

Attachments

July

2018

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2016-2026

Strategic Community Plan



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MESSAGE FROM THE PRESIDENT

Welcome to the Shire of Yilgarn Strategic Community Plan. This plan is our road map to a secure future and will provide guidance to our Council as we make important decisions on behalf of the community over the next 10 years. It incorporates our vision and our aspirations for the future and will allow the Council to prioritise service delivery and projects that have been identified as important to community members.

This Plan outlines the long-term (10+ years) vision and values of the community of the Shire of Yilgarn whilst also acknowledging the requirements and resourcing capabilities of the Shire. It is part of our fulfilment of the Integrated Planning and Reporting (IPR) Framework. All local governments in Western Australia are required to implement IPR which enables robust decision-making.

The Strategic Community Plan was adopted by Council on 21 July 2016 and was reviewed by Council in July 2018.

The Strategic Community Plan is a ten year plan. However, it is not fixed for ten years – it would be long out of date by then. Rather, it is a “rolling” plan which is reviewed every two years. The two yearly reviews alternate between a minor review (updating as needed) and a major review (going through all the steps again).

The plan is continuously looking ahead, so each review keeps a ten year horizon. This is to ensure that the best decisions are made in the short to medium term.

Our Council is committed to delivering the vision outlined in this Plan and we look forward to working with the community to bring it to fruition.

Cr Onida Truran

President, Shire of Yilgarn



INTRODUCTION

Key points of the plan

The Council have engaged the community in setting a vision for the coming decade. This plan sees existing services and facilities continue highlighting the priorities that Council will focus on over the coming ten years to achieve the vision:

- Embracing technology
- Supporting tourism
- Support for local business
- Community involvement
- Advocacy for essential services.

The detailed implementation of this plan for the next four years will be presented in the Corporate Business Plan.

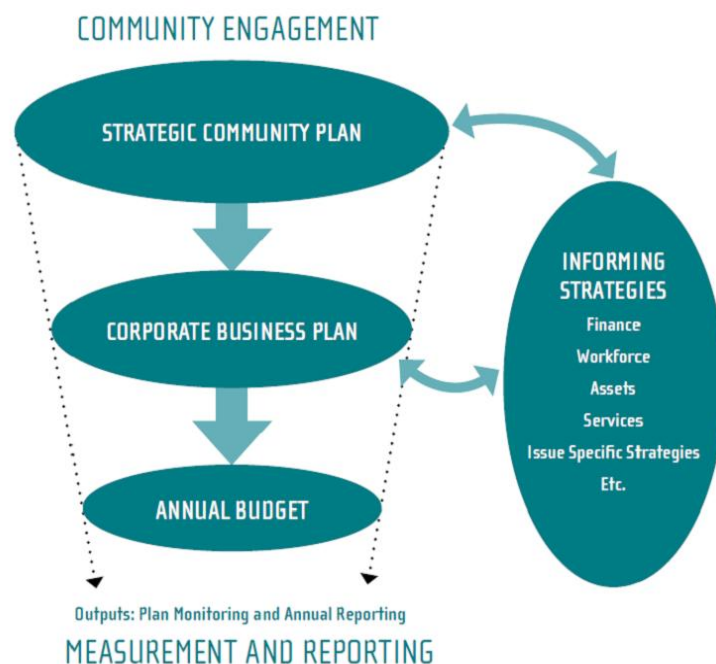
Integrated Planning and Reporting Framework

The Integrated Planning and Reporting Framework is shown in the diagram below. The idea behind the framework is to ensure that the Council's decisions take the community's aspirations into account and deliver the best results possible with the available resources.

The Strategic Community Plan sets the scene for the whole framework – it expresses the community's vision and priorities for the future and shows how the Council and community intend to make progress over a ten year period.

Detailed implementation for the next four years is covered in the Corporate Business Plan. The "Informing Strategies" – particularly the Long Term Financial Plan, Asset Management Plans and Workforce Plan – show how the Plan will be managed and resourced.

The Annual Budget relates to that year's "slice" of the Corporate Business Plan, with any necessary adjustments made through the Annual Budget process.



STRATEGIC CONTEXT

This section lays out the Shire of Yilgarn's community profile, other agency strategies and plans that have a bearing on the future of Yilgarn, and strategic issues facing the community.

Shire Profile

The Shire of Yilgarn is located in Western Australia's Eastern Wheatbelt, 370 kms from the Perth metropolitan area. Our Shire covers 30,720 square kilometres, which compares to approximately half of the size of the State of Tasmania, and is almost the same land mass area as the whole of The Netherlands.

The Shire has a population of approximately 1,200 (2016 ABS data) people, however it serves well over that figure due to the resources industry in the Shire and the fly in fly out / drive in drive out nature of work. The Shire is well known as the Gateway between the Wheatbelt and the Goldfields.

The name 'Yilgarn' is aboriginal for 'white stone' or 'quartz'.

The town of Southern Cross is the main centre, and houses the administration of the Shire, however, there are numerous other smaller townsites throughout the Shire, including, Bodallin, Bullfinch, Ghooli, Koolyanobbing, Marvel Loch, Moorine Rock, Mt Hampton and Yellowdine.

In 1891, the Yilgarn Road Board was gazetted, and in 1918, it merged with the Municipality of Southern Cross. In 1961 it became the Shire of Yilgarn following the introduction of the Local Government Act 1960.

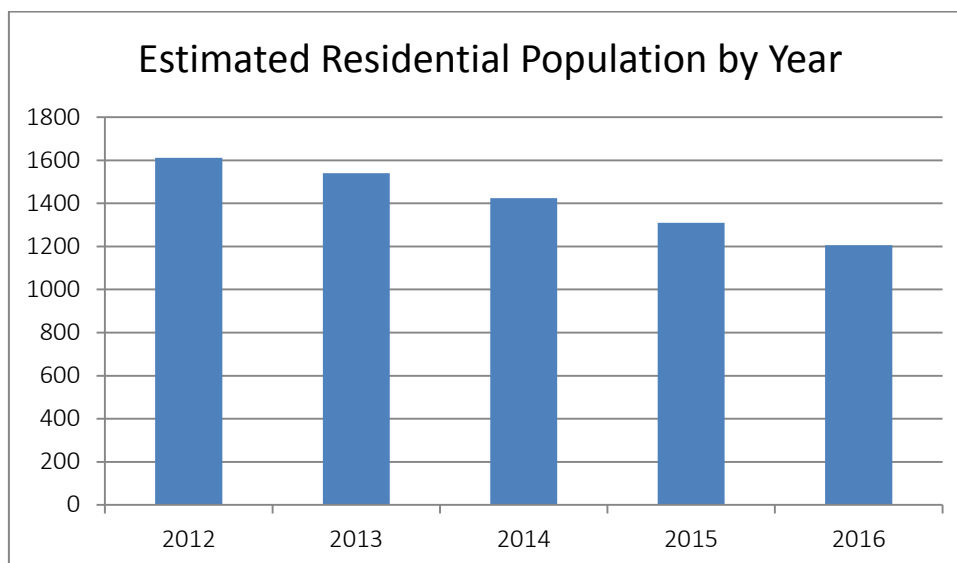
The Shire provides roads, recreational facilities, funding for medical services, parks and gardens, street lighting, and waste collection amongst other community services and infrastructure. Our elected members advocate for the interests of the community and make decisions about where and how development can occur.

Agricultural production and a continual increase in mining activities are the main primary industries for the Shire. Mining employees make up an increasing percentage of the workforce and the sector generates approximately \$80 - \$90 million worth of royalties for the state of Western Australia each year.

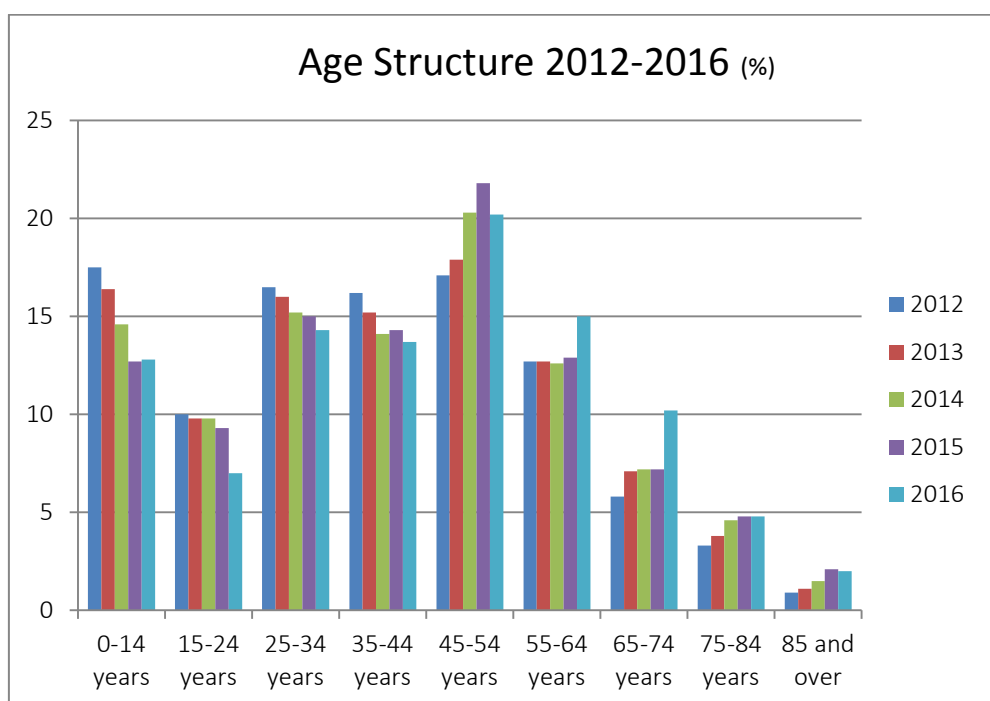


Community Profile¹

The Shire of Yilgarn community has experienced steady decline in population over the past several years. Currently, the population is estimated at 1,206 with around 61% male and 39% female.



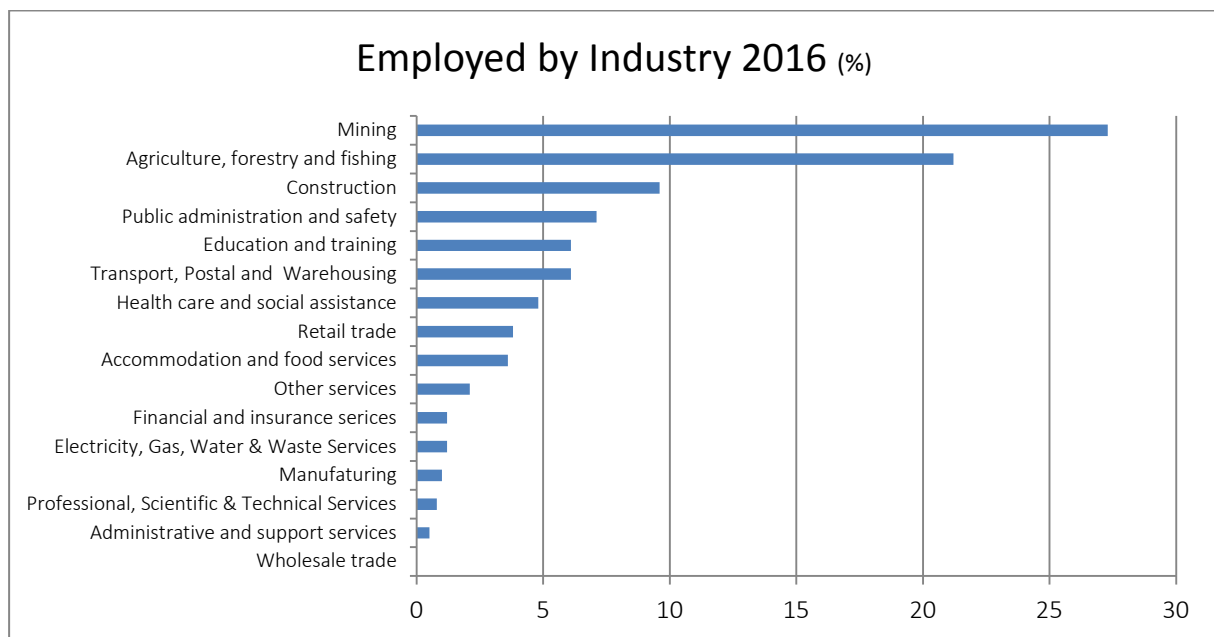
The age profile of the Shire of Yilgarn from 2012 – 2016 is as follows:



The median age of the Shire of Yilgarn population in 2016 was 45.

The Shire of Yilgarn population has an unemployment rate of 6.6% compared to the Australian unemployment rate of 6.9% (2016 ABS data). The primary employment sectors in Yilgarn are mining, agriculture and construction as shown below.

¹ Australian Bureau of Statistics 2016, 'Yilgarn (Local Government Area), Basic Community Profile'



Other Agency strategies and plans

The Shire of Yilgarn does not exist in isolation and is part of the Wheatbelt Region and the broader State of Western Australia. This section provides an overview of some of the key strategies and plans that influence the Shire's operating environment.

Wheatbelt Blueprint

The Wheatbelt Blueprint was developed by the Wheatbelt Development Commission as a road map to guide and assist the Region to deliver its potential. The Blueprint is based on a strong analysis of existing infrastructure and services across the Region.

The Vision for the Region outlined in the Blueprint is: "The Wheatbelt is a key contributor to Western Australia's prosperity. The Region's prime location, diverse economy, clever people, vibrant communities and unique natural environment offer a high quality of life and will attract global innovators and investors."

The Blueprint is structured around the four pillars of diverse economy, clever people, vibrant communities and unique natural environment. Each pillar has a suite of aspirations & targets, outcomes, focus areas and priority actions.

Wheatbelt Youth Strategy 2012-2017

The *Wheatbelt Youth Strategy 2012-2017* was developed by Regional Development Australia, Wheatbelt. The framework aims to ensure that key youth stakeholders in the region have a common focus for implementing initiatives that will contribute to improving opportunities and the wellbeing of youth.



The vision guiding the framework is: “All Wheatbelt young people matter – to themselves, to the community – now and into future”.

The framework is structured around four priority areas with objectives, strategies, actions and stakeholders being detailed for each of these areas:

- responsible behaviour
- education, training and employment
- community, parenting and families
- health and wellbeing

Central East Sub-Regional Economic Strategy

The Central East Sub Regional Economic Strategy (2012) was commissioned by the Wheatbelt Development Commission and establishes a framework for the promotion and facilitation of economic and population growth across all towns in the sub-region.

The Strategy identifies economic opportunities for the Shire of Yilgarn in the areas of:

- Broadacre Agriculture
- Mining and Support Services
- Population Services



It also identifies a number of actions that the Shire of Yilgarn should undertake to effectively leverage these economic opportunities.

Wheatbelt Regional Plan 2013-2018

The Wheatbelt Regional Plan is a five year plan developed by Regional Development Australia designed to inform decision makers about appropriate policy for the Wheatbelt Region. It was developed with extensive consultation and has three key components:

- Context: megatrends and future indicators and the implications for the Wheatbelt Region
- Analysis: key challenges and opportunities for the Region
- Action Agenda: a vision for the Region and priority infrastructure, planning and leadership projects.

Some of the critical projects identified in the Plan that have direct relevance for the Shire of Yilgarn include:

- Completion of Great Eastern Highway (reconstruction between Walgoolan and Karalee)
- National Broadband Network (NBN) rollout
- Upgrade works to the Goldfields and Agricultural Water Supply Scheme (GAWSS)
- Development of an Integrated Transport Plan for the Wheatbelt
- Implement targeted marketing for workforce and visitor attraction
- Implementation of the Wheatbelt Digital Action Plan.

Strategic issues facing the community

The following issues have been identified as particularly significant challenges for the community over the coming years. The participants in the community engagement assisted in distilling these issues from the preceding work. They have been taken into account in preparing this Plan:

- maintaining our population
- economic development and diversity – unknown future of mining activities and the need to develop a point of difference
- “ageing in place”
- high community expectations
- reduction in essential services from State Government
- climate change
- local employment opportunities
- creating, maintaining and renewing our community assets within our resources

SHIRE'S ROLES

Local governments operate under Statute but also with some discretion. The four primary roles the Council has are:

Delivery of facilities and services

This role includes services like parks and gardens, roads, footpaths, drainage, recreation and cultural facilities, and events.

Most services are based on infrastructure like parks and playgrounds, roads and buildings. Maintenance and renewal of these infrastructure assets is a vital part of Council's service delivery role.

Some services are non-asset based, such as events and community information.



Regulation

Local governments have specific regulatory responsibilities that are vital for community wellbeing. For example, they have a regulatory and enforcement role in public health (e.g. licensing and monitoring food premises), the appropriateness and safety of new buildings, and the use of land. These areas are subject to regulation because they have the potential to impose costs or adverse effects on others (e.g. food poisoning, injuries or hazardous activities too close to population). In many cases the rights of those wishing to operate and the rights of those who may be affected or consider themselves to be affected is a delicate balancing act.

Influence

Influencing the decisions of others who do or can contribute to positive community outcomes in the Shire of Yilgarn is an important role. Advocacy to State government for recognition, funding, favourable policies or other forms of support is a good example of this role.

Civic Leadership

Council has a role as civic leader in the community. With strong leadership and community support, the Council can achieve much more than just through its own direct service delivery.

Shire Services

Theme	Environment	Social	Economic	Civic leadership
Goal	Protecting, utilising and enhancing our beautiful natural heritage	An inclusive, secure and welcoming community that encourages families, youth and the aged to remain and contribute to our Shire in the long term	A prosperous future for our community	Dynamic and visionary leadership guiding our community into the future
Services	<ul style="list-style-type: none"> Animal Control Fire Prevention & Control Pest Control (mosquito) Refuse Collection & Sites Sewerage Town Planning Cemetery Public Toilets Street lighting Footpaths & verges Townscape Building Control Biosecurity 	<ul style="list-style-type: none"> Medical Services (Doctor) Community Resource Centre Child Care Centre & Playgroup Senior Citizens Centre Aged Housing Community Bus Swimming Pool Sport & Recreation Library Community Development FM Radio Re-broadcast 	<ul style="list-style-type: none"> Museum Tourism & Visitor Services Area Promotion Caravan Park & Motel Road maintenance & construction Standpipes 	<ul style="list-style-type: none"> Emergency Management (Recovery) Public Health Police Licensing Governance Local Laws

COMMUNITY ENGAGEMENT

In the development of the original Plan in 2016, the Shire of Yilgarn community were invited to participate in the development of the Strategic Community Plan. Three workshops were open to all community members with a morning, daytime and evening option to ensure maximum attendance and participation. The workshops were promoted by:

- Direct mail invitations sent to all farmers
- Direct mail invitations sent to all sporting clubs
- Direct mail invitations sent to all community groups
- Direct mail invitations sent to all businesses
- An advertisement placed on the cover page of “*Crosswords*” – a fortnightly community magazine
- A notice placed on the Shire website.

The workshops were conducted in April 2016 with a total of 12 participants. Workshop participants were engaged in a series of questions as follows:

- What are three key words to describe your vision for the Shire of Yilgarn?
- What are the key strategic issues facing this community over the next 10 years?
- What three facilities do you value the most?
- What three services do you value the most?
- What can the community do to contribute to the vision?

The input collected from the engagement activities have shaped the content of this Plan.

In 2018 a 2 yearly review of the Plan was undertaken and Council advertised in the “*Crosswords*” Newsletter inviting residents to have input into the review.



STRATEGIC DIRECTION

Our Vision

The Shire of Yilgarn is a strong farming and mining community. We are a progressive Shire where people of all ages love to call home. Tourism is a key industry and local businesses thrive.

Our Values

- Yilgarn is a thriving community with a diverse and growing population.
- We are a community that invests in our people of all ages, backgrounds and skill levels, and we look for innovative ways to create opportunities for everyone
- We recognise the importance of a harmonious co-existence between our two major industries of mining and agriculture
- We value our tourism industry and acknowledge its importance to our local economy
- We are proud of our history, our natural landscape and our built environment and will promote these attributes to the rest of the world
- We are a visionary group of elected members who are focussed on achieving results and providing excellent fiscal management while being responsible to our community
- We are open, accountable, approachable and adaptable to change
- We lead by example, are professional and believe our community has a right to be heard.

10 Year Strategic Priorities

The Council is proposing that current services will continue to be delivered but there will be a particular focus on the following strategic priorities over the coming years:

- Embracing technology
- Supporting tourism
- Support for local business
- Community involvement
- Advocacy for essential services.



Decision-making Criteria

These criteria show what Council takes into account when considering significant issues. They reflect the decision-making approach applied to developing this plan and will continue to be applied as it is implemented.

How well does it fit our strategic direction?

- Does it fit with our vision and strategic priorities outlined in the Strategic Community Plan?

Can we afford it?

- How well does it fit with our Long Term Financial Plan? What is required to manage the whole of life costs?

Who benefits?

- Are we ensuring equitable distribution of benefits in the community? Does the option consider and balance current and future community needs?

Does it involve a tolerable risk?

- What level of risk is involved? How can it be managed? Does the residual risk fit within our risk tolerance level?



Goals, Outcomes and Strategies

The Strategic Community Plan is structured around four themes. Each theme has a goal and a suite of outcomes and strategies.

Environment

Goal	Outcome	Strategies
Protecting, utilising and enhancing our beautiful natural heritage	Satisfaction with waste management services and recycling processes	<ul style="list-style-type: none"> ▪ <i>Establish and maintain environmentally sound regional waste facilities to cater for the Shires long term waste disposal requirements</i> ▪ <i>Continue to provide & promote recycling services, including fortnightly household pick up and e-waste collection</i>
	A valued natural environment where community members in all industries and government invest in land care initiatives	<ul style="list-style-type: none"> ▪ <i>Continue to apply for funding to invest in landcare and conservation</i> ▪ <i>Continue to provide administrative support for Skeleton Weed Local Action Group</i>
	Satisfaction with sewerage services	<ul style="list-style-type: none"> ▪ <i>Continue to maintain current sewerage systems in accordance with licensing requirements and asset management plan</i> ▪ <i>Continue to use recycled water for use at the Southern Cross Oval and Constellation Park</i>
	Increase in investment in renewable energy (private and/or public)	<ul style="list-style-type: none"> ▪ <i>Investigate the feasibility of renewable energy projects to cater for the long term energy needs of the community</i>

Social

Goal	Outcome	Strategies
An inclusive, secure and welcoming community that encourages families, youth and the aged to remain and contribute to our Shire in the long term	Maintain / increase percentage of residents engaged in recreation, cultural and leisure activities for all demographics in the Shire	<ul style="list-style-type: none"> ▪ Continue to implement and support community programs ▪ Continue to provide and maintain high quality community infrastructure (recreation centre, oval, bowls, tennis facilities, swimming pool, library, community centre, halls) ▪ Continue to provide child care facilities within the community ▪ Investigate opportunities for youth programs ▪ Continue to support local sport, recreation & community groups ▪ Continue to support the provision of a community bus
	Retention and upgrade of current health and education services and infrastructure (Shire and State responsibility)	<ul style="list-style-type: none"> ▪ Value and promote educational opportunities to retain families and youth in the Shire ▪ Continue to provide quality infrastructure for health providers (medical centre, housing) ▪ Continue to lobby state and federal government for improved health infrastructure ▪ Support continued incentive funding for a quality doctor in the Shire including the provision of a car ▪ Continue to provide free use of facilities for use by service providers (Chiropractor, Physiotherapist, Veterinarian)
	High quality and well maintained Aged Care facilities	<ul style="list-style-type: none"> ▪ Continue to manage, refurbish and maintain the Homes for the Aged ▪ Manage and develop the Independent Living Unit's precinct in conjunction with CEACA ▪ Continue to manage and maintain the Southern Cross Senior Citizens Centre
	Maintain a liveable, safe and secure community	<ul style="list-style-type: none"> ▪ Continue to provide a Ranger service ▪ Continue to support our volunteer fire fighters ▪ Continue to provide suitable street lighting ▪ Continue to maintain CCTV cameras at strategic locations ▪ Continue to support the Local Emergency Management Committee and Plan (Yilgarn & Westonia) ▪ Continue to undertake Mosquito & Pest control activities ▪ Continue to manage and maintain the Southern Cross Cemetery ▪ Continue to re-broadcast FM Radio & TV channels for the Southern Cross community ▪ Continue to provide appropriate Environmental Health Services

Economic

Goal	Outcome	Strategies
A prosperous future for our community	Improved telecommunications infrastructure	<ul style="list-style-type: none"> ▪ Continue to lobby for improved telecommunications infrastructure to eliminate blackspots in the Shire ▪ Embrace the opportunities afforded by the NBN, due to be available in Southern Cross in 2017
	Businesses in the Shire remain competitive and viable	<ul style="list-style-type: none"> ▪ Continue to provide an efficient and effective approval process ▪ Support initiatives progressed by the local business community ▪ Undertake an audit of services that are lacking from the Shire and investigate opportunities to facilitate the provision of these services in the community ▪ Continue to provide access to Shire standpipes ▪ Continue to support and manage the Community Resource Centre ▪ Continue to provide a Police Licensing Service
	Quality and affordable housing is available	<ul style="list-style-type: none"> ▪ Continue to invest in housing to attract professionals to the region to attract and retain professionals and young people in the Shire
	Tourism opportunities are maximised	<ul style="list-style-type: none"> ▪ Continue to manage, promote and upgrade the Southern Cross Caravan Park ▪ Continue to support the Southern Cross Museum ▪ Improve Visitor facilities including free wi-fi and Dog park ▪ Improve Visitor information access including an app and upgraded signage ▪ Continue to maintain access to quality public conveniences ▪ Continue to maintain the streetscape and amenities to a high standard
	Safety and quality of transport networks are maintained and improved	<ul style="list-style-type: none"> ▪ Continue to maintain and upgrade our road network ▪ Continue to maintain the Southern Cross Airstrip and facilities

Civic Leadership

Goal	Outcome	Strategies
Dynamic and visionary leadership guiding our community into the future	A trustworthy and cohesive Council that functions efficiently and effectively to meet the needs of our community	<ul style="list-style-type: none"> ▪ <i>Ensure compliance whilst embracing innovation and best practice principles.</i> ▪ <i>Implement the Integrated Planning Framework, including the Long Term Financial Plan, Workforce Plan, Asset Management Plan, Corporate Business Plan and Annual Budget.</i>
	A community that respects and values Council staff and elected members	<ul style="list-style-type: none"> ▪ <i>Ensure adequate training programs for elected members and staff.</i> ▪ <i>Continue to support the Crosswords</i> ▪ <i>Continue to prepare and distribute a quarterly "Shire News"</i> ▪ <i>Continue to provide traineeships and apprenticeships</i>
	Positive and productive regional partnerships	<ul style="list-style-type: none"> ▪ <i>Actively participate in regional forums including Great Eastern Country Zone WALGA, Wheatbelt East Regional Organisation of Councils, Wheatbelt Communities and CEACA.</i> ▪ <i>Continue to review opportunities for shared services and structural reform</i>

FINANCIAL PROFILE

The following table provides a high level summary of our population, Shire staff and financial picture.

	2015	2017
Population (source: ABS)	1,698	1,164
Number of Electors	715	684
Employees (FTE)	40	37.64
Budget	\$12.5m	\$17.16m
Rates	\$4.38m	\$3.74m
Financial Assistance Grants		
General	\$719,920	\$860,211
Roads	\$1,146,000	\$1,432,227
Other Grants	\$3.17m	\$2.55m
Capital Expenditure	\$3.69m	\$5.69m
Operating Expenditure		
Excluding Depreciation	\$5.92m	\$4.75m
Depreciation	\$5.26m	\$8.12m
Value of Assets	\$353.3m	\$250.6m



HOW WILL WE KNOW IF THE PLAN IS SUCCEEDING?

The indicators below will help Council and the community monitor progress towards achieving Yilgarn's vision and goals. Some of them are in the direct control of the Shire while many are less so.

Indicator	Desired Trend/Target
Community satisfaction with health services	Maintain
Community satisfaction with leisure, cultural & recreation facilities & services	Maintain
Community satisfaction with community events	Maintain
Number of visitors to the Shire / caravan park occupancy rates	Increasing
Road works program completed and grants acquitted	Maintain
Use of technology to improve customer service & operating efficiencies	Increasing
Level of legislative compliance	Maintain



Attachments

9.1.2

POLICY:	REGIONAL PRICE PREFERENCE
POLICY NO:	3.5 (A)
SECTION:	FINANCE
LAST REVIEW DATE:	N/A
DUE FOR REVISION:	APRIL 2019

OBJECTIVES

- To support local and regional businesses as much as possible
- To achieve value for money when purchasing goods and services

POLICY

The following price preference will be applied to regional tenders and is the percentage by which the regional price bid will be reduced for purpose of assessing the tender.

Goods and Services - up to a maximum price reduction of \$50,000 unless a lesser amount is stipulated in the tender document.

Stipulated Area

10% to all suppliers located within the Shire of Yilgarn

5% to all suppliers located within the Wheatbelt region

2.5% to all suppliers located within the Goldfield region

Construction (building) Services - up to a maximum price reduction of \$ 50,000 unless a lesser amount is stipulated in the tender document.

Stipulated Area

10% to all suppliers located within the Shire of Yilgarn

5% to all suppliers located within the Wheatbelt region

2.5% to all suppliers located within the Goldfields region

Goods and services, including Construction (Building) Services tendered for the first time where Council previously supplies the Good or Services - Up to a maximum price reduction of \$50,000 unless a lesser amount is stipulated in the tender document.

Stipulated Area

10% to all suppliers located within the Shire of Yilgarn

5% to all suppliers located within the Wheatbelt region

2.5% to all suppliers located within the Goldfields region

Regional Price Preference will only be given to suppliers located within the stipulated areas for more than 6 months prior to the advertising date of the tender.

Located within the area stipulated -is defined as having a supplier having a physical presence in the way of a shop, depot, outlet, headquarters or other premises where the goods and services specifically being provided are supplied from. This does not exclude suppliers whose registered business is located outside the stipulated area but undertake the business from premises within the stipulated area.

Only those goods and services identified in the tender, as being from a source located within the stipulated area will have the price preference applied when assessing the tender.

It should be noted that price is only one factor that council considers when evaluating a tender. Council does not have to accept the lowest tender based on price.

Attachments

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9
12.1

Reserve 7478

94

46.822 ha

WATER

R 10033
SOUTH TOWN

699
19.522 ha

UCL
15.878 ha

**R 7478
SOUTH TOWN
605**

34.281 ha

74

50.274 ha

UCL
5.6017 ha

WATER
5.4454 ha

R 7478
SOUTH TOWN
606
11.651 ha

92
0.0597 ha

SOUTHERN CROSS

R 5917

CASTOR ST

709
12.475 ha

R 23237
SOUTH TOWN
755
5.3935 ha

COOLGARDIE RD

POLLUX ST

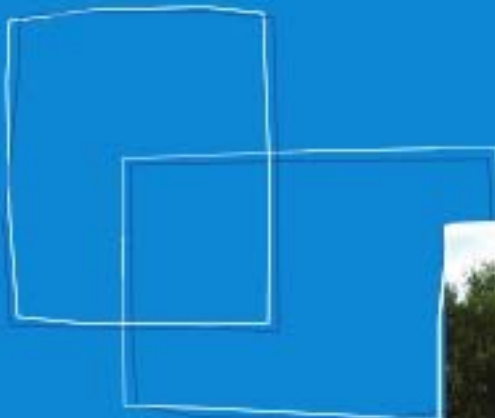
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Lat/Long : 119°19'32.174",-31°13'47.929" / 119°20'48.801",-31°13'03.378" 266° 411

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Attachments

9.1.5



SHIRE OF YILGARN
INTERGRATED WORKFORCE PLAN
2018-2028



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1. EXECUTIVE SUMMARY

The Shire is a significant employer within the Local Government Area, employing 45 people in full time, part time and casual positions. Barriers to attracting and retaining skilled staff, in addition to the Shire of Yilgarn being classified as a remote community, continue to hinder the organisation's ability to secure professional, specialist and technical expertise across a broad range of services and activities.

Optimising the Shire's full economic and social potential will be a challenge as the region is facing increased challenges associated with ensuring the availability and accessibility of a flexible and skilled workforce. Key issues that are affecting workforce capacity and capability include:

- Local Government Industry Compliance Requirements Standards
- Economic growth and seasonal productivity
- Employment demand and required skills \
- Gender equality
- Inter-regional migration
- Corporate farming
- An ageing workforce;
- Changes in the nature of education and training; and
- Governments cost shifting

For the Shire to remain sustainable and competitive in a shrinking and vulnerable labour market it must continue to identify, understand and improve upon its organisational workplace attributes and the contribution that it makes to the local government area, the region and equally as importantly, to the staff that deliver the services, programs and projects to their community.

The Shire values its workforce and through the development of the revised Community Strategic Plan 2017-2027, the Integrated Workforce Plan is a tangible commitment to developing its workforce and ensuring that the right people are in the right place at the right time.

The Strategic Community Plan has highlighted key outcomes and expectations in relation to governance and the role of Council. Through the Integrated Workforce Plan, skills, experience and knowledge required of Councillors to support the vision of the community are also addressed to ensure a holistic and strategic approach is achieved.

The Integrated Workforce Plan 2018 – 2028 has highlighted key risk areas and challenges and the need to ensure regular and continuous analysis and action occurs to mitigate workforce risk and interruption to service delivery. Workplace culture plays a big part in this challenge and through a structured and well managed strategy, the Shire will ensure that a confident, skilled, professional and accountable workforce will be sustained long into the future.

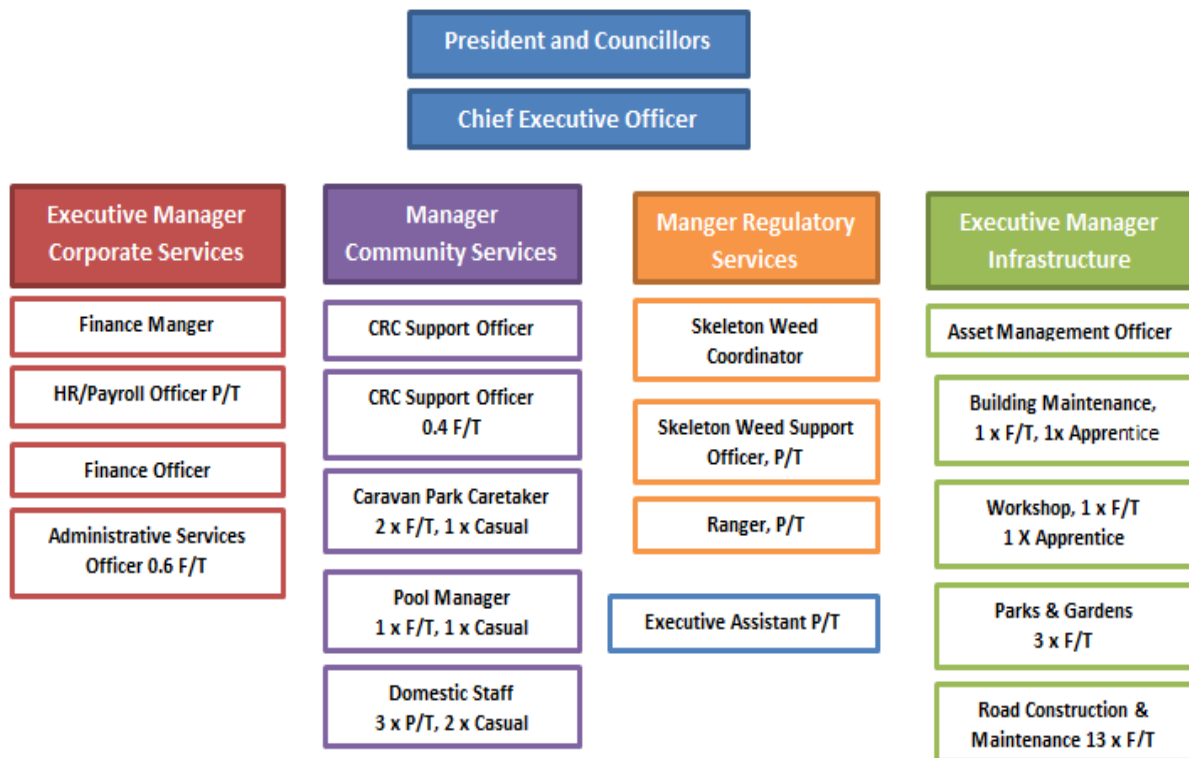
The Integrated Workforce Plan is one of continuous improvement and long term commitment. The Shire does not have the discretionary funds or capacity to resolve and address all challenges immediately, many of which are outside the organisations ability to control or influence i.e. resource development. What the Shire can influence though is a united and clear community vision, strong Council leadership and effective management and a long term commitment to its greatest asset – its people, who will continue to develop, thrive and deliver.

2. PURPOSE

The purpose of this document is to develop and implement a structure, systems and processes for workforce planning that will be implemented across all aspects of the Shire's planning activities, operations and service delivery. This integrated approach to workforce planning will ensure the Shire of Yilgarn recruits, retains and manages the human resource requirements needed to meet the strategic and operational objectives of the Shire, its community and the organisation.

WORKFORCE PLAN-Current Status

To achieve the strategic goals and community outcomes, the Chief Executive Officer and Executive Management team are responsible for successfully leading and managing the organisation. The current lines of reporting are as follows:



In June 2013 Council adopted its first Integrated Workforce Plan. In October 2015 Council reviewed the Plan and agreed to changes in the Shires Organisational Structure to improve the service delivery outcomes identified in the Strategic Community Plan.

The Shire of Yilgarn entered into an Enterprise Bargaining Agreement with all staff (excluding Executives on fixed term performance based contracts) in July 2013. This Agreement expired in June 2017 and has been replaced by a new four year Enterprise Bargaining Agreement that sets the pay and conditions for Shire employees until the end of the 2020/21 financial year.

In regards to Workforce Planning for the Shire of Yilgarn, Council agrees with the following:

- ✓ Our employees are our most valued asset
- ✓ We are committed to maintaining our own workforce for the provision of services and asset maintenance where appropriate
- ✓ The current Organisational Structure is supported and will be reviewed from time to time and when key personnel leave the organisation
- ✓ Consultants, where appropriate, will be used to provide specialised advice where required when current staff do not possess the skills and knowledge required
- ✓ The Shire will continue to work with other local governments in the region and private contractors to provide specialised services where that service cannot reasonably be sourced efficiently and effectively from within the Shire eg contract Ranger Services, IT support
- ✓ The following are the key risks to the current staff structure and consequently to the level of service provision by the Shire:
 - Reduced government funding (eg General Purpose Grants, roadworks funding)
 - Reduced rate revenue from fluctuations in mining activity within the Shire
 - Removal of State funded services (eg Community Resource Centre, Police Licensing)
 - Reduction in population
- ✓ The Shire embraces the opportunities to improve customer service through use of Information Technology. It is recognised that through advances in Information Technology the need for customer service staff will reduce over time

3. INTEGRATED WORKFORCE PLANNING

The workforce plan has been developed to address the requirements of the Local Government Act 1995 section S5.56 (1) A "plan for the future" and Regulations S5.56(2):

That Local Governments develop a Strategic Community Plan that links community aspirations with the Council's long term strategy.

That the Local Government has a corporate business plan linking to long term financial planning that integrates asset management, workforce planning and specific council plans (Informing Strategies) with the strategic plan.

3.1 INTEGRATED PLANNING AND REPORTING FRAMEWORK

The Shire's planning framework reflects that of the Department for Local Government (refer Diagram 1.) and comprises of the following:

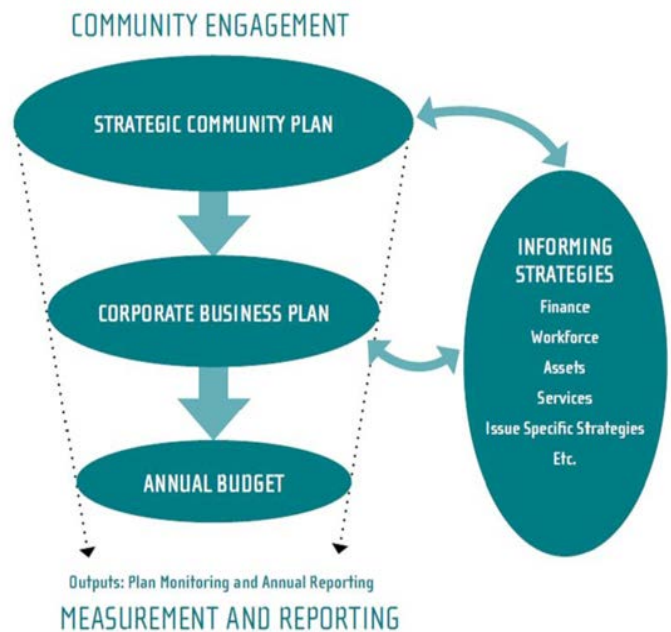
Strategic Community Plan – identifies the community's main aspirations and priorities for the future and outlines strategies for achieving these goals

Corporate Plan – describes the activities that will be undertaken over the next four years to achieve the agreed short and long term goals and outcomes.

Long Term Financial Plan (LTFP) – details the financial resources needed to enact the corporate plan in the first four years and potential revenue and expenses for the next six years of the plan. This plan serves to inform and resource all aspects of the integrated planning activities as appropriate.

Asset Management Plan (AMP) – This plan identifies and records the asset register, service level, activities and strategies to ensure the physical assets and infrastructure of the Shire are appropriately managed and maintained over their lifecycle, and appropriately disposed of or replaced at the end of that lifecycle.

Diagram 1: DLG Integrated Planning and Reporting Framework.



Integrated Workforce Plan (WFP) – This plan identifies and reports on the internal capacity to meet current and future needs of the goals and objectives of the Shire and the Community, both in capacity and capability.

It identifies the gaps or surplus in human, asset or financial resources and identifies strategies to ensure that the right people are in the right place at the right time to deliver on expectations.

3.2 AIMS OF THE INTEGRATED WORKFORCE PLAN

As outlined above, the workforce plan aims to address the workforce needs of the Shire that arise from core function operations, projects, strategic initiatives and priorities. It also aims to build capacity and resilience to allow the Shire to respond to the changing environment and issues arising from external pressures and legislative compliance issues.

The Workforce Plan aims to ensure the Shire's workforce has the right skills, at the right time and in the right quantities to ensure sustainable service delivery in the future. It will address gaps between current and future workforce capability, identify areas of skills or capacity shortage, and outline strategies to address them. This information will inform the LTFP and the AMP to ensure the financial and physical resources of the workforce plan are included in those plans and planning activities.

Methodology:

The methodology used will follow the practices and principles of the WA Department of Local Government's Workforce Planning Guidelines Toolkit. There are four distinct stages as outlined in Diagram 2 from the toolkit.



Diagram 2: The 4 Stages of Integrated Workforce Planning

4. THE WHEATBELT REGION

The Wheatbelt region is situated in the south west of Western Australia and comprises an area of 154,862 square kilometres, extending out to the north, east and south east of the Perth metropolitan area. The region is home to 135,354 people (2016 ABS census) making it the third most populous region in the State (refer Diagram 3).

The population of the Wheatbelt is dispersed over 43 Shires and approximately 160 towns and smaller settlements. The Wheatbelt is divided into four distinct but inter-connected sub regions each of which is serviced by a regional centre. The four sub regions are:

- Avon, with the town of Northam as its commercial centre;
- Central Coastal and Central Midlands to the north, with Moora as its commercial centre;
- Central East, with Merredin as its commercial centre; and
- Central South, with Narrogin as its commercial centre

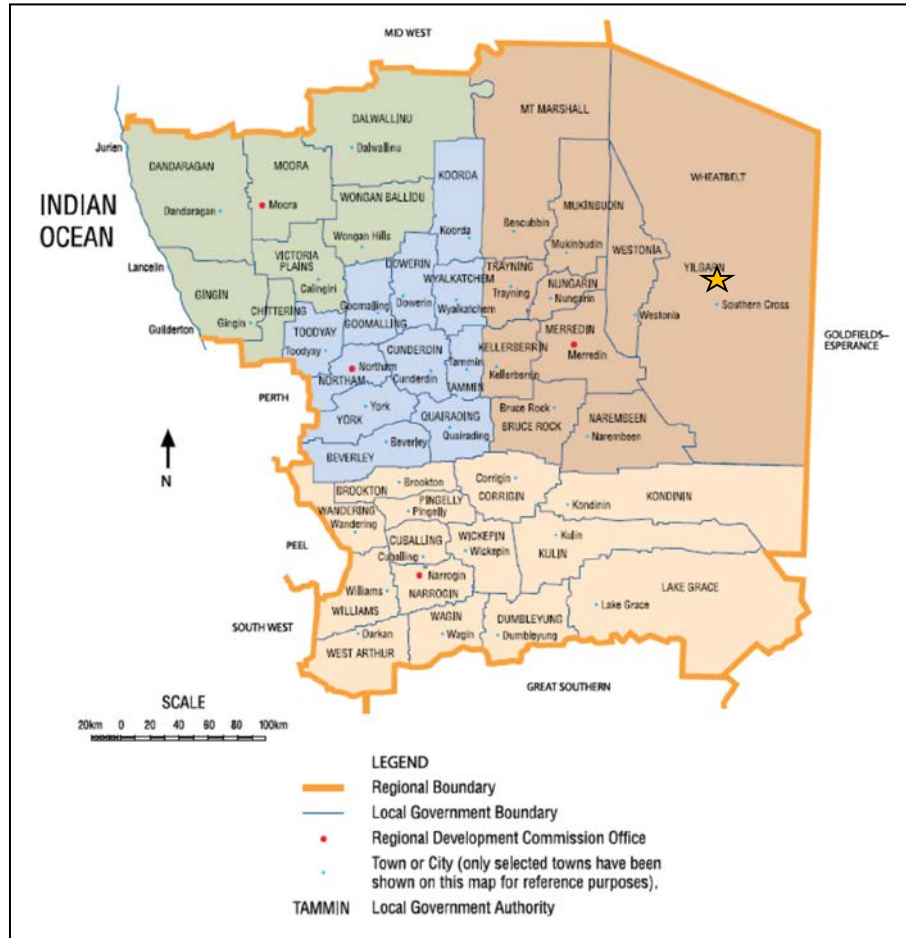
The Wheatbelt is a large, diverse region encompassing a range of environments, social and economic characteristics. Opportunities and constraints differ greatly across the region, especially when comparing regions supported by different industries, such as agricultural towns in the inner Wheatbelt with coastal cray-fishing towns.

Within the Central East sub-region is the Shire of Yilgarn which is 30,720 square km in area and has a population of approximately 1,202. Yilgarn is known by many as the Gateway to the Wheatbelt and the Goldfields. Southern Cross is the major town centre of the Shire of Yilgarn and is 370km east of Perth along the Great Eastern Highway.

Other townsites in the Shire include Bodallin, Bullfinch, Ghooli, Koolyanobbing, Marvel Loch, Moorine Rock and Yellowdine. The main service centre closest to Yilgarn is Merredin.

As previously mentioned, the Wheatbelt is the Gateway to the Goldfields and as a result of the close proximity to resource development, the Shire has a population of residents of FIFO/DIDO within the mining industry.

Diagram 3. Central-East Region.



Industry:

The Wheatbelt is so called because of its extensive agricultural industry. The region is the primary producer of cereal crops in the state and produces other agricultural products such as canola, olives, vegetables, wine grapes, honey, citrus fruits and livestock. Whilst agriculture remains the dominant industry, the economy of the region is also supported by mining, commerce, retail, manufacturing, fishing and tourism.

Gold, gypsum, salt and iron are mined, while grain, wool, sheep, cattle and pigs are the focus of the rural industry. The co-existence of mining and agriculture has balanced the Yilgarn economy, with the two activities supplementing and complementing each other through their respective boom and bust cycles. Construction activities are mainly focused on supporting mining and new infrastructure development and re-developments.

Key economic drivers impacting upon the region include its ability as a region to meet food demands globally, transport and logistical requirements and an ageing population.

The Wheatbelt is positioned as a regional manufacturing and logistics hub and boasts affordable and quality housing. Key economic opportunities for the region include broad acre agriculture, transport and industry, professional services including health and aged care, retail and lifestyle and tourism.

5. REGIONAL ENVIRONMENT RELATIVE TO WORKFORCE PLANNING

Optimising the Shires full economic and social potential will be a challenge as the region is facing increased challenges associated with ensuring the availability and accessibility of a flexible skilled workforce. Key issues affecting workforce capacity and capability include;

- Grant funding changes and uncertainty
- Economic growth and seasonal productivity
- Employment demand and required skills
- Climate change
- Inter-regional migration
- An aging workforce
- Changes in the nature of education and training
- Changes in the Government at the state and federal levels
- FIFO/DIDO
- Corporate farming
- Gender equality; and
- L.G. Compliance and Structure reforms.

Labour force projections however indicate that many sub-regions in the Wheatbelt are likely to experience an increase in labour demand in the short to medium term with an average growth rate to the year 2026 projected at 0.8% compared to the average of 2.0% for Western Australia. Projected growth within the Central East sub-region is likely to be in the resource sector, particularly Yilgarn, while growth in the remaining areas will be very slow¹. (1)Department of Training and Workforce Development-Wheatbelt Workforce Development Plan 2013-2016)

With significant major Wheatbelt projects already commenced and proposed for the region ranging from highway to health and education services redevelopment, the impact to the current workforce and regional skill base will be felt and will escalate the need to address supply and demand requirements. The out-migration of youth to other areas and the transient nature of the Wheatbelt workforce will also exacerbate the situation.

As outlined above, increased workloads; exit of skilled staff to other employment sectors (specifically mining); ageing population and workforce; the pending wave of retirement; lack of capacity to meet demand; and the levels of staff turnover in some areas are key factors affecting the Shires current workforce requirements and also the region.

As demand increases for professional services, mining and construction and the need to meet global food demand, developing flexible, skilled and stable workforces across the region is a significant challenge.

6 THE SHIRES INTERNAL ENVIRONMENT

Identifying and understanding the external issues and risks that impact upon the Shire is a critical step in planning for the future. To further support the current and future context of workforce planning, the need to identify and consider the internal or organisational environment that will also influence the way in which the Shire responds to workforce planning also needs to be defined.

6.1 GOVERNANCE AND MANAGEMENT

The Shire is performing well in both governance and management for a Shire of this size and location with systems and processes continuing to evolve within the constraints of skills and resources. Community feedback through the forward planning process indicates a general satisfaction with the performance of the Council and the Shire as a whole with a concerted effort made by Council to seek input from the community at large, business and youth representatives.

Income from rates (rates distribution ratio) is approximately 51% which is within benchmarks set by government. Reserves are utilised strategically with over \$5m in cash backed reserves. The Shire has no borrowings or other debts. The amount of State Government funding is on the increase reversing the trend over the previous years with the Financial Assistance Grant and Royalties for Regions being the main contributors up until 2017. Primary areas of expenditure relate to transport infrastructure and maintenance of the road network which is to be expected due to the locality of the Shire and its fundamental role in supporting the south eastern transport network.

There are no notable breaches of non-compliance across the Shire which is also supported by a rigid planning schedule in place to achieve all legislative requirements under the Department of Local Government's Integrated Strategic Planning guidelines.

6.2 CURRENT ORGANISATIONAL STRUCTURE

The Service Delivery Model:

The Shire of Yilgarn has a workforce of forty five (45) employees. No positions are shared with other Local Governments at this time. The Shire delivers a broad range of services and programs and is split into three divisions to facilitate service provision with a fourth division supporting and enabling external delivery.

The Shire delivers external services which are front line or direct service delivery such as programs, projects, civil works and day to operations through a workforce of 31 employees (70%).

Direct Service Delivery (front line services and internal services also referred to as back office services), are delivered by a workforce of 14 (30%). This ratio of approximately 1:2.2 is acceptable with back: front office ratios ranging from 1:2 to 1:4 across Australian operations with the latter primarily relating to sales environments. The Shire utilises external contractors to undertake annual or one off projects such as asset management, strategic and business planning. Contractors are procured to assist with civil works and are utilised on an as needs basis. Although an acceptable ratio, it does present the organisation as lean and relying on the skills of staff and the culture of the organisation to ensure leave coverage and 'back-up' is adequate.

Diagram 3. Below outlines the internal services (back office) and direct service delivery (front line) model.

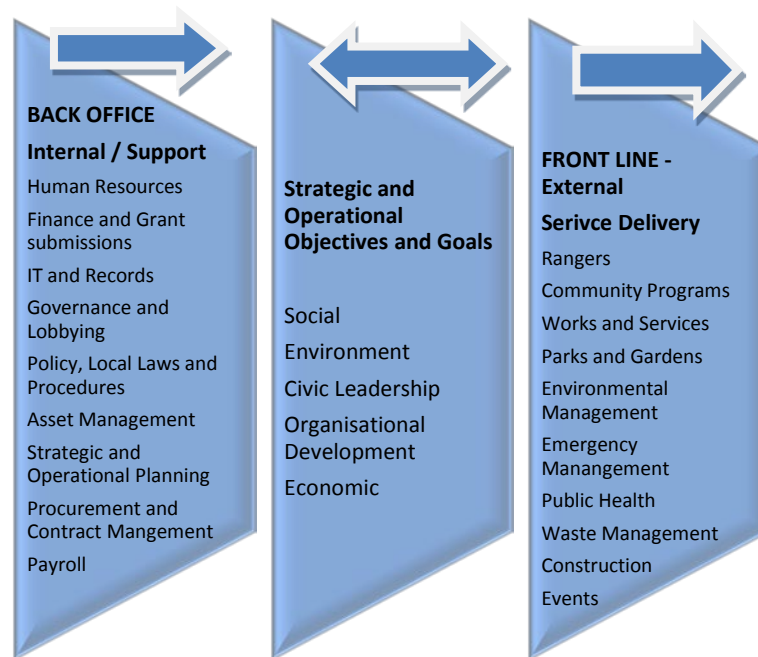
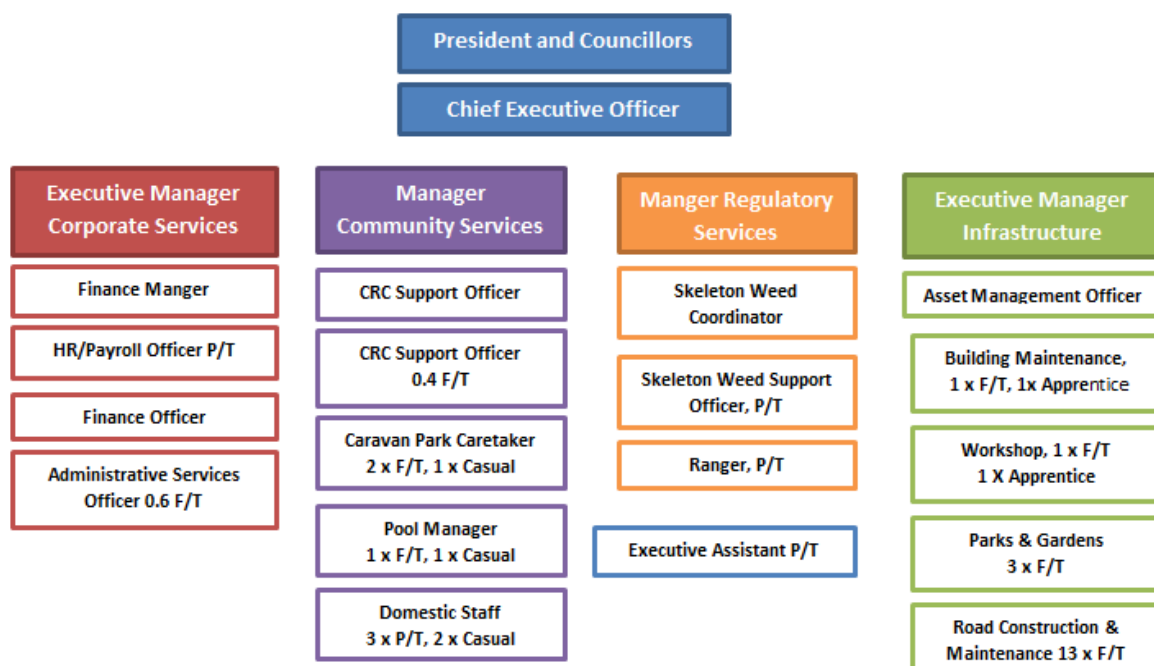


Diagram 3: Local Government Service Delivery Model.

Local Governments operate within considerable financial restraints and are required to deliver diverse services that at times provide no or limited opportunities for achieving economies of scope or scale. Products and services are often disparate with no commonality so efficiencies and productivity need to be sourced from the 'back office' or internal operations, systems and processes. Diagram 5 below outlines the current organisation structure.

Diagram 4: Current Organisational Chart



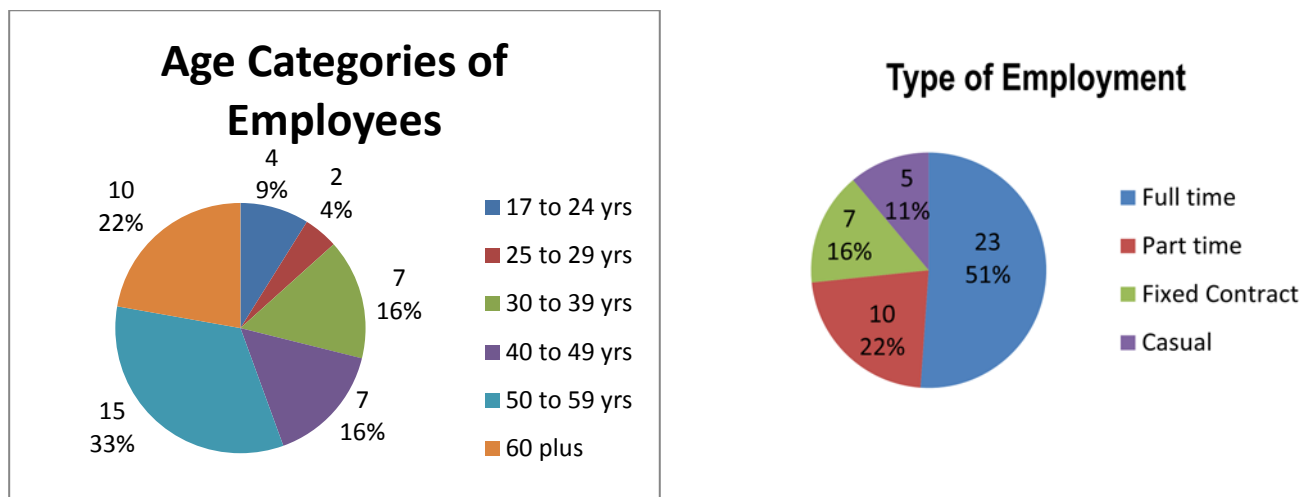
6.3 WORKFORCE PROFILE AS AT 31ST DECEMBER 2017

The Shire has a total of 45 employees comprising of 37 full time, 4 part time employees and 4 casuals with gender percentages being 42% female and 58% male. The senior management team comprises 5 staff of which 20% are female. Of the 7 Councillors, 2 (29%) are female.

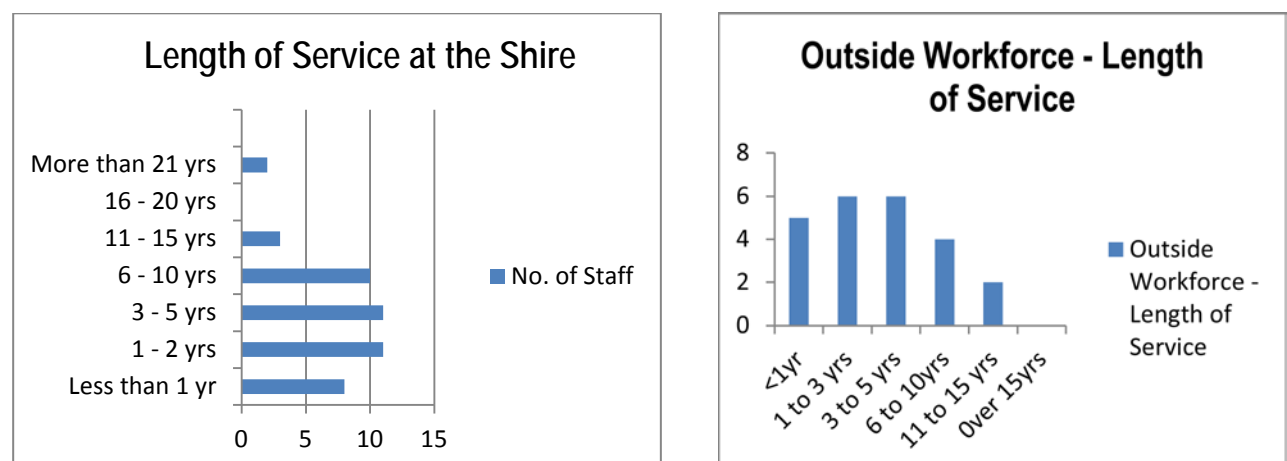
The administration team consists of 24 staff of which 7 are male officers. The outside Works area comprises of 21 staff with 2 female employees.

- Average age is 48.2 yrs. Ages of employees range from 17yrs to 69 years.
- Average age of the outside workforce is 46.3 years.
- In 10 years 43% of the workforce will be over 55 years of age with 25% of those aged over 65 years.

The age profile of the organisation is indicative of the industry with 38% of Public Administration employees in WA aged over 44 years / 45% nationally (DEEWR 2012). The Shire has an Equal Employment Opportunity Policy and has acceptable gender ratios. The Shire has 1 employee that identify as Aboriginal or TSI decent.



Average length of service with the Shire is 7.5 years. Average length of service for the outside workforce is 9.5 years.



As part of the data gathering associated with the Workforce plan, staff completed a survey that covered position responsibilities and capacity, training and development and staff satisfaction.

Survey results suggest that approximately 62% of employees have over 3 year's experience in local government (ranging to in excess of 21 year's experience). This demonstrates a core understanding of the sector from employees and an appreciation for the unique nuances of local government.

Overtime and Resource Allocation:

Over 47% of the workforce (Works crews) are working additional and agreed overtime to meet scheduled works objectives and are operating effectively and at full capacity. The current Workplace Agreement states a minimum 76 ordinary hours plus 15 hours overtime per fortnight spread over 10 days Monday to Friday working between 6.00am to 6.00pm.

In addition to capital and maintenance schedule requirements being achieved, agreed overtime is also an effective retention strategy.

Table 1 shows workforce variance since 2013/2014. This is in response to legislative and planning requirements associated with financial management, asset management and environmental health responsibilities and reporting.

Table 1: Workforce 2013/14 to 2017/2018

2013/2014	2014/2015	2015/2016	2016/2017	2017/2018
47 staff	50 staff	52 staff	48 staff	45 staff
	2x Caravan Park Caretaker 1x Caravan Park Care Taker Relief	1xPlant Operator 1xPlant Operator (Casual)	1x Works Supervisor role made redundant 1x Rates Officer role made redundant 1x Casual plant operator role made redundant 1x Creditors Officer role made redundant	2x Plant operators role made redundant 1x Trainee role made redundant

6.4 RECRUITMENT AND RETENTION HISTORY

Attrition rates since 2013/14 are as follows: 2013/14 18.94% (10 staff), 2014/15: 26% (13 staff), 2015/16: 27% (14 staff), 2016/17 30% (15 staff) and 2017/18 15% (7 staff)

Current retention strategies:

The Shire has a suite of retention strategies (listed below) which demonstrates Councils commitment to attracting and retaining staff within a financially constrained and remote environment. Attraction and retention of experienced and valued staff should be a primary organisational focus in all planning for the future. The loss of corporate knowledge through the retirement of highly experienced and highly valued staff is a major concern in workforce planning for the Shire of Yilgarn. This will particularly apply in relation to infrastructure and works.

- Fair and negotiated annual wages increases as per the current Workplace Agreement being: 1st July 2017 2.5%, 1st July 2018 2.5%, then 2.5% or CPI (whichever is highest) for the next 2 years.
- Flexible working hours
- Professional development opportunities
- Use of online and remote learning training methods to enable staff to undertake courses that would otherwise only be available in Perth
- Staff training included in the annual budget
- Housing Incentive Payments
- Length of service payments
- Staff housing
- Water usage for staff housing
- Salary sacrifice options
- Private use vehicles
- OSH, EEO and other health related policies
- Contributory superannuation

6.5 WORKFORCE COSTS

Budget Salary Projections, 2018-2028

Year	Salaries and Wages
2018/2019	\$3,026,518
2019/2020	\$3,102,181
2020/2021	\$3,179,736
2021/2022	\$3,259,229
2022/2023	\$3,340,710
2023/2024	\$3,424,227
2024/2025	\$3,509,833
2025/2026	\$3,597,579
2026/2027	\$3,687,518
2027/2028	\$3,779,706

Long Service Leave:

The Shire uses a reserve account to fund Long Service Leave and demonstrates adequate coverage of the LSL liability with a balance as of June 2018 \$229,900

Allocation of funds to cover current Employee Benefits Provision of \$393k is adequate and stable with nominal change to budget over the past 3 financial years.

6.6 HUMAN RESOURCE MANAGEMENT

Council has a suite of policies that addresses the strategic and day to day operations of the organisation to ensure a safe, harmonious workplace environment supported by a fair and equitable approach to remuneration and benefits. Council has also recognised and where possible rewarded staff for their tenure of employment and the contribution that they have made to the organisation.

Current policies as follows:

- Occupational Health and Safety
- Employee Benefits
- Gratuity Payment to Council Employees / Recognition of Long and Outstanding Leave
- Awards – Salaries and Wages Representation
- Motor Vehicle Use
- Emergency Services Leave
- Harassment within the Workplace
- CEO Performance Review
- Smoke Free
- Equal Employment Opportunity
- Drug & Alcohol

The Shire does not have a formal Human Resource Management Plan therefore strategies and activities developed are ad hoc but are consistent in delivery. Shire staff are aware of this and are currently developing HR and referencing procedures.

6.7 ORGANISATIONAL DEVELOPMENT

The staff organisational structure (2018) is based on service delivery for the objectives and priorities identified in the Strategic Community Plan, Corporate Business Plan, Long Term Financial Plan and Asset Management Plan.

6.8 WORKFORCE PLANNING-CRITICAL ANALYSIS

Workforce planning by its name and purpose requires continuous rigorous and unemotional assessment and analysis for it to be an effective management and sustainability component of the forward planning process. In the analysis there should be no areas considered to be 'off limits 'or outside the scope.

While the current intent is to retain existing workforce levels the capacity for this must be balanced against the overall organisational needs and the financial and human resources available. Analysis needs to be undertaken on the potential to utilise contractors on resource sharing to maintain service delivery standards at a reduced cost. The Shire of Yilgarn operates a modern, high quality plant fleet and the expenditures associated with capital(plant changeovers in designated timeframes) and recruitment costs (operations salary, overheads, operating costs and depreciation) needs to undergo regular critical analysis based on actual need and return on expenditure.

This analysis is to be applied to each individual operating area to determine if it could be done better, cheaper or easier by means other than shire employment. This analysis should not be seen as a threat to any individual position/person as it simply relates to efficiency and effectiveness.

6.9 CURRENT WORKFORCE

Employee	Full Time	Part Time	Casual
Chief Executive Officer	✓		
Executive Manager Corporate Services	✓		
Executive Manager Infrastructure	✓		
Manager Regulatory Services	✓		
Manager Community Services	✓		
Finance Manager	✓		
Administrative Services Officer	✓		
CRC support officer	✓		
Finance Officer	✓		
Payroll/HR Officer		✓	
Executive Assistant		✓	
Asset Management Officer	✓		
Road construction and Maintenance-Lead hand	✓		
Road construction and Maintenance x 12	✓		
Parks and Garden –Lead Hand	✓		
Park and Gardens x2	✓		
Building maintenance	✓		
Building maintenance apprentice	✓		
Workshop mechanic	✓		
Workshop mechanic apprentice	✓		
Skeleton weed coordinator	✓		
Skeleton weed support officer		✓	
Ranger		✓	
Caravan park caretaker x2	✓		
Caravan park caretaker-relief			✓
Pool Manager	✓		
Pool Manager-Relief			✓
Domestic staff x3		✓	
Domestic Staff x 2			✓

Employment on costs are significant expenses in local government with them generally being in a range of 40% (administration) 100% works of salaries/wages. This recurrent committed expenditure combined with the capital and operating costs for plant and equipment has a high impact and effect on all aspects of budget and intergraded planning. .

An example of the impact of a single position is detailed below.

Plant Operator (Grader)

Capital expenditure each 8 years for grader changeover	\$300,000
Capital expenditure each 4 years for utility changeover	\$16,000
Recurrent costs annual	
Wages	\$60,000
Overheads	\$60,000
Plant operation costs	\$40,000
Depreciation	\$25,000

From a workforce planning perspective the analysis should be based on the following;

- Could or should the service delivery be by an alternative means such as contractors, shared resource etc without reducing delivery standards.
- What is sustainable in the long term?
- Will suitable experience operators be available in the future?
- What are the cost benefits and impacts on retaining or outsourcing this operational function?

While a grader has been used in the example, the analysis could be applied to any position, service or item of plant.

Within the workforce planning consideration must also be given to succession planning, the likelihood of suitable experienced applicants for current positions into the future, the effect of reducing shire employment numbers on local and regional businesses, schools medical services and other areas of impact, population increase/decrease, corporate planning, mining activity, information technology advances and grain receival point nationalisation as these and other factors are associated with service delivery standards and the capacity to deliver.

6.10 CURRENT WORKFORCE RISK PROFILE

As outlined in Section 4, the Wheatbelt Region faces numerous workforce issues which resonate across all industries and sectors including local government. The Shire's key risks are a reflection of the region and also unique to local government and would normally be addressed through the Shire's Human Resources Plan. Table 7. outlines key risk and the impact to the Shire and possible strategies to mitigate/eliminate the risk.

KEY RISK	IMPACT TO THE SHIRE	ACTION
Diversity of skills and experience	Broad range of services, functions and programs are delivered / facilitated by the Shire therefore ongoing focus on specific skills and experiences is required and cannot be developed in-house to match the rate of demand.	Through the HR Plan, identify supply and demand needs and develop pathways to mitigate impact and minimise service delivery interruption and vacancy period.
Wage parity	Inability to compete on the open market with other industry salaries and benefits.	Acknowledge the wage parity issue and promote what LG has to offer i.e. lifestyle, flexibility, family friendly and professional development.
Ageing workforce and ageing population	In 10 years 56% of the workforce will be aged over 55 with 30% aged over 65 years. Occupational Safety and Health issues. Computer skills lacking and other training requirements not being met. Potential physical capacity constraints in manual tasks required	Through robust EEO, HR planning, capability assessment and monitoring in the workplace, the Shire will ensure it meets both employee and organisational needs and expectations.
Key Position Succession Planning	Long term vacancies, additional responsibilities on other staff to cover vacancies, drop in productivity and	Through the HR Plan, identify supply and demand needs and develop pathways to mitigate impact and

	morale.	minimise service delivery interruption and vacancy period.
Training and Development	Training and development is key to maintaining acceptable levels of service delivery, staff satisfaction and morale. Cost, resourcing and distance are factors affecting the Shires ability to deliver T&D programs effectively.	Develop a structure and flexible learning strategy that meets employee and organisational needs.

6.11 ORGANISATIONAL CAPACITY AND CAPABILITY

Organisational capacity refers to the level of appropriate governance, management, administrative and financial structures within the workplace that can support the implementation and monitoring of the organisation's vision, mission, goals and objectives.

Capacity also refers to the effectiveness of the human resource planning, systems and processes, tools and how they support the regulatory and internal compliance and health of the organisation and its workforce. The method used to assess the organisation capability and capacity comprises of an assessment tool (matrix), internal meetings, observations, systems search and performance results.

Leadership management systems, financial resources and project management are adequately handled in terms of urgent and forecasted need. Greater emphasis should be put placed on the use on the integrated planning and ... process as a governance and administrative tool rather that a compliance task.

- **IT and Knowledge Management:**

A centralised and systemised approach to data and records needs to be revisited with evidence of some procedural requirements not being met. Records storage also needs to be reviewed and monitored with a re-fresher training program required. Hardware is included in the asset management strategy with an audit of software functionality and requirements due over the coming period.

- **Staff Facilities - The Administration Building:**

The refurbished administrative centre meets all current and projected staff and elected member needs.

- **Staff Facilities – Depot:**

The upgraded depot facilities meet all current and projected needs of works staff and associated contractors.

7 WORKFORCE IMPLICATIONS (OPERATIONAL) FROM THE COMMUNITY STRATEGIC PLAN

Recent community consultation, have resulted in the revised Strategic Community Plan 2017 – 2027 and Corporate Business Plan 2017-2027. These key documents will be supported by the revised Long Term Financial Plan and the 2018/2019 Annual Budget. A summary of the Community Strategic Plan 2017 - 2027 themes and goals are outlined below:

Theme 1. Social-An inclusive, secure and welcoming community that encourages families, youth and the aged to remain and contribute to our Shire in the long term

Goals

- Maintain / increase percentage of residents engaged in recreation, cultural and leisure activities for all demographics in the Shire
- Retention and upgrade of current health and education services and infrastructure (Shire and State responsibility)
- High quality and well maintained Aged Care facilities
- Maintain a liveable, safe and secure community

Theme 2. Environment - Protecting, utilising and enhancing our beautiful natural heritage.

Goals

- Satisfaction with waste management services and recycling processes
- A valued natural environment where community members in all industries and government invest in land care initiatives
- Satisfaction with sewerage services
- Increase in investment in renewable energy (private and/or public)

Theme 3. Economic – Building a prosperous future for our community.

Goals:

- Improved telecommunications infrastructure
- Businesses in the Shire remain competitive and viable
- Quality and affordable housing is available
- Tourism opportunities are maximised
- Safety and quality of transport networks are maintained and improved

Theme 4. Civic Leadership – Dynamic and visionary leadership guiding our community into the future.

Goals:

- A trustworthy and cohesive Council that functions efficiently and effectively to meet the needs of our community
- A community that respects and values Council staff and elected members
- Positive and productive regional partnerships

7.1 OPERATIONAL FUNCTIONS AND SERVICES - CHANGES / GROWTH

The revised Corporate Business Plan has developed service delivery standards and actions to underpin the strategic community plan goals and objectives.

Workforce planning and implementation will largely revolve around service delivery standards over the next 4-10 years.

8 FUTURE WORKFORCE OPERATIONS/OPPORTUNITIES

The rate of change in information technology will lead to increased opportunities for resource sharing in the processing function and services such as payroll, rates, records, human resources, computer support, legislative compliance, procurement, investment and other administration services.

Cloud technology and data transmission processes will determine the rate of shared service take up in rural areas. Vehicle licencing is now largely done online and there is no doubt that online take up will extend into other areas.

Resource sharing and technology changes should not have a 'fear factor' as the purpose and intent of local government is to serve the community in the most efficient and effective manner.

9 CHANGE MANAGEMENT

The use of and compliance with integrated planning and reporting is a statutory requirement for the organisations as a whole and ongoing change will be a factor on workforce management.

Changes in place for the local government audit process and the immediate review of the Local Government Act 1995 will be significant factors in workforce planning and management.

Constant change is an expectation across the local government industry for the foreseeable future.

10 WORKFORCE ACTION PLAN

The primary objective of the Shire of Yilgarn as an organisation is to provide a high quality service to the community through a productive, efficient and effective workforce.

To ensure service

delivery and capacity is maintained the following workforce action planning will be implemented.

- 1 Recognition of staff as a highly valued and integral component of the organisation
- 2 Meeting Local Government standards in relation employment conditions
- 3 Having a culture of inclusiveness and engagement across and through the organisation.
- 4 Developing, implementing and monitoring measurable key performance indicators for all positions and in particular management level positions.
- 5 Proved matching superannuation contributions of up to 6% in addition to the superannuation guarantee levy for staff prepared to contribute an equal amount.
- 6 Continue to provide high standard staff accommodation and housing subsidies to attract and retain staff.
- 7 Require staff to maintain housing provided at an acceptable condition to recognise the advantage of the housing benefit.
- 8 Continue to provide a safe work place.
- 9 Encourage and support relevant workforce training and professional development through appropriate allocations in annual budgets and Long Term Financial Planning.
- 10 Staff and council to utilise the intergraded planning and reporting process as both a regulatory and a forward planning mechanism.
- 11 Options for regional and industry level resource sharing and collaboration to be fully investigated and assessed.
- 12 Utilising information technology advances for the betterment of the workforce and for service delivery improvement.
- 13 Plan for and provide a succession planning particularly for key management positions.
- 14 Shire of Yilgarn to be a place of employment choice in the Local Government industry.
- 15 Work pride and achievement of results to be the organisational ethos.
- 16 Recognition in the workforce and externally that change is and will remain continuous.
- 17 Workforce recruitment, training, position descriptions and performance indicators shall be strongly aligned with objectives, priorities and strategies detailed in the Corporate Business Plan and the Strategic Community Plan.
- 18 Implement a process of exit interviews to ascertain and address workforce issues if any for leaving.
- 19 Assessment of the staff capabilities and the capacity for internal promotion opportunities and options.

- 20 Link training needs and job satisfaction to the annual individual staff appraisal process.
- 21 Increase and improve cross organisational consultation, communication and engagement processes.
- 22 Periodic staff surveys to gauge workforce moral and organisational satisfaction levels.
- 23 Celebrate success and achievements.

2018-2028 is one phase in the history of the Shire of Yilgarn which will encompass significant change at all levels of government, private industry and the social elements of the communities.

Our role is to manage the effects of the change to benefit our community and the organisation with workforce planning being one component in the process.

11 ABOUT THIS DOCUMENT

Effective From:	1 July 2018
Expires On:	30 June 2028
Next Review:	June 2020
Adopted by Council	19 July 2018

Attachments

9.2.1



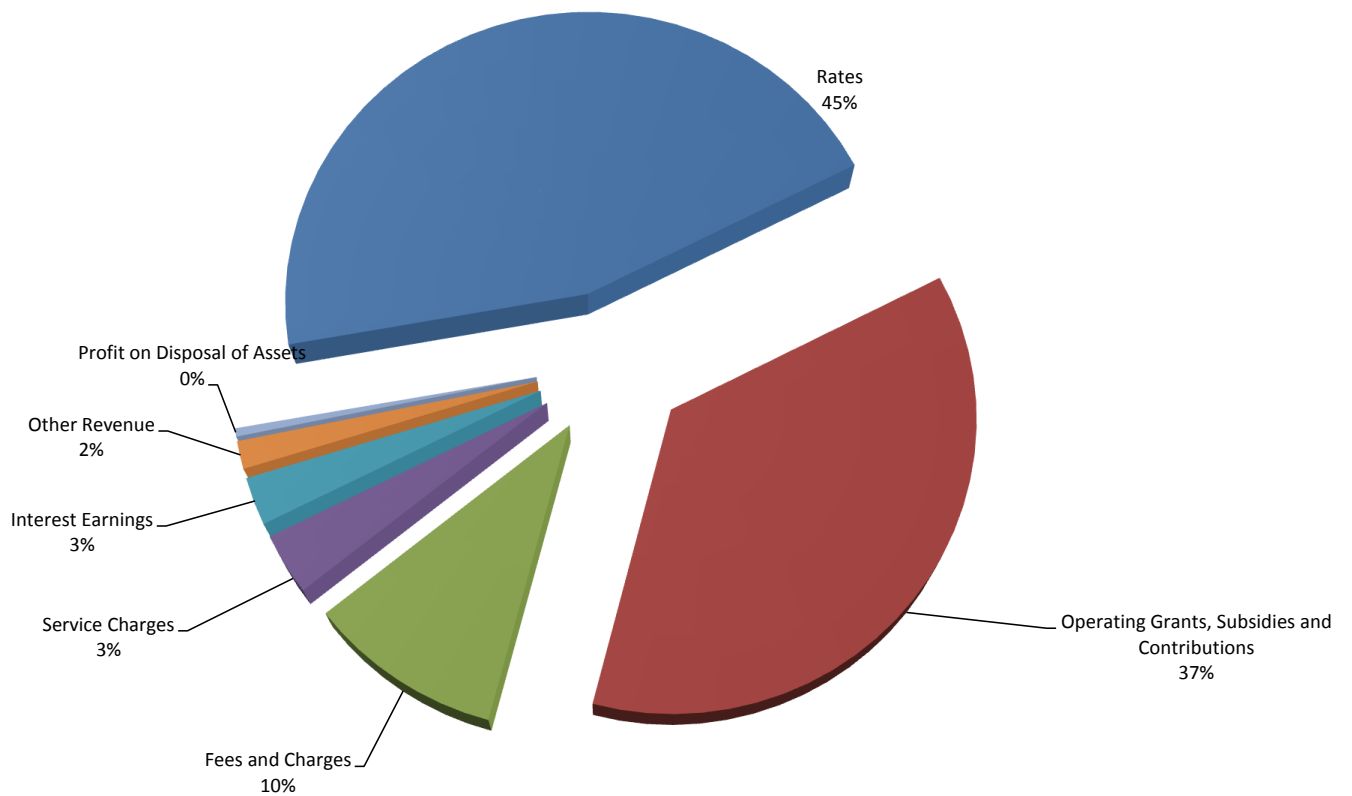
SHIRE OF YILGARN
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 June 2018

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

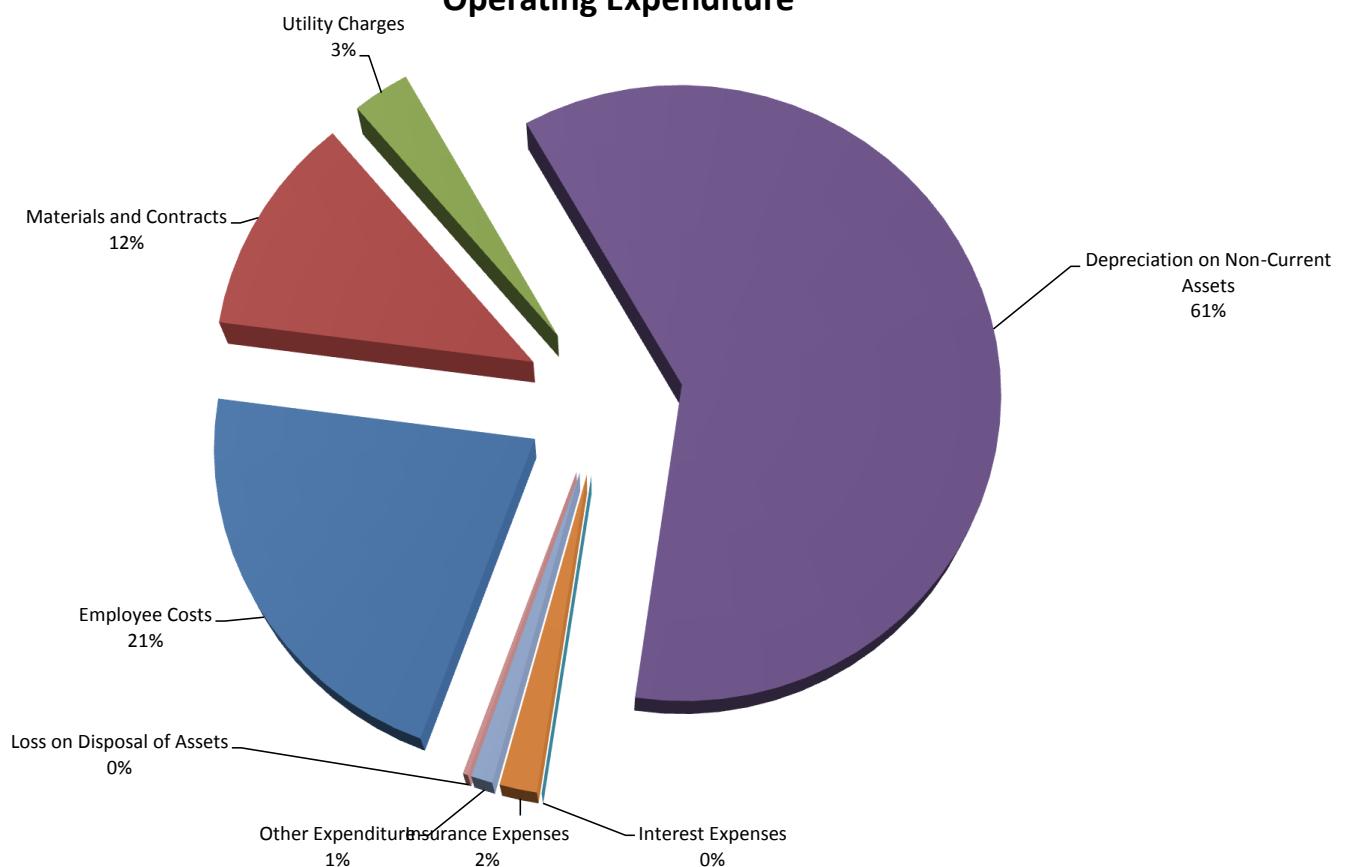
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Operating Revenue



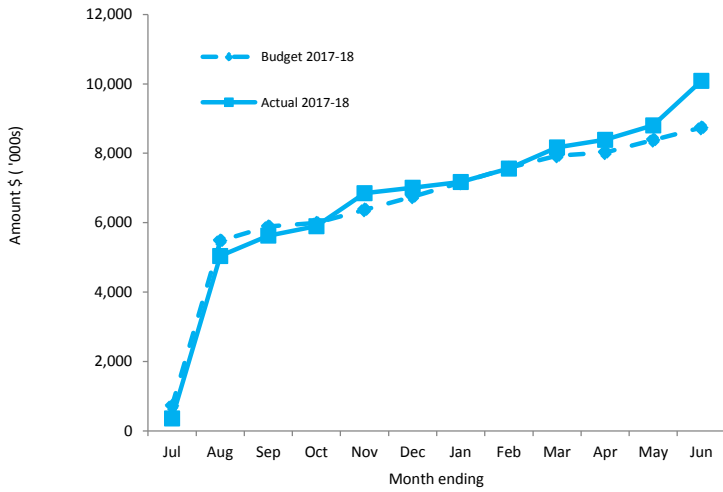
Operating Expenditure



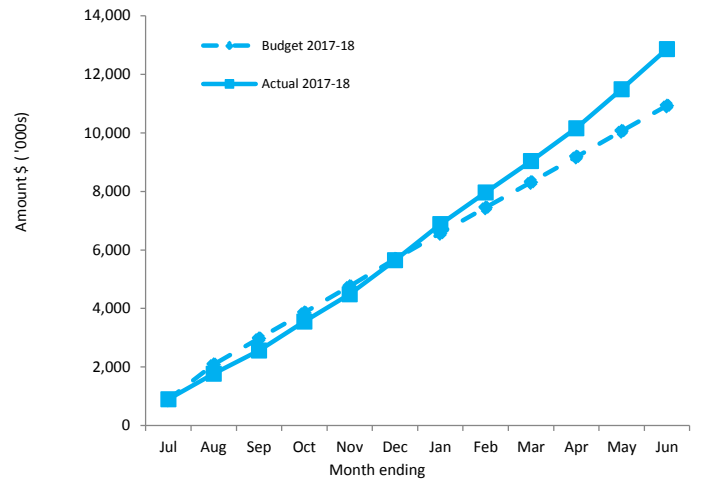
This information is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF YILGARN
Information Summary
For the Period Ended 30 June 2018

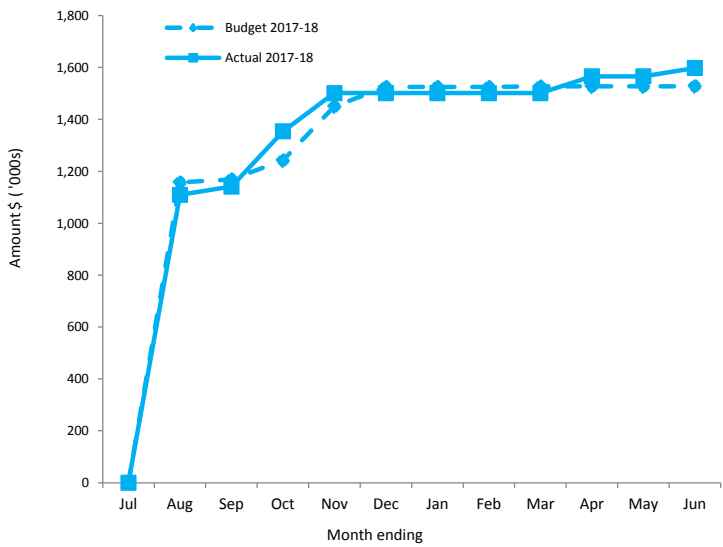
Budget Operating Revenues -v- Actual (Refer Note 2)



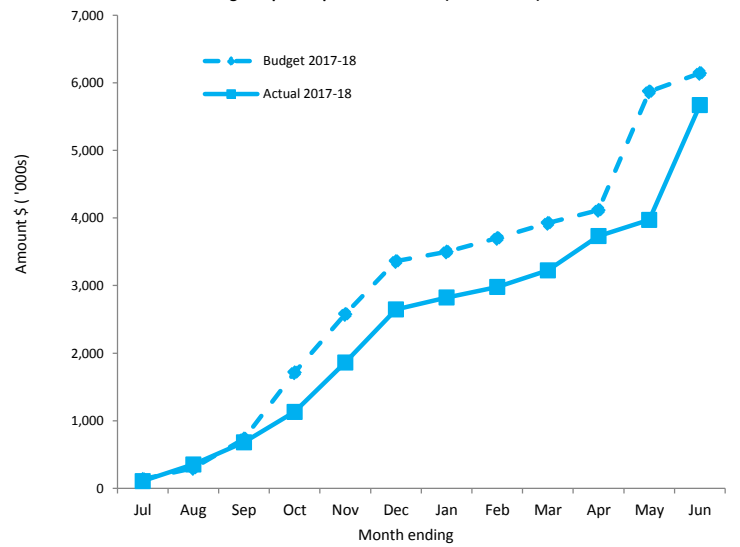
Budget Operating Expenses -v- YTD Actual (Refer Note 2)



Budget Capital Revenue -v- Actual (Refer Note 2)



Budget Capital Expenses -v- Actual (Refer Note 2)



SHIRE OF YILGARN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 June 2018

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3	987,225	987,225	2,096,494	1,109,269	112%	
Revenue from operating activities							
Governance		0	0	0	0		
General Purpose Funding - Rates	9	3,686,019	3,686,019	3,675,024	(10,995)	(0%)	
General Purpose Funding - Other		1,281,803	1,281,803	2,512,394	1,230,591	96%	▲
Law, Order and Public Safety		89,350	89,350	45,680	(43,670)	(49%)	▼
Health		11,000	11,000	1,542	(9,458)	(86%)	
Education and Welfare		179,195	179,195	193,786	14,591	8%	
Housing		87,480	87,480	90,358	2,878	3%	
Community Amenities		541,484	541,484	542,459	975	0%	
Recreation and Culture		115,940	115,940	67,951	(47,989)	(41%)	▼
Transport		260,464	260,464	377,623	117,159	45%	▲
Economic Services		528,915	528,915	529,518	603	0%	
Other Property and Services		128,300	128,300	225,054	96,754	75%	▲
		6,909,950	6,909,950	8,261,388			
Expenditure from operating activities							
Governance		(416,874)	(416,874)	(344,490)	(72,384)	(17%)	▼
General Purpose Funding		(245,575)	(245,575)	(276,613)	24,974	13%	
Law, Order and Public Safety		(460,108)	(460,108)	(377,341)	(82,767)	(18%)	▼
Health		(227,996)	(227,996)	(232,429)	4,433	2%	
Education and Welfare		(514,140)	(514,140)	(503,008)	(11,132)	(2%)	
Housing		(302,590)	(302,590)	(244,953)	(57,638)	(19%)	▼
Community Amenities		(2,499,843)	(2,499,843)	(3,885,086)	1,385,243	55%	▲
Recreation and Culture		(1,646,854)	(1,646,854)	(1,519,111)	(127,743)	(8%)	▼
Transport		(3,549,680)	(3,549,680)	(4,492,161)	942,481	27%	▲
Economic Services		(935,913)	(935,913)	(873,940)	(61,973)	(7%)	▼
Other Property and Services		(127,100)		(111,025)	111,025		
		(10,926,673)	(10,799,573)	(12,860,157)			
Operating activities excluded from budget							
Add back Depreciation		5,533,092	5,533,092	8,124,067	2,590,975	47%	▲
Adjust (Profit)/Loss on Asset Disposal	8	46,500	0	(71,665)	(71,665)		▼
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		1,562,869	1,643,469	3,453,633			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	1,932,960	1,932,960	1,852,261	(80,699)	(4%)	
Proceeds from Disposal of Assets	8	248,500	258,500	314,630	56,130	22%	▲
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(574,605)	(683,365)	(453,573)	(229,792)	(34%)	▼
Infrastructure Assets - Roads	13	(2,658,378)	(2,658,378)	(2,480,342)	(178,036)	(7%)	▼
Infrastructure Assets - Public Facilities	13	(331,705)	(331,705)	(213,737)	(117,968)	(36%)	▼
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	(17,503)	(17,503)	0	(17,503)	(100%)	
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(906,000)	(906,000)	(841,461)	(64,539)	(7%)	▼
Furniture and Equipment	13	(27,000)	(27,000)	0	(27,000)	(100%)	
Amount attributable to investing activities		(2,333,731)	(2,432,491)	(1,822,222)			
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	1,263,674	1,263,674	1,295,346	(31,672)	3%	▼
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	0	0	0	0		
Transfer to Reserves	7	(1,518,038)	(1,611,122)	(1,770,665)	159,543	10%	
Amount attributable to financing activities		(254,364)	(347,448)	(475,319)			
Closing Funding Surplus(Deficit)	3	(38,001)	(149,245)	3,252,586			

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

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

SHIRE OF YILGARN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 June 2018

	Note	Amended Annual Budget	Amended YTD Budget	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	987,225	987,225	2,096,494	1,109,269	112%	▲
Revenue from operating activities							
Rates	9	3,686,020	3,686,019	3,675,025	(10,994)	(0%)	
Operating Grants, Subsidies and Contributions	11	1,643,187	1,747,687	2,961,780	1,214,093	69%	▲
Fees and Charges		756,291	756,291	825,854	69,563	9%	
Service Charges		267,523	267,523	270,630	3,107	1%	
Interest Earnings		178,000	178,000	211,777	33,777	19%	▲
Reimbursements		119,000	119,000	105,524	(13,476)	(11%)	
Other Revenue		92,800	92,800	123,740	30,940	33%	▲
Profit on Disposal of Assets	8	0	0	36,780			
		6,742,821	6,847,320	8,211,110			
Expenditure from operating activities							
Employee Costs		(3,292,151)	(3,292,151)	(2,885,654)	(406,497)	(12%)	▼
Materials and Contracts		(2,406,978)	(2,406,978)	(1,568,837)	(838,141)	(35%)	▼
Utility Charges		(414,250)	(414,250)	(403,879)	(10,371)	(3%)	
Depreciation on Non-Current Assets		(5,533,092)	(5,533,092)	(8,124,067)	2,590,975	47%	▲
Interest Expenses		0	0	0	1,335,966		
Insurance Expenses		(260,470)	(260,470)	(246,709)	(13,761)	(5%)	
Other Expenditure		(235,913)	(235,913)	(143,279)	(92,634)	(39%)	▼
Loss on Disposal of Assets	8	(46,500)	(46,500)	34,885	(81,385)	(175%)	▼
Recoveries Applicable to Non Operating Activities		1,262,681	1,262,681	772,965	489,716	(39%)	
		(10,926,673)	(10,926,673)	(12,564,575)			
Operating activities excluded from budget							
Add back Depreciation		5,533,092	5,533,092	8,124,067	(2,590,975)	47%	
Adjust (Profit)/Loss on Asset Disposal	8	46,500		(71,665)	71,665		
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		1,395,740	1,453,739	3,698,937			
Investing activities							
Grants, Subsidies and Contributions	11	1,932,960	1,932,960	1,852,261	(80,699)	(4%)	
Proceeds from Disposal of Assets	8	248,500	258,500	314,630	56,130	22%	▲
Land Held for Resale		0	0	0	0		▼
Land and Buildings	13	(574,605)	(683,365)	(453,573)	(229,792)	(34%)	▼
Infrastructure Assets - Roads	13	(2,658,378)	(2,658,378)	(2,480,342)	(178,036)	(7%)	
Infrastructure Assets - Public Facilities	13	(331,705)	(331,705)	(213,737)	(117,968)	(36%)	▼
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	(17,503)	(17,503)	0	(17,503)	(100%)	
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(906,000)	(906,000)	(841,461)	(64,539)	(7%)	
Furniture and Equipment	13	(27,000)	(27,000)	0	(27,000)	(100%)	
Amount attributable to investing activities		(2,333,731)	(2,432,491)	(1,822,222)			
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	1,263,674	1,263,674	1,295,346	31,672	3%	
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	0	0	0	0		
Transfer to Reserves	7	(1,518,038)	(1,611,122)	(1,770,665)	(159,543)	(10%)	
Amount attributable to financing activities		(254,364)	(347,448)	(475,319)			
Closing Funding Surplus (Deficit)	3	(205,130)	(338,975)	3,497,890			

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

Refer to Note 2 for an explanation of the reasons for the variance.

2,411,124

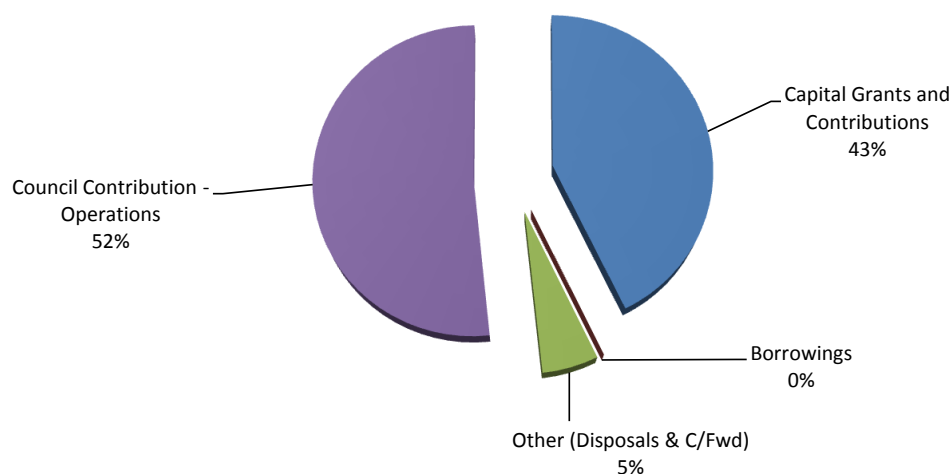
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF YILGARN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 June 2018

Capital Acquisitions

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended YTD Budget (d)	Amended Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	106,699	291,753	683,365	574,605	453,573	(229,792)
Infrastructure Assets - Roads	13	578,014	1,902,328	2,658,378	2,658,378	2,480,342	(178,036)
Infrastructure Assets - Public Facilities	13	143,659	70,078	331,705	331,705	213,737	(117,968)
Infrastructure Assets - Footpaths	13	0	0	0	0	0	0
Infrastructure Assets - Drainage	13	0	0	17,503	17,503	0	(17,503)
Heritage Assets	13	0	0	0	0	0	0
Plant and Equipment	13	841,461	0	906,000	906,000	841,461	(64,539)
Furniture and Equipment	13	0	0	27,000	27,000	0	(27,000)
Capital Expenditure Totals		1,669,833	2,264,159	4,623,951	4,515,191	3,989,113	(634,838)
Capital acquisitions funded by:							
Capital Grants and Contributions				1,932,960	1,932,960	1,852,261	
Borrowings				0	0	0	
Other (Disposals & C/Fwd)				258,500	248,500	314,630	
Council Contribution - Cash Backed Reserves				0	0	0	
Council Contribution - Operations				2,432,491	2,333,731	1,822,222	
Capital Funding Total				4,623,951	4,515,191	3,989,113	

Budgeted Capital Acquisitions Funding



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

Note 1: Significant Accounting Policies

(a) Basis of Accounting

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

Critical Accounting Estimates

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

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

(f) Cash and Cash Equivalents

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

(g) Trade and Other Receivables

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

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

(h) Inventories

General

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

Land Held for Resale

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

(i) Fixed Assets

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

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

Note 1: Significant Accounting Policies

(j) Depreciation of Non-Current Assets

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

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 10 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
bituminous seals	30 years
asphalt surfaces	25 years
Gravel Roads	
formation	not depreciated
pavement	50 years
gravel sheet	15 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	12 years
Sewerage piping	50 years
Water supply piping & drainage systems	50 years
Airfields and runways	30 years
Refuse disposal sites	not depreciated

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

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

Borrowing Costs

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

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

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

Note 1: Significant Accounting Policies

(o) Current and Non-Current Classification

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

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

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.

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

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

Note 1: Significant Accounting Policies

(r) Program Classifications (Function/Activity)

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

GOVERNANCE

Objective:

To provide a decision making process for the efficient allocation of scarce resources.

Activities:

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

GENERAL PURPOSE FUNDING

Objective:

To collect revenue to allow for the provision of services.

Activities:

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

Objective:

To provide services to help ensure a safer and environmentally conscious community.

Activities:

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

HEALTH

Objective:

To provide an operational framework for environmental and community health.

Activities:

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

EDUCATION AND WELFARE

Objective:

To provide services to disadvantaged persons, the elderly, children and youth.

Activities:

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

HOUSING

Objective:

To provide and maintain elderly residents housing.

Activities:

Provision and maintenance of elderly residents housing.

COMMUNITY AMENITIES

Objective:

To provide services required by the community.

Activities:

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

RECREATION AND CULTURE

Objective:

To establish and effectively manage infrastructure and resource which will help the social well being of the community.

Activities:

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

TRANSPORT

Objective:

To provide safe, effective and efficient transport services to the community.

Activities:

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

ECONOMIC SERVICES

Objective:

To help promote the shire and its economic wellbeing.

Activities:

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

OTHER PROPERTY AND SERVICES

Objective:

To monitor and control Shire overheads operating accounts.

Activities:

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

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

Note 2: 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 budget materially.

The material variance adopted by Council for the 2017/18 year is \$30,000 or 10% whichever is the greater.

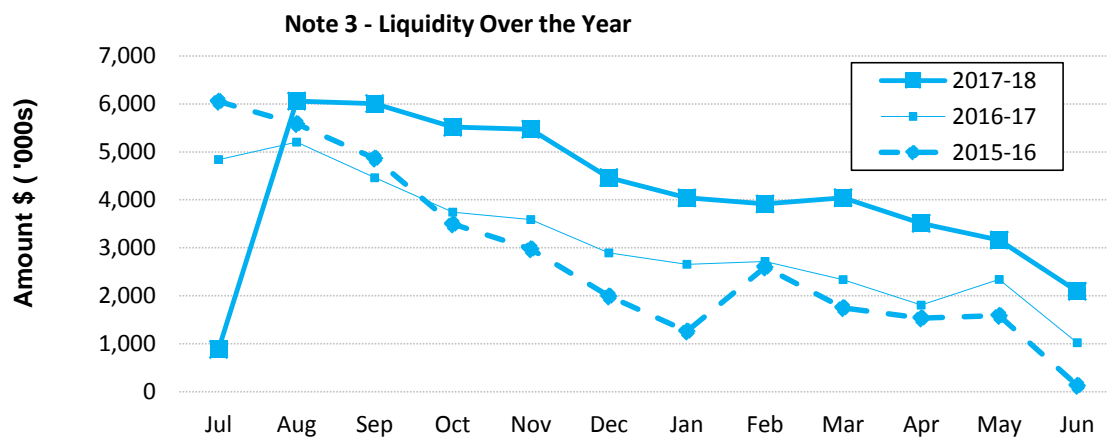
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Law, Order and Public Safety	(43,670)	(49%)	▼	Timing	Schedule wide expenditure unders
Recreation and Culture	(47,989)	(41%)	▼	Timing	State CLGF Swimming Pool Grant not received.
Transport	117,159	45%	▲	Permanent	\$67,670 in unbudgeted HVRIC funds, \$36,780 in unbudgeted Profit on Sale
Other Property and Services	96,754	75%	▲	Permanent	16/17 & 17/18 Hanking Marvel Loch payments received
				Permanent	\$12,600 trainee support payments received.
Operating Expense					
Governance	(72,384)	(17%)	▼	Timing	Schedule wide expenditure unders
Law, Order and Public Safety	(82,767)	(18%)	▼	Timing	Expenditure under
Housing	(57,638)	(19%)	▼	Timing	Schedule wide expenditure unders
Community Amenities	1,385,243	55%	▲	Timing	Demolition work, on going monthly rubbish collection, expenditures over
Recreation and Culture	(127,743)	(8%)	▼	Timing	Schedule wide expenditure unders
Transport	942,481	27%	▲	Timing	Increase in Infrastructure - Roads depreciation due to initial incorrect valuations. To be investigated and reversals done prior to EOY.
Economic Services	(61,973)	(7%)	▼	Timing	Schedule wide expenditure unders
Capital Revenues					
Proceeds from Disposal of Assets	56,130	22%	▲	Timing	Grader Purchased in December
Capital Expenses					
Land and Buildings	(229,792)	(34%)	▼	Timing	Works delayed due to delay in Ministerial Approval of Rates
Infrastructure - Roads	(178,036)	(7%)	▼	Timing	Works delayed due to delay in Ministerial Approval of Rates
Infrastructure - Public Facilities	(117,968)	(36%)	▼	Timing	Works delayed due to delay in Ministerial Approval of Rates
Plant and Equipment	(64,539)	(7%)	▼	Timing	Plant renewals undertaken early

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

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 Jun 2017	30 Jun 2017	30 Jun 2018
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	838,861	838,861	1,721,025
Cash Restricted	4	5,630,897	5,630,897	6,106,216
Receivables - Rates	6	502,301	502,301	733,500
Receivables - Other	6	26,234	26,234	42,580
Interest / ATO Receivable/Trust		48,847	48,847	16,401
Inventories		85,850	85,850	39,137
		7,132,991	7,132,991	8,658,859
Less: Current Liabilities				
Payables		(321,697)	(321,697)	(236,882)
Provisions		(193,172)	(193,172)	(219,267)
		(514,869)	(514,869)	(456,149)
Less: Cash Reserves	7	(5,630,897)	(5,630,897)	(6,106,216)
Net Current Funding Position		987,225	987,225	2,096,494



Comments - Net Current Funding Position

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

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Muni Funds - Bank Working Acc	63,703			63,703	Westpac	0.10%	At Call
Muni Funds - Bank Investment Acc	1,552,338			1,552,338	Westpac	0.50%	At Call
Trust Fund Bank			303,728	303,728	Westpac	0.10%	At Call
Cash On Hand	1,350			1,350			
(b) Term Deposits							
Muni Funds - Notice Saver (31 Days)	103,634			103,634	Westpac	2.35%	31 Days from Call
Muni Funds - Notice Saver (60 Days)	0			0	Westpac	2.40%	60 Days from Call
Muni Funds - Notice Saver (90 Days)	0			0	Westpac	2.45%	90 Days from Call
Reserve Funds - Notice Saver (90 Days)		6,106,216		6,106,216	Westpac	2.45%	90 Days from Call
Total	1,721,025	6,106,216	303,728	8,130,969			

Comments/Notes - Investments

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

Note 5: 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						
	Permanent Changes						
	Opening surplus adjustment	16/2018	Opening Surplus			(8,005)	(8,005)
<u>03. General Purpose Funding</u>							
R03200	Grants Commission General	16/2018	Operating Revenue		32,152		24,147
R03201	Grants Commission Roads	16/2018	Operating Revenue			(47,749)	(23,602)
<u>09. Housing</u>							
E09553	Independance Living Units - Capital	16/2018	Capital Expenses		40,000		16,398
E09612	35 Taurus St Maintenance	16/2018	Operating Expenses			(12,000)	4,398
<u>10. Community Amenities</u>							
E10718	Reserve 9895 (Old Shire Depot)	16/2018	Operating Expenses		40,000		
R10841	Realisation	16/2018	Operating Revenue			(6,000)	(1,602)
						(10,000)	(11,602)
<u>11. Recreation & Culture</u>							
R11311	Contributions, Reimbursements & Donations	16/2018	Operating Revenue		28,000		16,398
E11341	Yilgarn Bowls & Tennis Club - Capital	16/2018	Capital Expenses			(12,775)	3,623
E11342	Mt Hampton Tennis Club - Capital	16/2018	Capital Expenses			(27,500)	(23,877)
E11510	Museum General Purchases (Committee Usage)		Operating Expenses			(7,500)	(31,377)
<u>12. Transport</u>							
R12101	Mrwa Direct Grant	16/2018	Capital Revenue			(131,946)	(163,323)
TRU01	TRU - Antares St - Parking Areas Asphalt Overlay - GEH to Canopus St (2017/18)	16/2018	Capital Expenses		150,000		(13,323)
<u>13. Economic Services</u>							

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

Note 5: 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
E13224	Visitors Centre - Operations	16/2018	Operating Expenses			(1,500)	(14,823)
J13203	Caravan Park Improvements - Capital	16/2018	Capital Expenses			(40,000)	(54,823)
R13400	Rent - Horse Paddocks	16/2018	Operating Revenue		3,000		(51,823)
E13401	Standpipes - Upgrade	16/2018	Capital Expenses			(135,000)	(186,823)
E13900	Administration Allocated	16/2018	Operating Expenses			(16,000)	(202,823)
E13901	Domestic Salaries	16/2018	Operating Expenses			(10,000)	(212,823)
<u>14. Other Property & Services</u>							
R14701	Reimbursements (Gst Free)	16/2018	Operating Revenue		33,000		(179,823)
E14209	Works Employees Lsl	16/2018	Operating Expenses			(18,000)	(197,823)
E14250	Less P.W.O. Allocated	16/2018	Operating Expenses		18,000		(179,823)
E14618	Other	16/2018	Operating Expenses			(20,000)	(199,823)
E14705	Lsl Entitlement Paid To Other Councils	16/2018	Operating Expenses			(3,100)	(202,923)
E14748	Workers Compensation Paid	16/2018	Operating Expenses			(33,000)	(235,923)
E14729	T/Fer To Hvrlic Reserve	16/2018	Capital Expenses			(93,084)	(329,007)
	Changes Due to Timing						
	Nil						
				0	344,152	(633,159)	

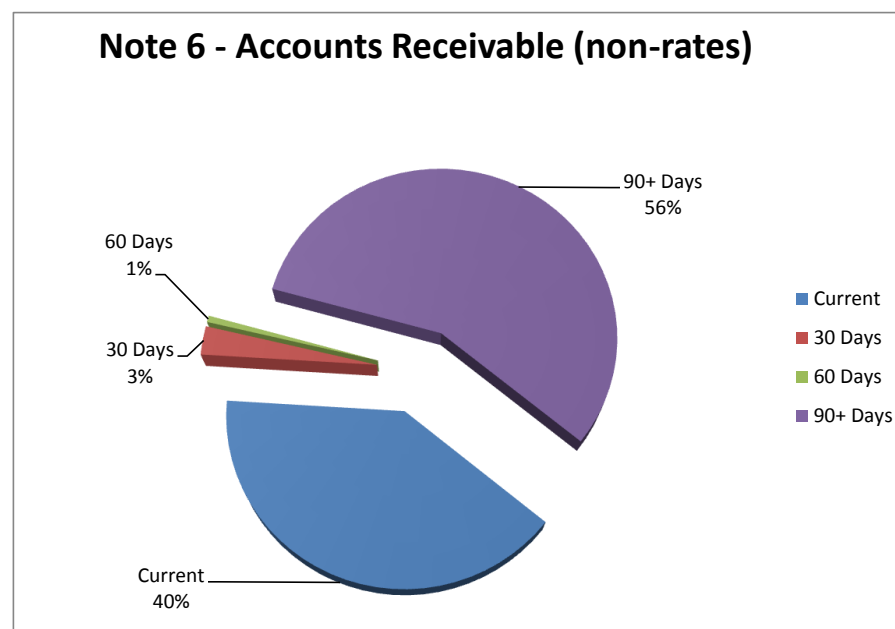
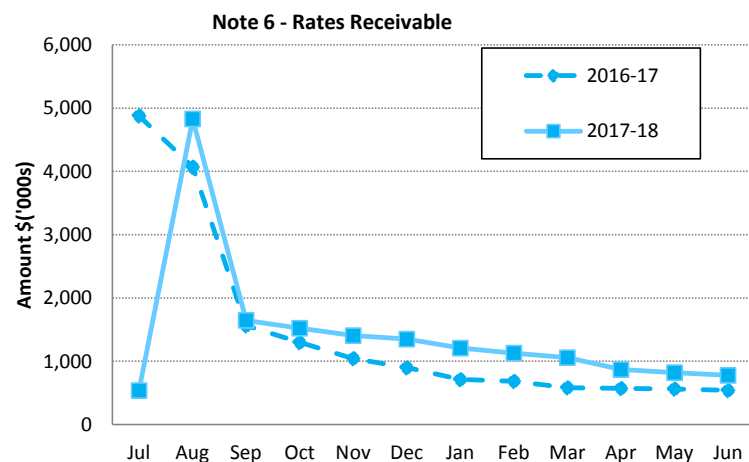
SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 6: Receivables

Receivables - Rates Receivable	30 Jun 2018	30 June 2017
	\$	\$
Opening Arrears Previous Years	502,301	421,023
Levied this year	3,675,025	3,833,302
<u>Less</u> Collections to date	(3,652,458)	(3,752,023)
Equals Current Outstanding	524,869	502,301
Net Rates Collectable	524,869	502,301
% Collected	87.44%	88.19%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	17,089	1,145	260	24,085	42,580
Balance per Trial Balance					
Sundry Debtors					42,580
Receivables - Other					0
Total Receivables General Outstanding					42,580

Amounts shown above include GST (where applicable)



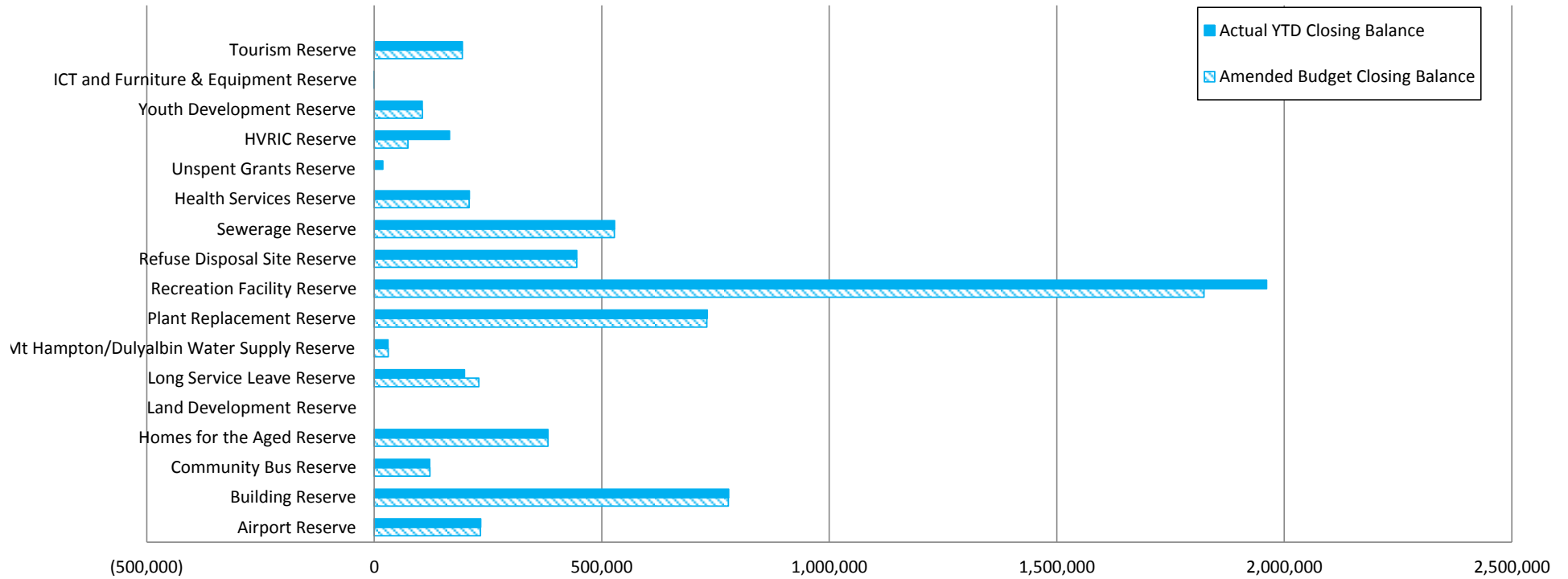
SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 7: Cash Backed Reserve

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Airport Reserve	130,428	3,130	3,437	100,000	100,000	0	0	233,558	233,865
Building Reserve	564,484	13,547	14,482	200,000	200,000	0	0	778,031	778,967
Community Bus Reserve	119,271	2,862	2,989	0	0	0	0	122,133	122,260
Homes for the Aged Reserve	372,638	8,943	9,339	0	0	0	0	381,581	381,977
Land Development Reserve	60,208	0	0	0	0	(60,208)	(60,208)	0	0
Long Service Leave Reserve	224,656	5,391	5,577	0	0	0	(31,672)	230,047	198,561
Mt Hampton/Dulyalbin Water Supply Reserve	29,763	714	746	0	0	0	0	30,477	30,509
Plant Replacement Reserve	420,856	10,100	11,051	300,000	300,000	0	0	730,956	731,906
Recreation Facility Reserve	986,714	26,923	29,473	809,990	945,084	0	0	1,823,627	1,961,271
Refuse Disposal Site Reserve	434,438	10,426	10,887	0	0	0	0	444,864	445,326
Sewerage Reserve	515,490	12,371	12,919	0	0	0	0	527,861	528,409
Health Services Reserve	203,786	4,890	5,139	0	0	0	0	208,676	208,925
Unspent Grants Reserve	1,128,580	0		0	19,136	(1,128,580)	(1,128,580)	0	19,136
HVRIC Reserve	72,523	1,740	0	0	93,084	0	0	74,263	165,607
Youth Development Reserve	103,268	2,478	2,588	0	0	0	0	105,746	105,856
ICT and Furniture & Equipment Reserve	74,886	0	0	0	0	(74,886)	(74,886)	(0)	(0)
Tourism Reserve	188,907	4,533	4,734	0	0	0	0	193,440	193,641
	5,630,897	108,048	113,360	1,409,990	1,657,304	(1,263,674)	(1,295,346)	5,885,261	6,106,216

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

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



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

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and Equipment								
1502	2012 Toro Ride on Mower - YL 345	16,460	11,300		(5,160)	16,000	5,000		(11,000)
1853	2009 John Deere Grader - YL 542	80,711	113,739	33,028		85,000	75,000		(10,000)
1854	2009 Truck Mitsubishi Fuso Water YL 469	85,755	65,000		(20,755)	96,000	75,000		(21,000)
1896	2014 Lancruiser 70 Series Ute	35,535	39,091	3,556		35,000	35,000		
1997	2015 Ford Ranger XLT Dual Cab - YL 150	34,349	34,545	196		35,000	35,000		
1996	2015 Toyota Kluger - YL 50	27,948	25,455	0	(2,493)	28,000	23,500		(4,500)
2003	2015 Toyota Kluger - YL 152	25,613	19,136		(6,477)				
2024	Toyota Aurion - YL 290	6,364	6,364	0					
		312,734	314,630	36,780	(34,885)	295,000	248,500	0	(46,500)

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

Note 9: Rating Information

	Rate in	Number of Properties	Rateable Value	YTD Actual				Amended Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV - Residential/Industrial	11.0121	389	2,976,174	319,048	0	0	319,048	327,739	0	0	327,739
GRV - Commercial	7.7518	32	995,384	77,160	0	0	77,160	77,160	0	0	77,160
GRV - Minesite	15.5036	4	120,160	18,629	0	0	18,629	18,629	0	0	18,629
GRV - Single Persons Quarters	15.5036	9	1,698,512	263,331	0	0	263,331	263,331	0	0	263,331
UV - Rural	1.7229	379	96,274,731	1,657,852	0	0	1,657,852	1,658,717	0	0	1,658,717
UV - Mining Tenement	17.0500	267	7,375,477	1,256,971	0	0	1,256,971	1,257,519	0	0	1,257,519
Sub-Totals		1,080	0	3,592,991	0	0	3,592,991	3,603,095	0	0	3,603,095
Minimum Payment	\$										
GRV - Residential/Industrial	500.00	127	184,621	63,500	0	0	63,500	63,500	0	0	63,500
GRV - Commercial	400.00	7	19,934	2,800	0	0	2,800	2,800	0	0	2,800
GRV - Minesite	400.00	3	3,340	1,200	0	0	1,200	1,200	0	0	1,200
GRV - Single Persons Quarters	400.00	1	400	400	0	0	400	400	0	0	400
UV - Rural	400.00	38	341,046	15,600	0	0	15,600	15,200	0	0	15,200
UV - Mining Tenement	400.00	265	287,280	104,272	0	0	104,272	106,000	0	0	106,000
Sub-Totals		441	836,621	187,772	0	0	187,772	189,100	0	0	189,100
		1,521	836,621	3,780,763	0	0	3,780,763	3,792,195	0	0	3,792,195
Concession							(139,577)				(140,000)
Amount from General Rates							3,641,186				3,652,195
Ex-Gratia Rates							33,839				33,825
Totals							3,675,025				3,686,020

Comments - Rating Information

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

Note 10: Information on Borrowings

(a) Debenture Repayments

The Shire of Yilgarn has no loan borrowings in 2017/18.

(b) New Debentures

The Shire of Yilgarn has not budgeted to raise any new budgeted funds during 2017/18.

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

Note 11: Grants and Contributions

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating	Budget Capital	YTD Budget	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue	(Expended) (c)	Unspent Grant (a)+(b)+(c)
				\$	\$	\$				\$	\$	\$
General Purpose Funding												
Grants Commission - General	WALGGC	Operating	0	428,502	0	428,502	428,502		428,502	860,211	(860,211)	0
Grants Commission - Roads	WALGGC	Operating	0	664,701	0	664,701	664,701		664,701	1,432,227	(1,432,227)	0
Law, Order and Public Safety												
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating - Tied	0	58,350	0	58,350	58,350		58,350	43,740	(43,740)	0
Education & Welfare												
DRD Grant - Community Resource Centre Operations	Regional Development	Operating - Tied	2,592	0	0	104,500	0		0	99,752	(99,752)	2,592
Centrelink Commissions	Centrelink	Operating	0	4,775	0	4,775	4,775		4,775	5,370	(5,370)	0
Sport & Recreation Grant - Kidsport	Dept. Sport & recreation	Operating - Tied	0	2,500	0	2,500	2,500		2,500	1,126	(1,560)	0
Grant - Seniors Week	Council on the Aged	Operating - Tied	0	800	0	800	800		800	885	(376)	509
Community Amenities												
Grants - Various Community Development Programs	Various	Operating	0	2,000	0	2,000	2,000		2,000	800	(376)	0
Recreation and Culture												
Sport & Recreation Grant - Swimming Pool	Dept. Sport & recreation	Operating - Tied	0	32,000	0	32,000	32,000		32,000	0	0	0
DRD Community Chest Grant - Outdoor Fitness Centre	Regional Development	Non-operating	0	0	42,890	42,890	42,890		42,890	25,000	(25,000)	0
Mt Hampton Tennis Club - Facility Upgrade Contrib.	Mt Hampton Tennis Club	Non-operating	0	0	42,890	42,890	42,890		42,890	0	0	0
Transport												
Main Roads - Direct Grant	Main Roads WA	Operating - Tied	0	179,184	0	179,184	179,184		179,184	179,184	(179,184)	0
HVRIC - WA Salt	WA Salt	Operating	0	45,000	0	45,000	45,000		45,000	121,549	(121,549)	0
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	1,084,950	1,084,950	1,084,950		1,084,950	1,084,530	(1,084,530)	0
RRG Grants - Capital Projects	Regional Road Group	Non-operating	0	0	742,490	742,490	742,490		742,490	740,756	(740,756)	0
Street Light Operation Subsidy	Main Roads WA	Operating	0	9,100	0	9,100	9,100		9,100	9,344	(9,344)	0
Economic Services												
Biodiversity Fund Project - Saly Bush Trees	Dept. of the Environment	Operating - Tied	0	1,650	0	1,650	1,650		1,650	2,592	(6,978)	0
Skeleton Weed LAG Program	State Skeleton Weed Committee	Operating - Tied	0	214,625	0	214,625	214,625		214,625	205,000	(186,101)	18,899
CLGF Grant - Caravan Park Upgrades	Dept. Regional Development	Non-operating	19,740	0	19,740	19,740	19,740		19,740	1,975	(19,740)	1,975
TOTALS			22,332	1,643,187	1,932,960	3,680,647	3,576,147	0	3,576,147	4,814,041	(4,816,794)	23,975
SUMMARY												
Operating	Operating Grants, Subsidies and Contributions		0	1,154,078	0	1,154,078	1,154,078	0	1,154,078	2,429,501	(2,429,077)	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		2,592	489,109	0	593,609	489,109	0	489,109	532,279	(517,691)	22,000
Non-operating	Non-operating Grants, Subsidies and Contributions		19,740	0	1,932,960	1,932,960	1,932,960	0	1,932,960	1,852,261	(1,870,026)	1,975
TOTALS			22,332	1,643,187	1,932,960	3,680,647	3,576,147	0	3,576,147	4,814,041	(4,816,794)	23,975

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















Note 12: Trust Fund

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

Description	Opening Balance 01 Jul 2017	Amount Received	Amount Paid	Closing Balance 30 Jun 2018
	\$	\$	\$	\$
Police Licensing	5,756	616,206	(616,205)	5,757
Builders Levy	-18,499	25,325	(1,486)	5,340
Transwa Bookings	-520,514	537,237	(12,934)	3,789
Staff Personal Dedns	38,952	37,460	(33,475)	42,937
Housing Tenancy Bonds	20,740	1,280	(11,360)	10,660
Hall Hire Bonds And Deposits	3,108	350	(350)	3,108
Security Key System - Key Bonds	1,530	300	(300)	1,530
Skeleton Weed	33,637	0	20,250	53,887
Clubs & Groups	13,118	0	(10,364)	2,754
Third Party Contributions	6,117	631	(200)	6,548
Rates Overpaid	6,876	14,369	(5,489)	15,756
Medical Services Provision	107,093	0	0	107,093
YBTC Sinking Fund	19,998	6,666	0	26,664
Dump Point	92	0	0	92
SXFC Sinking Fund	1,000	1,000	0	2,000
Museum Trust	15,813	0	0	15,813










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

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
 Level of completion indicator, please see table at the end of this note for further detail.								
Land & Buildings								
Community Amenities								
Community Amenities Total		0	0	0	0	0	0	
Education & Welfare								
 Senior Citizens Centre - Replace Skittings & Flooring	E08350	0	(2,391)	(2,391)	0	(11,575)	9,184	
 Homes for the Aged - Capital Renewals	E08450	0	(84,845)	(84,845)	0	(97,185)	12,340	
Education & Welfare Total		0	(87,236)	(87,236)	0	(108,760)	21,524	
Housing								
 3 Libra Place - Replace Wood Fire Heater	E09152	0	(5,321)	(5,321)	(5,800)	(5,800)	479	
 2 Libra Place - Capital Renewals	E09251	0	(49,800)	(49,800)	(41,985)	(41,985)	(7,815)	
 120 Antares Street - R/C Aircon, Kitchen Cabinets & Internal Paint	E09413	0	(23,275)	(23,275)	(27,835)	(27,835)	4,560	
 103 Altair Street - Replace North Gable	E09550	0	(1,458)	(1,458)	(7,250)	(7,250)	5,792	
 6 Libra Place - Repaint External Timbers & Guttering	E09552	0	(5,258)	(5,258)	(6,000)	(6,000)	742	
 Independant Living Units - Capital Contribution	E09553	0	0	0	0	0	0	
 80 Spica Street - Laundry Cabinet & Tapware and External Paint	E09617	0	(3,135)	(3,135)	(13,070)	(13,070)	9,935	
Housing Total		0	(33,126)	(88,247)	(101,940)	(101,940)	13,693	
Recreation And Culture								
 Southern Cross Community Centre - Capital Renewals	E11151	0	(6,574)	(6,574)	(19,150)	(19,150)	12,576	
 Southern Cross Sports Complex Buildings - Capital renewals	E11351	0	(24,253)	(24,253)	(54,600)	(54,600)	30,347	
Recreation And Culture Total		0	(30,827)	(30,827)	(73,750)	(73,750)	42,923	
Transport								
Transport Total		0	0	0	0	0	0	
Economic Services								
 Caravan Park Improvements	E13214	0	(128,114)	(128,114)	(177,015)	(177,015)	48,901	
 Standpipe Upgrades	E13401	(90,813)	0	(90,813)	(145,000)	(145,000)	54,187	
Economic Services Total		(90,813)	(128,114)	(218,927)	(322,015)	(322,015)	103,088	


















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

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Other Property & Services								
 Administration Centre - Capital Renewals	E14650	0	(12,450)	(12,450)	(56,750)	(56,750)	44,300	
 Depot Administration - Capital Upgrades	E14651	(15,886)	0	(15,886)	(20,150)	(20,150)	4,264	
Other Property & Services Total		(15,886)	(12,450)	(28,336)	(76,900)	(76,900)	48,564	
Buildings Total		(106,699)	(291,753)	(453,573)	(574,605)	(683,365)	229,792	
Drainage/Culverts								
Community Amenities								
 Southern Cross Drainage - Upgrades	E10950	0	0	0	(17,503)	(17,503)	17,503	
Community Amenities Total		0	0	0	(17,503)	(17,503)	17,503	
Drainage/Culverts Total		0	0	0	(17,503)	(17,503)	17,503	
Furniture & Office Equip.								
Other Property & Services								
 Computer Hardware Upgrade/New	E14653	0	0	0	(27,000)	(27,000)	27,000	
Other Property & Services Total		0	0	0	(27,000)	(27,000)	27,000	
Recreation And Culture								
 Rec Centre - Furniture & Equipment								
Recreation And Culture Total								
Plant , Equip. & Vehicles								
Community Amenities								
 YL 290 - Toyota Aurion	E10841	(26,826)	0	(26,826)	(33,000)	(33,000)	6,174	
Community Amenities Total		(26,826)	0	(26,826)	(33,000)	(33,000)	6,174	
Recreation And Culture								
 YL 345 - Toro Ride on Mower	E11357	(35,354)	0	(35,354)	(32,000)	(32,000)	(3,354)	
Recreation And Culture Total		(35,354)	0	(35,354)	(32,000)	(32,000)	(3,354)	
Transport								
 YL 542 - John Deere Grader	E12350	(333,295)	0	(333,295)	(385,000)	(385,000)	51,705	
 YL 469 - Mitsubishi 8 Wheel Truck	E12350	(275,750)	0	(275,750)	(286,000)	(286,000)	10,250	













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

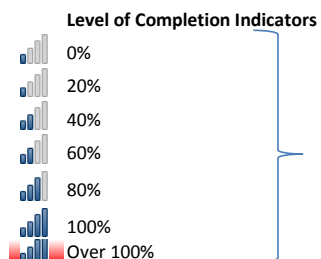
Note 13: Capital Acquisitions

		YTD Actual			Amended Budget			Strategic Reference / Comment
Assets	Account	New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
 YL 645 - 4x4 Utility (Mechanic)	E12350	(62,473)	0	(62,473)	(60,500)	(60,500)	(1,973)	
 YL 150 - 4x4 Dual Cab Utility (EMI)	E12350	(51,694)	0	(51,694)	(59,500)	(59,500)	7,806	
 Depot Tools & Minor Plant	E12351	(5,588)	0	(5,588)	(5,500)	(5,500)	(88)	
Transport Total		(728,800)	0	(728,800)	(796,500)	(796,500)	67,700	
Other Property & Services								
 YL 50 - Toyota Kluger	E14750	(50,481)	0	(50,481)	(44,500)	(44,500)	(5,981)	
Other Property & Services Total		(50,481)	0	(50,481)	(44,500)	(44,500)	(5,981)	
Plant , Equip. & Vehicles Total		(841,461)	0	(841,461)	(906,000)	(906,000)	64,539	
Public Facilities								
Community Amenities								
 Southern Cross Refuse Disposal Site - Capital Construction	E10150	(75,333)	0	(75,333)	(86,255)	(86,255)	10,922	
 Southern Cross Sewerage - Capital Renewals	E10350	0	(20,650)	(20,650)	(60,000)	(60,000)	39,350	
 Marvel Loch Sewerage - Renewals	E10450	0	(49,428)	(49,428)	(70,000)	(70,000)	20,572	
Community Amenities Total		(75,333)	(70,078)	(145,411)	(216,255)	(216,255)	70,844	
Recreation And Culture								
 Mt Hamton Tennis Courts - Resurfacing	E11342	0	0	0	(45,000)	(45,000)	45,000	
 Playground Equipment	E11352	(3,139)	0	(3,139)	(7,500)	(7,500)	4,361	
 Outdoor Fitness Centre	E11358	(65,187)	0	(65,187)	(62,950)	(62,950)	(2,237)	
Recreation And Culture Total		(68,326)	0	(68,326)	(115,450)	(115,450)	47,124	
Public Facilities Total		(143,659)	(70,078)	(213,737)	(331,705)	(331,705)	117,968	
Roads (Non Town)								
Transport								
 RRG - Bodallin North Road - Reseal	RRG01	0	(426,346)	(426,346)	(426,011)	(426,011)	(335)	
 RRG - Koolyanobbing Road - Construct & Seal to 7 m	RRG02	0	(556,078)	(556,078)	(559,206)	(559,206)	3,128	
 RRG - Koolyanobbing Road- 7m Reseal	RRG03	0	(43,361)	(43,361)	(42,998)	(42,998)	(363)	
 RRG - Koolyanobbing Road - 10m Reseal	RRG04	0	(83,904)	(83,904)	(82,301)	(82,301)	(1,603)	
 R2R - Crampthorn Road - Bitumen Seal	R2R03	0	(42,518)	(42,518)	(42,150)	(42,150)	(368)	
 R2R - Crampthorn Road - Formation & Gravel Overlay	R2R04	(177,356)	0	(177,356)	(172,289)	(172,289)	(5,067)	
 R2R - Crampthorn Road - Construct & Seal to 7m	R2R05	0	(305,186)	(305,186)	(301,701)	(301,701)	(3,485)	

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

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
 R2R - Emu Fence Road - Formation & Gravel Overlay	R2R09	(203,630)	0	(203,630)	(203,413)	(203,413)	(217)	
 R2R - Southern Cross South Road - Formation & Gravel Overlay	R2R10	0	(187,208)	(187,208)	(186,042)	(186,042)	(1,166)	
 R2R - Three Boys Road - Bitumen Reseal	R2R11	0	(60,964)	(60,964)	(60,820)	(60,820)	(144)	
 R2R - Bullfinch Evastone Road - Formation & Gravel Overlay	R2R12	(119,214)	0	(119,214)	(116,658)	(116,658)	(2,556)	
 RRU - Kent Road - Gravel Overlay	RRU01	0	0	0	(80,453)	(80,453)	80,453	
 RRU - Landfill Access Road - Bitumen Reseal	RRU02	0	(76,451)	(76,451)	(74,361)	(74,361)	(2,090)	
 RRU - Algebin Street (Hospital Emergency Access) - Bitumen Reseal	RRU03	0	(6,338)	(6,338)	(15,943)	(15,943)	9,605	
 RRU - Southern Cross South Road - Formation & Gravel Overlay	RRU04	(77,814)	0	(77,814)	(84,981)	(84,981)	7,167	
 RRU - Nulla Nulla South Road - Formation & Gravel Overlay	RRU05	0	0	0	(69,821)	(69,821)	69,821	
Transport Total		(578,014)	(1,788,354)	(2,366,368)	(2,519,148)	(2,519,148)	152,780	
Roads (Non Town) Total		(578,014)	(1,788,354)	(2,366,368)	(2,519,148)	(2,519,148)	152,780	
Town Streets								
Transport								
 TRU - Antares Street - Parking Areas Asphalt Overlay	TRU01	0	(75,439)	(75,439)	(99,003)	(99,003)	23,564	
 TRU - Airstrip Access Road & Parking Area - Bitumen Reseal	TRU02	0	(28,278)	(28,278)	(27,977)	(27,977)	(301)	
 Community Assistance - General Provision	E12602	0	(10,257)	(10,257)	(12,250)	(12,250)	1,993	
Transport Total		0	(113,974)	(113,974)	(139,230)	(139,230)	25,256	
Town Streets Total		0	(113,974)	(113,974)	(139,230)	(139,230)	25,256	
Capital Expenditure Total		(1,669,833)	(2,264,159)	(3,989,113)	(4,515,191)	(4,623,951)	634,838	



Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

Attachments

9.2.2

Date: 11/07/2018
Time: 10:27:27AM

SHIRE OF YILGARN

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
40640	22/06/2018	LGRCEU	Payroll deductions	A		20.50
40641	22/06/2018	SHIRE OF YILGARN	Payroll deductions	A		1,580.00
40642	22/06/2018	SHIRE OF YILGARN	RATES DEDUCTION INVOICE # 60 - MARK CULLEN	A		1,062.50
40643	22/06/2018	YILGARN SHIRE SOCIAL CLUB	Payroll deductions	A		132.00
40644	22/06/2018	TELSTRA	TELEPHONE - MAY 2018	A		2,182.77
40645	22/06/2018	YILGARN HISTORY MUSEUM	PETTY CASH REIMBURSEMENT - JUNE 2018	A		183.90
40646	05/07/2018	SHIRE OF YILGARN	PETTY CASH REIMBURSEMENT - JUNE 2018	A		472.35
40647	05/07/2018	GLEN CULLEN	CHEMIST LEASE - JUNE 2018	A		550.00
40648	05/07/2018	LGRCEU	Payroll deductions	A		20.50
40649	05/07/2018	SHIRE OF YILGARN	Payroll deductions	A		1,580.00
40650	05/07/2018	SHIRE OF YILGARN	RATES DEDUCTION INVOICE #61 MARK CULLEN	A		1,000.00
40651	05/07/2018	YILGARN SHIRE SOCIAL CLUB	Payroll deductions	A		132.00
40652	05/07/2018	TELSTRA	PHONE - JUNE 18 - SKELETONWEED MOBILE	A		172.20
40653	11/07/2018	YILGARN HISTORY MUSEUM	2016/2017, 2017/2018 REVENUE SURPLUS (TO BE TRANSFERRED TO MUSEUM TRUST T1110)	A		7,716.60

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	16,805.32
TOTAL		16,805.32

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SHIRE OF YILGARN

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7676	22/06/2018	ADAGE FURNITURE	MAYA POLYPROP CHAIR - CHARCOAL	A		436.00
EFT7677	22/06/2018	AVON WASTE	MAY MONTHLY RUBBISH COLLECTIONS	A		11,651.76
EFT7678	22/06/2018	BERNIE'S MOBILE MECHANICAL SERVICE	ABC3802 SPRING BRAKE VALVE H6	A		199.00
EFT7679	22/06/2018	BULLIVANTS PTY LTD	TRAVEL TO SHIRE DEPOT ARCTURUS STREET SOUTHERN CROSS AND CARRY OUT INSPECTION ON LIFTING CHAINS AND HEIGHT SAFETY EQUIPMENT AS PER QUOTE 700182239	A		1,191.85
EFT7680	22/06/2018	CAMERON WATSON	EMCS TELEPHONE BUNDLE REIMBURSEMENT	A		99.00
EFT7681	22/06/2018	AUST. GOVERNMENT CHILD SUPPORT AGENCY	Payroll deductions	A		445.24
EFT7682	22/06/2018	CONSTRUCTIVE BUILDING CONSULTANTS PTY LTD	CDC - 66 ARCTURUS STREET, SOUTHERN CROSS	A		990.00
EFT7683	22/06/2018	COMMANDER CENTRE NORTH PERTH	RACK MOUNT FOR BONDER DEVICE	A		236.50
EFT7684	22/06/2018	COURIER AUSTRALIA	FREIGHT CHARGES 06/06/18 - 15/06/18	A		580.19
EFT7685	22/06/2018	DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT	REIMBURSEMENT OF OVERPAID GRANT FUNDING FOR TRAINEE DUE TO TRAINEE LEAVING	A		15,901.60
EFT7686	22/06/2018	FAIRPORT FARM SOFTWARE	SKYMAPPER CONVERSION PROGRAM FOR YLAG SKELETON WEED	A		1,650.00
EFT7687	22/06/2018	GREAT SOUTHERN FUEL SUPPLIES	ADBLUE X 10LT	A		121.78
EFT7688	22/06/2018	MR A.N. HASSETT	EWASTE 2 PALLETS + 3 PODS TO TOTAL GREEN RECYCLERS MAY 2018 (ESTIMATE)	A		176.00

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7689	22/06/2018	IAN DEREK CHRISTIE	103 ALTAIR - REPAIRS TO FRONT FASCIA & EAVES + REPLACE BROKEN HARDIFLEX SHEETS TO NORTH GABLE. RELAY SUNKEN PAVERS AT REAR PORCH EXTERNAL TAP. REPLACE FRONT GARDEN TAP BEHIND HIBISCUS BUSH	A		1,215.50
EFT7690	22/06/2018	INDUSTRIAL AUTOMATION GROUP P/L	7 STANDPIPE CONTROLLERS AS PER QUOTE 10885	A		29,136.00
EFT7691	22/06/2018	IT VISION AUSTRALIA PTY LTD	ALTUS ENABLEMENT TO FACILITATE SINGLE TOUCH PAYROLL LEGISLATIVE REQUIREMENTS	A		1,100.00
EFT7692	22/06/2018	JOAN AGNES GRAY	SAFETY BOOTS	A		59.00
EFT7693	22/06/2018	WESFARMERS KLEENHEAT GAS PTY LTD	LPG BULK	A		1,985.61
EFT7694	22/06/2018	J.G. & P.A. KUHNE	ATTEND TO FAULTY PROBE IN COOLROOM CAUSING TEMPERATURE FAULT. CHECK CONTROLLER & TEST.	A		286.00
EFT7695	22/06/2018	LANDGATE	MINING TENEMENTS CHARGEABLE SCHEDULE NO. M2018/4 DATED 21/04/2018 TO 27/04/2018 SCHEDULE NO. M2018/5 DATED 28/04/2018 TO 03/05/2018	A		246.50
EFT7696	22/06/2018	LENFIELD FARMS	ENVIRONMENTAL PROJECT	A		550.00
EFT7697	22/06/2018	LOCK, STOCK & FARRELL LOCKSMITH PTY LTD	GD KEY	A		129.40
EFT7698	22/06/2018	MERREDIN CLEANING SERVICES	CLEANING OF CARPETS TOWN HALL	A		500.00
EFT7699	22/06/2018	MERREDIN GLAZING SERVICE	RENEW SOUTHERN WALL & WEST DOOR AS DISCUSSED & ESTIMATED	A		15,657.40
EFT7700	22/06/2018	MISMATCH WORKSHOP	PERIMETER FENCE UPGRADE	A		1,062.50
EFT7701	22/06/2018	MOMAR AUSTRALIA PTY LTD	MOMAR ORANGE 2.0	A		2,040.50
EFT7702	22/06/2018	MOORE STEPHENS	WALGA TAX PAYG WORKSHOP 2018	A		660.00

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SHIRE OF YILGARN

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7703	22/06/2018	PERFECT COMPUTER SOLUTIONS PTY LTD	WEB SERVER HARDWARE REQUIRED TO ENABLE THE ATO'S "SINGLE TOUCH" TAX REPORTING COMPLIANCE.	A		2,457.50
EFT7704	22/06/2018	PRECISION ACOUSTIC	AUDIO BOOTH CALIBRATION - APRIL 2018	A		1,303.50
EFT7705	22/06/2018	PHIL RAFFERTY BUILDER	REPLACE WALL AT COFFEE LOUNGE FOR MURAL INSTALLATION	A		3,248.85
EFT7706	22/06/2018	WA CONTRACT RANGER SERVICES	PROVISION OF FORTNIGHTLY RANGER SERVICES - 01/06/2018 & 15/06/2018	A		1,850.47
EFT7707	22/06/2018	SHAC ELECTRICAL SERVICES	REINSTATE ELECTRICITY AND RENEW LIGHTING TO WIMMERA HILL MONUMENT	A		10,727.38
EFT7708	22/06/2018	SOLOMONS FLOORING - GOLDFIELDS	REPLACE CARPET IN FRONT ADMIN AREA + 4 OFFICES WITH CARPET TILES . INCLUDES TRAVEL & ACCOMMODATION.	A		9,550.00
EFT7709	22/06/2018	FOODWORKS - SRI DEVESH PTY LTD	FOODWORKS PURCHASES MAY 2018	A		931.58
EFT7710	22/06/2018	SOUTHERN CROSS FOOTBALL CLUB	KIDSPORT 2018 SOUTHERN CROSS FOOTBALL CLUB REGISTRATION FEES @ \$60.00 PER CHILD 10 KIDSPORT APPLICATIONS	A		600.00
EFT7711	22/06/2018	SOUTHERN CROSS HARDWARE AND NEWS	HI-VIS TWO TONE KOOLGEAR SHIRT - LONG SLEEVE - YELLOW/NAVY - Y07558 - VARIOUS SIZES	A		12,473.29
EFT7712	22/06/2018	SOUTHERN CROSS MOTOR MART	R3645 TRIMMER LINE, MOWER BLADES, CHAINSAW BARS, CHAIN, FILES, LUBE. FIND FAULT MS192 CHAINSAW	A		841.25
EFT7713	22/06/2018	SOUTHERN CROSS TYRE SERVICES	C0832 SUPPLY & FIT 8 TYRES P1865	A		14,211.45
EFT7714	22/06/2018	TALIS CONSULTANTS	REVIEW, DEVELOP AND PRESENT THE SHIRE OF YILGARN ASSET MANAGEMENT PLAN AS PER PROPOSAL	A		8,734.31
EFT7715	22/06/2018	TL & JM POPE	GRAVEL PURCHASE 4000M3	A		7,700.00
EFT7716	22/06/2018	WATER CORPORATION.	WATER - JUNE 18	A		39,863.81

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7717	22/06/2018	WESTRAC EQUIPMENT PTY LTD	S30 SOS KIT	A		1,891.03
EFT7718	22/06/2018	TELSTRA	TELEPHONE MAY 2018 - WHISPIR	A		159.50
EFT7719	22/06/2018	WURTH AUSTRALIA PTY LTD	071201405 1/4"RATCHET	A		209.10
EFT7720	22/06/2018	THE WORKWEAR GROUP PTY LTD	PACK D-TOP UP PACK- LGAU5TORA	A		59.63
EFT7721	22/06/2018	YILGARN AGENCIES	50MM NB MED GALV CAPPED 3 BARB CRANKED POST 3600 (INVOICE # 211044)	A		3,681.84
EFT7722	22/06/2018	YILGARN AUTO ELECTRICS	BRITAX BEACON 320-00	A		2,158.15
EFT7723	22/06/2018	YILGARN OCCASIONAL CHILD CARE CENTRE	CONTRIBUTION TOWARDS OPERATIONAL COST	A		8,250.00
EFT7724	05/07/2018	AV-SEC SECURITY SERVICES	GENERAL PRACTICE - ALARM MONITORING - JULY AUGUST SEPTEMBER	A		216.20
EFT7725	05/07/2018	BANNER EXCAVATIONS & ROCKBREAKING	4000M3 GRAVEL PUSHUP - NULLA NULLA SOUTH ROAD - RRU05 (DOC # 1246)	A		33,055.00
EFT7726	05/07/2018	PERTH BRAYCO	STAINLESS CABINETS - RESTAURANT CABINETS, 1500 X 610 X 900MM HIGH, 1 X FEET	A		2,600.00
EFT7727	05/07/2018	PAGODA RESORT AND SPA	3 X NIGHTS ACCOMMODATION - MR CAMERON WATSON - DELUXE ROOM (BALCONY ROOM)	A		1,152.50
EFT7728	05/07/2018	CARDNO PTY LTD	WAPC SUBDIVISION PLAN - LOT 1 ANTARES STREET, SOUTHERN CROSS	A		440.00
EFT7729	05/07/2018	AUST. GOVERNMENT CHILD SUPPORT AGENCY	Payroll deductions	A		445.24
EFT7730	05/07/2018	J & S CIABARRI	INTERNAL PATCHING AND PAINTING OF DAMAGED WALLS VARIOUS UNITS	A		2,035.00
EFT7731	05/07/2018	BRYAN CLOSE	SITTING FEES ORDINARY COUNCIL MEETING 21ST JUNE 2018	A		500.00
EFT7732	05/07/2018	CLUB HOTEL	HAHN 3.5	A		210.97

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SHIRE OF YILGARN

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7733	05/07/2018	COPIER SUPPORT	PHOTOCOPIER METRE READING 23/05/18 - 21/06/18	A		812.25
EFT7734	05/07/2018	COURIER AUSTRALIA	FRIEGHT CHARGES 14/06/18 - 22/06/18	A		223.02
EFT7735	05/07/2018	DOWN TO EARTH TRAINING & ASSESSING	TRAFFIC MANAGEMENT AND TRAFFIC CONTROLLER REFRESHER (15 STAFF) AND CHAINSAW COURSE (20 STAFF)	A		5,554.40
EFT7736	05/07/2018	GARY MICHAEL GUERINI	SITTING FEES ORDINARY COUNCIL MEETING 21ST JUNE 2018	A		594.00
EFT7737	05/07/2018	HI-TEC ALARMS	ALARM SECURITY PANEL - SENIORS CENTRE	A		1,106.60
EFT7738	05/07/2018	HUTTON & NORTHEY SALES	SKELETON WEED BOOMSPRAY WORK	A		5,887.55
EFT7739	05/07/2018	IAN DEREK CHRISTIE	REPOINT BRICKWORK, REPAIR FOOTPATHS, INSTALL CLOTHESLINE, LAY SLABS & ERECT 4 SHEDS	A		7,699.73
EFT7740	05/07/2018	IT VISION AUSTRALIA PTY LTD	ELECTRONIC RATES, INSTALMENT, INTERIM AND FINAL RATES NOTICE TEMPLATE	A		968.00
EFT7741	05/07/2018	JASON SIGNMAKERS	6 X PACKS 1000MM X 80MM THERMOPLASTIC STRIPS	A		4,350.28
EFT7742	05/07/2018	JCB CONSTRUCTION EQUIPMENT AUSTRALIA	4812155998 FILTER KIT	A		1,050.30
EFT7743	05/07/2018	KARNI ENGINEERING	MANUFACTURE FILTER HOUSING P1889	A		152.90
EFT7744	05/07/2018	LANDGATE	GROSS RENTAL CALUES REVALUATIONS 2017/18 COUNTRY REGION	A		33,588.86
EFT7745	05/07/2018	LGIS RISK MANAGEMENT	LGISWA GREAT EASTERN REGIONAL RISK COORDINATION PROGRAME PROJECT NUMBER 9446. SERVICES TO 25/06/2018 RRC PROGRAMME 2ND INSTALMENT 2017/18	A		5,755.20
EFT7746	05/07/2018	LOCK, STOCK & FARRELL LOCKSMITH PTY LTD	PL330D - WC PADLOCK	A		3,417.00
EFT7747	05/07/2018	IG & RM MADDOCK	ENVIRONMENTAL PROJECT	A		550.00

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7748	05/07/2018	MISMATCH WORKSHOP	SOUTHERN CROSS LANDFILL ATTENDANT	A		1,000.00
EFT7749	05/07/2018	OFFICE NATIONAL	KYOCERA P2235DW ECOSYS MONO LASER PRINTER	A		646.79
EFT7750	05/07/2018	THE OMEO OFFICE	CONTRACT RATES AND SYSTEM SERVICES WEEK ENDING 16/06/18	A		3,833.50
EFT7751	05/07/2018	ONIDA TANIA TRURAN	SITTING FEES ORDINARY COUNCIL MEETING 21ST JUNE 2018	A		1,500.00
EFT7752	05/07/2018	IXOM OPERATIONS PTY LTD	JUNE CHLORINE RENTAL SEWAGE	A		368.28
EFT7753	05/07/2018	PERFECT COMPUTER SOLUTIONS PTY LTD	PRINTER DRUM UNIT - GENERAL PRACTICE	A		350.00
EFT7754	05/07/2018	PHILIP SPENCER NOLAN	SITTING FEES ORDINARY COUNCIL MEETING 21ST JUNE 2018	A		500.00
EFT7755	05/07/2018	PETER HUGO OETIKER	ENVIRONMENTAL PROJECT	A		550.00
EFT7756	05/07/2018	WA CONTRACT RANGER SERVICES	PROVISION OF FORTNIGHTLY RANGER SERVICES - 25/06/2018	A		987.25
EFT7757	05/07/2018	REPEAT PLASTICS (WA)	PREMIER SETTING 1.8M WITH WHEELCHAIR ACCESS	A		2,194.10
EFT7758	05/07/2018	R MUNNS ENGINEERING CONSULTING SERVICES	CARRY ROAD ASSESSMENTS FOR RAV 7 SUITABILITY ON SOUTHERN CROSS STH, GATLEY AND GHOOOLI STH ROADS AS PER QUOTE RM18-004	A		4,844.13
EFT7759	05/07/2018	ROSS'S DIESEL SERVICE	CARRY OUT 1ST SERVICE ON VEHICLE REQUIRED BY MACK.	A		1,229.54
EFT7760	05/07/2018	SUSAN ELIZABETH SHAW	SITTING FEES - ORDINARY COUNCIL MEETING 21ST JUNE 2018	A		500.00
EFT7761	05/07/2018	SOUTH METRO TAFE	ATTENDANCE FROM 25/06/18 TO 29/06/18	A		162.43
EFT7762	05/07/2018	SUNNY SIGN COMPANY PTY LTD	PVC BANNERS. DOUBLE THICKNESS 900 X 2020MM WITH TOP & BOTTOM SLEEVE	A		1,650.00
EFT7763	05/07/2018	SYNERGY	POWER - JUNE 18 - STREET LIGHTS	A		17,626.06

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7764	05/07/2018	VIBRA INDUSTRIAL FILTRATION AUSTRALIA	FREIGHT	A		66.00
EFT7765	05/07/2018	WAYNE ALAN DELLA BOSCA	SITTING FEES ORDINARY COUNCIL MEETING 21ST JUNE 2018	A		650.00
EFT7766	05/07/2018	YILGARN AGENCIES	BLUNDSTONE BOOT - LACE UP WITH ZIP - WHEAT - STYLE 992 - VARIOUS SIZES	A		2,375.77
EFT7767	05/07/2018	YILGARN PLUMBING AND GAS	CARAVAN PARK DRAINAGE - QU-269	A		32,046.85

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	404,655.67
TOTAL		404,655.67

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
1420	13/06/2018	WESTPAC BANKING CORPORATION	NET PAYROLL - PPE 12.06.18	A		78,006.59
1421	14/06/2018	WESTPAC BANKING CORPORATION	EMCS CREDIT CARD - MAY 2018	A		3,287.60
1422	14/06/2018	WESTPAC BANKING CORPORATION	CEO CREDIT CARD - MAY 2018	A		544.45
1423	27/06/2018	WESTPAC BANKING CORPORATION	NET PAYROLL PPE 26.06.2018	A		75,712.84
1424	02/07/2018	SOUTHERN CROSS GENERAL PRACTICE	MONTHLY PAYMENT TO THE DOCTOR - JULY 2018	A		5,500.00
1425	09/07/2018	MOTORCHARGE LIMITED	SHIRE FUEL ACCOUNT JUNE 2018	A		2,030.33

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	165,081.81
TOTAL		165,081.81

Date: 10/07/2018
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SHIRE OF YILGARN

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD12749.1	12/06/2018	WALGS PLAN	Payroll deductions	A		11,539.90
DD12749.2	12/06/2018	VISION SUPER SAVER	Payroll deductions	A		661.64
DD12749.3	12/06/2018	ANZ SMART CHOICE SUPER	Payroll deductions	A		413.73
DD12749.4	12/06/2018	AUSTRALIAN SUPER	Payroll deductions	A		334.80
DD12749.5	12/06/2018	HOSTPLUS EXECUTIVE SUPERANNUATION FUND	Payroll deductions	A		652.43
DD12749.6	12/06/2018	PRIME SUPER	Payroll deductions	A		1,265.94
DD12749.7	12/06/2018	BT SUPER FOR LIFE ACCOUNT	Superannuation contributions	A		440.53
DD12749.8	12/06/2018	THE GARY AND JOSIE KENT SUPERANNUATION FUND	Superannuation contributions	A		392.85
DD12749.9	12/06/2018	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	Superannuation contributions	A		355.29
DD12749.10	12/06/2018	BEATON FARMING CO SUPERANNUATION FUND	Superannuation contributions	A		381.27
DD12749.11	12/06/2018	BT SUPERWRAP	Superannuation contributions	A		1,318.70
DD12749.12	12/06/2018	HESTA SUPER FUND	Superannuation contributions	A		634.09

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	18,391.17
TOTAL		18,391.17

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD12781.1	26/06/2018	WALGS PLAN	Payroll deductions	A		11,083.84
DD12781.2	26/06/2018	VISION SUPER SAVER	Payroll deductions	A		661.64
DD12781.3	26/06/2018	ANZ SMART CHOICE SUPER	Payroll deductions	A		413.73
DD12781.4	26/06/2018	AUSTRALIAN SUPER	Payroll deductions	A		373.86
DD12781.5	26/06/2018	HOSTPLUS EXECUTIVE SUPERANNUATION FUND	Payroll deductions	A		630.15
DD12781.6	26/06/2018	PRIME SUPER	Payroll deductions	A		1,265.86
DD12781.7	26/06/2018	BT SUPER FOR LIFE ACCOUNT	Superannuation contributions	A		446.22
DD12781.8	26/06/2018	THE GARY AND JOSIE KENT SUPERANNUATION FUND	Superannuation contributions	A		392.85
DD12781.9	26/06/2018	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	Superannuation contributions	A		356.56
DD12781.10	26/06/2018	BEATON FARMING CO SUPERANNUATION FUND	Superannuation contributions	A		381.98
DD12781.11	26/06/2018	BT SUPERWRAP	Superannuation contributions	A		1,318.17
DD12781.12	26/06/2018	HESTA SUPER FUND	Superannuation contributions	A		702.89

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	18,027.75
TOTAL		18,097.75
GRAND TOTAL		36,418.92

Date: 10/07/2018
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SHIRE OF YILGARN

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
402356	21/06/2018	CHLOE MAY HARVEY	HOUSING BOND REFUND - 91C ANTARES STREET SOUTHERN CROSS WA 6426	E		105.00
402357	21/06/2018	SHIRE OF YILGARN	REIMBURSEMENT - CARPET CLEANING CHARGES	E		95.00
402358	25/06/2018	TRANSWA PUBLIC TRANSPORT AUTHORITY OF WA	TRANSWA TICKET SALES MAY 2018	E		1,004.50
402359	25/06/2018	SHIRE OF YILGARN	TRANSWA COMMISSION MAY 2018	E		177.64
402360	26/06/2018	SHIRE OF YILGARN	BUILDING COMMISSION COLLECTION FEES 2017/2018 (TO BE PAID INTO R13301)	E		70.00

REPORT TOTALS

Bank Code	Bank Name	TOTAL
E	TRUST FUND	1,452.14
TOTAL		1,452.14

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
6126	15/06/2018	DEPARTMENT OF TRANSPORT	LICENSING 11/06/18 - 15/06/18	E		8,773.25
6126	22/06/2018	DEPARTMENT OF TRANSPORT	LICENSING 18/06/2018 - 22/06/2018	E		12,900.65
6127	29/06/2018	DEPARTMENT OF TRANSPORT	LICENSING 25/06/18 - 29/06/18	E		19,812.10
6128	06/07/2018	DEPARTMENT OF TRANSPORT	LICENSING 02/07/18 - 06/07/18	E		11,968.55

REPORT TOTALS

Bank Code	Bank Name	TOTAL
E	TRUST FUND	53,454.55
TOTAL		53,454.55

SHIRE OF YILGARN
Accounts for Payment – July 2018

Chq Number	Payee	Description	Amount	Date
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Municipal Cheques

1420	WESTPAC BANKING CORPORATION	NET PAYROLL - PPE 12.06.18	\$ 78,006.59	13/06/2018
1421	WESTPAC BANKING CORPORATION	EMCS CREDIT CARD - MAY 2018	\$ 3,287.60	14/06/2018
1422	WESTPAC BANKING CORPORATION	CEO CREDIT CARD - MAY 2018	\$ 544.45	14/06/2018
1423	WESTPAC BANKING CORPORATION	NET PAYROLL PPE 26.06.2018	\$ 75,712.84	27/06/2018
1424	SOUTHERN CROSS GENERAL PRACTICE	MONTHLY PAYMENT TO THE DOCTOR - JULY 2018	\$ 5,500.00	02/07/2018
1425	MOTORCHARGE LIMITED	SHIRE FUEL ACCOUNT JUNE 2018	\$ 2,030.33	09/07/2018
Total			\$165,081.81	

Trust Cheques

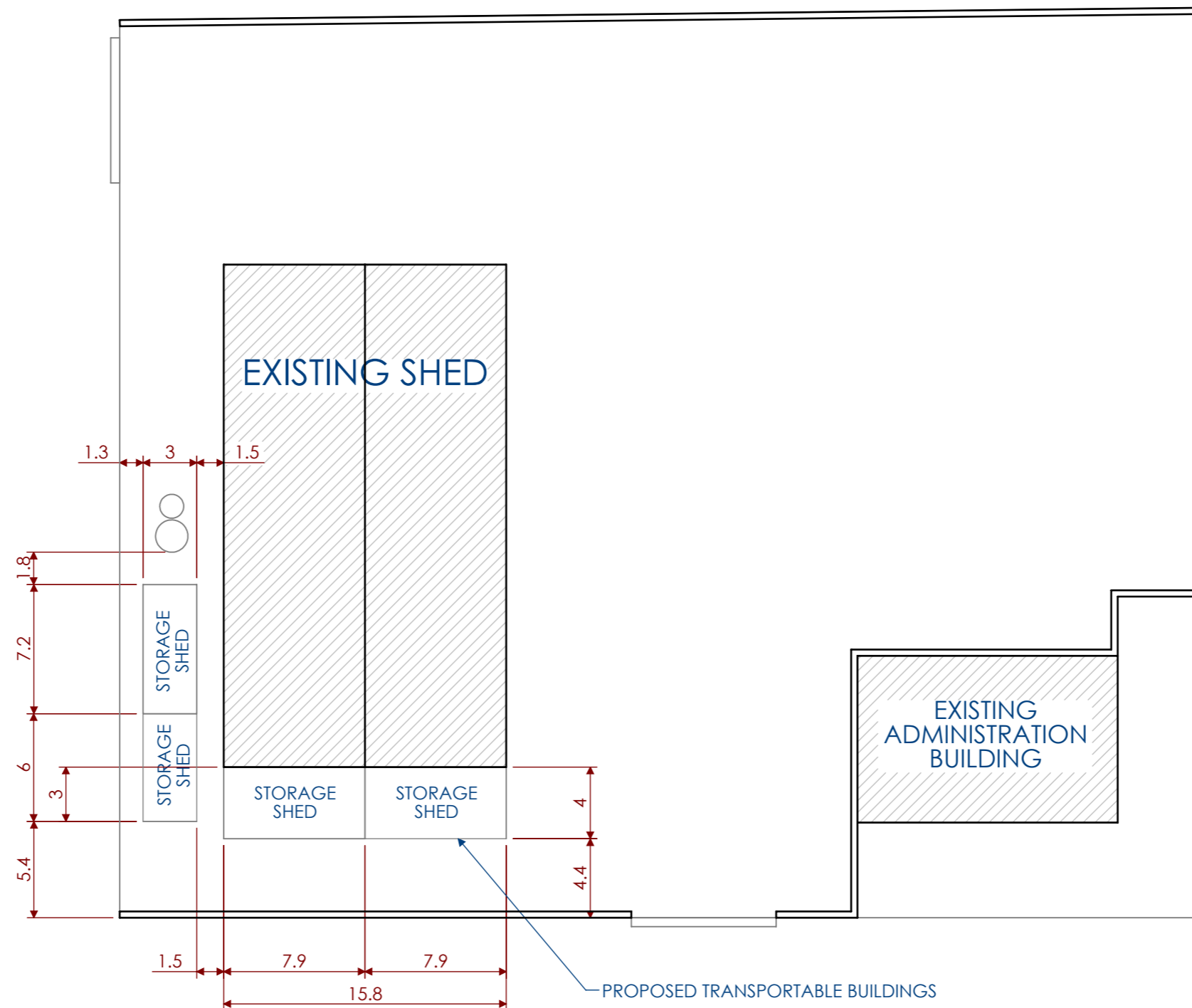
402356	CHLOE MAY HARVEY	HOUSING BOND REFUND - 91C ANTARES STREET SOUTHERN CROSS WA 6426	\$ 105.00	21/06/2018
402357	SHIRE OF YILGARN	REIMBURSEMENT - CARPET CLEANING CHARGES	\$ 95.00	21/06/2018
402358	TRANSWA PUBLIC TRANSPORT AUTHORITY OF WA	TRANSWA TICKET SALES MAY 2018	\$1,004.50	25/06/2018
402359	SHIRE OF YILGARN	TRANSWA COMMISSION MAY 2018	\$ 177.64	25/06/2018
402360	SHIRE OF YILGARN	BUILDING COMMISSION COLLECTION FEES 2017/2018 (TO BE PAID INTO R13301)	\$ 70.00	26/06/2018
Total			\$1,452.14	

DPI Cheques

6126	DEPARTMENT OF TRANSPORT	LICENSING 11/06/18 - 15/06/18	\$8,773.25	15/06/2018
6126	DEPARTMENT OF TRANSPORT	LICENSING 18/06/2018 - 22/06/2018	\$12,900.65	22/06/2018
6127	DEPARTMENT OF TRANSPORT	LICENSING 25/06/18 - 29/06/18	\$19,812.10	29/06/2018
6128	DEPARTMENT OF TRANSPORT	LICENSING 02/07/18 - 06/07/18	\$11,968.55	06/07/2018
Total			\$53,454.55	

Attachments

9.4.1



FABRICATION NOTES:

- ALL WELDS TO BE 6mm CFW OR FULL STRENGTH BUTT WELDS U.N.O.
- ALL SHARP EDGES, SURFACE & ROLLING FLAWS TO BE CLEANED.
- ALL STOP-STARTS ON WELDS TO BE BLENDED.
- ALL MEASUREMENTS TO BE WITHIN $\pm 1\text{mm}$ TOLERANCE.
- ALL HOLE CENTRES TO BE WITHIN $\pm 1\text{mm}$ TOLERANCE.



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REVISIONS					
REV.	DESCRIPTION	DRN	CHK	APP	DATE
0	ISSUED FOR REVIEW	DM			25/06/2018

TITLE: HAVCON ENGINEERING TRANSPORTABLE LAYOUT DETAILS SINGLE PART DETAILS			
DWG NO: SOUTHERN CROSS LAYOUT - TRANSPORTABLES		A3	
WEIGHT: 37.07	SCALE: 1:300 @ A3	THIRD ANGLE PROJECTION	SHEET 1 OF 1

Attachments

9.4.2

STOP PUPPY FARMING

Local Government Consultation

June 2018

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Mandatory De-sexing for Non-Breeding Dogs	11
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Transitioning Pet Shops to Adoption Centres	45

June 2018

Department of Local Government, Sport and Cultural Industries
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Freecall: 1800 620 511 (Country only)

Email: puppyfarming@dlgsc.wa.gov.au Website:

www.dlgsc.wa.gov.au/stoppuppyfarming

Translating and Interpreting Service (TIS) – Telephone: 13 14 50

Having your say

This paper is designed for local government to discuss the recommended actions and proposed implementation process of the stop puppy farming proposals.

The feedback provided will assist in informing the government on the role of local government in supporting the implementation of the stop puppy farming provisions and identify the resource requirements.

The Department is committed to working with local government to stop puppy farming.

We are working with WALGA and Local Government Professionals to ensure this discussion paper reflects the information you need to make a considered response and tell us what these initiatives mean for the business of local government.

The review of the Cat and Dog Act is likely to commence in the next financial year, which presents an opportunity for us to start thinking about our 'companion animals' and how they should be managed, and the process costed. Given the Stop Puppy Farming initiatives will require an amendment to the Dog Act it's timely to turn our minds to what this may look like.

As such, the Department is partnering with WALGA and Local Government Professionals to develop a cost modelling project. The purpose of this project will be to collect current information about the costs to your council to implement the Dog Act and what you believe may be the costs to implement the Stop Puppy Farming initiatives.

Stop Puppy Farming

1.1 Introduction

The Western Australian Minister for Local Government has committed to introducing the necessary legislative provisions to stop puppy farming and improve the health and wellbeing of all dogs in Western Australia.

While there are already legislative powers to investigate and prosecute those who mistreat their animals, legislation relevant to puppy farming is needed to facilitate the investigation and prosecution of puppy farming in WA.

The RSPCA defines 'puppy farming' as intensively breeding dogs under inadequate conditions that fail to meet the dogs' behavioural, social and/or physiological needs.¹ The issue with puppy farming is that dogs bred in inadequate conditions, or used for breeding in inadequate conditions, can suffer from a range of health and behavioural issues. The other issue is that puppy farming is resulting in too many dogs being bred that do not have homes.

Currently, the management of puppy farms is through a two-pronged approach.

The *Dog Act 1976* provides for the responsible management of all dogs in Western Australia. The Act is administered and enforced by local governments and provides for the control and registration of dogs, the ownership and keeping of dogs and the obligation and rights of dog owners. The Dog Act requires that all dogs are registered and places certain limits on the number of dogs a person can have at any property. This Act therefore impacts on puppy farming by limiting dog numbers.

The other legislation used to manage puppy farms is the *Animal Welfare Act 2002* (Animal Welfare Act) which provides for the protection of animals from cruelty. This piece of legislation covers the treatment of the animals on a puppy farm.

There is currently no legislation which deals specifically with the overbreeding of dogs in Western Australia or encourages responsible breeding.

In May 2016, the WA Labor Government released its Stop Puppy Farming Policy. The Policy outlines a number of measures to stop the overbreeding of dogs, covering changes to both the Animal Welfare Act (mandatory standards) and to the Dog Act (other initiatives).

These measures include:

¹ RSPCA, What is a puppy farm? http://kb.rspca.org.au/What-is-a-puppy-farm_322.html

- the transition of pet shops into adoption centres that will only sell puppies and dogs from approved rescue organisations and animal shelters;
- mandatory de-sexing of dogs unless an exemption is requested for breeding purposes or for reasons stated by a registered veterinarian;
- a centralised registration system to ensure every dog and puppy can be identified at the point of sale or adoption, including in advertisements for sale; and
- mandatory standards for dog breeding, housing, husbandry, transport and sale.

Consultation with the community on the impact and implementation of these measures is currently being undertaken. Community members can provide their feedback through a variety of means including undertaking an online survey, submitting a written response, or attending a community workshop.

Consultation with the local government sector is being undertaken in a separate process. The Department is working with WALGA to consult with the sector on how these measures can be implemented and what the impact will be on local governments.

1.2 Local Government's Role

Recent publicly available research indicates that between 34%-42% of households in Western Australia own a dog which compares to the national average of 38%²³. With the number of households in Western Australia estimated to be 938,000, this suggests there are in the range of 320-390,000 dogs in the State. A survey of local governments conducted by the Department of Local Government, Sport and Cultural Industries has indicated that approximately 345,000 dogs are registered with local governments in Western Australia. Averaging these estimates provides a dog population of around 350,000.

The Government has commissioned research and consulted on ways to prevent puppy farming, and reduce the number of unwanted dogs that are either euthanised, surrendered or abandoned. The most pragmatic approach to achieve the key objectives is to amend to the Dog Act.

Currently, Local Governments are responsible for administering and enforcing the provisions of the Dog Act in their district.

² Animal Medicines Australia, Pet Ownership in Australia 2016. Note that the sample size for this report is small and, therefore, the results may not be accurate.

³ Doggone it: pet ownership in Australia, Roy Morgan Research 2014.

Amendments to the Dog Act are being considered that would impose additional responsibilities on local government authorities, including:

- enforcing the mandatory dog de-sexing requirement (by taking action against owners when this comes to the local government's attention);
- processing dog breeder applications;
- enforcing the dog breeder registration requirement;
- inputting information into a centralised registration system, as opposed to the local government's own dog register.

It is proposed that the State will develop a centralised registration system that is used by all local governments. For local government this means instead of maintaining individual dog registration databases, local government will continue to be responsible for processing of dog registrations and uploading the registrations to a centralised system. We are working with the local government sector to undertake economic modelling to anticipate what these costs may look like.

The costs that will be evaluated include:

- costs associated with enforcing the provisions (as itemised above);
- costs associated with transitioning local governments to a centralised registration system;
- costs involved with assisting communities to comply with the new provisions, for example, assisting remote communities to access veterinary services to de-sex dogs by the mandatory age;
- costs of prosecution and defending appeals to prosecution; and
- scoping the capacity and costs of local governments being the agency responsible for enforcing the requirement that pet shops only source dogs from accredited rescues and shelters.

1.3 Other Enforcement Agencies

Consideration is being given to which authority or agency should be responsible for enforcing other aspects of these proposals, such as:

- the requirement that pet shops only source and sell dogs from accredited rescue organisations or shelters;
- the requirement to provide particular information when advertising and/or transferring a dog.

The Government's commitment to introduce mandatory standards for dog breeding, housing, husbandry, transport and sale (the standards) is being progressed by the

Department of Primary Industries and Regional Development (DPIRD) the agency responsible for administering the *Animal Welfare Act 2002*.

Amendments to the Animal Welfare Act are currently before Parliament. If these amendments are adopted, animal standards will be able to be adopted under the Animal Welfare Act, including the mandatory standards for dog breeding, housing, husbandry, transport and sale.

DPIRD will undertake consultation on the standards once they have been drafted. Their enforcement will be a matter to be determined at that stage.

Currently the Animal Welfare Act is enforced by inspectors appointed under the Animal Welfare Act. Local governments therefore do not have the power to enforce the standards unless they have employees who are inspectors appointed under the Animal Welfare Act.

The local government will be able to refuse or cancel dog breeder registrations where a breach of the Animal Welfare Act or the standards is found. At this stage, local governments will not be responsible for determining if a breeder is compliant with the standards when approving dog breeder registrations, but will need to ensure the owner has made a declaration that they are compliant with the standards.

1.4 Cost Recovery

The proposed initiatives are also about working towards improving services to the community. While efficiencies will be realised, local governments may incur costs in undertaking these additional responsibilities. The Department is working with WALGA and LG Professionals to develop a cost recovery methodology to ensure appropriate fees can be set for local governments to recover these costs.

Currently, local government collect dog registration fees that contribute to local government costs. The State Government is responsible for setting dog registration fees which apply to all local government jurisdictions – these have been set after surveying local governments as to their costs.

It is proposed that local governments could recover costs through the following fees:

- dog registration fees;
- dog breeder registration fees;
- kennel establishment fees.

The amount of these fees would be based on recovering costs for local governments.

Questions

1. What mechanisms should local governments use to collect funds to cover the costs associated with enforcing the new provisions under the Dog Act? (multiple options can be selected):
 - ☐ By charging cost-recoverable dog registration and dog breeder registration fees to cover all costs
 - ☒ By charging dog registration and dog breeder registration fees at a level to recover these costs and increasing fines to recover enforcement costs
 - ☐ Other – please specify: _____
2. Should fees used to cover the costs incurred by local governments to enforce the Dog Act be consistent across the State, or should local governments be able to set their own fees?
 - ☒ Fees should be consistent across the State
 - ☐ Fees should be set by the individual local government and apply to their district only
 - ☐ Unsure
 - ☐ Other – please specify: _____
3. Is charging cost recovery likely to have any adverse impacts for your community?
 - ☐ No
 - ☒ Yes
 - ☐ Unsure
 - ☐ If yes, please provide details: **As any increase in fees and charges would have an impact, however it is thought the impact would be minimal.**
4. Are there benefits in your local government subsidising registration costs?
 - ☒ No
 - ☐ Yes
 - ☐ Unsure
 - ☐ If yes, please provide details:

Questions

Dogs are not an essential item, if you chose to own a dog you have to bear the costs. Dog ownership should not be subsidised by the general ratepayers.

Mandatory De-sexing for Non-Breeding Dogs

3.1 Introduction

Currently, dogs are not required to be de-sexed in Western Australia. Owners are encouraged to de-sex their dogs, and owners of de-sexed dogs pay a lower dog registration fee than owners of other dogs.

A recent survey of Western Australian local governments, with 43 out of 137 local governments responding, found that 82% of registered dogs were de-sexed.

The additional consultation in this document focuses on the following elements of implementation:

- Age of mandatory de-sexing
- Age for registration and microchipping
- Additional exemptions
- De-sexing vouchers
- Enforcement

3.2 Objective

The objective of mandatory dog de-sexing is two-fold:

- to prevent unwanted litters being bred
- to prevent puppy farmers from breeding dogs unless they are registered breeders.

The primary objective of mandatory dog de-sexing is to reduce the number of unwanted dogs being born that are then either euthanised, abandoned, or surrendered to dog rescues or shelters.

Uncontrolled and unrestricted breeding of dogs can lead to dogs being overbred and contribute to the unwanted dog population. Mandatory de-sexing will help to ensure there is no unintended breeding of dogs.

Dog owners will be required to de-sex their dog unless they register as a dog breeder.

The objective is to stop indiscriminate breeding, and only allow people that are registered breeders to breed dogs, so they can be identified and traced.

3.3 Age of mandatory de-sexing

The Dog Act will be amended to require all dogs to be de-sexed by the time they reach a particular age. This age is yet to be determined.

Option 1: Mandatory dog de-sexing by three months of age

One option is to require all dogs to be de-sexed by three months of age. This would be consistent with the current requirement for registration and microchipping and with the age for de-sexing dangerous (restricted breed) dogs. Dogs are generally unable to breed before the age of three months so this age eliminates the risk of unwanted puppies being born.

Exemptions issued by veterinarians are proposed for dogs that are too young to be de-sexed. Dogs to be used for breeding would also be exempt.

Option 2: Mandatory dog de-sexing by six months of age

Another option is to require all dogs to be de-sexed by six months of age.

Opinions differ on the best age for de-sexing with many veterinarians preferring not to de-sex a dog until it is close to six months old.

Both male and female dogs are generally able to breed by six months, with the females of smaller breeds becoming sexually mature by four months. Larger breeds may not be sexually mature for a year or more.

South Australia and the Australian Capital Territory have introduced mandatory dog de-sexing by six months old.

Questions

1. Should mandatory dog de-sexing apply to all dogs, including existing dogs, or just dogs born after a particular date?

- ☐ All existing dogs, with a phase in period for when existing dogs must be de-sexed
- ☒ Only dogs born after a particular date
- ☐ Unsure

3.4 Age for registration, microchipping and de-sexing

Currently dogs are required to be registered and microchipped by the time they are three months old.

The following addresses possible ways to deal with registration and microchipping if the requirement for de-sexing is set at six months or an age that is greater than three months.

Option 1 – Registration, microchipping and de-sexing by six months

Under this option, the Dog Act would be amended so that registration, microchipping and de-sexing must be completed by the time a dog reaches six months of age.

The benefits include:

- enabling local governments to sight evidence of microchipping and de-sexing at the time of registration
- administrative efficiency for local governments
- less confusion for owners, which would increase compliance
- convenience for dog owners in being able to have their dog microchipped and de-sexed in the same veterinarian visit.

The key disadvantage is the inability to identify dogs (either by registration records or microchips) before six months. This may result in dogs not being returned to owners and being sent to the pound and/or a dog rescue or shelter. This would also result in a three month delay in revenue collection for local governments.

Option 2 – Limited registration at three months; full registration on de-sexing

This option proposes the following:

- the retention of the current provisions under the Dog Act requiring dogs to be registered and microchipped by three months of age, and
- a short-term registration (three months) for dog owners registering a dog that has not been de-sexed.

This allows dogs to be identified from three months of age but provides an additional administrative burden on both the owner and the local government in having to register a dog twice. Furthermore, local governments would need to follow up when people do not re-register their dogs at 6 months incurring further costs to local governments.

Option 3 – Registration at three months; onus on owner to advise when dog de-sexed

Under this option, the owner would be responsible for notifying the relevant local government once their dog was de-sexed. The owner would need to provide a copy of the sterilisation certification to the local government – this could be done by email or attached to an electronic form.

The local government would then update the registration database. This would create an additional administrative burden on local governments.

Owners of dogs that had their dog de-sexed after registering their dog would be eligible for a refund of a portion of their dog's registration fee, to account for the fact that the dog is now de-sexed. This would create an additional administrative burden on local governments in having to conduct refunds.

Questions

2. Please indicate your preference for the following:

- ☒ Option 1 – registration, microchipping and de-sexing by six months
- ☐ Option 2 – limited registration at three months; full registration on de-sexing
- ☐ Option 3 – registration at three months; onus on owner to advise when dog de-sexed

Please provide reasons for your preference: **Ease of process for both Shire and dog owners. Option 2 and 3 is thought to cause confusion and additional follow up work for council.**

From 1 July 2018 South Australian veterinarian practices will be responsible for updating a centralised dog registration database when a dog is de-sexed. This would replace the need to issue a sterilisation certificate.

3. Would you support this approach?

- ☒ Yes
- ☐ No
- ☐ Unsure

Please provide reasons for your response: **Takes responsibility away from dog owners and ensures correct records.**

3.5 Additional possible exemptions from de-sexing

Exemptions from mandatory de-sexing will apply for health and welfare reasons as assessed by a veterinarian, and if the dog owner is a registered dog breeder.

Dog breeders will be required to register with their local government. Dog breeder registration is discussed in more detail in the Centralised Registration System section of this paper.

Livestock working dogs

Livestock working dogs require particular traits, with dogs that demonstrate these traits being bred to ensure that future working dogs also have these particular traits. Livestock working dogs are generally only used for breeding once the dog has a proven ability as a working dog, usually by two to three years of age.

If a primary producer is required to de-sex their dog at an early age, they will not be able to assess whether a dog has the desirable traits and should be used for breeding. Mandatory de-sexing could reduce the working dog gene pool.

On the other hand, unintended breeding could result in unwanted dogs.

Questions

4. Should livestock working dogs be exempt as a class from mandatory dog de-sexing?

- ☒ Yes
☐ No
☐ Unsure

Please provide reasons for your preference: **Could affect their working ability and the ability to breed those traits once working life ceases. Would need to be registered as a working dog, possibly some form of acceptance criteria.**

5. If working dogs are required to be de-sexed by a particular age, at what age should working dogs be required to be de-sexed? **No, too hard to police when a dog has stopped working.**

Questions

6. How could this be enforced?

Dogs held by persons registered with recognised breeding associations

Consideration is being given to exempting members of recognised dog breeding associations from having to de-sex their dogs.

3.6 Transferring dogs

Dog breeders and dog owners will be required to de-sex any dog transferred to another person unless:

- the new owner is a registered breeder
- the new owner is a member of a recognised association or organisation that is exempt from the mandatory de-sexing requirement
- the dog is exempt by a veterinarian from being de-sexed on health grounds (unless the exemption is because the dog is too young to be de-sexed)
- the dog is too young to be de-sexed and is accompanied by a prepaid de-sexing voucher.

Requiring dog owners and breeders to de-sex a dog before it is transferred will ensure there is compliance with the de-sexing requirements.

In cases where a dog is too young to be de-sexed, it is proposed that a breeder or owner transferring a dog provide the new owner with a pre-paid voucher that will at least partially cover the cost of de-sexing. This aligns with the requirements in the Cat Act.

The cost of having a dog de-sexed varies greatly, depending on such factors as the age and weight of the dog. The voucher could be set at a particular amount with the new owner paying any additional amount.

One of the matters to be considered is how these vouchers could be used at veterinarian practices other than the issuing one. This is important for owners who source their dogs from places far from their homes.

3.7 Enforcement

It is necessary to consider how mandatory dog de-sexing will operate alongside the current requirements under the Dog Act; and how local governments can efficiently monitor compliance.

Currently, local governments are responsible for monitoring and enforcing compliance with the following requirements under the Dog Act:

- dogs to be registered with the local government by the age of three months
- dogs to be microchipped by the age of three months.

Local governments check compliance with the microchipping requirement at the point of registration. A local government can refuse to register a dog that is not microchipped and it is an offence for a person to keep a dog over the age of three months if it is not registered. Effectively, an owner must have their dog microchipped before they can register a dog with their local government.

Owners of certain dangerous dogs are currently required to de-sex their dogs. A dog owner is required to provide a dog sterilisation certificate issued by a veterinarian as evidence that the dog is de-sexed. Alternatively, a dog's de-sexed status can be checked by the local government by viewing a sterilisation tattoo on the dog's ear, although this method of marking a dog is now rare.

Local governments would appear to be the relevant authority responsible for monitoring and enforcing the compliance of mandatory dog de-sexing, especially at the point of registration.

Local governments would be responsible for:

- checking a dog's de-sexed status when processing dog registrations;
- enforcing the mandatory dog de-sexing requirement against non-compliant owners.

Currently, owners who register de-sexed dogs with their local government pay a lower registration fee than owners of dogs that are not de-sexed, creating an incentive for owners to de-sex their dog. It is proposed to maintain a lower registration fee for de-sexed dogs to further incentivise de-sexing.

Economic modelling will be undertaken to assess the costs that local governments will incur as a result of enforcing these requirements.

Questions

7. Who do you believe is best placed to monitor compliance with de-sexing?

- ☒ Local Governments
- ☐ Other – please specify: **Veterinarians**

Please provide reasons for your preference: **Our Shire is already undertaking registration checks, it would just be included in these checks. Adding vets to the list would enable them to identify unsterilised dogs**

Centralised Registration System

4.1 Introduction

A key element of the McGowan Government's Stop Puppy Farming commitment is the introduction of an online centralised dog registration system in Western Australia.

The centralised registration system will be used to identify every dog or puppy by recording:

- dog registrations
- dog breeder registrations
- any change in ownership of dogs or puppies.

The Dog Act will be amended to make it a requirement to register on the system and update particular information on the system within seven days of the change occurring.

The additional consultation in this document focuses on the following elements of implementation:

- General
 - Access to the system
 - Additional information to be included in the system
- Dog Registrations
 - Dog registration information to be included in the system
 - Updating dog registration information in the system
 - Transitioning existing dog registers
- Dog Breeder Registrations
 - Application and approval of dog breeder registrations
 - Conditions of dog breeder registration
 - Exemptions
- Transferring a dog

4.2 Current situation

Local Governments

Currently under the Dog Act, the local government is responsible for keeping a record of dogs registered in their district. The dog register is specific only to that local government district (unless two or more local governments work together to maintain a joint system). This can create difficulties in identifying lost dogs from different local government districts, particularly if a dog's microchip information has not been updated with the current owner's details.

The local government is responsible for processing dog registration applications and can refuse to register a dog on specific grounds, such as when a dog is not microchipped.

The local government issues each dog registered in their district with a registration number and a registration tag.

Dog breeders

Dog breeders in Western Australia are not currently required to register as 'dog breeders'. They are, like all dog owners, required to register their dogs with their local government. They are also required to obtain an exemption or kennel establishment licence if they keep more dogs on any one premises than is permitted.

4.3 Objective

Currently, the difficulty in identifying puppy farms hinders the enforcement and prosecution of relevant legislation against puppy farmers.

Centralised Registration System

The centralised registration system is a tool which will allow authorities to identify and monitor all dog breeders and dog owners for compliance with legislative requirements.

Members of the public will be educated about sourcing their new dog or puppy from breeders who are registered and who supply the dog's microchip number and the seller's dog owner number. The centralised registration system is the tool that will allow members of the public to verify if a dog breeder is registered, to allow them to source dogs and puppies from registered dog owners and dog breeders.

Dog Breeder Registration

Dog breeder registration will allow authorities to identify dog breeders so they can be monitored for compliance with legislative requirements. If a dog breeder is not breeding dogs in accordance with the Dog Act, any relevant Dog Local Law, the Animal Welfare Act or the mandatory standards for dog breeding, housing, husbandry, transport and sale, the local government will be able to cancel the dog breeder registration and require that their dogs be sterilised in accordance with the Dog Act to ensure they can no longer breed dogs.

Breaches of the standards would be pursued under the Animal Welfare Act, with breeders' subject to prosecution and fines under that Act. Only an animal welfare inspector can determine if a standard has been breached.

Recording the breeder's dog owner number on a dog's microchip database will allow authorities to trace a dog back to its breeder if issues with puppies or dogs are identified, such as genetic health concerns.

4.4 Access to the System

	View and update own information*	View and update all information	Limited dog breeder verification information**	Search for dogs on the system
Dog owners	X			
Dog breeders	X			
Local governments and State government authorities	X	X	X	X
Members of the public			X	
Dog management facilities and recognised dog shelters and rescues	X		X	X

*Dog owners would be able to update certain information (not all information) of their registration such as a change of address or changes to other contact details. Dog owners could also update the status of their dog, including updating its status to 'missing' or 'deceased'.

**As a minimum, the information on the dog owner that will be shown to a member of the public will include:

- their name;
- their postcode;
- their unique dog owner number; and
- their dog breeder registration status.

Questions

1. Are any other authorities or groups that should have access to the system?

- ☒ Yes – please specify below.
- ☐ No
- ☐ Unsure

Please specify: **Contract Ranger services, police if they see a benefit.**

2. What type of access should they have?

- ☐ View their own records
- ☐ Update their own records
- ☒ View all records
- ☐ Update all records
- ☐ Approve changes to records

3. What information on a dog owner should a member of the public be able to view to ascertain if the dog owner is a registered dog breeder? (more than one option can be selected)

- ☒ A dog owner's name
- ☒ A dog owner's postcode
- ☐ A dog owner's number
- ☒ Whether the dog owner is a registered dog breeder
- ☐ Other – please specify: _____

4.5 Additional information

The breadth of information recorded on the centralised registration system will affect how it can be used, and by whom it can be used. It is also likely to affect the cost.

There is the potential to record additional information on the centralised registration system, including the following:

- A register of approved kennel establishments in Western Australia (including the ability to apply for a kennel establishment licence on the system)
- A register of dog management facilities in Western Australia
- A register of pet shops transferring and selling dogs in Western Australia
- A register of dangerous dogs (declared and restricted breed)
- Information on particular dog owners, such as dog owners that are subject to a court order or have been convicted of offences under:

- the Dog Act
- a dog local law or by-law
- the Animal Welfare Act
- Information on dogs:
 - that have been seized by the local government at any time
 - that have been involved in a dog attack
 - that have not been controlled by their owner in accordance with the Dog Act
 - that have caused a nuisance or are subject to a nuisance complaint
 - that are subject to a destruction order
- Information to inform compliance with the standards for dog breeding, housing, husbandry, transport and sale.

The benefit of keeping this information is that these facilities, businesses, dogs and dog owners could be more readily identified and monitored by relevant authorities.

The inclusion of this additional information could result in additional costs, including:

- costs associated with creating a system that included and stored this additional information
- costs to particular stakeholders who would be responsible for uploading this information
- costs to local governments in processing this information
- costs to relevant enforcement authorities in monitoring this information.

Dog registration fees, and dog breeder registration fees would need to accommodate these costs.

Cat Registration

Currently under the *Cat Act 2011*, local governments are responsible for:

- processing cat registration applications;
- approving cat breeder applications; and
- maintaining a register of cats in their district.

As with dog registers, cat registers are specific only to that local government district (unless two or more local governments work together to maintain a joint system).

Questions

4. Would it be beneficial for your local government if cat and cat breeder registrations were also transitioned to the centralised registration system?

- ☒ Yes
- ☐ No
- ☐ Unsure

5. How would transitioning cat and cat breeder registrations to a centralised registration system be beneficial to your local government?

- ☒ Administrative efficiency
- ☒ Consistency with centralised dog registrations
- ☒ No requirement to maintain own register
- ☐ Other – please specify: _____
- ☐ It would not be beneficial – please specify: _____

6. Would any of the following additional information be useful for your local government?

- ☐ Approved kennel establishments
- ☐ Dog management facilities
- ☒ Pet shops that sell or transfer dogs
- ☒ Dangerous dogs
- ☒ Dog owner's subject to Court orders or convicted of particular offences
- ☐ Dogs that have been seized by the local government
- ☒ Dogs involved in a dog attack
- ☒ Dogs that have not been controlled by the owner
- ☒ Dogs that have caused a nuisance or are subject to a nuisance complaint
- ☐ Dogs that are subject to a destruction order
- ☐ Other information – please specify: _____

Please indicate why you think it would be useful: **This information would help assist our rangers in undertaking their duties and would also assist if a nuisance dog was brought into our Shire.**

7. What additional costs would including this information in the system create for your local government?

- ☒ Processing the additional information *
- ☐ Monitoring the additional information
- ☐ Other:

***Costs would be minimal**

8. Would it be easier for your local government to process and record kennel establishment licences through the system?

- ☐ Yes

- ☐ No
- ☒ Unsure

Please give your reasons: **Do not currently have any kennels establishments and not something that comes up very often.**

4.6 Dog registration information

The breadth of information recorded on the centralised registration system will affect how it can be used, and by whom it can be used. It is also likely to affect the cost.

General information

Dog registration information that will be kept on the centralised registration system will include:

- Current information requirements: the information a dog owner must currently provide to register a dog in Western Australia is set out under Form 4 of Schedule 1 of the *Dog Regulations 2013*. This includes information on the following:
 - dog owner details, including their address and contact details
 - **whether the dog can be effectively confined to the premises**
 - dog details, including age, breed, microchip details, whether the dog is a commercial security dog or a dangerous dog
 - the number of dogs on the premises
 - information on any previous convictions for offences against the Dog Act, Cat Act or Animal Welfare Act
 - a declaration that the information in the application is true and correct
- In addition, dog owners will be required to provide:
 - further information on their dog's sterilisation status
 - their unique dog owner number (if known, otherwise they will be issued with one)
 - the dog owner number of the dog's breeder (if known).

This is the minimum level of dog registration information that will be stored on the centralised registration system.

Questions – All

9. Please indicate if you think any of the additional information should be included on a dog's registration:

- ☒ information on whether the dog is used as a livestock working dog
- ☐ information on whether the dog is used as an assistance dog

Please indicate why you think this information will be beneficial: **As these dogs may have exemptions for certain requirements this information should be known to councils. However not relevant if dog is an assistance dog for our purposes.**

4.7 Updating dog registration information

The online centralised registration system will have the capacity to allow a range of users to register and update information recorded on the system in Western Australia.

Verification of some of the information recorded on the system will need to be undertaken to ensure the information is accurate, such as the sterilisation status of a dog.

The following users will be able to register a dog on the centralised registration system:

- dog owners
- local governments on behalf of dog owners (registrations made in person or hard copy form)
- dog shelters and rescue organisations
- dog management facilities.

The following stakeholders will be able to use the system to register as a dog breeder on the centralised registration system:

- dog owners (who wish to breed from their dog)
- local governments on behalf of dog breeders (registrations made in person or hard copy form)
- dog shelters and rescue organisations
- dog management facilities.

Local governments will be responsible for approving dog and breeder registrations in their district. The registration will not be complete until approved by the local government. In the process of approving dog registration applications, local governments can verify the microchip and de-sexing details through, for example, examining the dog's sterilisation certificate.

Potential Role for Veterinarians

Another possible option is that veterinarians be required to update the system with a dog's de-sexed and microchip information. In South Australia and New South Wales, veterinarians are able to update their centralised system with a dog's microchip details. The advantages of this are:

- a veterinarian can verify the de-sexing and microchipping of the dog without a local government having to examine a sterilisation certificate
- this is likely to be a more accurate and reliable method
- local governments can quickly process dog registrations as they do not have to confirm the microchip and de-sexing details (unless not already entered)
- the information is verified and entered in the system at the point of microchipping and de-sexing, meaning there is no delay in updating this information.

This will create a cost to veterinarian practices who will need to expend time and resources on undertaking this function.

Veterinarians will not be responsible for ensuring dog owners comply with the microchipping and de-sexing requirements. They will also not be obliged to notify a local government of a dog owner's non-compliance with the requirements.

Under this proposal, a veterinarian will be able to update a registered dog's details. If the dog is not registered prior to the veterinarian undertaking the microchipping and/or de-sexing, the veterinarian will still be able to enter the dog's microchip details and sterilisation status into the centralised registration system.

Owners will then be responsible for searching the system for the microchip details of their dog, and completing their registration.

Reports could be generated to show dogs that have been entered in the system by veterinarians, but have not been registered by their owner. Local governments would then be able to identify dog owners that have not registered their dog in accordance with the Dog Act.

Questions

10. Do you think veterinarians should be able to update and input dog's microchip and sterilisation details into the system?

- ☒ Yes
☐ No
☐ Unsure

Please indicate why it would be useful: **Takes responsibility off owners to update or inform Council. Best means of up to date information. However will need to watch if fees are charged for the vets to do so, ensuring it is fair for dog owners.**

11. Should it be a mandatory requirement for veterinarians to input this information into the system, or optional for veterinarians to input this information?

- ☐ Mandatory
☒ Optional
☐ Not applicable

Please provide reasons for your preference: **If they are charging a fee, gives owner option to undertake themselves.**

12. Do you perceive any benefits in veterinarians undertaking this role? **Up to date information, less reliance on owner. Vets will likely be familiar with system as opposed to owners who would use sparingly, therefore less chance of misinformation being put into system.**

13. Please indicate what other information you think veterinarians should be able to update or access on the system?

- ☐ Enter a dog registration on an owner's behalf
☒ Search for the identity of a dog and its owner
☒ Enter vet specific information on any registered animal
☒ Report and enter details of animal incidents such as dog attacks
☒ Report dog deaths
☐ Other – please specify: _____

4.8 Transition existing dog registers

Introducing a centralised registration system will mean the information in the existing local government dog registers will need to be transferred to the central register. This could be phased in over a number of years.

Local governments currently use at least five different registration systems, ranging from a sophisticated purpose-built database to a spreadsheet. A survey of local governments, with 53 local government respondents, found that 68% used Synergy, 13% used Civica, 8% used TechnologyOne, 8% used Pathway and 2% used an Excel spreadsheet.

Annual dog registrations

It is proposed that annual dog registrations will be transferred to the centralised system from the local government systems on renewal. Under the Dog Act, annual dog registrations expire on 1 November of every year.

Once the centralised registration system is developed and launched, annual dog registrations will be incorporated into the centralised registration system by requiring dog owners to renew their annual dog registration through the centralised system.

Essentially, dog owners that have registered their dogs annually will be captured when they renew their dog registration.

Three year dog registrations

Similar to annual dog registrations, owners that have registered their dog for a period of three years will be transferred to the centralised system when they renew their dog's registration. As for annual registrations it will be the owner's responsibility to enter their data into the new system at the time of re-registration.

This means that it will take the centralised system three years to incorporate the three-year period dog registrations.

Lifetime dog registrations

Lifetime dog registration means the owner never has to renew their dog's registration. As such, their dog's registration cannot be recorded on the centralised dog registration system through the renewal of the registration.

There are three options to capture lifetime dog registrations on the centralised system:

Option 1: Software

Data migration software could be created to transfer the information in each local government's register to the centralised system.

Software created to transfer dog registration information from local government systems to the centralised system would need to be specific to each type of software system the local governments currently use. It is not known if local governments using the same registration system have it configured in the same way. The expense of creating data migration software for each system would be significant, and adequate time would be needed to develop the data migration software for each type of registered software used by local governments.

Dog registration fees would potentially have to increase to cover the costs of funding the data migration software or a one-off registration charge apply for registrations on the new system. The disadvantage with this option is that the cost is also borne by new dog owners, as opposed to just the existing dog owners whose data is being migrated. Owners with life-time registration would bear none of the costs.

Option 2: Manual entry

Another option is to manually transfer the lifetime dog registrations to the centralised system. This would require local government staff to enter the information.

It would also mean that local government resources would be used on transferring information as opposed to undertaking other local government duties. It would, however, mean that local governments would no longer have to manage a dual system of registrations so there would be time and cost savings in the medium and longer term.

Sufficient time would also need to be provided to allow local governments to transfer the information – this could be three years in line with the transition of the three-year registrations.

Option 3: Owner's responsibility

Another option is to make it the responsibility of existing owners to re-register under the new centralised system.

Local governments could identify lifetime registrations on their system and send letters and information to owners with lifetime dog registrations instructing them to re-register their dog on the centralised system. There would be no charge for this process.

Upon re-registering online, owners would complete a specific registration form identifying them as a dog owner with an existing lifetime dog registration. Local governments could confirm this against their existing register and waive the registration fee.

If a person does not have online access, the local government could process the re-registration on the owner's behalf.

Currently, owners with a lifetime dog registration are not required to update a local government when their dog dies. Local governments are likely to therefore have active registrations for dogs that have passed away. One advantage of owners re-registering their lifetime dog registrations is that the register will not be updated with deceased dogs.

There is a risk that owners will not undertake the re-registration and may not re-register their dog.

Questions

14. Please indicate your preference for the following:

- ☐ Option 1 – Develop and provide data migration software to transfer lifetime dog registrations to the centralised registration system.
- ☒ Option 2 – Local governments manually enter lifetime dog registrations into the centralised registration system.
- ☐ Option 3 – Owners re-register their lifetime dog registration on the centralised registration system.

Please indicate reasons for your preference: **We don't have a large number of dogs so this task would not be too onerous, however I would image it would be different for large councils.**

15. Are there other options for transferring existing dogs onto the centralised system?

16. Which of the following would you support to cover the costs of migrating existing data?

- ☒ an increase in the registration fee
- ☐ a one-off payment by dog owners
- ☐ other
- ☐ none

One option is that existing lifetime dog registrations are not transferred to the new

system and local government registers would need to be retained for at least a 15-year period following the launch of the centralised system and authorities would have to refer to both the centralised system and individual local government dog registers.

17. Should lifetime dog registrations be transferred to the new system?

- ☒ Yes
- ☐ No
- ☐ Unsure

18. Please indicate your local government district and the software you currently use for your dog register:

- a) Local government district: **Yilgarn**
- b) Dog register software: **Synergy**

19. Please indicate if the software used for your local government dog register is the same as the software used for your local government's cat register:

- ☒ Yes
- ☐ No
- ☐ Unsure

20. Have you modified the software you currently use?

- ☐ Yes
- ☒ No
- ☐ Unsure

21. Is your local government easily able to identify lifetime dog registrations in your dog register?

- ☒ Yes
- ☐ No
- ☐ Unsure

22. How many lifetime dog registrations does your local government currently have? **79**

23. Does your local government have the capacity to extract data from your dog register software and provide the extracted data in an Excel spreadsheet?

- ☒ Yes
- ☐ No
- ☐ Unsure

4.9 Application and approval – dog breeder registration

A dog breeder will be broadly defined under the Dog Act, and will include any owner who has a dog that is not de-sexed, except if the dog is not de-sexed on health grounds.

The requirement to register as a dog breeder will come into effect once the centralised registration system is operational.

While it is envisaged that a majority of breeders will be registered prior to their dog having puppies, dog owners that are not registered will need to register as a breeder within seven days of the birth of puppies and/ or before the puppies are transferred to another person. This will ensure the local government has adequate time to process and approve the dog breeder registration application before the puppies are potentially transferred to another owner.

The information supplied by dog breeders at registration will impact the ability of the local governments to make an informed decision on approval of dog breeder registration.

The information cat breeders must provide when applying for approval to breed cats includes:

- the breeder's details, including address and contact details
- the cat's details, including microchip details
- questions in relation to the breeding of the cat, including the number of cats being kept on the premises, a description of the facilities, and whether they are a member of one of the listed organisations
- the requirement to provide details of any previous convictions against the Cat Act, Dog Act or Animal Welfare Act
- a declaration that the information provided is true and correct.

It is proposed that similar information is provided when dog breeders apply for dog breeder registration. Instead of providing information on the premises and facilities, it is proposed that dog breeders would need to indicate and certify that they were compliant with any minimum standards for dog breeding, housing and husbandry (once they came into effect).

Breeders will be required to renew their dog breeder registrations annually. Registered breeders will also be required to update any change to their information within seven days.

Questions

1. What information do you think a dog breeder should provide when applying for breeder registration or renewal?
 - ☒ The number of dogs being kept on the premises
 - ☒ A description of the premises where the dogs are being kept
 - ☒ A description of the facilities
 - ☒ The breed of dogs
 - ☒ Whether a person has been convicted of an offence under the Dog Act, Cat Act, Animal Welfare Act or a dog or cat local law.
 - ☒ Certification that they comply and will continue to comply with animal breeding, housing and husbandry standards
 - ☐ Other – please specify: _____
2. What do you think local governments should take into account when considering a dog breeder application or renewal?
 - ☒ The number of dogs being kept on the premises
 - ☒ The breed of dogs
 - ☒ Convictions under the Dog Act, Cat Act, Animal Welfare Act, or a dog or cat local law
 - ☒ Other – please specify: **Size of premises and location (ie for nuisances)**

The Dog Act allows a dog registration officer from the local government, with the consent of the owner or occupier, to enter and inspect premises to ascertain whether a dog will be effectively confined on the premises. It is a condition of dog registration that a dog must be effectively confined to the premises in which it is kept.

3. Should local governments have the power to enter and inspect premises of a dog breeder, or premises that are subject to a dog breeder application or renewal?
 - ☒ Yes
 - ☐ No
 - ☐ Unsure
4. In what situations should a local government be able to enter and inspect premises of a dog breeder of that are subject to a dog breeder application or renewal?
 - ☐ Where the dog breeder owns more than a certain number of dogs, or

Questions

owns a kennel establishment If yes, how many?

☐ No

☒ Unsure

It is my opinion that dog breeder registrations should be issued by a centralised organisation (like a similar organisation to Dogs SA). Otherwise there is no limit to the number of breeders that can exist across the state, and in larger councils where staffing may be an issue, these operations may be able to operate without monitoring.

4.10 Conditions – dog breeder registration

Dog breeders registered with the government will be required to comply with particular conditions. This will include legislative requirements relating to information that must be provided when transferring a dog and the requirement to update a dog's microchip database details with the breeder's dog owner number.

Dog breeders will also be required to comply with the requirements under the Dog Act, Cat Act and Animal Welfare Act and the mandatory dog breeding standards and guidelines when they are introduced under the Animal Welfare Act.

Registered dog breeders will also be required to notify the local government if any details of their dog registration changes.

Dog numbers

The number of dogs a dog breeder can keep on their premises will remain consistent with the current requirements under the Dog Act.

Currently local governments, through the adoption of local laws, can limit the number of dogs ordinarily kept on premises that are aged over three months to any number between two and six. If a person would like to keep more than the permitted number of dogs, they must apply for a kennel licence from their local government.

Under the Cat (Uniform Local Provisions) Regulations, members of certain cat associations are allowed to have three times the number of cats allowed on premises. This provision was introduced for cats as there were no existing limits on cat numbers before the introduction of the Cat Act. Dog breeders who are members

of certain dog associations will not be able to keep more dogs than the limits set by their local government.

It is possible that the standards for dog breeding, housing, husbandry, transport and sale will consider setting limits on the number of breeding dogs a person can own. This will be considered during consultation on the standards.

Questions

5. Please specify any additional conditions with which dog breeders should comply:
6. On what grounds do you believe a local government could cancel a dog breeder registration?
 - ☒ The dog breeder is convicted of an offence under the Dog Act, Cat Act, Animal Welfare Act, or a dog or cat local law
 - ☒ The dog breeder is convicted of an offence under Australian Consumer Law in relation to dogs they have sold or transferred
 - ☒ Failing to provide their dog owner number on the microchips of the puppies that they breed
 - ☒ Failing to provide their dog owner number when advertising or transferring a dog
 - ☒ Keeping more than the approved number of dogs on the premises
 - ☐ Other – please specify: **Failing comply with any related legislation, or for any relevant reason as seen fit by authorised officer.**

4.11 Exemptions – dog breeder registration

Livestock working dogs

In Queensland, primary producers that own and breed livestock working dogs are exempt from registering as dog breeders where they sell or transfer puppies they have bred to other primary producers.

If a primary producer sells or transfers a puppy they have bred to someone who is not a primary producer, then they are required to register as a dog breeder, and supply their dog breeder registration number.

Queensland legislation defines a **primary producer** as meaning a person who is primarily engaged in the occupation of a –

- (i) dairy farmer; or
- (ii) wheat, maize, or cereal grower; or
- (iii) cane grower; or
- (iv) fruit grower; or
- (v) grazier; or
- (vi) farmer, whether engaged in general or mixed farming, cotton, potato, or vegetable growing, or poultry or pig raising; and

includes a person engaged in primary production.

A **working dog** is defined as meaning a dog that is usually kept or proposed to be kept on rural land by an owner who is a primary producer, or a person engaged or employed by a primary producer; and is used primarily for the purpose of—

- (i) droving, protecting, tending, or working, stock; or
- (ii) being trained in droving, protecting, tending, or working, stock.

Questions

7. Should primary producers in WA be exempt from registering as dog breeders where they breed and transfer livestock working dogs to other primary producers?

- ☐ Yes
- ☐ No
- ☒ Unsure

Please provide reasons for your response: **There should be some method of tracking their activities and dog numbers.**

8. Should primary producers in WA be exempt from registering as dog breeders where they breed and transfer livestock working dogs to any person?

- ☐ Yes
- ☒ No
- ☐ Unsure

Questions

Please provide reasons for your response: **Not within the purpose of proposed exemption.**

Dog breeders registered with recognised breeding associations

There are dog breeders in WA that are members of non-Government dog breeding organisations and associations.

Dogs West, as an example, is a pedigree breeding association in Western Australia whose members are required to abide by a Code of Ethics.

Following the introduction of the centralised registration system, members of Dogs West will be required to register as a dog breeder with the Government.

Questions

9. Should particular dog breeders that are members of particular dog breeding associations be exempt from registering with the Government as dog breeders?

- ☐ Yes
☒ No
☐ Unsure

Please provide reasons for your response: **Brings in confusion, should be uniform across all breeders.**

In South Australia, dog breeder registration has recently been introduced.

Members of Dogs SA (the Dogs West equivalent) are not exempt from registering as dog breeders, but Dogs SA are responsible for inputting and maintaining their member's details into the dog breeder register.

The membership number issued by Dogs SA is also used as the Government dog breeder registration number.

10. Should recognised dog breeder associations in WA be responsible for inputting the details of their members into the Government's dog breeder register on the centralised registration system?

Questions

- ☐ Yes
- ☒ No
- ☐ Unsure

Please provide reasons for your response: **Keep onus on individual dog owners for continuity.**

11. What do you perceive to be the benefits of recognised dog breeder associations inputting their members details into the Government's dog breeder register? (You may select more than one option)

- ☐ Creates consistency between registers
- ☐ Avoids duplication for dog breeders who would otherwise need to register with both associations
- ☐ Potentially lessens the administrative burden on local governments
- ☐ Ensures that dog breeders registered with dog breeder associations are also registered with the Government and can be traced on the Government system
- ☐ Other – please specify: _____

12. What obligations should there be on recognised dog breeder associations that input their members details into the Government's dog breeder register? (you may select more than one option)

- ☐ Recognised dog breeder associations must update any change of their member's details within seven days of being notified of the change
- ☐ Recognised dog breeder associations must notify the relevant local government when a dog breeder is no longer a member of their association
- ☐ Recognised dog breeder associations must notify the relevant local government if a member's membership of their association is cancelled by the association
- ☐ Recognised dog breeder associations must notify relevant enforcement agencies where they find evidence that one of their members is not complying with the requirements under the Dog Act, Animal Welfare Act or a relevant dog local law
- ☐ Other – please specify: _____

4.12 Transferring a dog

Dog breeders and dog microchip information

Under the new centralised registration system, every owner that registers a dog will be issued with a 'dog owner number' that is unique to the owner. Effectively, every dog owner will have an identification number.

A dog breeder will be required to record their details and their unique 'dog owner number' alongside the microchip details of every puppy bred from their dog/s. This will ensure that the breeder's details are permanently recorded for each dog.

Microchip implanters will be required to provide the following information to the microchip company:

- Information on the dog breeder that owns and bred the dog's mother:
 - Their 'dog owner number'
 - Their name, address and contact details
- If known, information on the dog breeder that owns the dog's fathers:
 - Their 'dog owner number'
 - Their name, address and contact details

Microchip database companies will be required to record and retain this information alongside the microchip information of a dog.

Providing information when transferring a dog

Any person who sells, gives away, transfers or advertises a dog will be required to provide their 'dog owner number' and the dog's microchip number. Both numbers must be provided in any advertisement that advertises dogs or puppies for sale.

This will assist in tracking a dog, and identifying where a dog has come from.

Furthermore, if the person selling, giving away, transferring or advertising a dog claims to have bred the dog, a consumer can verify if they are a registered breeder on the centralised registration system by searching the 'dog owner number' provided by the breeder.

Consumers will be educated about only sourcing dogs from dog owners that provide their dog owner number and the dog's microchip number. This will help members of the public source dogs and puppies from registered dog breeders that can be identified and held accountable.

If a person has not bred a dog and transfers a dog, they must still provide their dog owner number and the dog's microchip number, to ensure authorities can identify and trace where a dog has been sourced from.

To monitor compliance with this requirement, members of the public will be encouraged to report non-compliant advertisements to an enforcement agency.

Questions

13. Are there other ways to monitor or ensure dog advertisements comply with the requirement to provide both the dog owner number and dog's microchip number? Please specify:
14. What agency could be responsible for prosecuting dog owners and breeders that do not comply with the transfer and advertisement requirements?
- ☒ Department of Local Government, Sport and Cultural Industries
 - ☒ Department of Primary Industries and Regional Development
 - ☒ Consumer Protection WA
 - ☐ RSPCA
 - ☐ Unsure
 - ☒ Other – please specify: **Independent dog association, similar to Dogs SA**
15. What is your agency's capacity (considering benefits, issues and costs) to enforce these requirements?
- ☐ Full capacity
 - ☒ Some capacity
 - ☐ Limited capacity
 - ☐ No capacity

Jurisdictional issues

Dog breeders and dog owners outside of WA are not subject to the requirement to have a dog owner number. If they sell, advertise or transfer a dog to a person in WA, they will not be able to comply with the requirement to provide a dog owner number.

If the transaction occurs outside of WA, then the transaction is not subject to WA law and the requirement to provide such details.

If the transaction occurs within WA, then this will be an issue.

For dog breeders and dog owners that reside outside the State and need a dog owner number to advertise and transfer dogs in WA, they will still need to apply for an 'interstate dog owner number'. Such applications will need to be made to a

central agency, most likely the Government Department responsible for administering the Dog Act.

Online advertisements posted online outside of WA, but that are shown and advertised within WA also present a unique issue with enforcing the requirements. These issues are under consideration by the Department.

4.13 Enforcement

Local governments will be required to enforce the requirement that dog breeders, and owners of dogs that are not de-sexed unless they are exempt, are registered.

Enforcement will involve:

- Processing dog breeder applications;
- Cancelling dog breeder registrations where non-compliance with the dog breeder conditions is discovered;
- Investigating dog breeding by unregistered dog breeders;
- Prosecuting or fining an unregistered dog breeder.

The expectation is that local governments will investigate non-compliance with the dog breeder requirements upon complaint. This could include inspecting premises to determine compliance with the Dog Act, including whether a dog owner is breeding dogs without being registered, or keeping more than the number of dogs allowed on their premises. It is not proposed that this will include investigating compliance with the mandatory standards for dog breeding, housing, husbandry, transport and sale as the standards are not being introduced under the Dog Act.

Economic modelling will be undertaken to assess the costs that local governments will incur as a result of enforcing these requirements.

Questions

8. To ensure dog breeders are complying with the requirements under the Dog Act, would your local government prefer to:

- ☒ investigate non-compliance upon complaint
- ☒ undertake a regular inspection regime
- ☐ unsure

(This will **not** include investigating compliance with the Mandatory Standards for Dog Breeding, Housing, Husbandry, Transport and Sale).

Questions

9. Are the current fines under the Dog Act sufficient to cover the cost of investigating and enforcing non-compliance?

- ☒ Yes
- ☐ No
- ☐ Unsure

Enabling enforcement

The centralised registration system is intended to make it easier for local government authorities to identify dog owners and dog breeders across the State.

The centralised registration system could also assist in monitoring and enforcing the current and proposed requirements under the Dog Act.

The system could potentially be designed to generate reports to identify specific information for each local government such as:

- dog owners that have not renewed their dog registration, or annual dog breeder registration;
- dogs that are not de-sexed or that are exempt from de-sexing;
- the number of dogs kept on a single premises that exceeds the limit, or dog owner's that own more dogs than the limit on a single premises so they can be monitored for compliance.

Questions

1. Please indicate what reports would assist local governments in enforcing the requirements under the Dog Act:

- ☒ Dog owners that have not renewed their dog registration
- ☒ Dog owners that have not renewed their annual dog breeder registration
- ☒ Dogs that are not de-sexed
- ☒ Premises where the number of dog exceeds the limit
- ☒ Number of dogs owned by a dog owner that exceeds the limit that can be kept on a single premises

2. What other reports would assist local governments to monitor and enforce the existing and proposed provisions under the Dog Act?

Transitioning Pet Shops to Adoption Centres

5.1 Introduction

As detailed in the Stop Puppy Farming Consultation Paper, it is intended to amend the *Dog Act 1976* (the Dog Act) so that pet shops will only be able to source puppies and dogs for sale from 'properly accredited' rescue organisations or shelters.

The areas of implementation on which further input is sought are:

- the accreditation of rescue organisations or shelters;
- the assessment of the health and behaviour of dogs;
- the period to transition pet shops to adoption centres;
- the arrangements that will need to be developed between pet shops and rescue organisations and shelters; and
- enforcement, including who will be responsible and how enforcement will be undertaken.

5.2 Objective

The objective of transitioning pet shops to adoption centres is to help break the supply chain with puppy farms and to address the homeless dog problem.

Puppy farming....is a covert industry that relies on hiding the true circumstances of how puppies are raised from buyers. Because of this, puppy farmers rely on pet shops, online sales, newspapers, and markets to sell puppies.⁴

Purchasing a dog from a pet shop means that the consumer is unable to trace, or know with any certainty, from where a dog was sourced. Restricting pet shops to only sourcing dogs from dog rescues and shelters will mean that a potential outlet for puppy farms is closed.

People looking to purchase or acquire a puppy will either need to purchase a puppy directly from the source (directly from a dog breeder) or purchase or adopt an abandoned or surrendered dog from a pet shop, dog rescue or shelter.

⁴ Page 3, Steering Committee Report - *Puppy Farming in Western Australia: why this trade needs to end and recommendations to achieve this*, November 2015, Appendix 1.

Consumers will be educated about sourcing puppies only from dog breeders registered on the centralised database and will be encouraged to visit the dog breeder and view the conditions in which the puppy was bred and reared. This will ensure that consumers are not purchasing dogs from 'puppy farms', or at the very least will assist in tracing dogs to irresponsible breeders if issues with the puppy arise.

Consumers that purchase an abandoned or surrendered dog from a pet shop will assist in reducing the number of unwanted dogs that are either euthanised or kept at rescue or shelter facilities.

5.3 Accreditation of rescue organisations and shelters

Under the new proposals, pet shops will only be able to source puppies and dogs for sale from 'properly accredited' rescue organisations or shelters. Dog rescue organisations and shelters will be accredited by the State Government.

Questions

1. Should accredited rescue organisations and shelters be monitored?
☒ Yes
☐ No
☐ Unsure
☐ Depends on the following factors (please specify): _____
2. How should they be monitored?
☒ Audits
☒ Inspections
☐ Annual reporting
☐ Unsure
☐ Not applicable – they should not be monitored
☐ Other: _____
3. Do you believe your agency should have a role in accrediting rescue organisations and shelters?
☐ Yes
☒ No
☐ Unsure
☐ Depends on the following factors (please specify): _____

Please specify reasons for your response: **Should be centralised for**

Questions

uniformity.

4. If you answered yes, what would this role be?

5.4 Assessment of the health and behaviour of dogs

The origins of dogs in rescue organisations and shelters is generally unknown. To provide confidence to potential new owners, it is intended that every dog supplied to a pet shop must pass a health and behavioural assessment. Pet shops will need to ensure that each dog has a health and behavioural certificate.

5.5 Transition period

Pet shops will be gradually transitioned into adoption centres to allow time for pet shops to make arrangements with dog rescue organisations and shelters.

Option 1 – Two year transition

Under this option, pet shops will be transitioned within two years of the legislation coming into effect.

In the interim, pet shops will be able to source puppies and dogs as they currently do.

Option 2 – Five-year transition

Under this option, pet shops will be transitioned within five years.

From date of amendment to the Dog Act	Where pet shops can source dogs:
0 to 2 years	Pet shops can source dogs from a dog breeder registered as such on the centralised database.
2 to 5 years	Pet shops selling dogs will be required to source dogs from accredited dog rescues and shelters, but can still also source dogs from registered breeders.
5 years onwards	Pet shops can only source dogs from accredited dog rescues and shelters.

5.6 Arrangements between pet shops and rescue organisations and shelters

It is likely that pet shops will need to form arrangements with accredited dog rescue organisation and shelters to ensure the responsible supply of dogs.

Pet shops and rescue organisations have been asked to provide feedback on what those arrangements should cover, for example, where the dog will be housed.

5.7 Enforcement

It is estimated that there are approximately 15 pet shops in Western Australia that sell puppies and dogs. After the transition period, pet shops will need to be monitored to ensure they are only sourcing dogs from accredited dog rescue organisations and shelters.

Furthermore, during the transition period pet shops would need to be monitored to ensure they are only sourcing dogs from registered dog breeders (following the introduction of dog breeder registration).

Pet shops could be monitored in a number of ways:

Option 1 – Public monitoring

Pet shops would be required to display a certificate confirming the source of the dog is from an accredited rescue organisation or shelter. The public could report pet shops to an enforcement agency that are not providing a certificate verifying the dog's source.

Option 2 – Inspections

An enforcement agency would be responsible for inspecting pet shops that sell dogs, whether randomly or periodically, and require the pet shop to provide information upon request.

Option 3 – Audits

Pet shops would be required to be audited by a particular enforcement agency, whether periodically or randomly.

Option 4 – Audited and inspected upon complaint

The enforcement agency would inspect and audit a pet shop only where concerns were raised about the pet shops compliance with the laws.

The type of enforcement undertaken will assist in informing what agency is best placed to undertake enforcement. The capacity and resources of the agency would also need to be considered.

Questions

5. Should pet shops have to register with a relevant authority if they sell dogs?

- ☒ Yes
- ☒ No
- ☐ Unsure

Not if they are accredited by a separate organisation

6. Should it be an offence to fail to register?

- ☒ Yes
- ☐ No
- ☐ Unsure

7. What information and records should a pet shop maintain to ensure compliance with the pet shop provisions can be monitored?

- ☒ Records of where dogs have been sourced from
- ☒ Details of new owners
- ☒ Details of health and behaviour checks
- ☐ Other – please specify: _____

8. What information and records should a rescue organisation and rescue maintain to ensure pet shops can be monitored and information verified?

As above

9. How should a pet shop be monitored for compliance?

- ☒ Option 1 – Public monitoring
- ☒ Option 2 – Inspections
- ☒ Option 3 – Audits
- ☒ Option 4 – Audited and inspected upon complaint
- ☐ Other – please specify: _____