:

CARRIED BY SIMPLE MAJORITY 6/0

Attachment

11.2.1 WALGA State Council Agenda – 3 September 2021

Background and Comment

The WALGA State Council Agenda provides significant background around each matter presented for decision however a summary and comment for each Item is provided below:

Item 5.1 External Oversight of Local Level Complaints (Page 5)

WALGA have received feedback from some member Councils that there is concern in regard to local governments being responsible for dealing with local level complaints about alleged breaches under the new Code of Conduct provisions.

It is WALGA's policy position that an independent assessor is responsible for receiving, investigating and assessing complaints and that the CEO is removed from processing complaints (in light of the employee relationship the CEO has with Council potentially creating a conflict of interest or bias). It is also WALGA's view that the focus should remain on early intervention framework of monitoring to support local governments at the State Governments cost.

The Shire of Mingenew has raised concern in the past about the cost implications to Council for seeking independent advice and resourcing.

The recommendation by WALGA supports a similar model to Victoria's is framed on a tiered system as follows:

- complaints of misconduct by a Councillor are heard and determined under the Council's internal arbitration process by an independent arbiter; and
- complaints of serious misconduct by a Councillor are heard and determined by independently established Councillor Conduct Panels; and
- allegations of gross misconduct are dealt with by Victorian Civil and Administrative Tribunal.

This proposal provides some flexibility in being able to deal with minor matters locally, and that any system does not undermine the leadership role of the Shire President to guide Council Members.

Item 5.2 Tender Exemption Provisions – General Practitioner Services (Page 8)

In response to feedback received on local governments acquiring GP services, WALGA is advocating for a size and scale regional tender exemption to apply when procuring these services. GP Services are generally acquired through tendering of services although, some do employ the GP directly. The current tender process requires that the service must be tendered on a regular basis to test the market, but this puts the GP service continuity at risk in a market that is low on supply, with limited GPs willing to be based in the regions.

The Shire of Mingenew is fortunate to be a position currently that it does not need to resource the GP services (although a contribution is made to support this service). Should this model change in the future and the Shire would need to resource this service, flexibility in the tender requirements would be supported to ensure the community could attract and retain a quality GP service.

Item 5.3 Phase 2 Planning Reform Submission (Page 10)

Phase 2 of the Action Plan for Planning Reform has been released for comment by the Department of Planning, Lands and Heritage (DPLH). WALGA's submission (provided within the Attachment on page 14) provides a response to all relevant reform initiatives as well as detailed commentary on suggested further areas for reform.

The public comment period is due to close on Tuesday, 31 August however, an extension has been granted to the Association to provide its comment by Friday, 3 September. An overview of the proposed planning reform can be found at <https://consultation.dplh.wa.gov.au/reform-design-state-assessment/planning-reform-phase-2/>.

Any reform that proposes to reduce red tape and increase efficiency is welcomed and generally, the proposed reform aligns with this. Given there has been reasonable consultation with experts within the local governments sector on the reform and the Shire

The Council Agenda also provides a number of reports for information purposes. Comment is provided below on any matters considered of interest or applicable to the Shire:

Item 6.1 Stop Puppy Farming Legislation

The Dog Amendment (Stop Puppy Farming) Bill 2021 was introduced on 2 June 2021. WALGA notes that concern remains around the fees and charges, which are based on 2018 cost modelling, and it is concerning that they may not adequately recover costs to the local government in implementing the law. WALGA is continuing to liaise with DLGSC to advocate for fees and charges to be set at levels to achieve full cost recovery.

Item 6.2 Regional Telecommunications Resilience (Page 44)

In 2019, local governments were requested to provide feedback on their experiences with telecommunications, including blackspots, battery back-up failures, outages (planned and unplanned) and Telstra notification systems. Regional Telecommunications Review Issues Paper released 16 July 2021 with the Committee accepting submissions until 30 September 2021. Each WALGA Zone requested to consider the Regional Telecommunications Review as part of the Agenda for their August round of meetings. With the Consultation Period running from 6 July 2021 to 30 September 2021, the Committee is inviting regional communities, businesses and governments to engage directly through face-to-face consultations, written submissions and online forums. The Association encourages Local Government to make a submission and take the opportunity WALGA will be coordinating a whole of sector response and welcomes Local Government contributions on this important issue to our rural, regional and remote members and those who live, work or visit your communities.

Item 6.3 Report Municipal Waste Advisory Council (MWAC) (Page 46)

This Information report summarises the outcomes of the MWAC's most recent meeting held 30 June 2020.

No further comment is provided on WALGA's Key Activity Reports or Policy Forum Reports.

Consultation

WALGA

Statutory Environment

Local Government Act 1995

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Community Strategic Plan

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

11.3 VOTING DELEGATES - WALGA STATE COUNCIL AGM 2021

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: GR.LRL.4
Disclosure of Interest: Nil
Date: 3 August 2021
Author: Erin Greaves, Governance & Community Manager
Authorising Officer: Nils Hay, Chief Executive Officer
Voting Requirements: Simple Minority

Summary

To consider, and to appoint Council's voting delegates for the meeting.

Key Points

- All WALGA member Councils are entitled to be represented by two voting delegates at the AGM
- The Annual General Meeting 2021 is to be held in conjunction with the 2021 Local Government Convention at Crown Perth.
- Elected Members and senior officers are welcome to attend as observers
- Registrations for voting delegates close 27 August 2021

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 11.3 – RESOLUTION# 05180821

MOVED: Cr AR Smyth SECONDED: Cr JD Bagley

That Council appoints Cr GJ Cosgrove and Mr Nils Hay as voting delegates for the Shire of Mingenew at the 2021 WALGA State Council AGM on Monday, 20 September 2021.

VOTING REQUIREMENTS:

CARRIED BY SIMPLE MAJORITY 6/0

Attachment

11.3.1 WALGA State Council AGM Minutes 2020

Background

The WALGA State Council AGM is commonly held the week of the Local Government Convention and this year it will be held at 9am on Monday 20 September 2021 at Crown Perth, marking the start of the Convention for 2021.

The closing date for any submissions of motions was 16 July 2021. Any matters relevant to the State Council have gone through the Northern Country Zone of WALGA. No motion shall be accepted for debate at the Annual General Meeting after the closing date unless the Association President determines that it is of an urgent nature, sufficient to warrant immediate debate, and delegates resolve accordingly at the meeting.

Comment

It has been previous practice to appoint the Shire President and Chief Executive Officer as Shire representative voting delegates. Only registered delegates or proxy registered delegates will be permitted to exercise voting entitlements on behalf of Member Councils. Delegates may be Elected Members or serving officers. Council may wish to nominate two proxy delegates

The Agenda for the meeting was not available at the time of preparing this report but a copy of the Minutes from the 2020 AGM have been included as an attachment.

All Voting Delegates will need to present at the WALGA Delegate Service Desk prior to the AGM to collect their electronic voting device (keypad) for voting and identification tag to gain entry into

the Annual General Meeting.

The appointment does not preclude other Councillors or officers from attending the AGM.

Consultation

WALGA

Statutory Environment

Local Government Act 1995

WALGA State Council Constitution

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Community Strategic Plan

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

11.4 PLANNING EXEMPTION GUIDELINES FOR CYCLONE-IMPACTED PROPERTIES

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: LP.APP
Disclosure of Interest: Nil
Date: 12 August 2021
Author: Erin Greaves, Governance & Community Manager
Authorising Officer: Nils Hay, Chief Executive Officer
Voting Requirements: Absolute Majority

Summary

To consider changes to how planning applications are considered for cyclone-impacted properties so that building works can be streamlined. The Emergency Temporary Accommodation Information Sheet is aimed at guiding the provision of emergency accommodation on a temporary basis as a result of the impacts of Cyclone Seroja in April 2021.

The purpose of this report is for Council to consider and adopt the content of the information sheet and the applicable timeframe for planning exemptions.

Key Points

- In response to the number of planning applications expected resulting from damage caused by Cyclone Seroja, the Shire of Northampton developed an Information Sheet
- To provide some relief to impacted residents, the Shire of Mingenew proposes a similar policy be adopted

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 11.4 – RESOLUTION# 06180821
MOVED: Cr HM Newton **SECONDED: Cr RW Newton**

That Council:

1. Adopts the Emergency Temporary Accommodation Information Sheet – Planning Exemption Guidelines;
2. Adopts a 12-month Planning Exemption period for Emergency Temporary Accommodation within the Shire of Mingenew for properties that have been damaged or lost due to Cyclone Seroja on 11 April 2021.
3. Grants, by Absolute Majority, delegated authority to the Chief Executive Officer to issue Planning Exemptions in accordance with the Guidelines as attached.

VOTING REQUIREMENTS:

CARRIED BY SIMPLE MAJORITY 6/0

Attachment

11.4.1 Emergency Temporary Accommodation – Cyclone Seroja Guidelines and Application Form

Background

In emergency situations, Clause 61(1) of the 'Deemed Provisions' of the Planning and Development (Local Planning Scheme) Regulations 2015 permits local governments to issue a temporary exemption from the need to obtain development (planning) approval. An 'exemption' is not an approval but a temporary relaxation of requirements which is permitted for a maximum period of twelve (12) months. At the end of the twelve months, the exemption ceases, and the structures will be required to be removed.

Alternatively, should the owner want to retain the development on site then an Application for Development approval will be required. The proposed development will be assessed against the normal planning framework and in some cases, approval will not be granted. It is also noted that in many cases, people will not need to apply for development

approval for temporary accommodation (as per normal) as this requirement meets a form of exemption that local governments can apply if the structures are compliant with the Residential Design Codes, Local Planning Schemes and the Planning and Development Act 2005. However, exemptions will not apply to properties located within Special Control Areas, Heritage protected places and those located within Bushfire prone areas with ratings >BAL-40/BAL-FZ.

Further general information can be found at <https://www.wa.gov.au/organisation/departments/planning-lands-and-heritage/cyclone-seroja-support>.

Comment

The Emergency Temporary Accommodation Information Sheet – Planning Exemption Guidelines for Cyclone Seroja is considered to accord with the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* relating to planning exemptions. In summary the guidelines set out the following information:

Planning exemption up to 12 months

The guidelines consider issuing an exemption for temporary works for a period of twelve (12) months under the Local Planning Scheme to be the most efficient and responsive mechanism to facilitate the provision of temporary accommodation immediately to those landowners who have lost homes or for construction workers involved in rebuilding and recovery works.

If there is a further need for accommodation structures after the initial exemption period of twelve (12) months, this is considered to be the responsibility of the applicant to submit a Development Application in good time before expiration of the exemption period. It is also recognised in the guidelines that Council will not automatically re-issue exemption approvals.

Types of development considered for exemption the guidelines set out the parameters and planning requirements for the consideration of a planning exemption for outbuildings, repurposed and second-hand dwellings, ancillary accommodation, caravans, and motorhome.

In order to obtain the planning exemption, some basic information is required to support the request including:

- Site Plan showing location of proposed structure together with plans and elevations of proposed works; and
- Photos submitted that clearly illustrate the condition and appearance of the entire building/caravan; and
- Statutory Declaration acknowledging conditions of planning exemption for emergency temporary accommodation.

Next Steps including Health and Building requirements

The guidelines also include some additional information in the provision of general advice regarding the steps that following planning exemption. Given the extensive damage that has occurred to buildings and infrastructure in some cases, it is necessary that sites where emergency temporary accommodation are being proposed meet health, building and safety requirements.

Delegation to CEO to issue planning exemptions

As part of the suite of matters to be considered in regard to issuing planning exemptions for emergency temporary accommodation, the matter of delegation also needs to be considered. At present the Delegation Register makes no specific mention of delegated authority to the Chief Executive Officer for the issuing of planning exemptions. It is recommended that Council issue delegation to the CEO to issue a planning exemption for emergency temporary accommodation for up to a 12-month period in order to expedite the process.

Consultation

This report is based on a similar proposal considered by the Shire of Northampton in May 2021.

There has been no formal community or government consultation on the Emergency Temporary Accommodation Information Sheet, however, the Department of Planning Lands and Heritage has provided information to the Shire with regard to planning exemptions.

Statutory Environment

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Mingenew Local Planning Scheme No.4

Clause 61(1) of the 'Deemed Provisions' of the Planning and Development (Local Planning Scheme) Regulations 2015 permits local governments to issue a temporary exemption from the need to obtain development (planning) approval.

Policy Implications

The adoption of the information sheet into the format of a Local Planning Policy can proceed without the usual advertising and adoption requirements if permission is granted by the WA Planning Commission. The Shire of Northampton are currently liaising with the Department of Planning Lands and Heritage to prepare a Local Planning Policy that addresses "Emergency Planning" matters and it is proposed that the Shire follow suit.

Financial Implications

The issuing of a planning exemption will not incur a fee. It is also recommended that at the end of the proposed twelve (12) month period, should an Application for Development Approval be lodged to formalise development, for example, in the case of a transportable dwelling, then Council may also wish to waive the planning fee associated with this part of the process.

Strategic Implications

Community Strategic Plan

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

11.5 COMMUNITY BUS POLICY REVIEW

Location/Address:	Shire of Mingenew
Name of Applicant:	Shire of Mingenew
File Reference:	CM.POL.1
Disclosure of Interest:	Nil
Date:	23 July 2021
Author:	Erin Greaves, Governance & Community Manager
Authorising Officer:	Nils Hay, Chief Executive Officer
Voting Requirements:	Simple Majority

Summary

To consider the reviewed Community Bus Policy.

Key Points

- Council adopted a revised fee structure for the Community Bus hire in 2021/22 and the Policy has been amended to reflect those changes.
- The Community Bus is predominantly used by the Seniors and Mingenew Primary School

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 11.5 – RESOLUTION# 07180821
MOVED: Cr HR McTaggart SECONDED: Cr AR Smyth

That Council adopts the reviewed Policy 1.4.3 Community Bus Policy as attached.

VOTING REQUIREMENTS: CARRIED BY SIMPLE MAJORITY 6/0

Attachment

11.5.1 Proposed Policy 1.4.3 Community Bus

11.5.2 Existing Policy 1.4.3 Community Bus

Background

The Shire's Community Bus Policy has seen minimal changes since its major review in December 2016.

Following a review of its usage and implementation of the Policy over the last couple of years, staff propose some changes to simplify hire charges and processing.

Comment

The Seniors Program and Mingenew Primary School, under the current fee structure are liable to pay a nominal fee which is waived in most cases and their usage is only 2-3 times per year. The new fee structure therefore proposes the fee be waived permanently for these users.

The current fee structure has been challenging for officers to interpret and implement logistically. The new fee structure provides a flat fee per day charge to be applied and the per km charge be removed.

The requirement to pay a relevant bond and return the Bus with a full tank of fuel remains.

Statutory Environment

Local Government Act 1995

Policy Implications

As outlined.

Financial Implications

The change to the fee structure is considered to have an immaterial effect on income from the bus hire.

Strategic Implications

Strategic Community Plan

Strategy 2.1.2 Develop healthcare and recreation services for all the community to ensure the well-being and health of all age groups within the community

Strategy 2.2.2 Support planning for access to quality education services, including transport planning

11.6 TEMPORARY EMPLOYMENT OR APPOINTMENT OF CEO POLICY

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: CM.POL.1
Disclosure of Interest: Nil
Date: 23 July 2021
Author: Erin Greaves, Governance & Community Manager
Authorising Officer: Nils Hay, Chief Executive Officer
Voting Requirements: Absolute Majority

Summary

Since review of the Temporary Employment or Appointment of CEO policy was reviewed in May 2021, WALGA have released a more comprehensive model policy template that incorporates a number of the new legislative references.

Key Points

- Section 5.39C of the Local Government Act 1995 sets out the requirement to adopt a policy for the temporary employment or appointment of a CEO
- WALGA have recently updated their model template and the Shire's existing policy has been updated to reflect it

OFFICER RECOMMENDATION – ITEM 11.6

MOVED: Cr AR Smyth SECONDED: Cr JD Bagley

That Council, by Absolute Majority, adopts the reviewed Policy 1.2.4 Temporary Employment or Appointment of CEO as attached.

COUNCIL DECISION - ITEM 11.6 – RESOLUTION# 08180821

MOVED: Cr HR McTaggart SECONDED: Cr AR Smyth

That Council lays Item 11.6 Temporary Employment or Appointment of CEO Policy on the table in order to seek further clarification on remuneration options.

VOTING REQUIREMENTS:

CARRIED BY SIMPLE MAJORITY 6/0

Attachment

11.6.1 Amended Policy 1.2.4 Temporary Employment or Appointment of CEO

11.6.2 Existing Policy 1.2.4 Temporary Employment or Appointment of CEO

Background

This template policy addresses the requirements of section 5.39C of the Local Government Act 1995 that require a Local Government to adopt, by absolute majority, a policy that sets out the process to be followed in relation to:

- Employment of a person in the position of CEO for a term not exceeding 1 year; and
- Appointment of an employee to act in the position of CEO for a term not exceeding 1 year.

WALGA provides this template policy as a guide for Local Governments to consider when developing or amending a Policy. This template policy provides suggested wording only and Local Governments should consider, develop and implement policy suitable to their operational requirements.

Comment

The policy outlines that an Acting CEO is to be appointed for any leave periods greater than 48 hours and less than 6 weeks (noting this applies to periods of leave only and not for absences when the CEO may be attending to matters outside the Shire for periods greater than 2 consecutive working days). By decision of Council an Acting CEO appointment may be extended beyond 6 weeks (but for less than 12 months) if the CEO remains available in accordance with the policy

Remuneration of the Acting or Temporary CEO is to be in accordance with the policy; providing for 100% of the cash component (only) of the substantive CEO's reward package, and all other benefits to be determined by Council resolution. The remuneration is based on standard industry practice, which reflects the level of responsibility and risk associated with the role.

Consultation

WALGA

Statutory Environment

Local Government Act 1995

Policy Implications

As outlined.

Financial Implications

The Shire's Budget provides for leave provisions for the CEO and associated acting appointments.

Strategic Implications

Community Strategic Plan

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

12.0 FINANCE

12.1 FINANCIAL REPORT FOR THE PERIOD ENDED 31 JULY 2021

Location/Address:	Shire of Mingenew
Name of Applicant:	Shire of Mingenew
File Reference:	FM.FRP
Attachment/s:	Monthly Financial Report – July 2021
Disclosure of Interest:	Nil
Date:	12 August 2021
Author:	Jeremy Clapham, Finance & Administration Manager
Voting Requirement:	Simple Majority

Summary

This report recommends that the Monthly Financial Report for the period ending 31 July 2021 as presented to the Council be received.

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 12.1 – RESOLUTION# 09180821
MOVED: Cr HM Newton SECONDED: Cr HR McTaggart

That the Monthly Financial Report for the period 1 July 2021 to 31 July 2021 be received.

VOTING REQUIREMENTS: CARRIED BY SIMPLE MAJORITY 6/0

Attachment

12.1.1 Monthly Financial Report for period ending 31 July 2021

Background

The Monthly Financial Report to 31 July 2021 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
- Lease Liabilities
- Cash Reserves
- Other Current Liabilities
- Operating Grants and Contributions
- Non-operating Grants and Contributions
- Bonds and Deposits
- Budget Amendments
- Explanation of Material Variances

Comment

Summary of Funds as per bank statements – Shire of Mingenew as at 31 July 2021	
Municipal Funds – Corporate cheque account	\$106,700
Cash on Hand	\$100
Trust Fund	\$1
Municipal Funds – Business Maximiser	\$1,055,138

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 2021/22 financial year.

The 2020/21 Annual Financial Report has not been audited and is subject to change, this may alter the opening surplus for the 2021/22 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

Strategic Community Plan 2019-2029 Strategies

1.2.1 Manage organisation in a financially sustainable manner

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

12.2 LIST OF PAYMENTS FOR THE PERIOD 1 JULY TO 31 JULY 2021

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: FM.CRD
Attachment/s: List of Payments – July 2021
Disclosure of Interest: Nil
Date: 9 August 2021
Author: Helen Sternick, Senior Finance Officer
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 July to 31 July 2021 in accordance with the Local Government (Financial Management) Regulations 1996 section 13(1).

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 12.2 – RESOLUTION# 10180821

MOVED: Cr H Newton SECONDED: Cr j Bagley

That Council receive the attached list of payments for the period of 1 July to 31 July 2021 as follows:

**\$298,125.69 Municipal EFT's;
\$58,824.25 Municipal Direct Debit Department of Transport (Licencing) Payments;
\$19,744.35 Municipal Direct Debit Other;
\$1,470.38 Municipal Other Charges;
\$68,546.03 Net Salaries
\$446,710.70 Total Payments**

VOTING REQUIREMENTS:

CARRIED BY SIMPLE MAJORITY 6/0

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

Strategic Community Plan 2019-2029 Strategies

1.2.1 Manage organisation in a financially sustainable manner

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

12.3 BUDGET AMENDMENT – AUGUST 2021

Location/Address: Shire of Mingenew – 21 Victoria Street Mingenew 6522
Name of Applicant: Shire of Mingenew
File Reference: ADM0130
Disclosure of Interest: Nil
Date: 12 August 2021
Author: Jeremy Clapham – Finance & Administration Manager
Approved by: Nils Hay – Chief Executive Officer
Voting Requirements: Absolute Majority

Summary

The initial budget adopted in July included a finance lease, which was to be utilised to finance the acquisition of a new grader. When the Western Australian Treasury Corporation (WATC) was approached to apply for the finance, they confirmed that finance would be approved on the basis of a loan and not a lease. This entailed a budget amendment to be made, changing the figures to show a new loan rather than a lease. The bottom line has not changed. Two other corrections were noted; none with any budgetary impact:

- The interest on rates payment instalments is legislated at a maximum of 5.5%, not 7%.
- In the Fees & Charges schedule, the instalment admin fees is to remain at \$15 not be increased to \$15.50.

Key Points

- Instead of a finance lease for the purchase of a new grader, a loan from WATC is proposed;
- Interest on rates instalment payments to be reduced;
- Instalment admin fees to be reduced.

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 12.3 – RESOLUTION# 11180821
MOVED: Cr AR Smyth **SECONDED:** Cr HR McTaggart

That Council;

1. Adopts the Amended Budget for 2021/22 incorporating the changes reflected in obtaining a loan instead of a finance lease for the acquisition of a new grader, with no change to the bottom line; and
2. Adopts the Amended Instalment Payment Arrangements incorporating a reduction in rates instalment interest from 7% to 5.5% as per legislation; and
3. Adopts the Amended Fees & Charges incorporating the reduction in the instalment admin fee from \$15.50 to \$15.

VOTING REQUIREMENTS:

CARRIED BY SIMPLE MAJORITY 6/0

Attachments

12.3.1 Amended Budget for the year ended 30 June 2022

12.3.2 List of Fees & Charges for the year ended 30 June 2022 as amended

Background

When the original budget was prepared, it was prepared on the basis that a finance lease would be entered into for the acquisition of a new grader, rather than a loan. When WATC was approached, it was made clear that the preferred option of financing the grader was through a loan rather than a finance lease.

The interest on rates instalment payments was increased to 7% in line with interest on outstanding rates. However, interest on rates instalment payments is legislated at a maximum of 5.5% and therefore should not have been increased.

As part of the preparation of the Fees & Charges schedule, all fees and charges were increased by 3%. However, the Budget was presented to Council for adoption with the instalment admin fee at \$15, therefore it should not have been increased.

Comment

A finance lease for the acquisition of a new grader was included in the Adopted Budget. The period of finance was 60 months, and the anticipated interest rate was 2.5% pa. WATC have advised that rather than a finance lease, a new loan should be applied for. The period and interest rate used in the budget amendment are the same as in the Adopted Budget (however, it is very possible that the actual interest rate will be less than 2.5% pa). This amendment will not change the bottom line.

In order to partly counter the effects of Covid19, in 2020/21 the maximum interest rate allowed to be charged on rates instalment payments was reduced from 11% to 5.5%. In order to maintain consistency in 2020/21, the Shire made this change by reducing interest on outstanding debts, interest on outstanding rates and interest on rates payments. In order to maintain consistency for 2021/22, the Shire proposed to increase interest on all three categories to 7%. However, the maximum interest rate allowed to be charged on rates instalment payments is still 5.5%, and therefore should not have been increased.

As part of the preparation of the Fees & Charges schedule, all fees and charges were increased by 3%. The instalment admin fee was increased from \$15 to \$15.50. However, the Budget was presented to Council for adoption with the instalment admin fee at \$15. It should therefore not have been increased.

Statutory Environment

Local Government Act 1995, Local Government (Financial Management) Regulations 1996

Policy Implications

Nil

Financial Implications

In regard to the loan to fund the acquisition of a new grader, funds will be reallocated between general ledger accounts, as outlined above, with the net effect on the budget bottom line being nil. In regard to the change in interest, there may be a slight reduction in income (less than \$1,000), depending on how many residents elect to pay their rates via instalments. In regard to the instalment admin fee, there may be a slight reduction in income (less than \$100), depending on how many residents elect to pay their rates via instalments.

Strategic Implications

Community Strategic Plan

- Strategy 1.2.1 Manage organisation in a financially sustainable manner
- Strategy 1.2.4 Seek innovating ways to improve organisational efficiency and effectiveness.

MINGENEW SHIRE COUNCIL ORDINARY MEETING MINUTES – 18 August 2021

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

Nil.

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

Nil.

15.0 CONFIDENTIAL ITEMS

Nil.

16.0 TIME AND DATE OF NEXT MEETING

Next Ordinary Council Meeting to be held on Wednesday 15 September 2021 commencing at 4.30pm.

17.0 CLOSURE

The meeting was closed at 4:57pm.

These minutes were confirmed at an Ordinary Council meeting on 15 September 2021.

Signed _____
Presiding Officer

Date: _____



**MINUTES FOR THE
EXECUTIVE MANAGEMENT COMMITTEE MEETING
HELD ON
26 AUGUST 2021**

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SHIRE OF MINGENEW

MINUTES FOR EXECUTIVE MANAGEMENT COMMITTEE MEETING HELD IN COUNCIL CHAMBERS ON 26 AUGUST 2021 COMMENCING AT 4:00PM

Authority to review the performance of the Chief Executive Officer under s5.38 of the Local Government Act 1995

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The meeting was declared open at 4:00pm.

2.0 RECORD OF ATTENDANCE/APOLOGIES

Committee Members

Cr Gary Cosgrove, Shire President (Chair)

Cr Robert Newton, Deputy Shire President

Cr Hellene McTaggart (Proxy)

Staff

Mr Nils Hay, CEO

Consultant

Ms Christine Rafanelli, Rafa Recruitment and Workforce Development

Apologies:

Cr Justin Bagley

3.0 PUBLIC QUESTION TIME/PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil.

4.0 DECLARATIONS OF INTEREST

Nils Hay, Chief Executive Officer – Item 6.1 (CEO Performance Review) - Financial Interest – The report directly relates to his employment with the Shire.

5.0 CONFIRMATION OF PREVIOUS MEETING MINUTES

5.1 EXECUTIVE MANAGEMENT COMMITTEE MEETING HELD 18 NOVEMBER 2020

EXECUTIVE MANAGEMENT COMMITTEE DECISION – ITEM 5.1

MOVED: Cr RW Newton

SECONDED: Cr HR McTaggart

That the Minutes of the Executive Management Committee Meeting of the Shire of Mingenew held in the Council Chambers on 18 November 2020 be confirmed as a true and accurate record of proceedings.

CARRIED BY SIMPLE MAJORITY: 3/0

6.0 REPORTS

6.1 CEO PERFORMANCE REVIEW - CLOSED [s5.23]

This matter will be dealt with as a confidential item in accordance with Section 5.23(2)(a) of the Local Government Act 1995.

A copy of the Confidential Report provided by Rafa Workforce Development and Recruitment was issued to Committee Members and the CEO as a separate, confidential attachment.

PROCEDURAL MOTION – ITEM 6.0

MOVED: Cr HR McTaggart

SECONDED: Cr RW Newton

That discussion on Item 6.1 CEO Performance Review 2020/21 be closed to members of the public at __pm, in accordance s5.23(2)(a) of the *Local Government Act 1995* as the matter relates to an employee of the Shire of Mingenew.

CARRIED BY SIMPLE MAJORITY: 3/0

EXECUTIVE MANAGEMENT COMMITTEE RECOMMENDATION TO COUNCIL – ITEM 6.1

MOVED: Cr HR McTaggart

SECONDED: Cr RW Newton

That Council:

1. Endorses the overall performance rating for Mr Hay as the Shire of Mingenew's CEO for the review period June 2020 to July 2021 as 'Satisfactory'.
2. Endorses the Focus Areas and Actions for July 2021 to June 2022.
3. Schedules the 2021/2022 annual appraisal to be commenced by the July 2022 Ordinary Meeting of Council and completed by the August 2022 Ordinary Meeting of Council.

Note:

The Committee discussed several items to be added to Mr Hay's KPIs and acknowledged that there would be value in prioritising Corporate Business Plan items to provide Mr Hay with guidance as to which projects were viewed as more or less important within the Plan.

Discussion of this matter will take place at the 15 September 2021 Concept Forum.

7.0 CLOSURE

The meeting was closed at 4.43pm.

These minutes were confirmed at an Executive Management Committee meeting on 15 September 2021.

Signed _____
Presiding Officer

Date: _____

Annual General Meeting

Agenda

Monday, 20 September 2021

Crown Perth, Grand Ballroom

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AGENDA

WALGA

Annual General Meeting

To be held at

Crown Perth, Grand Ballroom

**Monday, 20 September 2021
at 9:00am**

Meeting Program

- 9:00am** **Welcome address by WALGA President, followed by Welcome to Country and the National Anthem**
- 9:15am** **WALGA President's Annual Report**
- 9:25am** **Address from Hon John Carey MLA, Minister for Housing; Local Government**
- 9:35am** **Address from Hon Mia Davies MLA, Leader of the Opposition**
- 9:45am** **Address from Cr Linda Scott, ALGA President (via Zoom)**
- 9:55am** **LGIS Report**
- 10:05am** **On-Stage Presentation of Local Government Honours for:**
- Life Members
 - Eminent Service Award
 - Long & Loyal Service Awards
 - Merit Awards
 - Local Government Distinguished Officer Awards
 - Local Government Diploma / Scholarships / pins
 - Road Safety Awards
 - MACWA
- 11:05am** **Morning refreshments in the Trade Exhibition (Grand Ballroom)**
- 11:45am** **AGM business session commences:**
- Attendance, Apologies and Announcements;
 - Confirmation of Minutes from last AGM (Attachment 2);
 - Adoption of Annual Report;
 - Consideration of 2020/2021 Financial Statements; and
 - Consideration of Executive and Member Motions
- 12:45pm** **Chair to close Annual General Meeting, followed by lunch in the Trade Exhibition (Grand Ballroom)**

Annual General Meeting – Order of Proceedings

1. Attendance, Announcements, Standing Orders and Previous Minutes

1.1 Record of Apologies

1.2 Announcements

1.3 Adoption of AGM Association Standing Orders

The AGM Association Standing Orders are contained within this Agenda (Attachment 1).

DRAFT MOTION:

That the AGM Association Standing Orders be adopted.

1.4 Confirmation of Minutes

The Minutes of the 2020 WALGA Annual General Meeting are contained within this Agenda (Attachment 2).

DRAFT MOTION:

That the Minutes of the 2020 WALGA Annual General Meeting be confirmed as a true and correct record of proceedings.

2. Adoption of Annual Report

The 2021 Annual Report, including the 2020/21 Audited Financial Statements, was distributed to members separately.

DRAFT MOTION:

That the 2021 Annual Report, including the 2020/21 Audited Financial Statements, be received.

3. Consideration of Executive and Member Motions

As per motions listed.

4. Closure

The Chair declared the meeting closed at ____pm.

3. Consideration of Executive and Member Motions

3.1. Amendments to WALGA's Constitution (01-001-01-0001 TL)

Executive Member to move:

SPECIAL MAJORITY REQUIRED

MOTION

That the WALGA Constitution be amended as follows:

1. INSERT Definition – “*Present*” means attendance in person or by electronic means deemed suitable by the Chief Executive Officer.
2. Clause 5 (10) – DELETE “and Associate Members”.
3. Clause 5 (11) – DELETE “Ordinary Member or”, REPLACE “State Council” with “Chief Executive Officer” in the first sentence, INSERT “or its delegate” after State Council in the second sentence.
4. Clause 6 (3) – REPLACE “31 May” with “30 June”.
5. Clause 7 (2) – REPLACE “30 June” with “31 July”.
6. Clause 11 (1) – after Chief Executive Officer, INSERT “in accordance with the Corporate Governance Charter”.
7. Clause 11 (2) – after Chief Executive Officer INSERT “by providing notice to State Councillors of the date, time, place and purpose of the meeting”
8. DELETE Clause 11 (3)
9. Clause 12 (1) – DELETE “as, being entitled to do so, vote in person”
10. DELETE Clause 12 (2)
11. Clause 12 (3) – DELETE “as, being entitled to do so, vote in person”
12. Clause 12 (4) – DELETE “as, being entitled to do so, vote in person”
13. Clause 16 (1) & (2) – After Any election INSERT “other than to elect the President or Deputy President”, REPLACE “generally in accordance with the provisions of the *Local Government Act 1995* as amended (2) For the purposes of the election referred to in sub-section (1)” with “as follows”.
14. Clause 16 (2) (f) – REPLACE two instances of “2” with “1”.
15. INSERT Clause 16A – Election Procedure – President and Deputy President
 - (1) An election to elect the President or Deputy President shall be conducted as follows:
 - (a) the Chief Executive Officer or his/her delegate shall act as returning officer;
 - (b) representatives are to vote on the matter by secret ballot;
 - (c) votes are to be counted on the basis of “first-past-the-post”;
 - (d) the candidate who receives the greatest number of votes is elected;
 - (e) if there is an equality of votes between two or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued, and the meeting adjourned for not more than 30 minutes;
 - (f) any nomination for the office may be withdrawn, and further nominations may be made, before or when the meeting resumes;

IN BRIEF

- A number of amendments are proposed to the WALGA Constitution.
- The proposed amendments were endorsed by a special majority of State Council at the meeting on 7 July 2021.

- (g) when the meeting resumes, an election will be held in accordance with sub-sections 1(a), 1(b), 1(c) and 1 (d);
 - (h) if two or more candidates receive the same number of votes so that sub-section 1(d) cannot be applied, the Chief Executive Officer is to draw lots in the presence of any scrutineers who may be present to determine which candidate is elected.
16. Clause 21 (4) – REPLACE “Chairman” with “Chair”.
 17. Clause 22 (1) – REPLACE “in August or September of” with “prior to 31 October”.
 18. Clause 22 (3) – DELETE “in person”
 19. DELETE Clause 22 (4) (b).
 20. Clause 23 (3) – DELETE “in person”
 21. Clause 24 (2) – DELETE “and of which vote is to be exercised in person”
 22. Clause 24 (4) – DELETE “as, being entitled to do so, vote in person”
 23. Clause 28 (1) – DELETE “The common seal shall be held in the custody of the Chief Executive Officer at all times.”
 24. Clause 29 (1) – DELETE “as, being entitled to do so, vote in person”
 25. Clause 29 (2) – DELETE “as, being entitled to do so, vote in person”
 26. Clause 31 (4) (c) – DELETE “and Regional Development”.

Executive Summary

- A number of amendments are proposed to the WALGA Constitution;
- Amendments are necessary:
 - To remove requirements for delegates to attend annual and special general meetings in person; and,
 - As a result of WALGA's change of financial year end to 30 June, from the previous 31 May year end.
- Other amendments are proposed to:
 - Allow a second vote to be conducted if two candidates tie in an election for President or Deputy President;
 - Clarify the application process for Ordinary and Associate Members;
 - Simplify the process for providing notice of State Council meetings;
 - Allow motions at Special State Council meetings to be passed with a simple, as opposed to absolute, majority, except as required elsewhere in the Constitution, such as the absolute majority requirement to adopt the budget; and,
 - Tidy up outdated wording.
- The proposed amendments to the Constitution were passed at the 7 July 2021 State Council meeting by a Special Majority.
- Consequently, these Constitutional Amendments are now being put to the 20 September 2021 Annual General Meeting.

Attachment

- [WALGA Constitution – Proposed Amendments Mark-Up](#)

Background

Amendments to the Constitution are required to allow delegates to attend and vote virtually through a videoconference, webinar or other platform at Annual or Special General Meetings of the Association if required.

In addition, WALGA has this year changed its financial year end from 31 May to 30 June. The 30 June year end means that WALGA's financial year now aligns with Local Governments' year end. Amendments to clauses relating to the budget, termination of membership and the timeframe for holding the AGM are required as a result of this change.

The requirement to amend the Constitution has provided an opportunity to amend the election procedure for WALGA President and Deputy President. The proposed change would enable a second ballot to be held if two or more candidates are tied for the position. This aligns with the procedure in the *Local Government Act 1995* for the election by Council of Mayors, Presidents, Deputy Mayors and Deputy Presidents.

Other minor changes to remove outdated and tidy up wording are proposed, as per the mark-up version of the Constitution attached.

Comment

Amendments to the Constitution require endorsement by a special (75 percent) majority at State Council, as well as a 75 percent majority at an Annual General Meeting or Special General Meeting.

As the proposed amendments were endorsed by State Council at the 7 July meeting, they are now being put to the 20 September 2021 WALGA Annual General Meeting

3.2. Cost of Regional Development

Shire of Gnowangerup Delegate to move:

MOTION

That WALGA makes urgent representation to the State Government to address the high cost of development in regional areas for both residential and industrial land, including the prohibitive cost of utilities headworks, which has led to market failure in many towns in the Wheatbelt and Great Southern regions.

IN BRIEF

- The shortage of long-term and short-term accommodation for workers in regional areas, combined with the high cost of developing land, has become an urgent issue.
- Government intervention is needed.

MEMBER COMMENT

At the most recent Great Southern Zone meeting, a number of Shires raised the urgent issue of a shortage of long-term and short-term accommodation for workers and the high cost of developing land. DevelopmentWA has been approached for a solution and has provided the following response:

“The costs associated with the development of land across regional Western Australia are dramatically inflated by the servicing standards (including statutory charges) that are imposed upon the developer by the servicing agencies. There is no latent capacity in the Western Power electrical distribution network across the Wheatbelt and Great Southern, allowing Western Power to impose any upgrading costs upon a land developer under its “user pay” principles.

It is our experience that the development costs to create a conventional residential allotment on the edge of a town ranges from \$100,000 to \$160,000 per lot and it is not uncommon for us to be confronted with development costs between \$200,000 and \$400,000 per lot for industrial sites. As you would appreciate, if lots are created and then released into the market, regional based buyers would not entertain paying a price which will allow the developer to recover those costs, let alone make a profit.

This situation produces a failure in the market and DevelopmentWA receives a modest annual subsidy from the State Government to undertake land developments on behalf of Local Governments where a demand for new land exists and the private sector is not responding.”

There is considerable pressure on the Regional Development Assistance Program, and the high cost of headworks particularly for water and electricity are a major disincentive to development by the private sector and Local Government. Urgent government intervention is needed to ensure that housing for workers for vacancies in industry in rural areas is delivered at a reasonable cost.

SECRETARIAT COMMENT

Market failure in the provision of residential and industrial land occurs across most of regional Western Australia. State Government intervention was previously provided through the Regional Headworks Program, funded by Royalties for Regions, and through commitments from the utility providers to spread the costs of upgrading and extending infrastructure to service additional land across their customer base, rather than pass these costs to the developer. These arrangements no longer exist.

Strong growth in the demand for housing in regional WA has again highlighted this market failure and the consequent impacts on employment and economic development. The Regional Development Assistance Program delivered by DevelopmentWA is the only State Government support for industrial and residential land development in regional towns. The experience of Local Governments in accessing the Regional Development Assistance Program and the demand on the modest budget allocation will be important information to underpin advocacy for an achievable path to housing growth in regional towns.

3.3. CSRFF Funding Pool and Contribution Ratios

Shire of Dardanup Delegate to move:

MOTION

That WALGA lobby the State Government to increase the CSRFF funding pool to \$25 million per annum and revert the contribution ratio to 50% split to enable more community programs and infrastructure to be delivered.

MEMBER COMMENT

There is currently \$12.5 million available in the 2021 Community Sporting and Recreation Facilities Fund (CSRFF). \$1 million of this funding per year, for the next four years, has been specifically set aside for projects that increase female participation in sport and recreation, such as unisex change rooms. An additional \$2.5 million per annum for the next four years is also available in a new sub program called the Club Night Lights Program (CNLP). Therefore the total amount of funding available under the CSRFF program is \$15 million per annum for the next 4 years.

The current CSRFF funding model requires 1/3 contribution from local governments, 1/3 contribution from the clubs and 1/3 could be funded through CSRFF. Some CSRFF applications are eligible for up to one half of the project cost. The eligibility is measured against key development principles with applicants proving eligibility through completion of additional forms and process.

Over the last four CSRFF funding rounds, the WA State Government has contributed an average grant amount of \$424,270 to 91 projects. To put that figure into the terms of a sporting club's contribution, it would take 424 Bunnings sausage sizzles to raise enough money to fund 1/3 of the average State assisted project. Even if a club contributes a portion of this through volunteer labour and in-kind donations, the staggering figure is simply unattainable - which leaves local government to pick up the tab on over 66% of the bill.

Other Australian states use different structures to fund sporting infrastructure, for example, in Queensland the Active Community Infrastructure program allows \$40 million over three years. Unobstructed by percentage contribution rules, the Queensland State Government will invest up to \$1 million per project. Each EOI submission is evaluated on a case by case basis. In round one, the Queensland Government will deliver \$16 million in funding for sport and recreation infrastructure projects to 21 organisations. The average size of these grants is \$741,826, a figure that is almost double that of Western Australia's average contribution and close to 50% of the average cost of building a small pavilion with change rooms.

It is recommended that WALGA lobby the State Government to increase the funding available to \$25 million per annum and to increase the ratio to 50%. In this way, the total number of projects could still be maintained and the impost on local clubs and Local Government ratepayers could be reduced.

IN BRIEF

- Clubs are not able to contribute their one third required contribution towards facilities and major projects as required under CSRFF framework;
- This results in Local Governments having to fund two thirds of new infrastructure at significant cost to ratepayers;
- Support is sought for WALGA to lobby State Government to increase funding towards this program and to allow a 50:50 split between State and the local communities.

SECRETARIAT COMMENT

WALGA has advocated for funding for the Community Sporting and Recreation Facilities Fund (CSRFF) to be increased to \$25 million per annum for a number of years, most recently as part the Association's 2020 [State Election campaign](#) and [WALGA's 2020-21 State Budget Submission](#).

Funding for the CSRFF will increase from \$12 million in 2021-22 to \$12.5 million in 2022-23. \$10 million over four years has also been allocated for sports floodlighting infrastructure under the Club Night Lights Program.

WALGA's Advocacy Position 3.7.1 Community Infrastructure states:

"The Association supports Local Government initiatives and infrastructure that contribute to the health and wellbeing of the community."

3.4. Regional Telecommunications Project

Shire of Esperance Delegate to move:

MOTION

That WALGA strongly advocates to the State Government to increase funding for the Regional Telecommunications Project to leverage the Federal Mobile Black Spot Program and provide adequate mobile phone coverage to regional areas that currently have limited or no access to the service.

MEMBER COMMENT

The regions are the powerhouse of the Western Australian economy and the sustainability of their futures relies on enhanced connectivity. Co-investment by state and federal governments along with Telcos is critical to increase coverage in areas that would otherwise be difficult to justify on economic grounds as it is an expensive and complex exercise.

Under the Barnett Government, there was \$60 million in the bucket of funding for regional telecommunications and partnering with the Commonwealth, there were 89 towers delivered within the federal electorate of O'Connor alone.

After the Labor Government took office, this bucket of State funding has decreased to only \$5 million for the entire state and the installation of towers has dried up significantly. On the contrary, the Federal Government has allocated its largest allocation of funding in Round 6 of \$80 million since the initial Round 1. Matching funds from the State is critical to securing funds from the Federal Mobile Black Spot Program which is in threat of being secured by other States with matching funding.

The State Government's forward estimates show no commitments to the program, demonstrating a lack of long term commitments by the State Government to the Regional Telecommunications Project. Service providers such as Telstra are reluctant to install regional mobile telecommunications infrastructure without third party funding.

Solving the coverage and capacity gaps in regional WA is critical for the success of our regions and a matter of equity for country constituents.

SECRETARIAT COMMENT

As identified, the Commonwealth Government committed \$380 million over six rounds to the Mobile Black Spot Program (the Program). In April 2020 the Round 5 results were announced, with a further 182 base stations to be funded in regional and remote Australia.

The Commonwealth Government has committed \$80 million for Round 6 of the Program and is expected to commence after the Round 5A process is complete.

Since 2012, State Governments have committed to improving mobile connectivity in regional Western Australia, currently through its Regional Telecommunications Project (RTP) and previously via the Regional Mobile Communications Project (RMCP).

IN BRIEF

- State funding has decreased to only \$5 million for the entire state and the installation of towers have dried up significantly.
- The Federal Government has allocated its largest allocation of funding in Round 6 of \$80 million.
- Matching funds from the State is critical to securing funds from the Federal Mobile Black Spot Program which is in threat of being secured by other States with matching funding.

The RTP initial allocation was \$45 million from 2014-15 with a further \$20 million allocated from 2016-17.

The total RTP allocation under the last Coalition Government was \$65 million, which was mainly used for State co-contributions under the Commonwealth Mobile Black Spot Program Rounds 1 and 2. Information on the various MBSP Rounds is here: <https://www.communications.gov.au/what-we-do/phone/mobile-services-and-coverage/mobile-black-spot-program>

The Mobile Black Spot Program Round 4 announced on 22 March 2019 stated “*The Federal and State governments will contribute \$4.3 million each to the Mobile Black Spot Round 4 program in WA, with a further \$6 million from telecommunications companies*”.

The Regional Telecommunications Project Continuation (RTPC) Funding (announced 21 May 2019) provided a further \$20 million allocation from 2019-20 by the Labor Government, bringing total RTP funding to \$85 million.¹

On 21 April 2020 a joint Commonwealth/State media statement announcing the Mobile Black Spot Program Round 5 outlined “*under Round 5, \$29.7 million will be invested in mobile infrastructure in Western Australia. This includes \$12.8 million funding from the Commonwealth and \$5.5 million from the Western Australian Government*”.

The outcomes of Round 1 of the Regional Connectivity Program were announced on 28 April 2021 advising that “*the McGowan Government will contribute \$5.88 million to projects under the Commonwealth's Regional Connectivity Program to help bring mobile and broadband infrastructure to some of Western Australia's most under-served areas*” and “*the State's investment has attracted co-funding of \$17.1 million from the Commonwealth and additional funding from project applicants and third party contributors*”.²

Along with the Digital Farm Grants Program Round 3 announced in January 2021 of a “*\$6.3 million investment by the State delivering high-speed broadband to 600 farmers and residents across WA's grain growing regions under Round 3 of the Digital Farm program*” there continues to be considerable investment in Telecommunications in WA.³

Notwithstanding, the need is still significant, with the Shire of Esperance motion to increase State funding by way of co-contribution to leverage Federal programs to regional areas that have limited or no access is supported.

¹ <https://www.mediastatements.wa.gov.au/Pages/McGowan/2019/05/20-million-dollars-on-the-table-for-regional-mobile-black-spots.aspx>

² <https://www.mediastatements.wa.gov.au/Pages/McGowan/2021/04/23-million-dollar-boost-for-regional-connectivity.aspx>

³ <https://www.mediastatements.wa.gov.au/Pages/McGowan/2021/01/6-point-3-million-dollar-funding-injection-to-bring-high-speed-broadband-to-the-grainbelt.aspx>

3.5. Review of the Environmental Regulations for Mining

Shire of Dundas Delegate to move:

MOTION

Regarding a review of the *Mining Act 1978*.

1. To call on Minister Bill Johnston, Minister for Minister for Mines and Petroleum; Energy; Corrective Services to instigate a review of the 43-year-old *Mining Act* to require mining companies to abide by environmental regulations, and to support research and development into sustainable mining practices that would allow mining without detriment to diversification and community sustainability through other industries and development.
2. That abandoned mines in regional Western Australia receive a priority action plan with programmes developed to work with remote resource communities to assist in the rehabilitation of these mines as a job creation programme, with funding allocated for diversification projects for support beyond mine life across Western Australia.

IN BRIEF

The Australian and State Governments has several initiatives and studies completed regarding mining environmental regulating and the Mining Rehabilitation Fund.

Our plan is focused on existing information and plans:

- Industry Australia has done extensive studies in this field: [Mine Rehabilitation \(industry.gov.au\)](https://www.industry.gov.au).
- There is already an established fund for this possible initiative: [Mining Rehabilitation Fund Yearly Report 2018-19 \(dmp.wa.gov.au\)](https://dmp.wa.gov.au).

We hope to get support for this initiative to get Local Governments across Western Australia involved by receiving some of these funds to actively participate in these rehabilitation works with mining partnerships and Local Government. This opportunity will fund diversification and implement a plan for after mine life, reducing the impacts of the mining boom bust cycle. (WA currently has approx. \$182 million in the mining rehab fund, generating around \$1 million in interest and of which approx. \$312,000 was used in rehab projects).

MEMBER COMMENT

The mining industry currently enjoys concessions in relation to both environmental and planning legislation that are not available to other industries, nor to Local Governments. For example, a mining company can lodge a mine plan which includes a facility to 'bury' tyres. No other industry or Local Government is permitted to put tyres in landfill or otherwise bury or cover up tyres. There is a cost involved with the disposal of old tyres, which under current legislation, the mining industry is exempt from as they are permitted to bury their old tyres. This flies in the face of all the environmental legislation in relation to the disposal of tyres.

In the planning space, a mining company can object to any development on land over which they hold a current mining tenement, whether that ground is currently being actively mined or the ground has been 'tied up' in a project group of tenements and no work has ever been commenced or completed on the subject ground. This can have very detrimental effects on Local Government planning for the future as the mining company can call to a halt any attempt to develop land for any project. For example, in the Shire of Dundas, we have a very real need to have land released for industrial zoning, however, the one area readily available has an existing mining tenement over it and the mining company has lodged an objection to the Shire being able to purchase that land as a freehold title. The mining tenement has been in existence since 1983 and has never been worked. Similarly, the existence of a mining tenement can hamper any proposed land release for development by a Local Government because it 'may' be explored at some future time. The mining sector appears to enjoy these concessions on the fact that it employs a large number of people and, more importantly, generates royalty revenue for the State Government. Figures from 2019 indicate that the Mining industry in Australia employs approx. 245,000 people while agricultural industries (including forestry and fishing) employ approx. 333,000.

There is a massive, world-wide push to encourage more sustainable and environmentally friendly practices in all industry. Climate change is the hottest topic around the world and reducing greenhouse gases and implementing the best environmental practices is high on everyone's agenda.

There appears to be a large disconnect between the acceptable practices of the mining industry and the rest of industry and Local Government. Mining, by its very nature, is a finite industry but, current mining techniques cause wholesale destruction on an often-massive scale, most of which can never be recovered to its former state. The agricultural sector, on the other hand, is a sustainable industry whose entire focus is the production of food to keep us alive. Despite this, whilst it is considered appropriate for hundreds of hectares of land to be cleared to accommodate a mine site and all its attendant infrastructure, with scant regard for habitat and/or fauna and flora, a farmer can be fined thousands of dollars and/or face a term of imprisonment for clearing even a tiny portion of native vegetation on his freehold land.

In the planning arena, Section 120 of the *Mining Act 1978* makes provision that whilst any planning scheme made under the *Planning & Development Act 2005*, will be 'taken into account', it will not prohibit or affect the grant of a mining tenement.

It appears to be illogical that every other sector is to be bound by legislation that does not apply to the mining industry. The *Mining Act* is 43 years old and, given the current review of the 26-year-old *Local Government Act*, is well and truly due for some review itself.

We are not opposed to the mining industry, in fact, our whole Shire was born out of the mining industry. However, the current provisions of the *Mining Act 1978* doom us to be forever beholden to the 'boom and bust' nature of mining as it is nearly impossible to create a diverse and sustainable community when the *Mining Act* overrides other legislation. For example, any areas that we may earmark as having huge tourism potential can be wiped out in an instant by the application for a mining tenement over that ground. The loss of tourism potential is not something that can be recovered under a rehabilitation scheme. Rehabilitation should be a route of last resort not the accepted norm. Mining companies need to acknowledge that things such as proper disposal of tyres is a normal cost of conducting their business and act accordingly. There must be some mechanism for preserving unique landscapes that cannot be returned to their former state no matter how good the rehabilitation plan is. The mining industry employs some clever and innovative people and rather than tie up money in rehabilitation schemes (WA currently has approx. \$182 million in the mining rehabilitation fund, generating around \$1 million in interest and of which approx. \$312,000 was used in rehab projects), money should be directed into research and development of alternate and less destructive mining methods that leave our stunning natural environment and fauna more intact and available when mining ceases.

There are many papers available relating to mining impacts and legislation that mining is seemingly exempt from abiding by, some of which are referenced below:

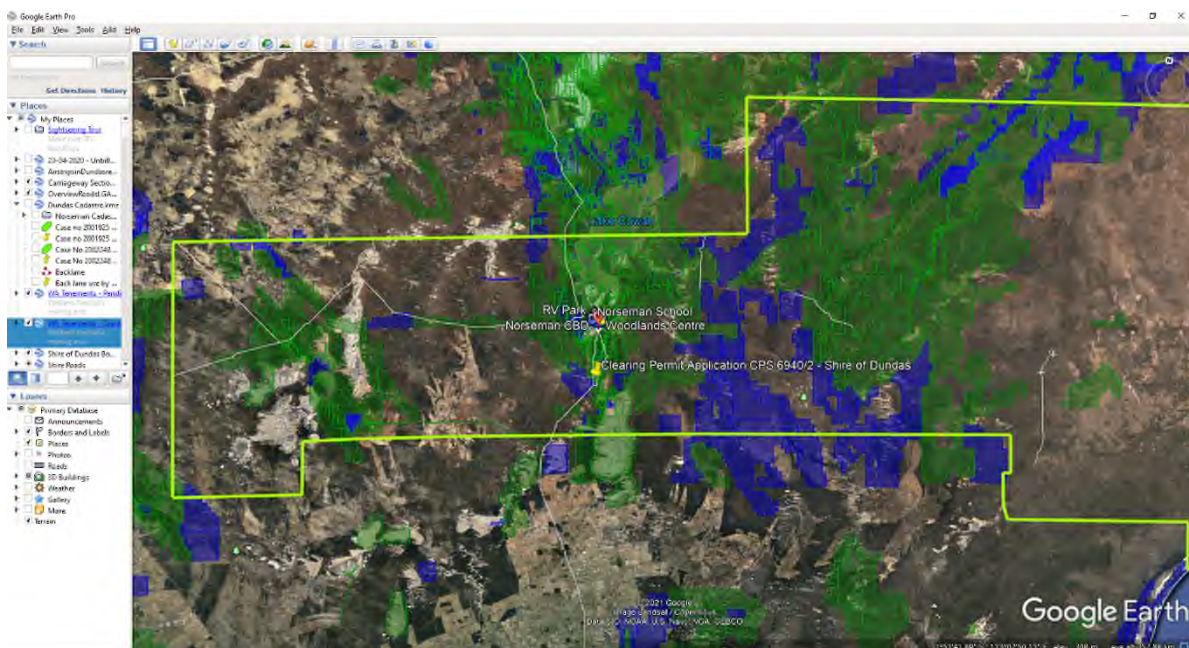
- EPA report 1699, 1 February 2021 [EPA Report 1699 - Lake Way Sulphate of Potash Project.pdf](#)
- Regulations affecting landfill management for local governments. Major relevant legislation is contained within:
 - [The Waste Avoidance and Resource Recovery Act 2007](#)
 - [The Waste Avoidance and Resource Recovery Levy Act 2007](#)
 - [The Waste Avoidance and Resource Recovery Regulations 2008](#)
 - [The Waste Avoidance and Resource Recovery Levy Regulations 2008](#)
- [Guide to drafting waste local laws](#) – the Guide to drafting waste local laws is intended to provide general guidance to local government. It is for use by local governments and the Western Australian Local Government Association.
- [Factsheet: Assessing whether material is waste](#) – this Factsheet provides information to industry on matters relevant to determining whether material is waste under the *Environmental Protection*

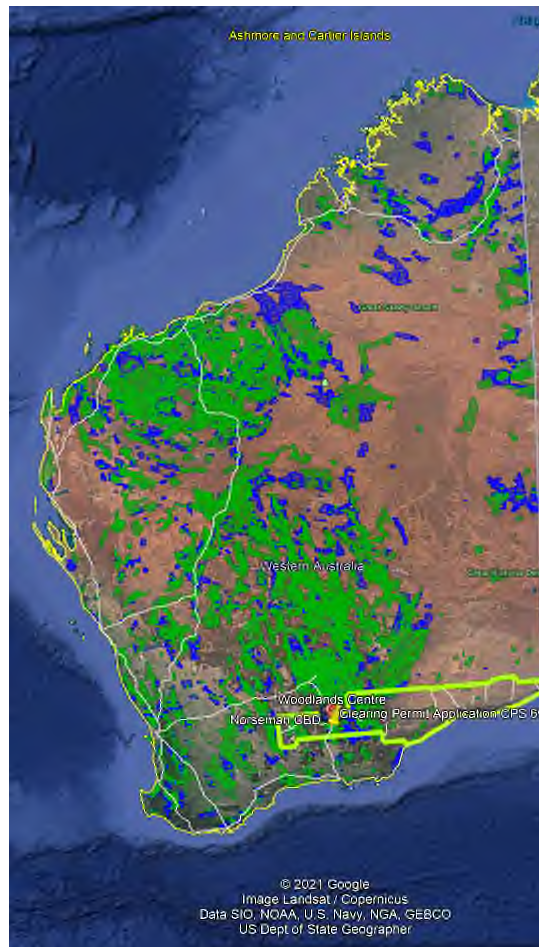
Act 1986 and the Waste Avoidance Resource Recovery Act 2007 and their associated regulations.

- [Factsheet: - amendments to the Environmental Protection Regulations 1987 - clean fill and uncontaminated fill](#) – this Factsheet provides information on clean fill and uncontaminated fill in accordance with the amended *Environmental Protection Regulations 1987* and the revised *Landfill Waste Classification and Waste Definitions 1996 (amended 2019)*.
- [NBN News | WHITEHAVEN COAL APPROVED TO BURY HUNDREDS OF TYRES](#)
- [Tyre Product Stewardship Scheme | Department of Agriculture, Water and the Environment](#)
- [Mining report finds 60,000 abandoned sites, lack of rehabilitation and unreliable data - ABC News](#)

Mines closed, rehabilitated, and relinquished	
Queensland	0
Western Australia	Unknown
New South Wales	1
South Australia	18
Northern Territory	0
Victoria	1
Tasmania	1

Status in 2018





Green area is approved mining leases blue is pending leases

The Mining Rehabilitation Fund has a substantial amount of funds available and these funds could be put to much better use by funding research into more sustainable practices in the mining industry. Every other industry is required to count legislative compliance as a normal cost of conducting their business. The mining industry must be compelled to do the same.

Mine rehabilitation is all very well and good but, tackles the issue after the '*horse has bolted*'. We could achieve far better outcomes if mining companies worked to adopt sustainable, environmentally friendly, mining techniques that do not need these rehabilitation projects. The burying of tyres is only one part of the problem, and it contributes to the wholesale destruction that goes with mining to the detriment of everything else. There is no tourism value in a rehabilitated mine site. You cannot replace unique granite outcrops and the stunning woodlands once they have been decimated by mining practices. Climate change is happening, and we are currently content to let it be accelerated by actively encouraging poor practice by mining companies.

ATTACHMENTS

- [Photographs](#)
- [Department of Mines, Industry Regulation and Safety – Mining Rehabilitation Fund Yearly Report 2019-20](#)

SECRETARIAT COMMENT

With respect to the Part 1 of the Motion:

Mining companies are required to comply with relevant environmental regulations and conditions of approval, which includes developing and implementing rehabilitation plans.

The Department of Mines, Industry Regulation and Safety (DMIRS) assesses environmental proposals for prospecting, mining exploration and development activities in accordance with the *Mining Act 1978*. Native vegetation clearing permits are assessed under delegation in accordance with the provisions of the *Environmental Protection Act 1986* and the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*. Unconditional Performance Bonds (UPB) may be imposed as mining securities for compliance with environmental conditions imposed under the *Mining Act* in some cases.

Mining, petroleum and geothermal activity proposals that may have a significant impact on the environment are assessed by the Environmental Protection Authority (EPA). In addition, proposals likely to have significant impact to matters of national environmental significance require approval under the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999*.

In relation to tyre disposal, the Association acknowledges the significant challenge this poses for Local Governments, particularly those in the non-metropolitan area in regard to end of life tyre management. The Shire of Dundas is to be commended for its commitment to ensuring that tyres generated in the Shire are recycled; this is a significant achievement.

It is a significant barrier that there is not an effective Product Stewardship Scheme for tyres, which covers the full costs, including transport, of recycling tyres. The current situation means that frequently organisations choose the cheapest option for disposal or material, rather than the best environmental and social outcome.

As part of the funding to address the Export Bans for recyclable materials, including tyres, the State and Federal Government is investing over \$18 million in tyre recycling infrastructure for WA. WALGA is investigating how this funding will assist Local Governments across WA to develop sustainable tyre recycling solutions, which focus on resource recovery and minimise landfilling of these products.

In relation to Part 2 of the Motion:

The *Mining Rehabilitation Fund Act 2012* and the *Mining Rehabilitation Fund Regulations 2013* provide the legislative framework for declaring abandoned mine sites and enables the Mining Rehabilitation Fund (MRF) to receive levy contributions made by WA mining operators for the purpose of rehabilitation of abandoned mines and other land affected by mining operations carried out, in, on or under those sites.

Income for the MRF comes from a levy on existing mines based on the size of the operating mine and the expenditure comes from the interest earned by the fund. The MRF is aimed at addressing legacy mines pits that were not subject to the current legislative process and requirements, and where no company or individual can be identified and made responsible for the rehabilitation of the mine.

The Mining Rehabilitation Advisory Panel is an independent body that provides advice to the Director General of the DMIRS on matters related to the MRF, including which abandoned mines should receive funds for remedial action.

The Abandoned Mines Policy provides guidance on how the priorities for the use of the funds and which abandoned mines will be managed. The key principle used in decision making is the level of risk an abandoned mine represents. The policy encourages the use of partnerships with Local Governments, community groups and business in the management and rehabilitation of the selected abandoned mine sites.

Attachment 1: AGM Association Standing Orders

- 1. INTERPRETATIONS**
For the purposes of these Standing Orders, if not inconsistent with the context, the following words shall have the following meanings:
 - 1.1 "Absolute Majority"** means:
a majority of delegates of the Association whether present and voting or not.
 - 1.2 "Association"** means:
all or any part of the Western Australian Local Government Association.
 - 1.3 "Delegate or Deputy Delegate"** means:
those persons duly nominated, from time to time, to represent a Member Local Government at a meeting of the Association.
 - 1.4 "Deputy President"** means:
the Deputy President for the time being of the Association.
 - 1.5 "Meeting"** means:
an Annual or Special General Meeting of the Association.
 - 1.6 "Member Local Government"** means:
a Local Government admitted to ordinary membership of the Association in accordance with the provisions of the Constitution.
 - 1.7 "President"** means:
the President for the time being of the Association.
 - 1.8 "Simple Majority"** means:
a majority of the delegates from the Association that are present and voting.
- 2. CONDUCT OF MEETINGS**
The proceedings and business of meetings of the Association shall be conducted according to these Standing Orders.
- 3. NOTICE OF MEETING**
 - 3.1 Annual General Meeting**
The Chief Executive Officer of the Association shall give at least ninety (90) days notice of an Annual General Meeting to all Member Local Governments, advising of the closing date for submission of motions for inclusion on the agenda.
 - 3.2 Special General Meeting**
A Special General Meeting of the Association is to be held if a request is received by the Association President, in accordance with the requirements of the Association's Constitution. No business shall be transacted at a Special General Meeting other than that for which the Special General Meeting was called.
 - 3.3** Notice shall be given at the destinations appearing in the records of the Association.

Notice will be deemed to have been delivered immediately if transmitted electronically or on the second working day after posting.
- 4. QUORUM**
 - 4.1** The Association shall not conduct business at a meeting unless a quorum is present.
 - 4.2** At any meeting of the Association greater than one half of the delegates who are eligible to vote must be present to form a quorum.
 - 4.3** The Association is not to transact business at a meeting unless a quorum is present.
 - 4.4** If a quorum has not been established within the 30 minutes after a meeting is due to begin then the Association can be adjourned –
 - (a) by the President or if the President is not present at the meeting, by the Deputy President;
 - (b) if neither the President nor Deputy President is present at the meeting, by a majority of delegates present;
 - (c) if only one delegate is present, by that delegate; or
 - (d) if no delegate is present, by the Chief Executive Officer or a person authorised by the Chief Executive Officer.
 - 4.5** If at any time during a meeting a quorum is not present, the President shall thereupon suspend the proceedings of the meeting for a period of five (5) minutes and if a quorum is not present at the expiration of that period, the meeting shall be deemed to have been adjourned and the person presiding is to reschedule it for some future time.
 - 4.6** Notice of a meeting adjourned because of absence of a quorum is to be given to all Member Local Governments.
- 5. MEETINGS OPEN TO THE PUBLIC**
The business of the Association shall be open to the public except upon such occasions as the Association may by resolution otherwise decide.
- 6. ORDER OF BUSINESS**
Unless the Association should decide otherwise, the order of business at meetings of the Association, with the exception of special meetings or an adjourned meeting, shall be as follows:
 - (a) Record of attendance and apologies;
 - (b) Announcements;
 - (c) Confirmation of minutes of previous meetings;
 - (d) President's report;

- (e) Financial report for the financial year; and
- (f) Consideration of Executive and Member Motions.

7. VOTING ENTITLEMENTS

- 7.1 Each Member Local Government shall be entitled to be represented at any meeting of the Association.
- 7.2 Only eligible and registered delegates may vote.
- 7.3 A delegate shall be entitled to exercise one vote on each matter to be decided. Votes are to be exercised in person.
- 7.4 A delegate unable to attend any meeting of the Association shall be entitled to cast a vote by proxy.
- 7.5 A proxy shall be in writing and shall nominate the person in whose favour the proxy is given, which person need not be a delegate. Proxy authorisations shall be delivered to the Chief Executive Officer of the Association before the commencement of the meeting at which the proxy is to be exercised and shall be signed by the delegate or by the Chief Executive Officer of the Member Local Government that nominated the delegate.

8. SPECIAL URGENT BUSINESS

At any time during a meeting a delegate may, with the approval of an absolute majority, introduce a motion relating to special urgent business that calls for an expression of opinion from the meeting.

In presenting an item of special urgent business, a delegate shall have sufficient copies of the motion in writing for distribution to all delegates present at the meeting and, where practicable, give prior notice to the President of such intention.

9. PRESIDENT

In the construction of these Standing Orders unless the context requires otherwise, the word "*President*" shall in the absence of the President include the Deputy President or the delegate chosen by resolution to preside at any meeting of the Association.

10. DELEGATE AND DEPUTY DELEGATE

- 10.1 In the construction of these Standing Orders unless the context requires otherwise, the word "delegate" shall in the absence of the delegate include the deputy delegate.
- 10.2 A deputy delegate acting in the capacity of a delegate unable to attend a meeting of the Association shall exercise all rights of that delegate.

11. PRESIDENT TO PRESIDE

- 11.1 The President shall preside at all meetings of the Association, but in absence of the President, the Deputy President shall preside.
- 11.2 In the absence of the President and the Deputy President, the delegates shall choose by resolution, a delegate present to preside at the meeting.

12. SPEAKING PROTOCOL

- 12.1 Only registered delegates and members of the Association's State Council shall be entitled to speak at meetings of the Association.
- 12.2 The first person that is entitled to speak at a meeting who attracts the attention of the person presiding shall have precedence in speaking.
- 12.3 Speakers are to use the microphones supplied.
- 12.4 When addressing a meeting, speakers are to:
 - (a) rise and remain standing unless unable to do so by reason of sickness or disability;
 - (b) address the meeting through the person presiding;
 - (c) state their name and Local Government before otherwise speaking;
 - (d) refrain from reading comment printed in the agenda paper in support of a motion, but may identify key points or make additional comment; and
 - (e) refrain from using provoking or discourteous expressions that are calculated to disturb the peaceful current of debate.
- 12.5 Mobile phones shall not be switched on while the meeting is in session.

13. DEBATE PROCEDURES

- 13.1 A delegate moving a substantive motion may speak for –
 - (a) 5 minutes in his or her opening address; and
 - (b) 3 minutes in exercising the right of reply.
- 13.2 Other speeches for or against motions are to be limited to 3 minutes unless consent of the meeting is obtained which shall be signified without debate.
- 13.3 No delegate, except the mover of a motion in reply, is to speak more than once on the same motion except by way of personal explanation.
- 13.4 As soon as the right of reply has been exercised, the motion is to be forthwith put to the vote without further comment.
- 13.5 No discussion shall take place on any motion unless it is moved and seconded. Only one amendment on any one motion shall be received at a time, and such amendment shall be disposed

of before any further amendment can be received. Any number of amendments may be proposed.

13.6 The provisions of these Standing Orders applicable to motions apply mutatis mutandis to amendments, except that the mover of an amendment shall have no right of reply.

13.7 When a motion has been moved and seconded, the person presiding shall at once proceed to take a vote thereon unless a delegate opposes it or an amendment is proposed.

13.8 No more than two delegates shall speak in succession on one side, either for or against the question before the meeting, and if at the conclusion of the second speaker's remarks, no delegate speaks on the other side, the motion or amendment may be put to the vote.

13.9 Notwithstanding clause 13.7, where a composite motion is moved which embodies the core aspects of subsequent motions listed on the agenda, a delegate whose motion has been superseded shall have the opportunity to speak on the question of the composite motion before it is put.

Once a composite motion has been carried, no further debate shall be permitted in respect of the superseded motions.

13.10 At any time during a debate, but after the conclusion of a delegate's comments, a delegate who has not spoken during the debate may move, without discussion, "that the question be now put". If that motion is seconded and carried by a majority, the question shall be submitted at once to the meeting, after the mover has replied.

14. QUESTIONS

Any delegate seeking to ask a question at any meeting of the Association shall direct the question to the President.

15. POINT OF ORDER

A delegate who is addressing the President shall not be interrupted except on a point of order, in which event the delegate shall wait until the delegate raising the point of order has been heard and the question of order has been disposed of, whereupon the delegate so interrupted may, if permitted, continue.

16. MOTION - SUBSTANCE TO BE STATED

A delegate seeking to propose an original motion or amendment shall state its substance before addressing the meeting thereon and, if so required by the President, shall put the motion or amendment in writing.

17. PRIORITY OF SPEAKERS

If two or more delegates wish to speak at the same time, the President shall decide who is entitled to priority.

18. PRESIDENT TO BE HEARD

Whenever the President signifies a desire to speak during a debate, any delegate speaking or offering to speak is to be silent, so that the President may be heard without interruption.

19. WITHDRAWAL OF MOTION

A motion or amendment may be withdrawn by the mover with the consent of the meeting, which shall be signified without debate, and it shall not be competent for any delegate to speak upon it after the mover has asked permission for its withdrawal, unless such permission has been refused.

20. PRESIDENT MAY CALL TO ORDER

The President shall preserve order, and may call any delegate to order when holding an opinion that there shall be cause for so doing.

21. RULING BY PRESIDENT

The President shall decide all questions of order or practice. The decision shall be final and be accepted by the meeting without argument or comment unless in any particular case the meeting resolves that a different ruling shall be substituted for the ruling given by the President. Discussions shall be permitted on any such motion.

22. RESOLUTIONS

22.1 Except as otherwise provided in the Association Constitution and these Standing Orders, all motions concerning the affairs of the Association shall be passed by a simple majority.

22.2 Any matter considered by the Association at a Special Meeting shall not be passed unless having received an absolute majority.

23. NO DISCUSSION

Where there is no discussion on a motion, the President may deem the motion to be passed unless the meeting resolves otherwise.

24. PERMISSIBLE MOTIONS DURING DEBATE

24.1 When a motion is under debate, no further motion shall be moved except the following:

- (a) that the motion be amended;
- (b) that the meeting be adjourned;
- (c) that the debate be adjourned;
- (d) that the question be now put;
- (e) that the meeting proceed with the next item of business; or
- (f) that the meeting sits behind closed doors.

- 24.2** Any delegate who has not already spoken on the subject of a motion at the close of the speech of any other delegate, may move without notice any one of the motions listed in clause 24.1 (b)-(f) and, if the motion is seconded, it shall be put forthwith.
- 24.3** When a debate is adjourned, the delegate who moves the adjournment shall be the first to speak on the motion when the debate is resumed unless the delegate advises of no desire to speak on the motion. Where this occurs, the President shall then call for further speakers, with the exception of those delegates who have previously spoken (unless the meeting otherwise agrees).
- 25. RESCISSION OF RESOLUTION**
- 25.1 At the same meeting**
Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Association may, by simple majority at the same meeting at which it is passed, rescind or alter a resolution if all delegates who were present at the time when the original resolution was passed are present.
- 25.2 At a Future Meeting**
Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Association may rescind or alter a resolution made at an earlier meeting:
- (a) by simple majority, where the delegate intending to move the motion has, through the Chief Executive Officer, given written notice of the intended motion to each delegate at least seven (7) days prior to the meeting; or
 - (b) by absolute majority, in any other case.
- 26. METHOD OF TAKING VOTES**
The President shall, in taking a vote on any motion or amendment, put the question first in the affirmative, and then in the negative and may do so as often as is necessary to enable formation and declaration of an opinion as to whether the affirmative or the negative has the majority on the voices or by a show of hands or by an electronic key pad voting system.
- 27. DIVISION**
The result of voting openly is determined on the count of official voting cards and, immediately upon a vote being taken, a delegate may call for a division.
- 28. ALL DELEGATES TO VOTE**
- 28.1** At meetings of the Association, a delegate present at the meeting when a question is put shall vote on the question.
- 28.2** Each delegate shall be entitled to exercise one deliberative vote on any matter considered.
- 29. PRESIDENT'S RIGHT TO VOTE**
The President shall have a casting vote only.
- 30. SUSPENSION OF STANDING ORDERS**
- 30.1** In cases of urgent necessity or whilst the Association is sitting behind closed doors, any of these Standing Orders may be suspended on a motion duly made and seconded, but that motion shall not be declared carried unless a simple majority of the delegates voting on the question have voted in favour of the motion.
- 30.2** Any delegates moving the suspension of a Standing Order shall state the object of the motion, but discussion shall not otherwise take place.
- 31. NO ADVERSE REFLECTION ON ASSOCIATION**
A delegate shall not reflect adversely upon a resolution of the Association, except on a motion that the resolution be rescinded.
- 32. NO ADVERSE REFLECTION ON DELEGATE**
A delegate of the Association shall not reflect adversely upon the character or actions of another delegate nor impute any motive to a delegate unless the Association resolves, without debate, that the question then before the Association cannot otherwise be adequately considered.
- 33. MINUTES**
- 33.1** The Chief Executive Officer of the Association is to cause minutes of the meeting to be kept and preserved.
- 33.2** The minutes of a meeting are to be submitted to the next Annual or Special General Meeting for confirmation.
- 33.3** Copies of the minutes will be supplied to all delegates prior to the meeting.



Minutes

Annual General Meeting

Friday, 25 September 2020

Crown Perth

Minutes

WALGA

Annual General Meeting

Held at

Crown Perth, Grand Ballroom

Friday 25 September 2020

The meeting commenced at 4pm

1 Annual General Meeting – Order of Proceedings

1.1 Record of Apologies

- City of Albany
- Town of Bassendean
- Shire of Boyup Brook
- Shire of Carnarvon
- Shire of Coorow
- Shire of Dumbleyung
- Shire of Halls Creek
- Shire of Meekatharra
- Shire of Murchison
- Shire of Ngaanyatjaraku
- Shire of Sandstone
- Shire of Shark Bay
- Shire of Three Springs
- Shire of Williams
- Shire of Woodanilling
- Cr Thomas Oversby Shire of Boyup Brook
- Cr Helen O'Connell Shire of Boyup Brook
- Cr Brett McGuinness Shire of Quairading
- Cr Len Armstrong Shire of Lake Grace
- Cr Ian Mickel Shire of Esperance
- Cr Amanda Yip City of Bunbury
- Cr Anthony Farrell Shire of Chapman Valley
- Mayor Dan Bull City of Bayswater
- Cr Cheryl Kozisek City of Bunbury
- Cr Steven Carter Shire of Dalwallinu
- Cr Keith Carter Shire of Dalwallinu
- Cr Sue Meeking Shire of Kondinin
- Cr Julie Russel Shire of Wickpin
- Cr Steven Martin Shire of Wickpin
- Cr Dot Newton City of Wanneroo
- Mr Tony Nottle City of Busselton
- Cr Jason Russell Shire of Mundaring

1.2 Adoption of Standing Orders

RESOLUTION:

Moved Mayor Shane Van Styn, City of Greater Geraldton
Seconded Cr Julie Brown, City of Gosnells

That the AGM Association Standing Orders be adopted.

CARRIED

1.3 Confirmation of Minutes

Minutes of the 2019 WALGA Annual General Meeting were contained within the AGM Agenda.

RESOLUTION:

Moved Cr Paul Kelly, Town of Claremont
Seconded Mayor Logan Howlett, City of Cockburn

That the Minutes of the 2019 Annual General Meeting be confirmed as a true and correct record of proceedings.

CARRIED

2.0 Adoption of Annual Report

Annual Report including audited Financial Statements were distributed to members separately.

RESOLUTION:

Moved President Cr Michelle Rich, Shire of Serpentine Jarrahdale
Seconded Mayor Shane Van Styn, City of Great Geraldton

That the 2020 Annual Report including the 2019/20 Audited Financial Statements be received.

CARRIED

3.0 Consideration of Executive and Member Motions

As per motions listed.

4.0 Closure

There being no further business the Chair declared the meeting closed at 4:29pm.

3. Consideration of Executive and Member Motions

3.1 Drought in Western Australia

Shire of Dundas Delegate to move

RESOLUTION

Moved: President Cr Laurene Bonza, Shire of Dundas
Seconded: Cr Rasa Patupis, Shire of Dundas

That WALGA:

- 1. Requests assistance from the Federal Minister for Agriculture, Water and Environment, to reconsider the Federal Government's approach when determining the criteria on what areas are eligible for drought assistance; and**
- 2. Requests the State Minister for Agriculture and Food, to reconsider the State Government approach of not assisting with the drought situation, and if the State cannot help under their Water Deficiency Program that is implemented to cart water, then an alternative assistance package be considered.**

IN BRIEF

The Australian Government has released a drought response, resilience and preparedness plan.

The plan is focused on three themes:

- Immediate action for those in drought.
- Support for the wider communities affected by drought.
- Long-term resilience and preparedness.

Read the detail in the:

[Australian Government's Drought Response, Resilience and Preparedness Plan.](#)

Most regions in WA did not form part of the Drought Program

CARRIED

MEMBER COMMENT

In relation to the above the Hon David Littleproud MP, Minister for Agriculture, Drought and Emergency Management announced on 1 July 2020 that the Australian Government was investing \$3.9 billion (growing to \$5 billion) in the Future Drought Fund.

This long-term, sustainable investment will make \$100 million available each year to help farmers and communities become more prepared for, and resilient to, the impacts of drought. The first of the Future Drought Funds Programs were announced and began to roll out from July 2020, funding farm business planning, greater access to information for decision-making, adoption of research and technologies, and building the drought resilience of natural resources such as soil and vegetation in agricultural landscapes.

Communities will also benefit through improved regional planning, strengthening networks, leadership and community capabilities and small-scale infrastructure projects.

The eight programs, totalling \$89.5 million, are:

1. The \$20m Farm Business Resilience program will provide farm businesses with training to strengthen their strategic business management skills and develop a farm business plan to build risk management capacity and drought resilience.

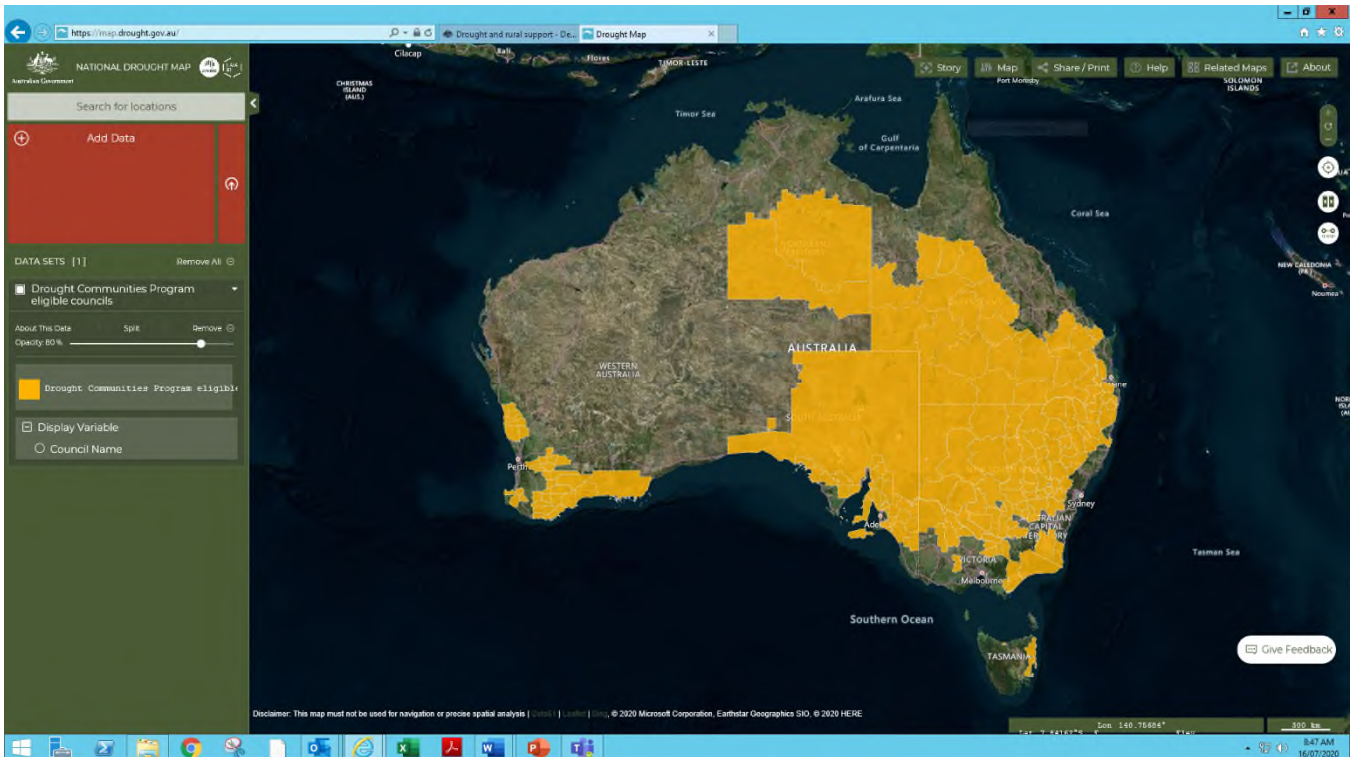
2. The \$10m Climate Services for Agriculture program will fund the development and delivery of interactive digital 'climate information services' for the agriculture sector to assist farmers to make real-time decisions.
3. The \$3m Drought Resilience Self-Assessment Tool will provide an online self-assessment tool for farmers to self-identify drought risks based on a range of social, economic and environmental indicators, and take action to build the drought resilience of their farm business.
4. The \$20.3m Drought Resilience Research and Adoption program will establish two regionally located Drought Resilience Adoption and Innovation Hubs, and Innovation Grants will become available to research organisations, private sector, industry, not-for-profit organisations and community groups.
5. The \$15m Natural Resource Management (NRM) Drought Resilience program will fund regional NRM bodies to undertake projects to build drought resilience of natural resources on agricultural landscapes, and there will also be grants available to organisations, farmer groups and individuals to undertake NRM projects to build the drought resilience of natural resources on small scales.
6. The \$3.75m Networks for Building Drought Resilience program will support community-driven projects that enhance drought resilience and strengthen networks, including small-scale infrastructure projects to make community facilities drought resilient.
7. The \$7.45m Drought Resilience Leaders program will develop leadership capability in communities and include a mentoring component to foster uptake of innovative practices to build drought resilience of farmers and their businesses.
8. The \$10m Regional Drought Resilience Planning will provide funding to consortia of local councils or equivalent entities to develop Regional Drought Resilience Plans for agriculture and allied industries.

In response to the above announcements on the 1 July 2020, the Western Australian Government was critical of these as they had bypassed critical WA projects that had been presented in a WA Government submission. WA's submission included research and development projects to regenerate degraded and dehydrated lands, projects to prove and promote on-farm desalination, a boost to Strategic Community Water Supplies in the grainbelt and support for horticulture on the Gnangara Mound. While any Federal drought funding is welcomed by the State Government, they felt that this program represents a lost opportunity for WA farmers in need of long-term drought support.

Despite its disappointment with the outcome, the McGowan Government stated it will work with the Federal Government to deliver programs in WA and will continue to push for projects to deal with systemic dry conditions in WA.

Recently the State Government has also declared a water deficiency in another area of the Goldfields Esperance Region in the Shire of Esperance - Cascade area. This is the 12th declaration since May 2019. A declaration is made as a last resort, after continued dry conditions due to climate change have depleted on-farm and State Government managed community water supplies.

<https://map.drought.gov.au/>



The above map identifies the Shires or Regions eligible for this funding. Unfortunately most areas in WA are excluded from any assistance for these programs, and it is important to highlight the Western Australian position as severely impacted with a lack of understanding or support from both Federal and State Governments.

SECRETARIAT COMMENT

The motion is in keeping with the State Council resolution of March 2020, requesting WALGA, in consultation with ALGA, to liaise with the WA State Government Ministers for Water, Agriculture and Environment to provide a coordinated holistic response in respect to the ongoing drying climate issues and access to the Drought Communities Funding Program (RESOLUTION 37.1/2020).

3.2 State Owned Unallocated Crown Land (UCL) House Blocks

Shire of Dundas Delegate to move

RESOLUTION

Moved: President Cr Laurene Bonza, Shire of Dundas
Seconded: Cr Rasa Patupis, Shire of Dundas

That WALGA request the Minister for Local Government, Hon. David Templeman to consider a review into the justification and fairness of the State Government not paying rates on Unallocated Crown Land (UCL).

IN BRIEF

Local Governments impose rates to raise revenue to fund the services and facilities.

The State Government do not pay rates on unallocated crown land.

Request a review into the justification and fairness of the State not paying rates on UCL land.

CARRIED

MEMBER COMMENT

The Shire of Dundas is concerned that the State Government does not pay rates on Unallocated Crown Land. What is not considered is the roads in front of these properties still need to be sealed every ten years, the drains need repairs and verges need to be mowed, not to mention the portion of rates that contribute to the landfill, footy grounds, town-hall, public amenities, swimming pool and the general beautification of the Town.

The Shire of Dundas has 679 Town-site Properties.

The Shire of Dundas has 352 lots of Crown Land within the Town Boundary not paying rates or not vested to anyone to pay rates.

This is just over 50% of blocks in our community that does not pay rates while the infrastructure in-front of these blocks of land has to be maintained by the rest of our community. This equates to \$158,400.00 per year that the community has to find to maintain the infrastructure in front of these properties, which is 16% of the Shire's rates revenue.

The Shire of Dundas believes that the State should review the rate exemption provisions into the justification and fairness of the State Government not paying rates on Unallocated Crown Land (UCL).

An alternative may be for the State to pay a minimum annual maintenance charge on each block to Local Governments to mitigate fire risk and asset management costs for roads, footpaths, drainage etc.

SECRETARIAT COMMENT

The above motion is consistent with WALGA's current policy of requesting for a broad review to be conducted into the justification and fairness of all rating exemption categories currently prescribed under Section 6.26 of the Local Government Act. This would include the current exemption for State Government Unallocated Crown Land (UCL).

It is also worth noting that the Local Government Review Panel have recommended that "*The Economic Regulation Authority (ERA) should be asked to undertake a review of the rating system, including a thorough examination of the case for the current wide range of exemptions*".

Attachment 3: Action Taken on Resolutions of the 2020 AGM

Action Taken on Resolutions of the 2020 Annual General Meeting

Action Taken on Resolutions of the 2020 Annual General Meeting	
<p>3.1 Drought in Western Australia</p> <p>That WALGA:</p> <ol style="list-style-type: none"> 1. Requests assistance from the Federal Minister for Agriculture, Water and Environment, to reconsider the Federal Government's approach when determining the criteria on what areas are eligible for drought assistance; and 2. Requests the State Minister for Agriculture and Food, to reconsider the State Government approach of not assisting with the drought situation, and if the State cannot help under their Water Deficiency Program that is implemented to cart water, then an alternative assistance package be considered. 	<p>WALGA has made representations on this issue including to the Hon David Littleproud MP, Minister for Agriculture, and Northern Australia; the Hon Alannah MacTiernan MLC, Minister for Regional Development and Food, Hydrogen Industry; and WA Federal Government members, including meetings between the WALGA Deputy President and Senators Dean Smith and Slade Brockman. WALGA has also met with Minister MacTiernan's Chief of Staff and WA Government officials.</p> <p>Correspondence from Minister Littleproud received in October 2020 indicated that details of the Commonwealth's Regional Drought Resilience Planning Program were still being worked through with the WA Government, which was yet to commit to co-funding the program. WALGA subsequently sought an assurance that Minister MacTiernan remained committed to <i>'working with the Minister for Water to ensure WA local government optimally benefit from the Future Drought Fund'</i>.</p> <p>On 4 July 2021 it was announced that the WA Government had secured \$1.33 million of the \$9.85 million available under the Regional Drought Resilience Planning Program for 2021-22 to undertake planning for the Northern Midwest, Southern Wheatbelt and Great Southern Inland regions. This work will be led by Regional Development Commissions working with Local Governments and is due for completion by 30 June 2022. The WA Government has not provided a cash contribution towards this program.</p> <p>On 3 February 2021 the WA Government announced a \$7.3 million infrastructure plan to upgrade and refurbish 70 community dams in the State's Wheatbelt and Great Southern regions with half to be funded from the National Water</p>

Action Taken on Resolutions of the 2020 Annual General Meeting

Grid Fund, however the State's application for funding was unsuccessful.

On 15 April 2021, the Commonwealth announced that an additional \$2.8 million would be provided to pay rebates for eligible water infrastructure installed on-farm to all WA farmers who submitted their application prior to 20 January 2021.

On 11 August it was announced that the WA Government has been successful in securing National Water Grid Connections funding for nine projects (spanning Water Corporation, DPIRD and DWER):

- Cave Springs Road Tail Water Return System
 - Two water recycling systems will be constructed in the Ord River Irrigation Area resulting in 2,400 megalitres per annum of water savings.
- Agricultural Area Dams and Strategic Community Water Supplies
 - Infrastructure facilities will be constructed including pipework, tanks, solar pumps and standpipes at 70 dam sites. This will increase resilience and water security in farming communities in the region.
- Katanning to Kojonup Pipeline Enhancement
 - A number of sections of the existing pipeline between Katanning and Kojonup will be replaced, increasing water reliability and supply to all farmland customers.
- Jerramungup Dam Catchment Improvement
 - Degraded bitumen will be replaced with plastic liner enabling increased runoff and water storage, and improving reliability to almost 100 per cent of water users in the Jerramungup catchment.
- Gascoyne Irrigation Scheme Augmentation and Modernisation
 - Essential infrastructure in the Gascoyne region will be upgraded, including additional production bores and modernisation of irrigation systems. This will increase horticultural production capability in the region.

Action Taken on Resolutions of the 2020 Annual General Meeting

	<ul style="list-style-type: none"> • Community Water Supplies Partnership Program with Local Government <ul style="list-style-type: none"> - Up to 40 new and improved non-potable water supplies will be developed in priority areas for farming communities to access. • Ravensthorpe Dam Catchment Extension <ul style="list-style-type: none"> - The catchment area of the Ravensthorpe dam will be increased by 5 hectares, increasing the volume of water in the dam by approximately 7 megalitres per annum. • Cranbrook Dam Catchment Improvement <ul style="list-style-type: none"> - Degraded bitumen will be replaced in Cranbrook Dam 1 catchment, increasing the volume of water in the dam by 15 megalitres per annum, for agricultural and primary industry use. • Wongutha Independent Water Security Pilot <ul style="list-style-type: none"> - A small-scale, solar powered water reverse osmosis desalination system pilot will be installed, producing an additional 7.3 megalitres per annum of fresh water. <p>Total funding for these projects is \$43.8 million: \$23.8 million State Government and other partners, \$20 million Commonwealth.</p> <p>WALGA has also secured a seat on the Commonwealth Agriculture Minister's Meeting Working Group on Drought which has representatives from the Commonwealth, all State/Territory Jurisdictions, National Farmers Federation and ALGA.</p>
<p>3.2 State Owned Unallocated Crown Land (UCL) House Blocks</p> <p>That WALGA request the Minister for Local Government, Hon. David Templeman to consider a review into the justification and fairness of the State Government not paying rates on Unallocated Crown Land (UCL).</p>	<p>WALGA adopted advocacy positions in December 2021 that addresses this issues as follows;</p> <p><u>Rating Exemptions</u></p> <p>The rating exemptions that are of concern for the sector relate to the following:</p> <ul style="list-style-type: none"> • Rating of Charitable Purpose properties • Department of Housing: Leasing to Charitable Organisations • Government Trading Entities

Action Taken on Resolutions of the 2020 Annual General Meeting	
	<ul style="list-style-type: none">• State Agreement Act projects• State Owned Unallocated Crown Land <p>On this basis, the Local Government sector supports an independent review of all rating exemptions to enhance equity among ratepayers in the community.</p> <p>Local Government Position:</p> <p>That an independent review of all rate exemptions be undertaken.</p>



Elections Timetable

Local Government Extraordinary Election 2021

Enter election date>> **13/12/2021**

Note: Please manually adjust dates in the 'Date' column which fall on a public holiday to the next business day.

	Days from Polling Day	Election Activities or Events	Relevant Act sections or Regulations	Day	Date
	273 to 92	If an elected member's office becomes vacant on or between these days, the council may, with the approval of the Electoral Commissioner, allow the vacancy to remain unfilled until the ordinary election.	LGA s4.16(4) LGA s4.17(2)	Mon to Sun	15/03/2021 to 12/09/2021
	91	If an elected member's office becomes vacant on or after this day the vacancy will remain unfilled until the ordinary election.	LGA s4.16(2)(3) LGA s4.17(1)	Mon	13/09/2021
	80	Last day for local governments to gain agreement from the Electoral Commissioner to conduct the election (compulsory if intent is to hold a postal election).	LGA s4.20 (2)(3)(4) LGA s4.61 (2)(4)	Fri	24/09/2021
	80	A decision for the Electoral Commissioner to conduct the election cannot be rescinded after this day.	LGA s4.20(6) LGA s4.61(5)	Fri	24/09/2021
	70 to 56	Between these days, the CEO of the local government is to give Statewide public notice of the closing date and time for elector enrolments.	LGA s4.39(2)	Mon to Mon	4/10/2021 to 18/10/2021
	56	Last day for the local government's CEO to advise the Electoral Commissioner of the need to prepare an updated residents roll.	LGA s4.40(1)	Mon	18/10/2021
Close of Rolls	56	Advertising may begin for council nominations from 56 days, and no later than 45 days, before election day.	LGA s4.47(1)	Mon	18/10/2021
	50	Close of Rolls – 5.00pm	LGA 4.39(1)	Sun	24/10/2021
Nominations Open	45	Last day for advertisement to be placed calling for council nominations.	LGA s4.47(1)	Fri	29/10/2021
	44	Nominations Open First day for candidates to lodge completed nomination papers, in the prescribed form, with the Returning Officer. Nominations are open for 8 days.	LGA s4.49(a)	Sat	30/10/2021
Close of Nominations	38	If a candidate's nomination is withdrawn not later than 4.00pm on this day, the candidate's deposit is to be refunded.	LGA s4.50 Reg. 27(5)	Fri	5/11/2021
	37	Close of Nominations – 4.00pm	LGA 4.49(a)	Sat	6/11/2021
	36	Last day for the Electoral Commissioner to prepare an updated residents roll for the election. Last day for the local government's CEO to prepare an owners and occupiers roll.	LGA s4.40(2) LGA s4.41(1)	Sun	7/11/2021
	36	Returning Officer to give Statewide public notice of the election as soon as practicable but no later than 19 days before election day.	LGA s4.64(1)	As soon as practicable	
	22	The preparation of any consolidated roll (combined roll of residents, owners and occupiers) under regulation 18(1) is to be completed on or before this day.	LGA s4.38(1) Reg. 18(1)(2)	Sun	21/11/2021
	19	Last day for the Returning Officer to give Statewide public notice of the election.	LGA s4.64(1)	Wed	24/11/2021
	4	Close of absent voting and close of postal vote applications for 'voting in person' elections – 4.00pm.	LGA s4.68(1)(c) Reg. 37(3)(4)	Thu	9/12/2021
Election Day	1	Close of early voting for 'voting in person' elections – 4.00pm.	LGA s4.71(1)(e) Reg. 59(2)	Sun	12/12/2021
	0	Election Day Close of poll – 6.00pm.	LGA s4.7 LGA s4.68(1)(e)	Mon	13/12/2021
	2	Election results declared and published.	LGA s4.77	As soon as practicable	
	2 - 14	Report to Minister. The report relating to an election under section 4.79 is to be provided to the Minister within 14 days after the declaration of the result of the election. (See Online 'Form 20' at www.dlgc.wa.gov.au)	LGA s4.79(1)(2) Reg. 81	As soon as practicable	
	Within 28 days of result publication	An invalidity complaint can be made to a Court of Disputed Returns, constituted by a magistrate, but can only be made within 28 days after notice is given of the result of the election.	LGA s4.81(1)	As applicable	
	Within 2 months of result declaration	Newly elected members to make their declarations of office.	LGA s2.29(1)(2) LGA s2.32(c) LGA s2.34(1)(c)	As soon as practicable	
	Within 3 months of members making declarations	Newly elected members to lodge their Primary Returns with the local government's CEO.	LGA s5.75(1)	As soon as practicable	

* All Act sections refer to the *Local Government Act 1995*. All regulations refer to the *Local Government (Elections) Regulations 1997*.

SHIRE OF MINGENEW

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the period ending 31 August 2021

LOCAL GOVERNMENT ACT 1995

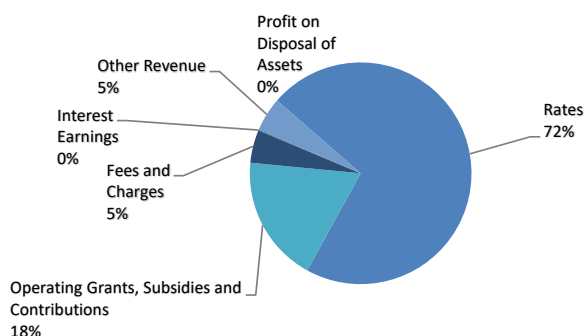
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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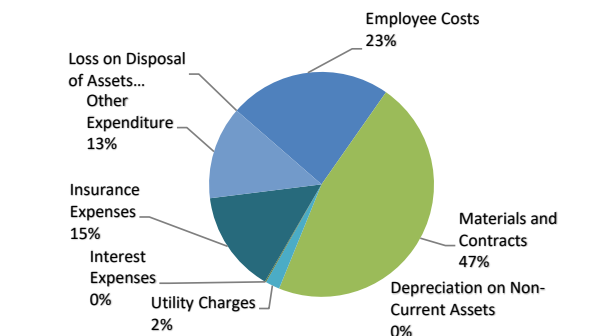
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OPERATING ACTIVITIES

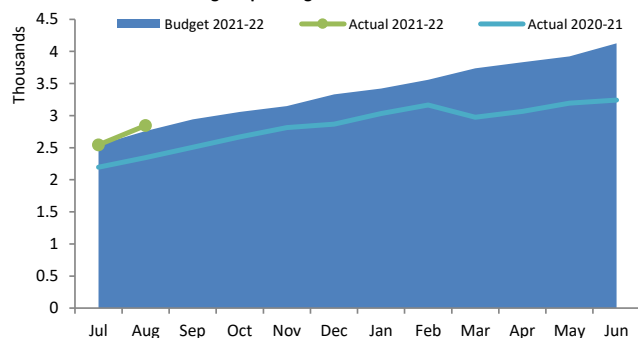
OPERATING REVENUE



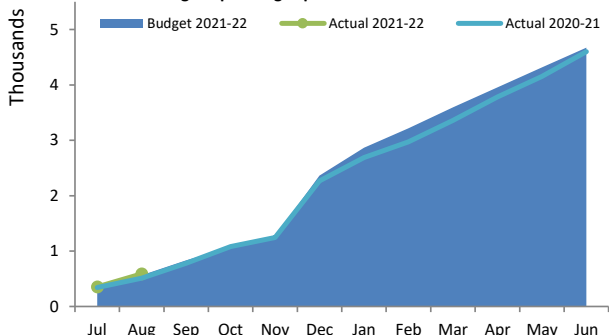
OPERATING EXPENSES



Budget Operating Revenues -v- Actual

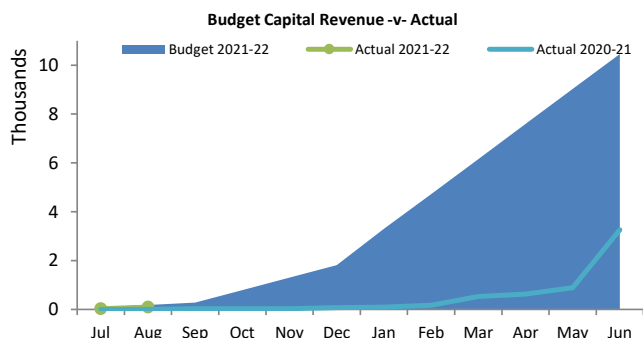


Budget Operating Expenses -v- YTD Actual

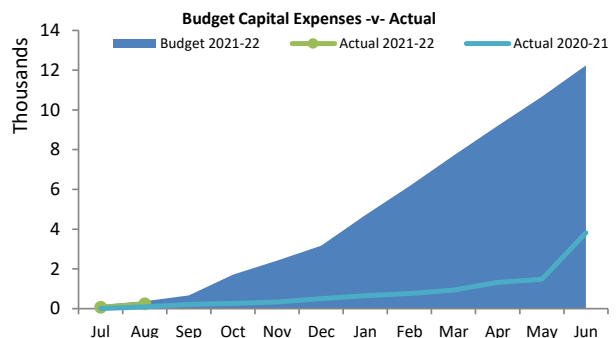


INVESTING ACTIVITIES

CAPITAL REVENUE



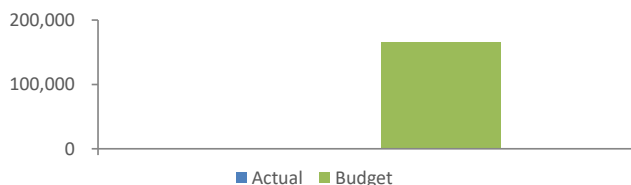
CAPITAL EXPENSES



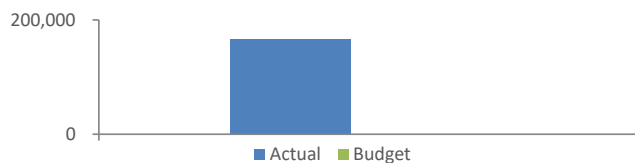
FINANCING ACTIVITIES

BORROWINGS

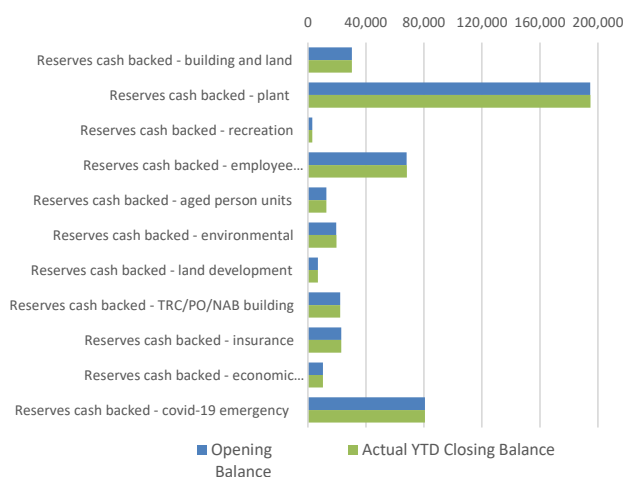
Principal Repayments



Principal Outstanding



RESERVES



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.08 M	\$0.08 M	\$0.08 M	(\$0.00 M)
Closing	\$0.00 M	\$2.08 M	\$2.19 M	\$0.11 M
Refer to Statement of Financial Activity				

Cash and cash equivalents		
	\$1.78 M	% of total
Unrestricted Cash	\$0.65 M	36.7%
Restricted Cash	\$1.13 M	63.3%
Refer to Note 2 - Cash and Financial Assets		

Payables		
	\$0.38 M	% Outstanding
Trade Payables	\$0.00 M	
0 to 30 Days		0.0%
30 to 90 Days		0.0%
Over 90 Days		0%
Refer to Note 5 - Payables		

Receivables		
	\$1.58 M	% Collected
Rates Receivable	\$1.48 M	31.8%
Trade Receivable	\$0.09 M	% Outstanding
30 to 90 Days		3.2%
Over 90 Days		1.6%
Refer to Note 3 - Receivables		

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$1.18 M	\$2.18 M	\$2.24 M	\$0.06 M
Refer to Statement of Financial Activity			

Rates Revenue		
YTD Actual	\$2.04 M	% Variance
YTD Budget	\$2.04 M	0.0%
Refer to Note 6 - Rate Revenue		

Operating Grants and Contributions		
YTD Actual	\$0.53 M	% Variance
YTD Budget	\$0.48 M	10.6%
Refer to Note 13 - Operating Grants and Contributions		

Fees and Charges		
YTD Actual	\$0.14 M	% Variance
YTD Budget	\$0.14 M	(0.1%)
Refer to Statement of Financial Activity		

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.97 M)	(\$0.18 M)	(\$0.13 M)	\$0.05 M
Refer to Statement of Financial Activity			

Proceeds on sale		
YTD Actual	\$0.00 M	%
Adopted Budget	\$0.22 M	(99.9%)
Refer to Note 7 - Disposal of Assets		

Asset Acquisition		
YTD Actual	\$0.23 M	% Spent
Adopted Budget	\$11.64 M	(98.1%)
Refer to Note 8 - Capital Acquisitions		

Capital Grants		
YTD Actual	\$0.10 M	% Received
Adopted Budget	\$10.46 M	(99.1%)
Refer to Note 8 - Capital Acquisitions		

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.30 M)	(\$0.00 M)	(\$0.00 M)	(\$0.00 M)
Refer to Statement of Financial Activity			

Borrowings	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.17 M
Refer to Note 9 - Borrowings	

Reserves	
Reserves balance	\$0.47 M
Interest earned	\$0.00 M
Refer to Note 11 - Cash Reserves	

Lease Liability	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.01 M
Refer to Note 10 - Lease Liabilities	

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

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

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
GOVERNANCE 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 AUGUST 2021**

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)	81,424	81,424	81,424	81,422	(2)	(0.00%)	
Revenue from operating activities								
Governance		13,899	13,899	2,314	1,858	(456)	(19.71%)	
General purpose funding - general rates	6	2,049,384	2,049,384	2,037,592	2,038,440	848	0.04%	
General purpose funding - other		716,091	716,091	352,624	450,844	98,220	27.85%	▲
Law, order and public safety		280,311	280,311	42,946	54,619	11,673	27.18%	▲
Health		820	820	136	491	355	261.03%	
Education and welfare		1,425	1,425	234	365	131	55.98%	
Housing		117,930	117,930	19,650	16,236	(3,414)	(17.37%)	
Community amenities		77,300	77,300	74,090	78,520	4,430	5.98%	
Recreation and culture		36,834	36,834	34,498	34,373	(125)	(0.36%)	
Transport		649,532	649,532	178,510	158,410	(20,100)	(11.26%)	▼
Economic services		121,215	121,215	4,786	5,196	410	8.57%	
Other property and services		62,535	62,535	10,420	6,703	(3,717)	(35.67%)	
		4,127,276	4,127,276	2,757,800	2,846,055	88,255		
Expenditure from operating activities								
Governance		(349,630)	(346,130)	(65,973)	(63,741)	2,232	3.38%	
General purpose funding		(82,800)	(82,800)	(13,796)	(18,427)	(4,631)	(33.57%)	
Law, order and public safety		(211,815)	(211,815)	(26,062)	(107,842)	(81,780)	(313.79%)	▼
Health		(88,061)	(88,061)	(14,727)	(15,350)	(623)	(4.23%)	
Education and welfare		(143,142)	(143,142)	(17,138)	(17,461)	(323)	(1.88%)	
Housing		(164,554)	(164,554)	(19,397)	(36,906)	(17,509)	(90.27%)	▼
Community amenities		(277,836)	(277,836)	(45,100)	(40,952)	4,148	9.20%	
Recreation and culture		(1,011,761)	(1,008,261)	(102,454)	(113,347)	(10,893)	(10.63%)	▼
Transport		(1,849,425)	(1,849,425)	(181,289)	(186,866)	(5,577)	(3.08%)	
Economic services		(411,575)	(418,575)	(64,943)	(51,136)	13,807	21.26%	▲
Other property and services		(81,247)	(81,247)	(13,404)	50,002	63,406	473.04%	▲
		(4,671,846)	(4,671,846)	(564,283)	(602,026)	(37,743)		
Non-cash amounts excluded from operating activities	1(a)	1,727,483	1,727,483	(12,760)	0	12,760	(100.00%)	
Amount attributable to operating activities		1,182,913	1,182,913	2,180,757	2,244,029	63,272		
Investing Activities								
Proceeds from non-operating grants, subsidies and contributions	14	10,460,322	10,460,322	184,364	95,400	(88,964)	(48.25%)	▼
Proceeds from disposal of assets	7	216,700	216,700	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(11,643,479)	(11,943,479)	(365,068)	(226,672)	138,396	37.91%	▲
		(966,457)	(1,266,457)	(180,704)	(131,272)	49,432		
Amount attributable to investing activities		(966,457)	(1,266,457)	(180,704)	(131,272)	49,432		
Financing Activities								
Proceeds from new debentures	9	0	300,000	0	0	0	0.00%	
Payments for principal portion of lease liabilities	10	(64,173)	(7,132)	(1,188)	(1,660)	(472)	(39.73%)	
Repayment of debentures	9	(165,917)	(222,958)	0	0	0	0.00%	
Transfer to reserves	11	(67,790)	(67,790)	(470)	(465)	5	1.06%	
Amount attributable to financing activities		(297,880)	2,120	(1,658)	(2,125)	(467)		
Closing funding surplus / (deficit)	1(c)	0	0	2,079,819	2,192,054	112,235		

KEY INFORMATION

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

Refer to Note 17 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021-22 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 AUGUST 2021

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021**

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)	\$ 81,424	\$ 81,424	\$ 81,424	\$ 81,422	\$ (2)	% (0.00%)	
Revenue from operating activities								
Rates	6	2,049,384	2,049,384	2,037,592	2,038,440	848	0.04%	
Operating grants, subsidies and contributions	13	1,158,825	1,158,825	476,124	526,722	50,598	10.63%	▲
Fees and charges		273,789	273,789	136,352	136,175	(177)	(0.13%)	
Interest earnings		23,231	23,231	6,316	3,748	(2,568)	(40.66%)	
Other revenue		544,294	544,294	88,460	140,970	52,510	59.36%	▲
Profit on disposal of assets	7	77,753	77,753	12,956	0	(12,956)	(100.00%)	▼
		4,127,276	4,127,276	2,757,800	2,846,055	88,255		
Expenditure from operating activities								
Employee costs		(1,105,864)	(1,105,864)	(177,826)	(140,463)	37,363	21.01%	▲
Materials and contracts		(953,332)	(956,832)	(190,548)	(279,556)	(89,008)	(46.71%)	▼
Utility charges		(88,321)	(88,321)	(14,678)	(12,489)	2,189	14.91%	
Depreciation on non-current assets		(1,788,251)	(1,788,251)	0	0	0	0.00%	
Interest expenses		(11,600)	(11,600)	(1,920)	(967)	953	49.64%	
Insurance expenses		(134,703)	(134,703)	(91,271)	(88,116)	3,155	3.46%	
Other expenditure		(572,790)	(569,290)	(87,844)	(80,435)	7,409	8.43%	
Loss on disposal of assets	7	(16,985)	(16,985)	(196)	0	196	100.00%	
		(4,671,846)	(4,671,846)	(564,283)	(602,026)	(37,743)		
Non-cash amounts excluded from operating activities	1(a)	1,727,483	1,727,483	(12,760)	0	12,760	(100.00%)	
Amount attributable to operating activities		1,182,913	1,182,913	2,180,757	2,244,029	63,272		
Investing activities								
Proceeds from non-operating grants, subsidies and contributions	14	10,460,322	10,460,322	184,364	95,400	(88,964)	(48.25%)	▼
Proceeds from disposal of assets	7	216,700	216,700	0	0	0	0.00%	
Payments for property, plant and equipment	8	(11,643,479)	(11,943,479)	(365,068)	(226,672)	138,396	37.91%	▲
		(966,457)	(1,266,457)	(180,704)	(131,272)	49,432		
Amount attributable to investing activities		(966,457)	(1,266,457)	(180,704)	(131,272)	49,432		
Financing Activities								
Proceeds from new debentures	9	0	300,000	0	0	0	0.00%	
Payments for principal portion of lease liabilities	10	(64,173)	(7,132)	(1,188)	(1,660)	(472)	(39.73%)	
Repayment of debentures	9	(165,917)	(222,958)	0	0	0	0.00%	
Transfer to reserves	11	(67,790)	(67,790)	(470)	(465)	5	1.06%	
Amount attributable to financing activities		(297,880)	2,120	(1,658)	(2,125)	(467)		
Closing funding surplus / (deficit)	1(c)	0	0	2,079,819	2,192,054	112,235		

KEY INFORMATION

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

Refer to Note 17 for an explanation of the reasons for the variance.

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

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

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

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 15 to these financial statements.

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 10 August 2021

(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	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities					
		\$	\$	\$	\$
Adjustments to operating activities					
Less: Profit on asset disposals	7	(77,753)	(77,753)	(12,956)	0
Add: Loss on asset disposals	7	16,985	16,985	196	0
Add: Depreciation on assets		1,788,251	1,788,251	0	0
Total non-cash items excluded from operating activities		1,727,483	1,727,483	(12,760)	0

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

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

		Last Year Closing 30 June 2021	This Time Last Year 31 August 2020	Year to Date 31 August 2021
Adjustments to net current assets				
Less: Reserves - restricted cash	11	(471,844)	(427,012)	(472,309)
Add: Borrowings	9	165,919	161,996	165,919
Add: Provisions - employee	12	104,781	91,767	104,784
Add: Lease liabilities	10	7,393	7,842	5,733
Total adjustments to net current assets		(193,751)	(165,407)	(195,873)

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

Current assets				
Cash and cash equivalents	2	1,246,247	1,715,104	1,778,843
Rates receivables	3	33,480	1,298,032	1,483,519
Receivables	3	337,655	74,479	92,973
Other current assets	4	11,380	52,551	3,053
Less: Current liabilities				
Payables	5	(801,562)	(22,650)	(378,583)
Borrowings	9	(165,919)	(161,996)	(165,919)
Contract liabilities	12	(273,934)	(478,907)	(315,442)
Lease liabilities	10	(7,393)	(7,842)	(5,733)
Provisions	12	(104,781)	(91,767)	(104,784)
Less: Total adjustments to net current assets	1(b)	(193,751)	(165,407)	(195,873)
Closing funding surplus / (deficit)		81,422	2,211,597	2,192,054

CURRENT AND NON-CURRENT CLASSIFICATION

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

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Cash on hand	Cash and cash equivalents	100	0	100				On Hand
At call deposits								
Municipal Fund	Cash and cash equivalents	323,465	0	323,465		NAB	0.10%	Cheque A/C
Municipal Fund	Cash and cash equivalents	329,470	653,499	982,969		NAB	0.21%	On Call
Reserve Funds	Cash and cash equivalents	0	140	140		NAB	0.21%	On Call
Term deposits								
Reserve Funds	Cash and cash equivalents	0	472,169	472,169		NAB	0.50%	August 2022
Total		653,035	1,125,808	1,778,843	0			
Comprising								
Cash and cash equivalents		653,035	1,125,808	1,778,843	0			
		653,035	1,125,808	1,778,843	0			

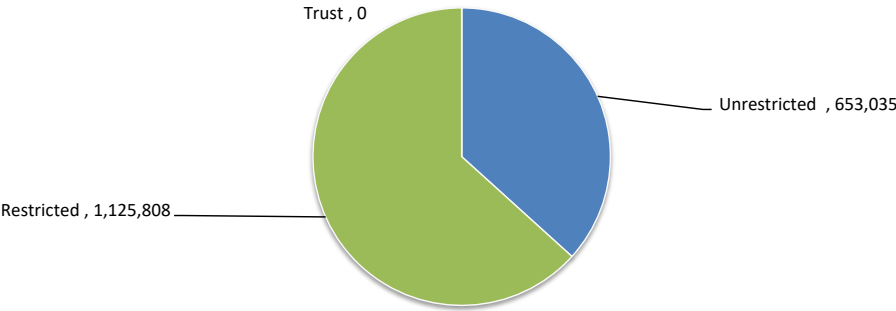
KEY INFORMATION

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

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

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

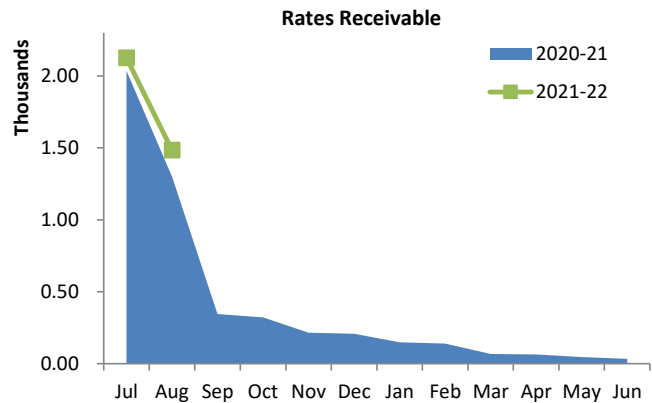
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates receivable	30 Jun 2021	31 Aug 2021
	\$	\$
Opening arrears previous years	27,324	33,480
Levied this year	1,977,513	2,038,440
Levied service charges this year	94,820	104,419
Less - collections to date	(2,066,177)	(692,820)
Equals current outstanding	33,480	1,483,519
Net rates collectable	33,480	1,483,519
% Collected	103.1%	31.8%

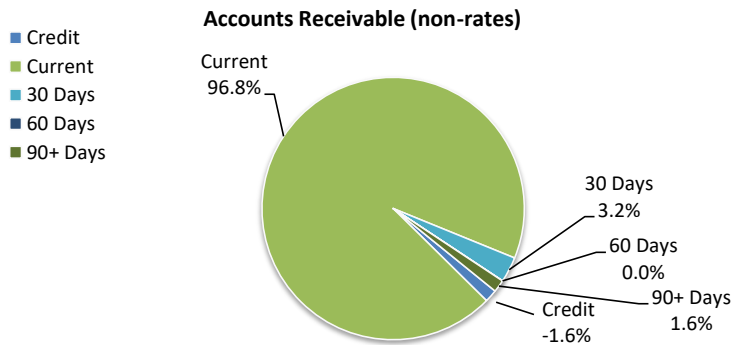


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,172)	70,304	2,354	11	1,143	72,640
Percentage	(0)	96.8%	3.2%	0%	1.6%	
Balance per trial balance						
Sundry receivable						72,640
GST receivable						8,506
Increase in Allowance for impairment of receivables from contracts with customers						(500)
Pensioner Rebate Claimed						12,327
Total receivables general outstanding						92,973

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



	Opening Balance 1 July 2021	Asset Increase	Asset Reduction	Closing Balance 31 August 2021
Other current assets	\$	\$	\$	\$
Inventory				
Fuel	3,152	(2,949)	0	203
Other current assets				
Prepayments	8,228	(5,378)	0	2,850
Total other current assets	11,380	(8,327)	0	3,053
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

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

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

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	0	0	0	0	0
Percentage	0%	0%	0%	0%	0%	
Balance per trial balance						
ATO liabilities						25,313
Other payables						31,000
Receipts in advance						307,270
Other payables - bond held						14,999
Total payables general outstanding						378,582

Amounts shown above include GST (where applicable)

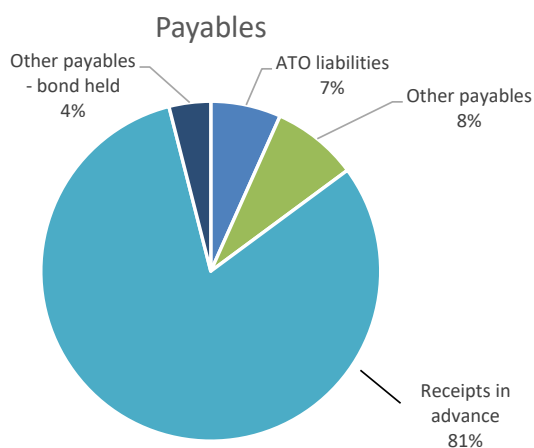
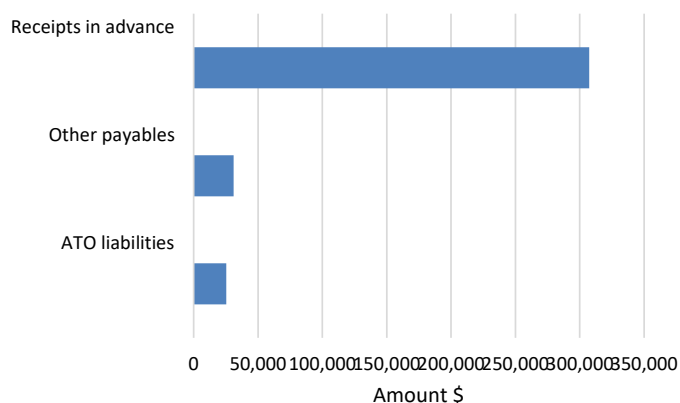
KEY INFORMATION

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

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

Payables



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021

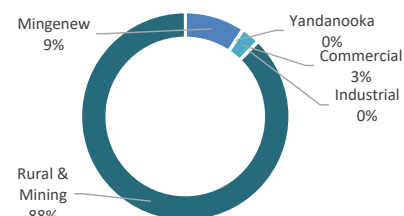
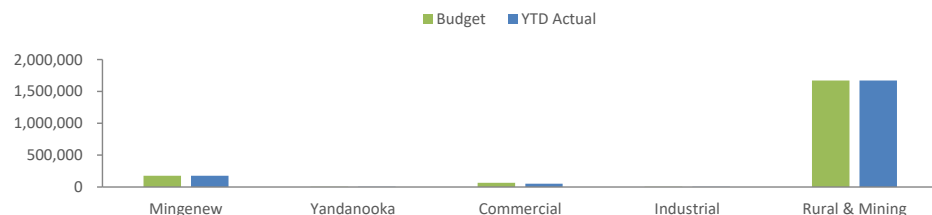
OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

General rate revenue

RATE TYPE	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
				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
Mingenew	0.15388	129	1,153,984	177,574	0	150	177,724	177,574	(176)	0	177,398
Yandanooka	0.15388	2	13,884	2,136	0	0	2,136	2,136	0	0	2,136
Commercial	0.15388	14	346,632	53,339	14,000	0	67,339	53,339	0	0	53,339
Industrial	0.15388	1	12,480	1,920	0	0	1,920	1,920	0	0	1,920
Unimproved value											
Rural & Mining	0.01229	111	136,073,500	1,672,343	0	0	1,672,343	1,672,343	0	0	1,672,343
Sub-Total		257	137,600,480	1,907,312	14,000	150	1,921,462	1,907,312	(176)	0	1,907,136
Minimum payment	Minimum \$										
Gross rental value											
Mingenew	728	61	24,870	44,408	0	0	44,408	44,408	2,883	0	47,291
Yandanooka	728	0	0	0	0	0	0	0	0	0	0
Commercial	728	9	6,200	5,824	0	0	5,824	6,552	0	0	6,552
Industrial	728	3	2,786	2,184	0	0	2,184	2,184	0	0	2,184
Unimproved value											
Rural & Mining	1,093	34	680,657	37,162	0	0	37,162	37,162	0	0	37,162
Sub-total		107	714,513	89,578	0	0	89,578	90,306	2,883	0	93,189
Concession							(1,068)				(1,068)
Amount from general rates							2,009,972				1,999,257
Ex-gratia rates							39,412				39,183
Total general rates							2,049,384				2,038,440

KEY INFORMATION

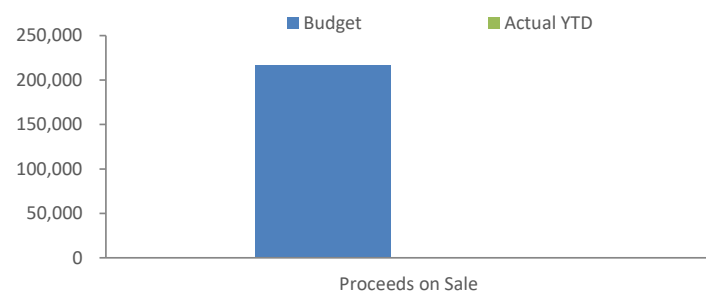
Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Adopted Budget				Amended Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	Land												
	29 (Lot 184) Oliver St	0	0	0	0	0	0	0	0	0	200	0	0
	Plant and equipment												
	Law, order, public safety												
	Fast Attack Vehicle	15,799	0	0	(15,799)	15,799	0	0	(15,799)		0	0	0
	Recreation and culture												
	Ride on Mower	3,186	2,000	0	(1,186)	3,186	2,000	0	(1,186)		0	0	0
	Mower - Bowling Green	0	1,000	1,000	0	0	1,000	1,000	0		0	0	0
	Transport												
	Grader	59,600	100,000	40,400	0	59,600	100,000	40,400	0		0	0	0
	Toyota Hilux	26,032	36,400	10,368	0	26,032	36,400	10,368	0		0	0	0
	Other property and services												
	Toyota Prado	26,615	45,500	18,885	0	26,615	45,500	18,885	0		0	0	0
	Toyota RAV4	24,700	31,800	7,100	0	24,700	31,800	7,100	0		0	0	0
		155,932	216,700	77,753	(16,985)	155,932	216,700	77,753	(16,985)	0	200	0	0



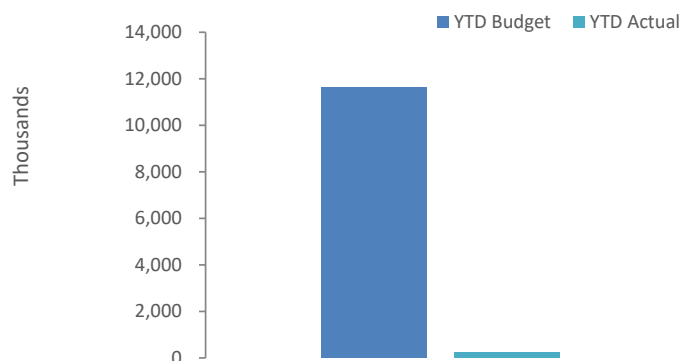
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
Capital acquisitions	\$	\$	\$	\$	\$
Buildings - non-specialised	222,500	222,500	22,912	29,041	6,129
Buildings - specialised	558,500	558,500	0	0	0
Furniture and equipment	10,000	10,000	0	0	0
Plant and equipment	264,000	564,000	3,000	0	(3,000)
Bushfire equipment	150,000	150,000	0	0	0
Infrastructure - roads	8,258,385	8,258,385	318,048	157,941	(160,107)
Infrastructure - bridges	1,941,202	1,941,202	0	0	0
Infrastructure - parks & ovals	98,692	98,692	16,442	39,690	23,248
Infrastructure - other	140,200	140,200	4,666	0	(4,666)
Payments for Capital Acquisitions	11,643,479	11,943,479	365,068	226,672	(138,396)
Right of use assets	300,000	0	0	0	0
Total Capital Acquisitions	11,943,479	11,943,479	365,068	226,672	(138,396)
Capital Acquisitions Funded By:					
	\$	\$	\$	\$	\$
Capital grants and contributions	10,460,322	10,460,322	184,364	95,400	(88,964)
Lease liabilities	300,000	0	0	0	0
Other (disposals & C/Fwd)	216,700	0	0	0	0
Contribution - operations	966,457	1,483,157	180,704	131,272	(49,432)
Capital funding total	11,943,479	11,943,479	365,068	226,672	(138,396)

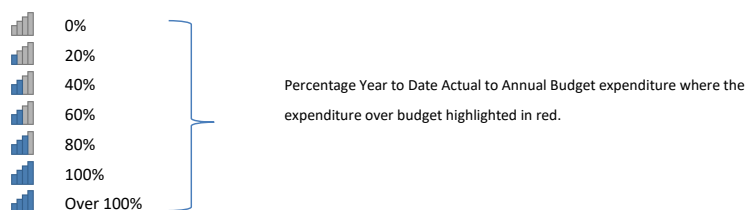
SIGNIFICANT ACCOUNTING POLICIES

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



Capital expenditure total

Level of completion indicators

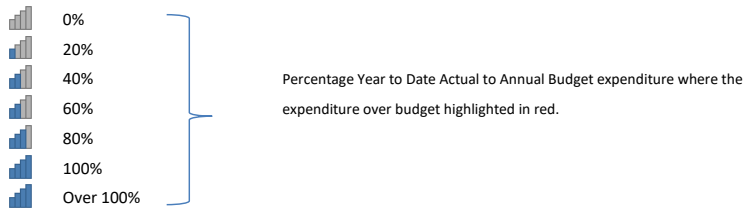


Level of completion indicator, please see table at the end of this note for further detail.

	Account Description	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over
Buildings - non-specialised						
	BC023 23 Victoria Road (Lot 84) - Toy Library - Building (Capital)	7,000	7,000	1,166	0	(1,166)
	BC076 76 Phillip Street (Lot 106) - Daycare Centre - Building (Capital)	120,000	120,000	0	19,560	19,560
	BC009 23 Field Street (Lot 5) - Residence - Building (Capital)	10,000	10,000	10,000	9,481	(519)
	BC121 12 Victoria Road (Lot 66) - Unit 1 (APU) - Building (Capital)	3,125	3,125	520	0	(520)
	BC122 12 Victoria Road (Lot 66) - Unit 2 (APU) - Building (Capital)	3,125	3,125	520	0	(520)
	BC123 12 Victoria Road (Lot 66) - Unit 3 (APU) - Building (Capital)	3,125	3,125	520	0	(520)
	BC124 12 Victoria Road (Lot 66) - Unit 4 (APU) - Building (Capital)	3,125	3,125	520	0	(520)
	BC047 47 Linthorne Street (Lot 114) - Depot - Building (Capital)	15,000	15,000	0	0	0
	BC050 50 Midlands Road (Lot 73) - Post Office - Building (Capital)	10,000	10,000	1,666	0	(1,666)
	BC021 21 Victoria Road (Lot 83) - Administration Office - Building (Capital)	48,000	48,000	8,000	0	(8,000)
	Buildings - non-specialised Total	222,500	222,500	22,912	29,041	6,129
Buildings - specialised						
	BC085 25 Victoria Road (Lot 85) - Fire Shed - Building (Capital)	300,000	300,000	0	0	0
	BC030 30 Bride Street (Lot 65) - Tennis Club - Building (Capital)	50,000	50,000	0	0	0
	BC098 Recreation Centre - Building (Capital)	8,500	8,500	0	0	0
	BC016 16 Midlands Road - Railway Station - Building (Capital)	200,000	200,000	0	0	0
	Buildings - specialised Total	558,500	558,500	0	0	0
Furniture and equipment						
	FE004 MEMBERS - Furniture & Equipment - Capital	10,000	10,000	0	0	0
	Furniture and equipment Total	10,000	10,000	0	0	0
Plant and equipment						
	PE998 Parks & Gardens Plant & Equipment - Capital	18,000	18,000	3,000	0	(3,000)
	PE108 Works Supervisor Vehicle - MI108 - Capital	46,000	46,000	0	0	0
	PE541 Grader - MI541 - Capital	100,000	400,000	0	0	0
	PE1 CEO Executive Vehicle - 1MI - Capital	61,000	61,000	0	0	0
	PE117 FAM Executive Vehicle - MI177 - Capital	39,000	39,000	0	0	0
	Plant and equipment Total	264,000	564,000	3,000	0	(3,000)
Bushfire equipment						
	PE827 Light Attack Fire Vehicle - 1ECT827 - Capital	150,000	150,000	0	0	0
	Bushfire equipment Total	150,000	150,000	0	0	0
Infrastructure - roads						
	RC045 Phillip Street (Capital)	80,001	80,001	13,332	0	(13,332)
	RC087 Parking Bay South of Midland Road (Capital)	19,999	19,999	3,332	0	(3,332)
	RC999 Road Construction - Roads BUA - Council Funded (Budgeting Only)	148,068	148,068	24,674	0	(24,674)
	RC000 Road Construction - Outside BUA - Gravel - Council Funded (Budgeting Only)	326,317	326,317	54,382	0	(54,382)
	RRG080 Mingenew - Mullewa Road (RRG)	450,000	450,000	74,996	88,153	13,157
	BS000 Road Construction Black Spot - Outside BUA - Sealed (Budgeting Only)	934,000	934,000	147,332		(77,544)
	BS002 Yandanooka North East Road (BS)	0	0	0	69,788	
	RFD000 Roads - Flood Damage	3,600,000	3,600,000	0	0	0
	SF080 Mingenew - Mullewa Road (Special Funding)	2,700,000	2,700,000	0	0	0
	Infrastructure - roads Total	8,258,385	8,258,385	318,048	157,941	(160,107)
Infrastructure - bridges						
	BR000 Bridge Construction General (Budgeting Only)	1,941,202	1,941,202	0	0	0
	Infrastructure - bridges Total	1,941,202	1,941,202	0	0	0

Capital expenditure total

Level of completion indicators



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
Infrastructure - parks & ovals							
PC007	Information Bay Park - (Capital)		10,000	10,000	1,666	0	(1,666)
PC008	Little Well - (Capital)		10,000	10,000	1,666	0	(1,666)
PC010	Parks & Gardens - (Capital)		7,000	7,000	1,166	0	(1,166)
PC011	Skate Park - (Capital)		38,842	38,842	6,470	20,875	14,405
PC022	Rec Centre - Main Oval Infrastructure - (Capital)		32,850	32,850	5,474	18,815	13,341
Infrastructure - parks & ovals Total			98,692	98,692	16,442	39,690	23,248
Infrastructure - other							
OC006	Transfer Station - Infrastructure - Capital		10,000	10,000	0	0	0
OC002	Mingenew Hill Walk Trail - Capital		28,000	28,000	4,666	0	(4,666)
OC005	Public WiFi - Capital		15,000	15,000	0	0	0
OC008	Remote Tourism Cameras		7,200	7,200	0	0	0
OC009	Communications tower upgrade		80,000	80,000	0	0	0
Infrastructure - other Total			140,200	140,200	4,666	0	(4,666)
			11,643,479	11,943,479	365,068	226,672	(138,396)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021**

FINANCING ACTIVITIES

NOTE 9

BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
Particulars	Loan No.	1 July 2021	Actual	Budget	Amended Budget	Actual	Budget	Amended Budget	Actual	Budget	Amended Budget	Actual	Budget	Amended Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Education and welfare														
Senior Citizens Building	137	17,001	0	0	0	0	17,001	17,001	17,001	0	0	107	441	441
Housing														
Triplex	133	14,222	0	0	0	0	14,222	14,222	14,222	0	0	68	281	281
Phillip Street	134	10,499	0	0	0	0	10,499	10,499	10,499	0	0	52	214	214
Moore Street	136	18,175	0	0	0	0	18,175	18,175	18,175	0	0	130	534	534
Field Street	142	15,007	0	0	0	0	15,007	15,007	15,007	0	0	60	246	246
Recreation and culture														
Pavilion Fitout	138	18,921	0	0	0	0	18,921	18,921	18,921	0	0	103	424	424
Transport														
Roller	139	7,017	0	0	0	0	7,017	7,017	7,017	0	0	25	104	104
Grader	141	22,152	0	0	0	0	22,152	22,152	22,152	0	0	88	361	361
Side Tipper	144	15,032	0	0	0	0	15,032	15,032	15,032	0	0	60	246	246
Drum Roller	145	27,893	0	0	0	0	27,893	27,893	27,893	0	0	89	366	366
Grader	147	0	0	0	300,000	0	0	57,041	0	0	242,959	0	0	6,849
Total		165,919	0	0	300,000	0	165,919	222,960	165,919	0	242,959	782	3,217	10,066
Current borrowings		<u>165,919</u>							<u>165,919</u>					
		165,919							165,919					

All debenture repayments were financed by general purpose revenue.

New borrowings 2021-22

Particulars	Amount Borrowed	Amount Borrowed Amended	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Amended Budget	
	\$	\$				\$	%	\$	\$	\$
Grader	0	300,000	WATC	Debenture	5		2.5	0	300,000	
	0	300,000				0		0	300,000	0

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.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021**

FINANCING ACTIVITIES

NOTE 10

LEASE LIABILITIES

Movement in carrying amounts

Information on leases			New Leases			Principal Repayments			Principal Outstanding			Interest Repayments		
Particulars	Lease No.	1 July 2021	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Transport														
Grader - PE541		0	0	300,000	0	0	57,041	0	0	242,959	0	0	6,849	0
Other property and services														
Photocopier	De Lage Land	7,705	0	0	0	546	3,187	3,187	7,159	4,518	4,518	103	705	705
IT equipment	Finrent	4,005	0	0	0	1,114	3,945	3,945	2,891	60	60	80	829	829
Total		11,710	0	300,000	0	1,660	64,173	7,132	10,050	247,537	4,578	183	8,383	1,534
Current lease liabilities		7,393							5,733					
Non-current lease liabilities		4,317							4,317					
		11,710							10,050					

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021**

OPERATING ACTIVITIES

NOTE 11

CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Reserves cash backed - building and land	30,301	182	182	30	0	0	0	0	0	0	30,483	30,483	30,331
Reserves cash backed - plant	194,640	1,170	1,170	192	64,958	64,958	0	0	0	0	260,768	260,768	194,832
Reserves cash backed - recreation	3,096	19	19	3	0	0	0	0	0	0	3,115	3,115	3,099
Reserves cash backed - employee entitlement	68,134	411	411	67	0	0	0	0	0	0	68,545	68,545	68,201
Reserves cash backed - aged person units	12,782	77	77	13	0	0	0	0	0	0	12,859	12,859	12,795
Reserves cash backed - environmental	19,617	118	118	19	0	0	0	0	0	0	19,735	19,735	19,636
Reserves cash backed - land development	6,978	35	35	7	0	0	0	0	0	0	7,013	7,013	6,985
Reserves cash backed - TRC/PO/NAB building	22,218	133	133	22	0	0	0	0	0	0	22,351	22,351	22,240
Reserves cash backed - insurance	23,045	139	139	23	0	0	0	0	0	0	23,184	23,184	23,068
Reserves cash backed - economic development & marketing	10,323	61	61	10	0	0	0	0	0	0	10,384	10,384	10,333
Reserves cash backed - covid-19 emergency	80,710	487	487	79	0	0	0	0	0	0	81,197	81,197	80,789
	471,844	2,832	2,832	465	64,958	64,958	0	0	0	0	539,634	539,634	472,309

KEY INFORMATION

	Note	Opening Balance 1 July 2021	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 August 2021
Other current liabilities		\$		\$	\$	\$
Other liabilities						
- Contract liabilities		273,934	0	136,908	(95,400)	315,442
Total other liabilities		273,934	0	136,908	(95,400)	315,442
Provisions						
Provision for annual leave		81,319	0	0	0	81,319
Provision for long service leave		23,465	0	0	0	23,465
Total Provisions		104,784	0	0	0	104,784
Total other current liabilities		378,718	0	136,908	(95,400)	420,226

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD
	1 July 2021	Liability	Liability	31 Aug 2021	Liability	Budget Revenue	Budget	Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Grants Commission - General	159,464	0	(159,464)	0	0	319,000	159,500	210,137
Grants Commission - Roads	184,973	0	(184,973)	0	0	370,000	185,000	228,127
Grants Commission - Bridges	146,666	0	0	146,666	146,666	0	0	0
Law, order, public safety								
DFES - LGGs Operating Grant	0	0	0	0	0	18,610	0	0
DRFA - TC Seroja	0	0	0	0	0	256,402	42,732	0
Recreation and culture								
LG Heritage Consultancy Funding Pilot Program	0	7,813	0	7,813	7,813	0	0	0
Skatepark Mural and Tourist Centre Mural	0	5,240	0	5,240	5,240	0	0	0
Transport								
MRWA - Direct Grant	0	0	0	0	0	84,310	84,310	84,310
MRWA - Street Lighting	0	0	0	0	0	2,454	408	0
Economic services								
Development Commission - Space Precinct Planning	0	0	0	0	0	83,000	0	0
	491,103	13,053	(344,437)	159,719	159,719	1,133,776	471,950	522,574
Operating contributions								
Education and welfare								
Autumn Centre Contribution	0	0	0	0	0	50	8	0
Other property and services								
Fuel Tax Credits Grant Scheme	0	0	0	0	0	25,000	4,166	4,148
	0	0	0	0	0	25,050	4,174	4,148
TOTALS	491,103	13,053	(344,437)	159,719	159,719	1,158,826	476,124	526,722

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue
	1 July 2021			31 Aug 2021	31 Aug 2021			
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Law, order, public safety								
DFES - Fire Shed	0	0	0	0	0	300,000	0	0
DFES - Fast Attack Vehicle	0	0	0	0	0	150,000	0	0
Education and welfare								
DCP - Childcare Centre Upgrade	35,519	0	(19,560)	15,959	15,959	120,000	1,108	19,560
DCP - Toy Library - exterior works	4,900	0	0	4,900	4,900	7,000	58	0
Community amenities								
LRCI - Transfer Station	0	0	0	0	0	10,000	1,666	0
Recreation and culture								
FRRR - Little Well	10,000	0	0	10,000	10,000	10,000	1,667	0
BBR - Railway Station	0	0	0	0	0	100,000	0	0
DCP - Rec Centre Water Upgrade	19,191	0	(18,815)	376	376	32,850	5,475	18,815
DCP - Mingenew Hill Walking Trail	8,423	0	0	8,423	8,423	28,000	4,666	0
DCP - Playground & Skatepark	2,517	0	0	2,517	2,517	11,400	1,899	0
LRCI - Pump Track & Landscaping	10,267	0	(10,267)	0	0	27,442	4,573	10,267
LRCI - Tennis Pavilion upgrade	0	0	0	0	0	50,000	8,333	0
LRCI - Entry Statement	0	0	0	0	0	10,000	1,667	0
Transport								
Regional Road Group	0	119,867	0	119,867	119,867	300,000	50,000	0
Roads to Recovery	0	17,041	0	17,041	17,041	2,147,288	0	0
Black Spot	52,058	0	(46,758)	5,300	5,300	577,320	96,220	46,758
LRCI - Phillip St Parking & Reseal	1,138	0	0	1,138	1,138	66,000	0	0
LRCI - Midlands Road Carparks	3,759	0	0	3,759	3,759	20,000	0	0
LRCI Phase 2 - Roads Resheeting	96,712	0	0	96,712	96,712	250,000	0	0
DRFA - Flood Damage	0	0	0	0	0	3,420,822	0	0
RRSP - Mingenew Mullewa Rd	0	0	0	0	0	2,700,000	0	0
Economic services								
DCP - Remote Tourism Cameras	4,950	0	0	4,950	4,950	7,200	1,200	0
LRCI Phase 2 - Public WIFI	10,500	0	0	10,500	10,500	80,000	0	0
DRFA - Communication tower	0	0	0	0	0	15,000	2,500	0
Other property and services								
LRCI Phase 2 - Admin Foyer/Library Upgrade	14,000	0	0	14,000	14,000	20,000	3,332	0
	273,934	136,908	(95,400)	315,442	315,442	10,460,322	184,364	95,400

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021**

**NOTE 15
BONDS & DEPOSITS HELD**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2021	Amount Received	Amount Paid	Closing Balance 31 Aug 2021
	\$	\$	\$	\$
BCITF Levy	1,655	720	(1,655)	720
BRB - BS Levy	519	764	(650)	633
Autumn Committee	974	0	0	974
Bonds - Keys, Facilities, Equipment	2,742	1,303	(1,544)	2,501
ANZAC Day Breakfast Donation	588	0	0	588
Railway Station Project	9,583	0	0	9,583
	16,061	2,787	(3,849)	14,999

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021**

**NOTE 16
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 surplus				0
2130211	CRC - Tourism information and community engagement	01100821S	Operating Expenses			(14,000)	(14,000)
2130240	CRC - Tourism information and community engagement	01100821S	Operating Expenses		7,000		(7,000)
2110718	CRC - Tourism information and community engagement	01100821S	Operating Expenses		3,500		(3,500)
2040252	CRC - Tourism information and community engagement	01100821S	Operating Expenses		3,500		0
2120375	Purchase grader from loan instead of lease	11180821	Operating Expenses		6,849		6,849
4120386	Purchase grader from loan instead of lease	11180821	Capital Expenses		57,041		63,890
5120355	Purchase grader from loan instead of lease	11180821	Capital Revenue		300,000		363,890
2120374	Purchase grader from loan instead of lease	11180821	Operating Expenses			(6,849)	357,041
4120387	Purchase grader from loan instead of lease	11180821	Capital Expenses			(57,041)	300,000
PE541	Purchase grader from loan instead of lease	11180821	Capital Expenses			(300,000)	0
				0	377,890	(377,890)	0

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2021**

**NOTE 17
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 2021-22 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
Revenue from operating activities	\$	%				
General purpose funding - other	98,220	27.85%	▲	Received the FAGs general and roads grant earlier than anticipated - \$93,800 Reimbursement for debt collection charges - \$7,600		Received less than anticipated for interest - \$2,500
Law, order and public safety	11,673	27.18%	▲	Insurance funds received in advance transferred as expenditure progresses - \$54,500		Anticipated part payment from DRFAWA funding - \$42,700
Transport	(20,100)	(11.26%)	▼			Anticipated disposal of asset - \$8,500 Less revenue for Dept of Transport transactions - \$10,200
Expenditure from operating activities						
Law, order and public safety	(81,780)	(313.79%)	▼			TC Seroja repairs are progressing more than budgeted - \$80,500
Housing	(17,509)	(90.27%)	▼			Additional expenditure on 23 Field - painting \$12,700
Recreation and culture	(10,893)	(10.63%)	▼	2020/21 Round 2 CAS payments - \$3,000		More maintenance on recreational facilities than budgeted - \$12,300
Economic services	13,807	21.26%	▲	Anticipated commencement on planning of Mingenew Space Precinct - \$14,000 Anticipated part payment to Community Resource Centre for visitor centre operations - \$4,700		Installed leach drain at the unmanned fuel station - \$4,000 (to be reimbursed by BP) Replace hot water system at Post Office - \$1,000
Other property and services	63,406	473.04%	▲	Timecards allocated to August posting period but the remaining payroll process was allocated to September posting period - \$43,600 Less insurance than budgeted for motor vehicles - \$4,700 Savings on superannuation payment due to vacant positions - \$4,500 Information Technology contract less than budgeted - \$2,900 Anticipated commencement of using consultants - \$2,900		
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	(88,964)	(48.25%)	▼	Anticipated non-operating road grants to be received - \$99,500		Drought Communities Funding and Local Roads and Community Infrastructure Program grant funds transferred from contract liabilities earlier than anticipated - \$10,500

Payments for property, plant and equipment and infrastructure	138,396	37.91%	<p>▲ Completed less capital works than budgeted for on the following projects:</p> <p>Phillip St - \$13,300</p> <p>Parking bay Midlands Rd - \$3,300</p> <p>Resheet various roads - \$79,100</p> <p>BS Yandanooka NE Rd - \$77,500</p> <p>Parks and Gardens equipment - \$3,000</p> <p>Mingenew Hill Walk Trail - \$4,700</p> <p>Admin Foyer upgrade - \$8,000</p>	<p>Completed more capital works than budgeted for on the following projects:</p> <p>Youth precinct - \$14,400</p> <p>Rec Centre water upgrade - \$13,300</p> <p>RRG Mingeneu Mullewa Rd - \$13,200</p> <p>Daycare centre - \$19,600</p>
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Shire of Mingenew - List of Payments for August 2021

Chq/EFT	Date	Name	Description	Amount	Totals
PRINT0821	06/08/2021	DE LAGE LANDON	Copier Lease - August 2021	-\$356.80	
1300AUG21	16/08/2021	BUSINESS 1300	Live Answering Services - August 2021	-\$99.00	
NABAUG21	30/08/2021	NAB	NAB Connect Fee - August 2021	-\$42.99	
BPAY0821	31/08/2021	NAB	BPAY FEE - AUGUST 2021	-\$65.61	
FEE0821	31/08/2021	NAB	NAB Account Fee - August 2021	-\$50.00	
FEES0821	31/08/2021	NAB	NAB Account Fee - August 2021	-\$24.60	
IT0821	27/08/2021	FINRENT PTY LTD	IT Equipment Lease - August 2021	-\$656.57	-\$1,295.57
EFT14703	12/08/2021	Five Star Business & Communications	Kyocera billing for July and service	-\$404.44	
EFT14704	12/08/2021	AUSTRALIA POST	Postage for July 2021	-\$41.18	
EFT14705	12/08/2021	AMPAC	Debt recovery services for July 2021	-\$8,163.22	
EFT14706	12/08/2021	ABCO PRODUCTS	Toilet rolls for various Shire buildings	-\$2,077.28	
EFT14707	12/08/2021	ATOM SUPPLY	Bin liners, safety gloves and safety glasses	-\$732.38	
EFT14708	12/08/2021	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Mower blades for John Deere Z930R ZTrak Ride on Mower	-\$167.64	
EFT14709	12/08/2021	ABROLHOS STEEL	Tek screws and patio brackets	-\$89.82	
EFT14710	12/08/2021	BOC GASES	Depot gas container service for 28 June to 28 July 2021	-\$49.18	
EFT14711	12/08/2021	Bedrock Electrical Services	CRC hot water system investigation, Rec Centre light repairs, 49 Shenton Street lights	-\$1,353.00	
EFT14712	12/08/2021	BREEZE CONNECT PTY LTD	Phone Services July 2021	-\$260.00	
EFT14713	12/08/2021	Toll Transport Pty Ltd	Freight charges	-\$29.60	
EFT14714	12/08/2021	CLEANAWAY	Waste collection and transfer station fees July 2021	-\$10,445.84	
EFT14715	12/08/2021	CIVIC LEGAL	Land acquisition and subdivision - Yandanooka NE Road Intersection	-\$2,835.25	
EFT14716	12/08/2021	LANDGATE	Mining Tenements Schedules	-\$41.30	
EFT14717	12/08/2021	DONGARA DRILLING & ELECTRICAL	Remove power box from fence at 23 Field Street	-\$200.15	
EFT14718	12/08/2021	DONGARA BUILDING & TRADE SUPPLIES	10 litres of paint and power converter	-\$313.00	
EFT14719	12/08/2021	Department of Mines, Industry Regulation & Safety	Building Services Levy July 2021	-\$462.65	
EFT14720	12/08/2021	ELDERS LIMITED	24 bags of rapid set concrete	-\$198.00	
EFT14721	12/08/2021	GERALDTON MOWER & REPAIR SPECIALIST	Repairs to whipper snipper	-\$190.25	
EFT14722	12/08/2021	GERALDTON AG SERVICES	Two V-belts for Parkland Mower, V Belts and kerosene diggers	-\$393.56	
EFT14723	12/08/2021	GHD PTY LTD	Project inception and manage tender process for Yandanooka NE Road Intersection; Cyclone damage assessment for roads	-\$4,679.41	
EFT14724	12/08/2021	GERALDTON CARPENTRY AND METAL ROOFING	Repairs to Museum roof	-\$11,275.00	
EFT14725	12/08/2021	Sundry	Reimbursement for cyclone-related fence repairs at 21 Victoria Street	-\$165.00	
EFT14726	12/08/2021	IRWIN PLUMBING SERVICES	Unmaned fuel site install leech drain	-\$4,400.00	
EFT14727	12/08/2021	INFINITUM TECHNOLOGIES	Managed IT Services August 2021	-\$4,752.44	

Chq/EFT	Date	Name	Description	Amount	Totals
EFT14728	12/08/2021	LATERAL ASPECT	Service Fee June 2021	-\$4,582.60	
EFT14729	12/08/2021	LGRCEU	Payroll deductions	-\$20.50	
EFT14730	12/08/2021	SHIRE OF MINGENEW	Payroll deductions	-\$60.00	
EFT14731	12/08/2021	LGIS	LGIS Property Insurance 2021/2022 First Instalment	-\$29,017.62	
EFT14732	12/08/2021	LGIS	Actual Wages Adjustment for period 30/06/20 to 30/06/21	-\$607.72	
EFT14733	12/08/2021	MIDWEST AERO MEDICAL AIR AMBULANCE P/L	Medical Service July 2021	-\$2,250.00	
EFT14734	12/08/2021	MINGENEW MIDWEST EXPO	Exhibitor Passes included with site booking (2 x passes per site)	-\$200.00	
EFT14735	12/08/2021	Metrocount	100 metres of Premium Rubber Road Tube	-\$511.50	
EFT14736	12/08/2021	MINGENEW BAKERY	Gift voucher for survey prize	-\$50.00	
EFT14737	12/08/2021	MINGENEW IGA X-PRESS & LIQUOR	IGA account for June & July 2021: seniors activities; refreshements; animal food for pound; admin supplies	-\$600.57	
EFT14738	12/08/2021	MINGENEW TYRE SERVICES PTY LTD	Supply and fit two tyres to Fuso Canter P125F; Repair valve stem on grader tyre and supply 4 x valve extensions; Tyre repair for Caterpillar Grader	-\$872.01	
EFT14739	12/08/2021	OILTECH FUEL	Fuel usage for 07/07/2021 to 04/08/2021	-\$7,474.85	
EFT14740	12/08/2021	Staff Member	Mobile phone reimbursement	-\$500.00	
EFT14741	12/08/2021	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	St John's First Aid training	-\$3,006.00	
EFT14742	12/08/2021	Telstra Corporation	Mobile, Satellite, Internet - July 2021	-\$1,280.72	
EFT14743	12/08/2021	VELPIC	Monthly Fee for July 2021	-\$464.20	
EFT14744	12/08/2021	Wilson Machinery	Mower blades for Parkland Mower	-\$321.86	
EFT14745	12/08/2021	WEATHERSAFE WA	50% deposit for shade sails at Daycare, Cecil Newton Park, Skatepark	-\$17,688.00	
EFT14746	12/08/2021	MINGENEW FABRICATORS	Repair Howard Porter trailer float MI 3524; replace air bag MI027, stainless stell risers for water upgrade; repair slasher	-\$9,113.13	
EFT14747	25/08/2021	ALL DECOR	Carpet and blinds for 23 Field Street	-\$6,929.00	
EFT14748	25/08/2021	ABCO PRODUCTS	Toilet paper for Rec Centre and Turf Club	-\$1,515.24	
EFT14749	25/08/2021	ATOM SUPPLY	Narva Flashing Light; measuring wheel; 2 x 1.3t swift lift; impact socket	-\$404.73	
EFT14750	25/08/2021	Asphalt In A Bag	1 x pallet (50 x 20kg bags) of open grade asphalt in a bag	-\$1,168.75	
EFT14751	25/08/2021	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Belts and blades for John Deere Z930R ZTrak Ride on Mower	-\$529.36	
EFT14752	25/08/2021	AIT SPECIALISTS PTY LTD	Determination of Fuel Tax Credits for July 2021	-\$155.54	
EFT14753	25/08/2021	BUNNINGS Group Limited	Oziti drills and battery, tool box, drill bit set etc. and other tools and parts for road patching; Mini Shovel, Leaf Scoops, Watering Can, Hand Trowel, Seasol, Folding Saw, Pruning Saw, Tool Box, Cut Off Wheel 25 pack, Two 42L tubs, Pruner and pouch, Gloves, hand tools trowel, Slow release fertiliser, 80 litre Wheelbarrow	-\$969.84	

Chq/EFT	Date	Name	Description	Amount	Totals
EFT14754	25/08/2021	Bedrock Electrical Services	Identify faulty parts through Rec Centre boards throughout golf course, install and replace faulty parts	-\$1,668.48	
EFT14755	25/08/2021	Toll Transport Pty Ltd	Freight for Metrocount items for roadwork jobs	-\$30.80	
EFT14756	25/08/2021	D'ANGELO LEGAL PTY LTD	Costs involved in 2325 Mingenew Morawa Road - purchase price, costs and fees, conveyancing work	-\$55,095.10	
EFT14757	25/08/2021	Department of the Premier and Cabinet	Gazettal of Cemetery Fees and Charges (as adopted at OCM 21 July 2021)	-\$171.60	
EFT14758	25/08/2021	ELDERS LIMITED	41 bags of rapid set concrete; Rigger gloves	-\$427.90	
EFT14759	25/08/2021	EASTMAN POLETTI SHERWOOD ARCHITECTS	Contract Documentation for proposed redevelopment of Mingenew Childcare Centre	-\$21,516.00	
EFT14760	25/08/2021	GERALDTON MOWER & REPAIR SPECIALIST	1 roll whipper snipper cord	-\$156.40	
EFT14761	25/08/2021	HOPPYS PARTS R US	450mm Gas Strut for Case IH tractor	-\$90.45	
EFT14762	25/08/2021	HERSEY SAFETY PTY LTD	Shovels, flagging tape, lifting slings etc.	-\$506.59	
EFT14763	25/08/2021	HI CONSTRUCTIONS (Aust) PTY LTD	Repairs to cyclone-damaged public toilet at 21 Victoria Road; Enanty Barn; horse stalls	-\$29,024.10	
EFT14764	25/08/2021	LATERAL ASPECT	Mingenew Expo - 30 Sec Video and Media Buying (Social & Digital) July-August 2021; Wildflower Season July 2021; Service Fee July 2021;	-\$15,397.49	
EFT14765	25/08/2021	LGRCEU	Payroll deductions	-\$20.50	
EFT14766	25/08/2021	SHIRE OF MINGENEW	Payroll deductions	-\$60.00	
EFT14767	25/08/2021	ML COMMUNICATIONS	Replace and repair television services at 20A Shenton Street and 13 Moore Street	-\$2,609.09	
EFT14768	25/08/2021	MINGENEW BAKERY	Catering for Council Meetings, Functions & WALGA visit - June & July 2021	-\$448.20	
EFT14769	25/08/2021	Mingenew Hotel Motel	Gift voucher for survey	-\$50.00	
EFT14770	25/08/2021	Officeworks	Folders, dividers, sticky notes and other stationery	-\$206.77	
EFT14771	25/08/2021	OILTECH FUEL	Fuel usage for 4/08/2021 to 17/08/2021	-\$4,975.56	
EFT14772	25/08/2021	Pearce Painting	Painting works at 23 Field Street	-\$16,493.60	
EFT14773	25/08/2021	Telstra Corporation	Mobile Bill - Augsut 2021	-\$38.42	
EFT14774	25/08/2021	TUTT BRYANT EQUIPMENT	One ignition key for Bomag roller	-\$49.58	
EFT14775	25/08/2021	MINGENEW FABRICATORS	Repairs to slasher & lengthen bitumen stirrer	-\$2,896.56	
EFT14776	25/08/2021	WA CONTRACT RANGER SERVICES PTY LTD	Ranger services 28/7/21, 3/8/21, and 10/8/21	-\$561.00	-\$296,507.52
DD9684.1	03/08/2021	SYNERGY	Electricity charges for Yandanooka Hall for the period 20/4/21 to 18/6/21; Town Hall for the period 23/4/21 to 23/6/21 and Rec Centre for the period 9/6/21 to 13/7/21	-\$1,109.21	
DD9687.1	01/08/2021	Aware Super	Payroll deductions	-\$2,820.68	
DD9687.2	01/08/2021	Australian Super	Superannuation contributions	-\$1,436.27	
DD9687.3	01/08/2021	Sun Super	Superannuation contributions	-\$1,245.84	

Chq/EFT	Date	Name	Description	Amount	Totals
DD9687.4	01/08/2021	loof Portfolio Service Superannuation Fund	Superannuation contributions	-\$261.57	
DD9687.5	01/08/2021	AMP Flexible Super	Superannuation contributions	-\$229.64	
DD9687.6	01/08/2021	REST Super Fund	Superannuation contributions	-\$100.82	
DD9687.7	01/08/2021	Host Plus Superannuation Fund	Superannuation contributions	-\$238.92	
DD9696.1	05/08/2021	SYNERGY	42 Victoria Rd - Electricity charges for the period 23/6/21 to 2/7/21	-\$411.54	
DD9698.2	01/08/2021	Aware Super	Payroll deductions	-\$37.80	
DD9702.1	15/08/2021	Aware Super	Payroll deductions	-\$2,871.74	
DD9702.2	15/08/2021	Australian Super	Superannuation contributions	-\$1,239.02	
DD9702.3	15/08/2021	Sun Super	Superannuation contributions	-\$1,242.07	
DD9702.4	15/08/2021	ANZ Smart Choice Super	Superannuation contributions	-\$71.74	
DD9702.5	15/08/2021	loof Portfolio Service Superannuation Fund	Superannuation contributions	-\$261.57	
DD9702.6	15/08/2021	AMP Flexible Super	Superannuation contributions	-\$228.89	
DD9702.7	15/08/2021	REST Super Fund	Superannuation contributions	-\$101.67	
DD9702.8	15/08/2021	Host Plus Superannuation Fund	Superannuation contributions	-\$240.12	
DD9705.1	12/08/2021	Department of Mines, Industry Regulation & Safety	Bond - 13 Moore St	-\$484.00	
DD9707.1	23/08/2021	SYNERGY	Street Light electricity charges for the period 25/06/2021 to 24/07/2021	-\$1,987.67	
DD9707.2	23/08/2021	WATER CORPORATION	Various water charges to 4/8/21 and service charges from 1/7/21 to 31/8/21	-\$3,001.00	
DD9712.1	30/08/2021	SYNERGY	Rec Centre electricity charges for the period 14/7/2021 to 10/8/2021	-\$883.37	
DD9715.1	23/08/2021	BP Australia Pty Ltd	Fuel Useage July 2021	-\$340.39	
DD9718.1	29/08/2021	Aware Super	Payroll deductions	-\$3,203.38	
DD9718.2	29/08/2021	Australian Super	Superannuation contributions	-\$1,237.95	
DD9718.3	29/08/2021	Sun Super	Superannuation contributions	-\$1,197.34	
DD9718.4	29/08/2021	loof Portfolio Service Superannuation Fund	Superannuation contributions	-\$261.57	
DD9718.5	29/08/2021	AMP Flexible Super	Superannuation contributions	-\$228.97	
DD9718.6	29/08/2021	REST Super Fund	Superannuation contributions	-\$111.84	
DD9718.7	29/08/2021	Host Plus Superannuation Fund	Superannuation contributions	-\$240.33	
DD9719.1	31/08/2021	Department of Mines, Industry Regulation & Safety	Bond - 34 William St	-\$1,060.00	
DD9721.1	30/08/2021	NAB BUSINESS VISA	Card fees and charges, Monthly subscription - WA Newspapers, Monthly subscription - Zoom, Good Guys - Samsung Galaxy A12 mobile phone - Works Manager, Trybooking - Ticket to State Budget Breakfast - 10 September 2021, Mingenew Hotel - CEO & Finance Team - end of budget/rates completion lunch	-\$584.78	-\$28,971.70
DOT020821	04/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 02/08/2021	-\$557.30	

Chq/EFT	Date	Name	Description	Amount	Totals
DOT050821	09/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 05/08/2021	-\$227.75	
DOT060821	10/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 06/08/2021	-\$352.05	
DOT090821	11/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 09/08/2021	-\$3,653.80	
DOT100821	12/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 10/08/2021	-\$1,096.00	
DOT110821	13/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 11/08/2021	-\$818.30	
DOT120821	16/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 12/08/2021	-\$514.15	
DOT160821	18/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 16/08/2021	-\$1,472.60	
DOT170821	19/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 17/08/2021	-\$654.85	
DOT180821	20/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transaction: 18/08/2021	-\$849.60	
DOT190821	23/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 19/08/2021	-\$457.25	
DOT200821	24/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 20/08/2021	-\$451.90	
DOT230821	25/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 23/08/2021	-\$349.90	
DOT240821	26/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 24/08/2021	-\$149.50	
DOT250821	27/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transaction: 25/08/2021	-\$1,165.10	
DOT260821	30/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transaction: 26/08/2021	-\$138.00	
DOT270821	31/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 27/08/2021	-\$2,434.80	
DOT290721	02/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 29/07/2021	-\$54.30	
DOT300721	03/08/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 30/07/2021	-\$72.90	-\$15,470.05
			Net Salaries	-\$70,900.95	-\$70,900.95
				-\$413,145.79	-\$413,145.79

COUNCIL POLICY

1.2.4

Administration

Title:	1.2.4 TEMPORARY EMPLOYMENT OR APPOINTMENT OF CEO
Adopted:	18 August 2021
Reviewed:	Biennially (last reviewed 19 May 2021)
Associated Legislation:	Local Government Act 1995 Local Government (Administration) Regulation 1996
Associated Documents:	Nil
Review Responsibility:	Governance and Community Manager
Delegation:	N/A

Objective:

To establish policy, in accordance with Section 5.39C of the Local Government Act 1995 ('the Act'), that details the Shire of Mingenew's processes for appointing an Acting or Temporary Chief Executive Officer (CEO) for periods of less than 12 months of planned or unplanned leave or an interim vacancy in the substantive office.

Policy Statement:

1. Definitions:

- (1) **Acting CEO** means a person employed or appointed to fulfil the statutory position of CEO during a period where the substantive CEO remains employed, but is on planned or unplanned leave.
- (2) **Temporary CEO** means a person employed or appointed to fulfil the statutory position of CEO for the period of time between the end of the substantive CEO's employment and the appointment and commencement of a newly appointed substantive CEO.

2. Acting and Temporary CEO Requirements and Qualification

- (1) When the CEO is on planned or unplanned leave, or the CEO's employment with the Local Government has ended, an Acting or Temporary CEO is to be appointed in accordance with this Policy to fulfil the functions of CEO as detailed in Section 5.41 of the *Local Government Act 1995*, and other duties as set out in the Act and associated Regulations.
- (2) Through this policy and in accordance with section 5.36(2)(a) of the Act, the Council determines that employees appointed to the substantive position(s) of Finance and Administration Manager, Governance and Community Manager, or Works Manager are considered suitably qualified to perform the role of Acting or Temporary CEO.
- (3) A person appointed to act in the position of Finance and Administration Manager, Governance and Community Manager, or Works Manager is not included in the determination set out in Clause 3 (2).

3. Appoint Acting CEO – Planned and unplanned leave for periods up to 6 weeks

- (1) The CEO is authorised to appoint the Finance and Administration Manager, Governance and Community Manager, or Works Manager in writing as Acting CEO, where the CEO is on planned or unplanned leave for periods not exceeding 6 weeks, subject to the CEO's consideration of the

Manager's performance, availability, operational requirements and where appropriate, the equitable access to the professional development opportunity.

- (2) The CEO must appoint an Acting CEO for any leave periods greater than 2 consecutive working days and less than 6 weeks.
 - (3) The CEO is to immediately advise all Council Members when and for what period of time the Manager is appointed as Acting CEO.
 - (4) If the CEO is unavailable or unable to make the decision to appoint an Acting CEO in accordance with (2), then the following line of succession shall apply:
 - a) The Finance and Administration Manager will be appointed as Acting CEO; or
 - b) If the Finance and Administration Manager is unable to act, the Governance and Community Manager will be appointed as Acting CEO; or
 - c) If the Governance and Community Manager is unable to act, the Manager Works will be appointed as Acting CEO.
 - (5) Council may, by resolution, extend an Acting CEO period under subclause (4) beyond 6 weeks if the substantive CEO remains unavailable or unable to perform their functions and duties.
4. *Appoint Acting CEO for extended leave periods greater than 6 weeks but less than 12 months.*
- (1) This clause applies to the following periods of extended leave:
 - Substantive CEO's Extended Planned Leave which may include accumulated annual leave, long service leave or personal leave; and
 - Substantive CEO's Extended Unplanned Leave which may include any disruption to the substantive CEO's ability to continuously perform their functions and duties.
 - (2) The Council will, by resolution, appoint an Acting CEO for periods greater than 6 weeks but less than 12 months, as follows:
 - a) Appoint one employee, or multiple employees for separate defined periods, as Acting CEO to ensure the CEO position is filled continuously for the period of extended leave; or
 - b) Conduct an external recruitment process in accordance with clause 5(1)(c)(iii).
 - (3) The President will liaise with the CEO, or in their unplanned absence the Governance and Community Manager to coordinate Council reports and resolutions necessary to facilitate an Acting CEO appointment.
 - (4) Subject to Council's resolution, the President will execute in writing the Acting CEO appointment with administrative assistance from the Governance and Community Manager.
5. *Appoint Temporary CEO – Substantive Vacancy*
- (1) In the event that the substantive CEO's employment with the Shire of Mingenew is ending, the Council when determining to appoint a Temporary CEO may either:
 - a) by resolution, appoint Finance and Administration Manager, Governance and Community Manager, or Works Manager as the Temporary CEO for the period of time until the substantive CEO has been recruited and commences their employment with the Local Government; or
 - b) by resolution, appoint Finance and Administration Manager, Governance and Community Manager, or Works Manager as the interim Temporary CEO for the period of time until an external recruitment process for a Temporary CEO can be completed; or

- c) following an external recruitment process in accordance with the principles of merit and equity prescribed in section 5.40 of the Act, appoint a Temporary CEO for the period of time until the substantive CEO has been recruited and commences employment with the Local Government.
 - (2) The President will liaise with the Governance and Community Manager to coordinate Council reports and resolutions necessary to facilitate a Temporary CEO appointment.
 - (3) The President is authorised to execute in writing the appointment of a Temporary CEO in accordance with Councils resolution/s, with administrative assistance from the Governance and Community Manager.
6. *Remuneration and conditions of Acting or Temporary CEO*
- (1) Unless Council otherwise resolves, an employee appointed as Acting CEO shall be remunerated at 100% of the cash component only of the substantive CEO's total reward package.
 - (2) Council will determine by resolution, the remuneration and benefits to be offered to a Temporary CEO when entering into a contract in accordance with the requirements of Sections 5.39(1) and (2)(a) of the Act.
 - (3) Subject to relevant advice, the Council retains the right to terminate or change, by resolution, any Acting or Temporary CEO appointment.



COUNCIL POLICY

1.2.4

Administration

Title:	1.2.4 TEMPORARY EMPLOYMENT OR APPOINTMENT OF CEO
Adopted:	19 May 2021
Reviewed:	Biennially
Associated Legislation:	Local Government Act 1995 Local Government (Administration) Regulation 1996
Associated Documents:	Council Resolution of pre-endorsed staff
Review Responsibility:	Governance Officer
Delegation:	N/A

Objective:

To set out the process to be followed by the local government in relation to the employment of a person in the position of CEO and the appointment of an employee to act in the position of CEO (ACEO) for a term not exceeding one (1) year.

Policy Statement:

1. The written consent (where practical) must be obtained from the Shire President (or Deputy Shire President in the absence of the President) prior to taking of annual leave by the CEO in line with this policy and contract.
2. In accordance with the requirements of the Local Government Act 1995, section 5.36(2), the Council will endorse suitably qualified staff to perform the role of Acting CEO.

"(2) A person is not to be employed in the position of CEO unless the council —
(a) believes that the person is suitably qualified for the position; and
(b) is satisfied* with the provisions of the proposed employment contract.

* Absolute majority required."

For the purposes of this section, "suitably qualified staff" are deemed to be employees of the Shire in a Manager position (recognising that in employing this person, appropriate qualifications and experience has been validated), who have been in the position for 3 months or more consecutively.

3. Endorsed staff will be appointed to the role of ACEO at the discretion of the CEO, subject to performance and dependent on availability and operational requirements.
4. Appointment of an ACEO is not required during periods when the CEO is away from the office on local government business in the State of Western Australia.
5. Appointment of an ACEO is not required during short periods of leave (up to 5 days) when the CEO is contactable and in the State of Western Australia.



6. The CEO may, at their discretion, appoint an endorsed person to be ACEO during short periods of leave if they believe the operational requirements of the Shire warrant such an appointment.
7. For periods in excess of four weeks, a separate report on each occasion is to be presented to Council for a formal resolution to extend the appointment of the ACEO or appoint another person to act in the CEO position. However, such a period is not to exceed one (1) year.
8. The CEO may, at their discretion, negotiate the remuneration for officers assuming the role of ACEO, up to 100% of the approved CEO's base salary, as limited by the Salaries and Allowances Tribunal determination published in the Government Gazette from time to time. All other conditions remain in accordance with that employee's current Employment Contract.

This policy does not bind Council from appointing another person to act in the CEO position at any time.