

Attachment
Ordinary
Meeting of
Council
June 2021

Attachments

Minutes

Ordinary Meeting of Council –May 2021

Special Meeting of Council-May 2021

Central East Accommodation and Care Alliance-May 2021

Westonia Yilgarn Local Emergency Management –May 2021

Yilgarn Tourism Committee Meeting- June 2021

Agenda Attachments

9.1.1 Code of Conduct Behaviour Complaint Policy

9.1.2 Behaviour Complaint Terms of Reference

9.1.4 Local Government Convention

9.2.1 Monthly Financial Reports

9.2.2 Accounts for Payment

9.4.1 Development Application Lot 759, Great Eastern Highway



Shire of
YILGARN

“good country for hardy people”

Minutes

Ordinary Meeting of Council

20 May 2021

DISCLAIMER

Any Plans or documents in agendas or minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material, as per the Copyright Act 1968.

Any statement, comment or decision made at a Council meeting regarding any application for an approval, consent or licence, including the resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity who has an application before the Shire of Yilgarn must obtain, and should rely on, written notice of the Shire of Yilgarn's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done in a Council meeting.

Any advice provided by an employee of the Shire of Yilgarn on the operation of a written law, or the performance of a function by the hire of Yilgarn, is provided in the capacity of an employee, and to the best of the persons knowledge and ability. It does not constitute, and should not be relied upon, as legal advice or representation by the Shire of Yilgarn. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire of Yilgarn should be sought in writing and should make clear the purpose of the request. Any plans or documents in Agendas and Minutes may be subject to copyright.

Table of Content

1 Declaration of Opening/Announcement of Visitors	3
2 Announcements from the Presiding Member	3
3 Attendance	3
4 Declaration of Interest	3
5 Public Question Time	3
6 Confirmation of Minutes	4
7 Presentations, Petitions, Deputations	5
8 Delegates' Reports	6
9 Officers' Reports	7
9.1 Chief Executive Officer	7
9.1.1 Central East Accommodation & Care Alliance Inc.	7
9.1.2 Adoption of Policy-Appointment of Acting CEO	11
9.1.3 Yilgarn Agricultural Society-Financial Contribution for Conduct of 2021 Yilgarn Show	17
9.1.4 Yilgarn Motoring Enthusiasts Inc.-Financial Contributions For Conduct of 2021 Car and Bike Show	20
9.1.5 Draft Tourism Marketing Strategy and Activation Plan	24
9.2 Executive Manager Corporate Services	27
9.2.1 Financial Reports April 2021	27
9.2.2 Accounts for Payment	30
9.2.3 2021/2022 Councillor Sitting Fees	34
9.2.4 2021/2022 Schedule of Fees and Charges	44
9.2.5 2021/2022 Long Term Financial Plan	48

9.3 Executive Manager Infrastructure.....	n/a
9.4 Executive Manager Regulatory Services.....	51
9.4.1 Barto Gold Mining Pty Ltd-Referral of a Licence Amendment-	
Marvel Loch Mine.....	51
9.4.2 Habrok (Battler Pit) Pty Ltd-Referral of a Licence Application.....	54
9.4.3 Request for Comment-Lease/Purchase Crown Land	
Land ID Number 3092032, Southern Cross.....	58
9.4.4 Licence to Occupy-Wimmera Hill Telecommunication Site	
BAI Communications Pty Limited.....	62
9.4.5 Tellus Holdings Alignment of Capacities Request.....	66
10 Application for leave of absence.....	69
11 Motions for which previous notice has been given.....	69
12 New business of an urgent nature introduce by decision of the meeting.....	69
13 Meeting closed to the public-Confidential Items.....	69
13.1 Chief Executive Officer Position.....	69
14 Closure.....	70

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 4.05pm

2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil

3. ATTENDANCE

Presiding Member	Cr W Della Bosca	President
Members	Cr B Close Cr J Cobden Cr G Guerini Cr L Rose Cr S Shaw	Deputy President
Council Officers	P Clarke C Watson R Bosenberg N Warren L Della Bosca	Chief Executive Officer Executive Manager Corporate Services Executive Manager Infrastructure Executive Manager Regulatory Services Minute Taker
Apologies:	Nil	
Observers:	Mrs. Kay Crafter	

Leave of Absence:

72/2021

Moved Cr Close/Seconded Cr Guerini

That Cr Nolan be granted Leave of Absence from the Ordinary Meeting of Council held on the 20 May 2021

CARRIED (6/0)

4. DECLARATION OF INTEREST

Nil

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5.1 PUBLIC QUESTION TIME

Nil

6. CONFIRMATION OF MINUTES

6.1 Ordinary Meeting of Council, Thursday 15 April 2021

73/2021

Moved Cr Cobden/Seconded Cr Shaw

That the minutes from the Ordinary Council Meeting held on 15 April 2021 be confirmed as a true record of proceedings

CARRIED (6/0)

6.2 Great Eastern Country Zone (GECZ) Meeting, Tuesday 27 April 2021

74/2021

Moved Cr Guerini/Seconded Cr Cobden

That the minutes from the GECZ meeting held on the 27 April 2021 be received.

CARRIED (6/0)

6.3 Wheatbelt East Regional Organisation of Councils (WEROC) Inc. Board Meeting, Tuesday 27 April.

75/2021

Moved Cr Close/Seconded Cr Guerini

That the minutes from the WEROC meeting held on the 27 April be received

CARRIED (6/0)

6.4 Yilgarn History Museum Committee Meeting, Wednesday 3 March 2021

76/2021

Moved Cr Cobden/Seconded Cr Rose

That the minutes from the Yilgarn History Museum Committee Meeting held on the 3 March 2021 be received

CARRIED (6/0)

6.5 Yilgarn History Museum Committee Meeting, Tuesday 4 May 2021

77/2021

Moved Cr Cobden/Seconded Cr Guerini

That the minutes from the Yilgarn History Museum Committee Meeting held on the 4 May 2021 be received

CARRIED (6/0)

6.6 Yilgarn Tourism Committee Meeting, Tuesday 4 May 2021- (Minutes Attached)

78/2021

Moved Cr Cobden/Seconded Cr Guerini

That the minutes from the Yilgarn Tourism Committee meeting held on the 4 May 2021 be received

CARRIED (6/0)

Recommendation contained within the Yilgarn Tourism Committee Minutes

79/2021

Moved Cr Rose/Seconded Cr Cobden

That the recommendation contained within the Yilgarn Tourism Committee meeting being:-

Moved K Crafter Seconded R Stevens

That it be recommended to Council that it declines Mr Bonser's offer to participate in "The Spirit of the Wheatbelt Hinterland" publication as both the Committee and Council are concentrating on lifting the profile of the district via social media and website platforms and has invested heavily in this area to achieve this exposure

Be adopted.

CARRIED (6/0)

7. PRESENTATIONS, PETITIONS, DEPUTATIONS

Nil

8. DELEGATES' REPORTS

Cr Della Bosca announced the following;

- Attended the ANZAC Day services

Cr Close announced the following;

- Attended the Wheatbelt North East Sub Regional Road Group meeting on the 16 April 2021
- Attended the Great Eastern Country Zone meeting on the 27 April 2021

Cr Cobden announced the following;

- Attended the Local Health Advisory Committee meeting on the 20 April 2021
- Attended the Southern Cross ANZAC Day service
- Attended the Southern Cross Tourism Advisory Committee meeting on the 4 May 2021

Cr Rose announced the following;

- Attended the Tourism, Advisory Committee meeting on the 4 May 2021
- Attended the Yilgarn History Museum Committee meeting on the 4 May 2021

9. OFFICERS REPORTS

9.1 Officers Report – Chief Executive Officer

9.1.1 Central East Accommodation & Care Alliance Inc. (CEACA)

File Reference	1.3.3.18
Disclosure of Interest	None
Voting Requirements	Absolute Majority
Attachments -	Nil

Purpose of Report

To submit to Council for consideration the continuation of a financial contribution to CEACA in the 2021/2022 financial year.

Background

In past years Council has been contributing \$20,000 per annum to CEACA as part of the Aged Housing Project in the Wheatbelt. The \$20,000 contribution individually from the eleven (11) participating Shires in the Eastern Wheatbelt region has been mainly to assist in the administrative side of the project.

Now that the Aged Housing project has been completed and 100% occupancy of the units has been achieved, CEACA have now set new priorities as part of the 2012 VERSO Report that was commissioned by CEACA into Central East Wheatbelt Aged Support and Care Regional Solution/s.

Comment

At the April 2020 Ordinary meeting of Council, the CEO informed Councillors that he and the Executive Manager Regulatory Services (EMRS) had met with CEACA's Independent Chair, Mr Tuck Waldron, and the Interim CEO, Mr Richard Marshall, regarding the new Strategic Priorities set by CEACA's Executive Committee for the 2021/2022 financial year, which are as follows:-

- Investigate and develop proposals for the provision of care services, including NDIS and mental health support, for the citizens of CEACA members;
- Investigate the possible expansion of CEACA accommodation units in locations required by each CEACA member;
- Investigate and develop proposals for the provision of transport services for the citizens of each CEACA member;

- Investigate the availability of government funding to CEACA from both state and federal governments to implement strategic priorities 1 to 3 noted above;
- Examine the feasibility of CEACA taking over the management of accommodation units owned by each CEACA member; and
- Investigate the possibility of other Wheatbelt shires becoming a member of CEACA.

Mr Waldron advised that the above priorities can only be achieved by way of the majority of the 11 member shires continuing to contribute the annual contribution of \$20,000. Mr Waldron and Mr Marshall indicated that the benefits of CEACA membership include the following:-

- Direct involvement and influence in a social housing scheme covering the member Shires and also the wider region of the central east Wheatbelt; and
- Direct involvement and influence in the future direction of CEACA, which may include an expansion of the number of Independent Living Units (ILUs) and the development of a care services model.

In respect to dot point 2 above, the expansion of ILUs in Southern Cross is unlikely in the long-term, considering the length of time it took to occupy the two (2) CEACA Units together with other housing options that already exist in Southern Cross. Also, within the Yilgarn district there are Private Home Care Providers offering in-home care and assistance to the elderly, which also covers people living with a disability or those that are recovering from surgery or disease. It could be viewed that CEACA would potentially be competing with private Home Care Providers if it pursued this direction. The CEO and EMRS did raise this matter with Mr Waldron who indicated that he would contact the private Providers to ascertain whether there was a possibility of CEACA working with them to provide care packages to residents.

The Board of CEACA next meets on 27 May, 2021 and at this meeting CEACA would like to ascertain direction from member Shires of their proposed financial commitment for the 2021/2022 financial year. It should be noted that one (1) Local Government has already indicated that they will only contribute up to \$2,000.

The Shire President, Cr Della Bosca, is on the Board of CEACA and will be representing the Shire of Yilgarn at the above meeting.

Statutory Environment

Nil

Strategic Implications

Shire of Yilgarn Strategic Community Plan 2020-2030 – Civic Leadership 4.1.2 – Maintain a high level of corporate governance, responsibility and accountability.

Shire of Yilgarn Strategic Community Plan 2020-2030 – Social 1.3.1 – Support CEACA ILU's precinct in Southern Cross.

Policy Implications

Nil

Financial Implications

Should Council decide to continue with an annual contribution of \$20,000 to CEACA, provision would have to be made within the 2021/2022 Budget.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	To consider whether additional funding to CEACA is warranted. Withdrawal of funding could potentially affect care services to elderly in the future	Moderate (9)	Consideration to fund next Phase of CEACA planning of VERSO Report following completion of ILU project
Financial Impact	\$20,000 annual contribution	Moderate (8)	To provide direction to CEACA Board Member regarding allocation of \$20,000 to CEACA in 2021/2022 Budget.
Service Interruption	Nil	Nil	Nil
Compliance	Local Government Act requirements relating to Budgets.	High (15)	2021/2022 Budget considerations
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

80/2021

Moved Cr Cobden/Seconded Cr Rose

That Council instructs its representative on the Board of the Central East Accommodation and Care Alliance (CEACA) Inc., to advise CEACA at its Board meeting on Thursday, 27 May 2021 of the following in respect to ongoing membership and annual financial contributions:-

- 1. that the Shire of Yilgarn does not wish to continue as a participating member of CEACA if the annual financial contribution remains at \$20,000 per annum; and*
- 2. that the Shire of Yilgarn would consider continuing its participation with CEACA if annual contributions were scaled dependent upon the expectation on the level of future services required by individual members i.e., retain involvement in ILU's and accommodation requirements, but not in the proposed future priorities of care services, including NDIS, mental health support and transport services.*

Note: *Council's decision in seeking a reduced annual contribution is based upon the belief that those CEACA (Local Governments) members that hold the majority of ILU's within their respective districts/towns would ultimately benefit from the intended future priorities of CEACA as opposed to those smaller communities with a limited number of ILU's and residents requiring proposed levels of support.*

In resolving the above, Council congratulates CEACA on its achievement in the construction and occupation of the 71 ILU's in the 11 Local Governments within the Central and Eastern Wheatbelt area.

CARRIED BY ABSOLUTE MAJORITY (6/0)

9.1 Officers Report – Chief Executive Officer

9.1.2 Adoption of Policy – Appointment of Acting Chief Executive Officer

File Reference	2.3.3.2
Disclosure of Interest	None
Voting Requirements	Absolute Majority
Attachments	Draft Policy

Purpose of Report

To submit to Council a new Policy to replace existing Staff Policy 7.5 on the Appointment of an Acting Chief Executive Officer in order that Council conforms with Section 5.39C of the *Local Government Act 1995*.

Background

As Council is aware, the State Government enacted new legislation that took effect from 3 February 2021 relating to the following:-

- *Local Government (Administration) Regulations 2021*;
- *Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2021*; and
- *Local Government (Model Code of Conduct) Regulations 2021*.

Council has already complied with a number of the requirements associated with the new legislation and it is considered by the CEO that Council's existing policy for the "Appointment of Acting CEO" requires review based upon the new legislation.

Section 5.39C of the *Act*, stipulates that a Policy for temporary employment of appointment of a CEO must be prepared and adopted. This includes appointment of an Acting CEO when the current CEO is on leave.

Comment

In its guidance notes on the above matter, the Department of Local Government, Sport and Cultural Industries (DLGSC) notes:-

"Where the role of CEO is not fulfilled for a significant period, this leads to increased risk operations and governance of the local government. Therefore, local governments are required to develop and implement a policy that outlines the arrangements to temporarily replace a CEO for any period less than twelve months, for example, when a CEO is on planned or unplanned leave. The policy must include the decision-maker(s) for appointing an acting CEO."

As an example, the policy may include employee position titles, specifying that the Council considers a person holding these positions to be suitably qualified and experienced for the position of CEO. In addition, the policy should also include a methodology for the CEO to appoint an Acting CEO from the listed positions for a period of absence up to four weeks; however any decision regarding the appointment of an Acting CEO for any period exceeding four weeks must be made by the Council. This policy must be made available on the local government's website.

Senior Staff Policy No.7.3 already states the following Officers to be designated as Senior Staff in accordance with Section 5.37 of the *Act*:-

- Executive Manager Corporate Services
- Executive Manager Infrastructure
- Executive Manager Regulatory Services

In respect to existing Policy No. 7.5 relating to Acting Chief Executive Officer, it states the following:-

"When the Chief Executive Officer is on Annual Leave, Long Service Leave, or Extended Sick Leave; the Executive Manager Corporate Services shall be the Acting Chief Executive Officer, unless otherwise determined by Council.

Provided however, should the Executive Manager Corporate Services not be available then the most Senior Member of the Council staff as determined by the CEO shall act in the capacity of Acting Chief Executive Officer pending a resolution of the Council".

Whilst Council's existing Policy does meet the majority of the requirements, it is considered that it should be reworded to incorporate all areas as addressed by the DLGSC in its guidance notes. Therefore, it is proposed that the following be considered by Council as the new Policy wording:-

Senior Employees and Acting Chief Executive Officer Appointments pursuant to Section 5.37 of the Local Government Act 1995, the following employees are designated as senior employees:

- ***Executive Manager Corporate Services***
- ***Executive Manager Infrastructure***
- ***Executive Manager Regulatory Services***

For the purposes of Section 5.36(2) and 5.39C of the Act, Council has determined that the employees that are appointed in one of the above positions are suitably qualified to be appointed as Acting CEO by the CEO, from time to time, when the CEO is on periods of leave, subject to the following conditions:-

- *The CEO is not an interim CEO or Acting in the position;*
- *The term of appointment is not longer than 25 working days consecutive; and*
- *That the employee's employment conditions are not varied other than the employee is entitled at the CEO's discretion, no greater than the salary equivalent to that of the CEO during the Acting period.*

In the case of the unavailability of the CEO due to an emergency to appoint an Acting CEO, the Executive Manager Corporate Services is automatically appointed as Acting CEO, on that Officer's salary, for up to 10 working days from commencement, and continuation is then subject to determination by the Council.

All other interim, Acting or CEO appointments to be referred to Council for consideration.

Statutory Environment

Local Government Act 1995

5.36. Local government employees

- (1) A local government is to employ —
 - (a) a person to be the CEO of the local government; and
 - (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.
- (2) A person is not to be employed in the position of CEO unless the council —
 - (a) believes that the person is suitably qualified for the position; and
 - (b) is satisfied* with the provisions of the proposed employment contract.

** Absolute majority required.*

5.37. Senior employees

- (1) A local government may designate employees or persons belonging to a class of employee to be senior employees.

5.39C. Policy for temporary employment or appointment of CEO

- (1) A local government must prepare and adopt* a policy that sets out the process to be followed by the local government in relation to the following —
 - (a) the employment of a person in the position of CEO for a term not exceeding 1 year;
 - (b) the appointment of an employee to act in the position of CEO for a term not exceeding 1 year.

* Absolute majority required.

- (2) A local government may amend* the policy.

* Absolute majority required.

- (3) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.
- (4) The CEO must publish an up-to-date version of the policy on the local government's official website.

Strategic Implications

Shire of Yilgarn Strategic Community Plan 2020-2030 – Civic Leadership 4.1.2 – Maintain a high level of corporate governance, responsibility and accountability.

Policy Implications

New Policy to replace previous Policies 7.3 and 7.5 contained in the Staff Policy Manual

Financial Implications

Nil

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Sections 5.36(2) and 5.39C(1) of the <i>Local Government Act</i>	Moderate (6)	Adoption of Policy to meet <i>Act</i> requirements
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

81/2021

Moved Cr Close/Seconded Cr Guerini

That with respect to the new mandatory policy that covers the appointment of local government Chief Executive Officers on terms less than one year (including those in an Acting capacity), Council;

- Pursuant to Section 5.39C(1) of the Local Government Act 1995, adopt the following Policy for Appointing an Acting Chief Executive Officer:-*

Senior Employees and Acting Chief Executive Officer Appointments pursuant to Section 5.37 of the Local Government Act 1995, the following employees are designated as senior employees:

- *Executive Manager Corporate Services*
- *Executive Manager Infrastructure*
- *Executive Manager Regulatory Services*

For the purposes of Section 5.36(2) and 5.39C of the Act, Council has determined that the employees that are appointed in one of the above positions are suitably qualified to be appointed as Acting CEO by the CEO, from time to time, when the CEO is on periods of leave, subject to the following conditions:-

- *The CEO is not an interim CEO or Acting in the position;*
- *The term of appointment is no longer than 25 working days consecutive; and*

- *That the employee's employment conditions are not varied other than the employee is entitled at the CEO's discretion, no greater than the salary equivalent to that of the CEO during the Acting period.*

In the case of the unavailability of the CEO due to an emergency to appoint an Acting CEO, the Executive Manager Corporate Services is automatically appointed as Acting CEO, on that Officer's salary, for up to 10 working days from commencement, and continuation is then subject to determination by the Council.

All other interim, Acting or CEO appointments to be referred to Council for consideration.

2. *In adopting the above Policy, Council repeals the existing Policy No.7.5 relating to Acting Chief Executive Officer; and*
3. *Pursuant to Section 5.39C9(4) of the Local Government Act, the newly adopted Policy be published on the Shire of Yilgarn's official website.*

CARRIED BY ABSOLUTE MAJORITY (6/0)

9.1 Officers Report – Chief Executive Officer

9.1.3 Yilgarn Agricultural Society – Financial Contribution for conduct of 2021 Yilgarn Show

File Reference	1.3.3.11
Disclosure of Interest	None
Voting Requirements	Simple Majority
Attachments	Nil

Purpose of Report

To present to Council for consideration, the ongoing commitment for financial assistance to the Yilgarn Agricultural Society in conducting the 2021 Yilgarn Show.

Background

In past years Council has contributed financially to the Yilgarn Agricultural Society to assist the Society in attracting performers/rides to make the Show a more attractive event for all ages.

Comment

Due to COVID-19, the 2020 Show was cancelled and whilst Council had provided a financial commitment of \$9,800 in the 2020/2021 Budget for the 2020 Show, this amount has remained unexpended to date.

The President of the Agricultural Society, Mrs Alison Carnicelli, has written to Council seeking financial support for the conduct of the 2021 Show and has listed the following performers/rides that Council could consider sponsoring:-

- *Lil Loui - children's ride on miniature Mac Truck train - \$1,550*
- *Magician and Fire Twirling Pirate - \$1,900*
- *Race Kraft Virtual Go Kart Racing - \$1,650*
- *Brazillian Dancers x 4, and Drummers x 6 - \$4,500 (this is something new to this Show, we are trying to incorporate more cultural diversities into the Show)*
- *Smoke and Mirrors Audio - \$3,150 (audio Equipment and MC)*
- *Constable Care Puppet Show - \$3,150*

Rather than identifying particular sponsorship of performers/rides, it is suggested that Council provides financial contribution earmarked with the 2020/2021 Budget (indicated above), which would then allow the Society to plan early with the sponsorship and prioritise which performers/rides would best suit the Show's patronage.

Statutory Environment

Nil.

Strategic Implications

Shire of Yilgarn Strategic Community Plan 2020-2030 – Social Objectives Outcome 1.1 – Maintain/increase percentage of residents engaged in recreation, cultural and leisure activities for all demographics in the Shire.

Policy Implications

Nil

Financial Implications

Provision made in the 2021/2021 Budget for funding to the Yilgarn Agricultural Society.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	To support the Yilgarn Agricultural Society in providing a quality Show for all residents of the district	Low (1)	Nil
Financial Impact	Nil	Low (2)	Provision already in 2020/2021 Budget
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

82/2021

Moved Cr Cobden/Cr Shaw

That Council reinforces its financial commitment to the Yilgarn Agricultural Society through its 2020/2021 Budget allocation of \$9,800.00 to assist the Society in securing performers/rides for the 2021 Show.

CARRIED (6/0)

9.1 Officers Report – Chief Executive Officer

9.1.4 Yilgarn Motoring Enthusiasts Inc. – Financial Contribution for conduct of 2021 Car & Bike Show

File Reference	1.3.9.21
Disclosure of Interest	None
Voting Requirements	Absolute Majority
Attachments	Nil

Purpose of Report

To present to Council for consideration, the ongoing commitment for financial assistance to Yilgarn Motoring Enthusiasts Inc., in conducting the 2021 Car and Bike Show.

Background

In past years Council has contributed financially to the Yilgarn Motoring Enthusiasts Inc., to assist this organisation in the conduct of the Car & Bike Show.

Comment

Due to COVID-19, the 2020 Car & Bike Show was cancelled and whilst Council had provided a financial commitment of \$3,000 in the 2020/2021 Budget for the 2020 event, this amount has remained unexpended to date.

The President of Yilgarn Motoring Enthusiasts Inc., Mr Ken Fairless, has written to Council seeking financial support for the conduct of the 2021 Car and Bike Show and indicated that they were reluctant to source donations from local businesses for this year's event understanding that businesses were under considerable economic strain.

Due to limited financial support, Mr Fairless is seeking additional support from Council by way of providing a top-up of \$3,000 to assist the Yilgarn Motoring Enthusiasts Inc., in attracting activities at the 2021 event.

As indicated above, provision had been made in the 2021/2021 Budget for funding of \$3,000 to Yilgarn Motoring Enthusiasts Inc., that was identified for the 2020 Car and Bike Show. If Council can commit an additional \$3,000 in its 2020/2021 Budget, this would ensure that the group would have sufficient Council sponsorship without the need to source financial assistance from other sources.

Statutory Environment

Local Government Act 1995 – Section 6.8

Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
 - (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.

** Absolute majority required.*

- (1a) In subsection (1) —

additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

- (2) Where expenditure has been incurred by a local government —
 - (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
 - (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

Strategic Implications

Shire of Yilgarn Strategic Community Plan 2020-2030 – Social Objectives Outcome 1.1 – Maintain/increase percentage of residents engaged in recreation, cultural and leisure activities for all demographics in the Shire.

Policy Implications

Nil

Financial Implications

Provision made in the 2021/2021 Budget for funding of \$3,000 to Yilgarn Motoring Enthusiasts Inc., which was identified for the 2020 Car and Bike Show.

The request for an additional \$3,000 would be from the current 2020/2021 Budget and Council's commitment to this needs to be ratified by Absolute Majority as it is deemed unauthorised expenditure.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	To support the Yilgarn Motoring Enthusiasts In., in providing a quality 2021 Car and Bike Show for all residents of the district	Moderate (5)	Nil
Financial Impact	Impact upon current 2020/2021 Budget through additional financial support	Low (2)	Provision already in 2020/2021 Budget of \$3,000. Seeking an additional \$3,000 in the 2020/2021 Budget
Service Interruption	Nil	Nil	Nil
Compliance			
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

83/2021

Moved Cr Rose/Seconded Cr Close

That Council:-

- 1. Reinforces its financial commitment to the Yilgarn Motoring Enthusiasts In., through its 2020/2021 Budget allocation of \$3,000.00 to assist the organisation in conducting the 2021 Car and Bike Show, and;***
- 2. That Council commits to providing an additional \$3,000.00 over and above Council's normal annual contribution in the 2020/2021 Budget to the Yilgarn Motoring Enthusiasts Inc., to assist the organisation in securing events for the 2021 Car and Bike Show.***

CARRIED BY ABSOLUTE MAJORITY (6/0)

9.1 Officers Report – Chief Executive Officer

9.1.5 Draft Tourism Marketing Strategy and Activation Plan

File Reference	1.3.10.5
Disclosure of Interest	None
Voting Requirements	Absolute Majority
Attachments	Draft Tourism Marketing Strategy and Activation Plan

Purpose of Report

To present to Council for consideration and adoption, the Draft Tourism Marketing Strategy and Activation Plan prepared by Market Creations on behalf of the Shire of Yilgarn.

Background

In the development of the Shire of Yilgarn Strategic Community Plan 2020-2030, one of the outcomes from the community consultation was a recommendation for Tourism in the district to be given a higher profile and to do this, a recommendation was put forward, which Council supported, was for the re-formation of the Shire's Tourism Advisory Committee.

Following adoption of the Strategic Community Plan by Council, processes were put in place to re-form the above Committee, with the Tourism Advisory Committee's first meeting being held in September 2020. Council did provide funds in its 2020/2021 Budget to allow the Committee to commence tourism projects however, being a new Committee and endeavouring to find direction proved to be difficult.

It was therefore recommended to Council that the budgeted funds be allocated to the preparation of a Tourism Marketing Strategy that would provide direction for lifting the profile of the Shire and tourism overall. This action was supported by Council.

Comment

Following the above processes, Market Creations, a WALGA preferred supplier, was engaged by Council to work with the Tourism Advisory Committee to develop a Tourism Marketing Strategy and also to develop a dedicated Tourism Webpage.

Market Creations have now provided the Draft Tourism Marketing Strategy and Activation Plan for Council's consideration. The Tourism Advisory Committee reviewed the Draft at its meeting held on Tuesday, 4 May 2021 and supported its content and resolved the following in expectation that Council would also adopt the Strategy:-

Moved K Crafter Seconded Cr Rose

that Council seeks quotations for implementation of Brand Development and Awareness as per Phase 1 of the Activation Strategies outlined in the Draft Tourism Marketing Strategy in order that Council can consider such costs in the 2021/2022 Budget deliberations.

CARRIED

Whilst the Committee noted that a considerable amount of funding is required to achieve the Activation Strategies as outlined within the Marketing Strategy, a phased approach over a period of years will ensure an orderly approach to lifting the profile of the Shire and the district and ensure that Council and the Tourism Advisory Committee have a clear direction towards meeting these goals.

Statutory Environment

Nil

Strategic Implications

Shire of Yilgarn Strategic Community Plan 2020-2030 – Economic Objectives Outcome 2.4 Tourism Opportunities are Maximised – 2.4.3 Re-establish a Yilgarn Tourism Committee to advise/recommend to Council on actions to promote tourism in the district.

Policy Implications

Nil

Financial Implications

Subject to Council committing funding in the 2021/2022 to commence Phase 1 of the Activation Strategies.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Community Strategic Plan identified promotion of tourism in the district as a priority	Moderate (9)	Development of Tourism Marketing Strategy and Activation Plan provides for direction
Financial Impact	Allocations in annual Budgets to achieve Activation Strategies	High (12)	Subject to Council identifying funding annually.
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

84/2021

Moved Cr Shaw/Seconded Cr Cobden

That Council adopts the Shire of Yilgarn Tourism Marketing Strategy and Activation Plan as presented and supports the recommendation submitted by the Yilgarn Tourism Advisory Committee to source quotations for the commencement of Phase 1 of the Activation Strategies as outlined in the Plan for consideration in the allocation of funds in the 2021/2022 Budget to commence this process.

CARRIED BY ABSOLUTE MAJORITY (6/0)

9.2 Reporting Officer– Executive Manager Corporate Services

9.2.1 Financial Reports

File Reference	8.2.3.2
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Financial Reports

Purpose of Report

To consider the Financial Reports

Background

Enclosed for Council's information are various financial reports that illustrate the progressive position of Council financially on a month-by-month basis.

The following reports are attached and have been prepared as at the 30 April 2021.

- Rates Receipt Statement
- Statement of Investments
- Monthly Statement of Financial Activity
- Own Source Revenue Ratio

Councillors will be aware that it is normal practice for all financial reports to be indicative of Council's current Financial Position as at the end of each month.

Comment

Nil

Statutory Environment

Local Government (Financial Management) Regulations 1996

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

(1A) In this regulation —

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

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

- annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
- budget estimates to the end of the month to which the statement relates; and

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

Strategic Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Monthly snapshot of Councils financial position	Moderate (6)	Ongoing review of Councils operations
Service Interruption	Nil	Nil	Nil
Compliance	Local Government (Financial Management) Regulations 1996	Moderate (6)	Adherence to statutory requirements
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

85/2021

Moved Cr Cobden/Seconded Cr Rose

That Council endorse the various Financial Reports as presented for the period ending 30 April 2021

CARRIED (6/0)

9.2 Reporting Officer– Executive Manager Corporate Services

9.2.2 Accounts for Payment

File Reference	8.2.1.2
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Accounts for Payment

Purpose of Report

To consider the Accounts Paid under delegated authority.

Background

Municipal Fund – Cheque Numbers 41019 to 41025 totalling \$5,059.90 Municipal Fund-EFT Numbers 11213 to 11316 totalling \$926,412.43 Municipal Fund – Cheque Numbers 1717 to 1725 totalling \$185,814.48 Municipal Fund Direct Debit Numbers 15650.1 to 15650.13 totalling \$18,278.40, Municipal Fund Direct Debit Numbers 15690.1 to 15690.13 totalling \$18,424.52, Trust Fund – Cheque Numbers 6281 to 6286 (DPI Licensing), totalling \$56,947.50 Trust Fund - Cheque Numbers 402565 to 402567, totalling \$1,143.10 are presented for endorsement as per the submitted list.

Comment

Nil

Statutory Environment

Local Government Act 1995

5.42. Delegation of some powers and duties to CEO

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

* Absolute majority required.

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

Local Government (Financial Management) Regulations 1996

12. Payments from municipal fund or trust fund, restrictions on making

- (1) A payment may only be made from the municipal fund or the trust fund —
 - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or

- (b) otherwise, if the payment is authorised in advance by a resolution of the council.
 - (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.
- 13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.**
- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
 - (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee's name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction;and
 - (b) the date of the meeting of the council to which the list is to be presented.
 - (3) A list prepared under subregulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Strategic Implications

Nil

Policy Implications

Council Policy 3.11 – Timely Payment of Suppliers

Financial Implications

Drawdown of Bank funds

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Transactions require two senior managers to approve.	Moderate (8)	Transactions require two senior managers to sign cheques or approve bank transfers.
Financial Impact	Reduction in available cash.	Moderate (5)	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Local Government (Financial Management) Regulations 1996	Moderate (6)	Adherence to statutory requirements
Reputational	Non or late payment of outstanding invoices and/or commitments	Moderate (9)	Adherence to Timely Payment of Suppliers Policy
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

86/2021

Moved Cr Close/Seconded Cr Guerini

Municipal Fund – Cheque Numbers 41019 to 41025 totalling \$5,059.90 Municipal Fund-EFT Numbers 11213 to 11316 totalling \$926,412.43 Municipal Fund – Cheque Numbers 1717 to 1725 totalling \$185,814.48 Municipal Fund Direct Debit Numbers 15650.1 to 15650.13 totalling \$18,278.40, Municipal Fund Direct Debit Numbers 15690.1 to 15690.13 totalling \$18,424.52, Trust Fund – Cheque Numbers 6281 to 6286 (DPI Licensing), totalling \$56,947.50 Trust Fund - Cheque Numbers 402565 to 402567, totalling \$1,143.10 are presented for endorsement as per the submitted list.

CARRIED (6/0)

unconfirmed

9.2 Reporting Officer– Executive Manager Corporate Services

9.2.3 2021/22 Councillor Sitting Fees

File Reference	2.1.1.1
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Attachments	Nil

Purpose of Report

To set Councillors Sitting Fees for 2021/22.

Background

Section 7B (2) of the Salaries and Allowances Act 1975 requires the Salaries and Allowances Tribunal, at intervals of not more than 12 Months, to inquire into and determine: -

- The amount of fees, or the minimum and maximum amounts of fees, to be paid under the Local Government Act 1995 to elected council members for attendance at meetings;
- The amount of expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the Local Government Act 1995 to elected council members; and
- The amount of allowances or the minimum and maximum amounts of allowances, to be paid under the Local Government Act to elected council members.

The Tribunal continues to utilise the four band Local Government classification model adopted in 2012 with the Shire of Yilgarn falling under Band 3.

With the COVID-19 pandemic unfolding early in 2020, the State Government, in an attempt to lessen the financial impacts on the Western Australian economy, requested that Local Governments freeze many of their income and expenditure requirements. As a result of this request, Shire of Yilgarn Councillor sitting fees were left unchanged.

For the 2021/2022 financial year, the tribunal has determined that remuneration, fees, expenses and allowance ranges for Band 3 Councils will remain unchanged from those determined for the 2020/21 financial year.

Council Meeting Attendance Fees per Meeting

Where a Local Government decides, by Absolute Majority, to pay a Council Member a fee referred to in section 5.98(1)(b) of the Local Government Act for attendance at a Council Meeting, the following per meeting fee range will be applicable;

Band	For a council member other than mayor or president		For a council member who holds the office of mayor or president	
	Minimum	Maximum	Minimum	Maximum
3	\$193	\$410	\$193	\$634

Committee Meeting and Prescribed Meeting Fees per Meeting

Where a Local Government decides to pay a Council Member a fee referred to in: -

- (a) section 5.98(1)(b) of the Local Government Act for attendance at a Committee Meeting; or
- (b) section 5.98(2A)(b) of the Local Government Act for attendance at a Meeting of the type prescribed in regulation 30(3A) of the Local Government (Administration) Regulations 1996.

the following per meeting fee range will be applicable;

For a council member (including mayor or president)		
Band	Minimum	Maximum
3	\$97	\$205

It should be noted that a Local Government may decide, by Absolute Majority, that instead of paying Council Members a per Meeting Attendance Fee it may, instead, decided it will pay all Council Members who attend Council, Committee or proscribed meetings a fixed annual fee.

The benefits of this to Council are that there are significantly reduced administrative requirements involved, in that payments to Councillors are usually only made on either an annual, bi-annual or quarterly basis. Additionally, the record keeping requirements of collating Councils attendance forms with time saving on the associated financial processing.

There is a downside to Council electing to utilise a fixed annual fee for Councillor sitting fees which is, if there was to be a consistently absent Councillor, there would be no mechanism to adjust their sitting fees.

At this time, it is not recommended that Council utilise annual sitting fees as it may require amending Council Policy 1.5 – Elected Member Entitlements.

Annual Allowance for mayor or president of a local government

Where a local government sets the amount of the annual local government allowance to which a mayor or president is entitled under section 5.98(5) of the LG Act the following allowance range will be applicable;

For a mayor or president		
Band	Minimum	Maximum
3	\$1,025	\$36,5957

Annual Allowance for Deputy President

For the purpose of section 5.98A(1) of the Local Government Act the annual allowance for a Deputy President is determined to be 25% of the Presidents Allowance.

Travel Expenses

The Salaries & Allowances Determination has Councillor travel reimbursements for actual distances travelled being paid at the same rate contained in section 30.6 of the *Local Government Officers (Western Australia) Interim Award 2011*, being

Engine Displacement (in cubic centimetres)			
Area & Details	Over 2600cc	Over 1600cc to 2600cc	1600cc and under
	Cents per Kilometre		
Metropolitan Area	93.97	67.72	55.85
South West Land Division	95.54	68.66	56.69
North of 23.5 Latitude	103.52	74.12	61.21
Rest of State	99.01	70.87	58.37

Comment

For reference, the following are the 2020/2021 financial years Elected Member meeting attendance fees and expense reimbursement / allowances:

		For a council member other than mayor or president	For a council member who holds the office of mayor or president
Meeting Fee Type			
Council	- Per Meeting	\$400	\$600
Committee	- Per Meeting	\$200	\$200
Expense Reimbursement / Allowance Type			
Travel	- Per Kilometre	As per LG Officers (WA) Interim Award 2011 – section 30.6 for “Rest of State”	
ICT Allowance		\$1,180	
Other Allowances			
President	- Per Annum	\$12,000	
Deputy President	- Per Annum	\$3,000	

Travel expense reimbursement rates are reimbursed at the "Rest of State" levels included at section 30.6 of the Local Government Officers (Western Australia) Interim Award 2011 and have remained unchanged from those of 2018/19.

ICT Allowance is made up of \$480 in telecommunications (based on \$40 monthly post-paid Telstra data plan) and \$700 hardware replacement/upgrade (based on cost of iPad Pro 12.9" 64Gb Wifi + Cellular over 2 years).

In recent years, requirements to have a Community Representative on the Audit Committee and an Independent Person on a CEO recruitment and Selection Panel have come into effect. With this in mind, it will also be recommended that the person/s holding these positions also be remunerated for the time and effort they provide.

Statutory Environment

Local Government Act 1995 –

5.98. Fees etc. for council members

(1A) In this section —

determined means determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975* section 7B.

(1) A council member who attends a council or committee meeting is entitled to be paid —

- (a) the fee determined for attending a council or committee meeting; or
- (b) where the local government has set a fee within the range determined for council or committee meeting attendance fees, that fee.

(2A) A council member who attends a meeting of a prescribed type at the request of the council is entitled to be paid —

- (a) the fee determined for attending a meeting of that type; or
- (b) where the local government has set a fee within the range determined for meetings of that type, that fee.

(2) A council member who incurs an expense of a kind prescribed as being an expense —

- (a) to be reimbursed by all local governments; or
- (b) which may be approved by any local government for reimbursement by the local government and which has been approved by the local government for reimbursement,

is entitled to be reimbursed for the expense in accordance with subsection (3).

(3) A council member to whom subsection (2) applies is to be reimbursed for the expense —

- (a) where the extent of reimbursement for the expense has been determined, to that extent; or
- (b) where the local government has set the extent to which the expense can be reimbursed and that extent is within the range determined for reimbursement, to that extent.

(4) If an expense is of a kind that may be approved by a local government for reimbursement, then the local government may approve reimbursement of the expense either generally or in a particular case but nothing in this subsection limits the application of subsection (3) where the local government has approved reimbursement of the expense in a particular case.

(5) The mayor or president of a local government is entitled, in addition to any entitlement that he or she has under subsection (1) or (2), to be paid —

- (a) the annual local government allowance determined for mayors or presidents; or

- (b) where the local government has set an annual local government allowance within the range determined for annual local government allowances for mayors or presidents, that allowance.
- (6) A local government cannot —
 - (a) make any payment to; or
 - (b) reimburse an expense of,a person who is a council member or a mayor or president in that person's capacity as council member, mayor or president unless the payment or reimbursement is in accordance with this Division.
- (7) A reference in this section to a **committee meeting** is a reference to a meeting of a committee comprising —
 - (a) council members only; or
 - (b) council members and employees.

[Section 5.98 amended by No. 64 of 1998 s. 36; No. 17 of 2009 s. 33; No. 2 of 2012 s. 14.]

5.98A. Allowance for deputy mayor or deputy president

- (1) A local government may decide* to pay the deputy mayor or deputy president of the local government an allowance of up to the percentage that is determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975* section 7B of the annual local government allowance to which the mayor or president is entitled under section 5.98(5).

* *Absolute majority required.*

- (2) An allowance under subsection (1) is to be paid in addition to any amount to which the deputy mayor or deputy president is entitled under section 5.98.

[Section 5.98A inserted by No. 64 of 1998 s. 37; amended by No. 2 of 2012 s. 15.]

5.99. Annual fee for council members in lieu of fees for attending meetings

A local government may decide* that instead of paying council members a fee referred to in section 5.98(1), it will instead pay all council members who attend council or committee meetings —

- (a) the annual fee determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975* section 7B; or
- (b) where the local government has set a fee within the range for annual fees determined by that Tribunal under that section, that fee.

* *Absolute majority required.*

[Section 5.99 amended by No. 2 of 2012 s. 16.]

5.99A. Allowances for council members in lieu of reimbursement of expenses

- (1) A local government may decide* that instead of reimbursing council members under section 5.98(2) for all of a particular type of expense it will instead pay all eligible council members —
- (a) the annual allowance determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975* section 7B for that type of expense; or
 - (b) where the local government has set an allowance within the range determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975* section 7B for annual allowances for that type of expense, an allowance of that amount,

and only reimburse the member for expenses of that type in excess of the amount of the allowance.

* *Absolute majority required.*

- (2) For the purposes of subsection (1), a council member is eligible to be paid an annual allowance under subsection (1) for a type of expense only in the following cases —
- (a) in the case of an annual allowance that is paid in advance, if it is reasonably likely that the council member will incur expenses of that type during the period to which the allowance relates;
 - (b) in the case of an annual allowance that is not paid in advance, if the council member has incurred expenses of that type during the period to which the allowance relates.

[Section 5.99A inserted by No. 64 of 1998 s. 38; amended by No. 2 of 2012 s. 17; No. 26 of 2016 s. 13.]

Local Government (Administration) Regulations 1996 –

30. Meeting attendance fees (Act s. 5.98(1) and (2A))

[(1), (2) deleted]

- (3A) Each of the following meetings is a meeting of a prescribed type for the purposes of section 5.98(2A) —
- (a) meeting of a WALGA Zone, where the council member is representing a local government as a delegate elected or appointed by the local government;
 - (b) meeting of a Regional Road Group established by Main Roads Western Australia, where the council member is representing a local government as a delegate elected or appointed by the local government;
 - (c) council meeting of a regional local government where the council member is the deputy of a member of the regional local government and is attending in the place of the member of the regional local government;

- (d) meeting other than a council or committee meeting where the council member is attending at the request of a Minister of the Crown who is attending the meeting;
- (e) meeting other than a council meeting or committee meeting where the council member is representing a local government as a delegate elected or appointed by the local government.

[(3B) deleted]

(3C) A council member is not entitled to be paid a fee for attending a meeting of a type referred to in subregulation (3A) if —

- (a) the person who organises the meeting pays the council member a fee for attending the meeting; or
- (b) the council member is paid an annual fee in accordance with section 5.99; or
- (c) if the meeting is a meeting referred to in subregulation (3A)(c), the member of the regional local government is paid an annual fee in accordance with section 5.99.

[(3)-(5) deleted]

[Regulation 30 amended in Gazette 23 Apr 1999 p. 1719; 31 Mar 2005 p. 1034; 3 May 2011 p. 1595-6; 13 Jul 2012 p. 3219.]

31. Expenses to be reimbursed (Act s. 5.98(2)(a) and (3))

- (1) For the purposes of section 5.98(2)(a), the kinds of expenses that are to be reimbursed by all local governments are —
 - (a) rental charges incurred by a council member in relation to one telephone and one facsimile machine; and
 - (b) child care and travel costs incurred by a council member because of the member's attendance at a council meeting or a meeting of a committee of which he or she is also a member.

[(2)-(5) deleted]

[Regulation 31 amended in Gazette 31 Mar 2005 p. 1034; 13 Jul 2012 p. 3219.]

32. Expenses that may be approved for reimbursement (Act s. 5.98(2)(b) and (3))

- (1) For the purposes of section 5.98(2)(b), the kinds of expenses that may be approved by any local government for reimbursement by the local government are —
 - (a) an expense incurred by a council member in performing a function under the express authority of the local government; and
 - (b) an expense incurred by a council member to whom paragraph (a) applies by reason of the council member being accompanied by not more than one other person while performing the function if, having regard to the nature of the function, the local government considers that it is appropriate for the council member to be accompanied by that other person; and
 - (c) an expense incurred by a council member in performing a function in his or her capacity as a council member.

[(2) deleted]

[Regulation 32 amended in Gazette 13 Jul 2012 p. 3219.]

[33-34AB. Deleted in Gazette 13 Jul 2012 p. 3219]

Salaries and Allowance Act 1975

7B. Determinations as to fees and allowances of local government councillors

(1) In this section —

elected council member means a person elected under the *Local Government Act 1995* as a member of the council of a local government.

(2) The Tribunal is to, from time to time as provided by this Act, inquire into and determine —

- (a) the amount of fees, or the minimum and maximum amounts of fees, to be paid under the *Local Government Act 1995* to elected council members for attendance at meetings; and
- (b) the amount of expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the *Local Government Act 1995* to elected council members; and
- (c) the amount of allowances, or the minimum and maximum amounts of allowances, to be paid under the *Local Government Act 1995* to elected council members.

(3) Section 6(2) and (3) apply to a determination under this section.

[Section 7B inserted by No. 2 of 2012 s. 39.]

The recommendation that follows is consistent with the legislative requirements.

Strategic Implications

There are no strategic implications as a result of this report.

Policy Implications

There are no policy implications as a result of this report.

Financial Implications

Any resolution on the value of sitting fees and Members expenses will form part of the 2019/2020 Budget.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Compliance with the Local Government Act, associated Regulations and current SAT determination.	Moderate (6)	Ensure compliance with Act, Regs and SAT determination.
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

87/2021

Moved Cr Close/Seconded Cr Rose

That Council

- adopts the following elected members sitting fees, expense reimbursements/allowances and President & Deputy Presidents allowances for the 2021/2022 financial year:*

		For a council member other than mayor or president	For a council member who holds the office of mayor or president
Meeting Fee Type			
Council	- Per Meeting	\$400	\$600
Committee	- Per Meeting	\$200	\$200
Expense Reimbursement / Allowance Type			
Travel Reimbursement	- Per Kilometre	As per LG Officers (WA) Interim Award 2011 – section 30.6 for “Rest of State”	
ICT Allowance		\$1,180	
Other Allowances			
President	- Per Annum	\$12,000	
Deputy President	- Per Annum	\$3,000	

- adopts the following sitting fees and expense reimbursements for the person/s holding the position of Community Representative on the Shire of Yilgarn Audit Committee for the 2021/2022 financial year:*

		Community Representative
Meeting Fee Type		
Audit Committee	- Per Meeting	\$200
Expense Reimbursement / Allowance Type		
Travel Reimbursement	- Per Kilometre	As per LG Officers (WA) Interim Award 2011 – section 30.6 for "Rest of State"

- adopts the following sitting fees and expense reimbursements for the person/s holding the position of Independent Person on a CEO Recruitment and Selection Panel for the 2021/2022 financial year:*

		Independent Person
Meeting Fee Type		
CEO Recruitment	- Per Meeting	\$200
Expense Reimbursement / Allowance Type		
Travel Reimbursement	- Per Kilometre	As per LG Officers (WA) Interim Award 2011 – section 30.6 for "Rest of State"

CARRIED BY ABSOLUTE MAJORITY (6/0)

9.2 Reporting Officer– Executive Manager Corporate Services

9.2.3 2021/22 Schedule of Fees & Charges

File Reference	8.2.5.5
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Attachments	Proposed 2021/2022 Schedule of Fees & Charges.

Purpose of Report

To consider the fees & charges to be applied in 2021/22.

Background

The Local Government Act 1995 requires fees and charges that are to be imposed during a financial year to be adopted with the annual Budget.

As the Budget will not be adopted until after 1st July 2021, Council is requested to consider the schedule of fees and charges prior to the Budget adoption so that the agreed fees & charges can be taken into consideration when preparing the Budget and to allow the fees & charges to be applied from 1st July 2021.

Comment

A copy of the current fees & charges and proposed changes are included in the attachments. The items in **Red** are proposed to be deleted and the items in **Green** are proposed to be included or have been amended.

It is intended that the proposed fees and charges remain predominantly unchanged from those imposed in 2020/2021, however a summary of the recommended changes follows:

- Page 2 – Standardise the daily Poundage / Sustenance fees and introduce a one off Impound Fee and Release Fee. Also added are new notes relating to the requirement for payment.
- Page 6 – Adjusted the cost of Secretarial Services to better reflect actual costs.
- Page 7 – Adjusted the cost of Exam Supervision to better reflect actual costs.
- Page 11 – Simplify Professional Housing (13 a & b Libra Place) rental.
- Page 11 – Clarified curb side collection and sale of bins fees.
- Page 12 – Adjusted Southern Cross Cemetery internment fees to better reflect actual cost.
- Pages 12 & 13 – Minor description changes to local government & non local government Planning fees.
- Page 16 – Clarified Sports Complex (or parts thereof) hire fees.
- Page 19 – Correction to standpipe diameter for Bodallin and Moorine Rock.

- Page 20 – Removal of Sandlewood Lodge shared en-suite room as never hired in this format and fee increase for Sandlewood B rooms. Additionally the weekly powered site fee has been brought into line with the 7 for 6 concession.
- Page 22 – Grader dry hire fee increased to a level marginally greater than local suppliers.

Statutory Environment

Local Government Act 1995 –

6.16. Imposition of fees and charges

- (1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

** Absolute majority required.*

- (2) A fee or charge may be imposed for the following —
 - (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
 - (b) supplying a service or carrying out work at the request of a person;
 - (c) subject to section 5.94, providing information from local government records;
 - (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
 - (e) supplying goods;
 - (f) such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
 - (a) imposed* during a financial year; and
 - (b) amended* from time to time during a financial year.

** Absolute majority required.*

6.17. Setting level of fees and charges

- (1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —
 - (a) the cost to the local government of providing the service or goods; and
 - (b) the importance of the service or goods to the community; and
 - (c) the price at which the service or goods could be provided by an alternative provider.

- (2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.
- (3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —
 - (a) under section 5.96; or
 - (b) under section 6.16(2)(d); or
 - (c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.
- (4) Regulations may —
 - (a) prohibit the imposition of a fee or charge in prescribed circumstances; or
 - (b) limit the amount of a fee or charge in prescribed circumstances.

The recommendation that follows is consistent with the legislative requirements.

Strategic Implications

There are no strategic implications as a result of this report.

Policy Implications

There are no policy implications as a result of this report.

Financial Implications

There are no financial implications as a result of this report however the adopted Schedule of Fees & Charges will influence the level of 2021/2022 Budgeted income.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Fee or Charge level excessive or inadequate.	Moderate (9)	Regular review.
Service Interruption	Nil	Nil	Nil
Compliance	Compliance with the Local Government Act and associated Regulations.	Low (2)	Regular review.
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation

That Council adopts the 2021/2022 Schedule of Fees and Charges as presented.

Council Decision

88/2021

Moved Cr Cobden/Seconded Cr Close

That Council adopts the 2021/2022 Schedule of Fees and Charges as presented subject to the following:

Economic Services – Land Leases – Annual – Payable 1 July

Lots 36 and 44 – Cropping – to be charged at cost.

CARRIED BY ABSOLUTE MAJORITY (6/0)

REASON FOR ALTERATION TO RECOMMENDATION

The EMCS and EMRS informed Councillors that the Department of Planning, Lands and Heritage had increased its annual Cropping and Grazing Leasing Fees to the Shire from \$825 to \$2,200 (Inc. GST) effective from 1 January 2022. Based on this decision, it was recommended to Council that it would be more prudent to note on the Fees and Charges that it be "charged at cost" to avoid future State Government increases and the requirement to alter the Fees and Charges schedule.

9.2 Reporting Officer– Executive Manager Corporate Services

9.2.5 2021/22 – 2030/31 Long Term Financial Plan

File Reference	8.2.5.6
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Attachments	2021/22 – 2030/31 Long Term Financial Plan

Purpose of Report

For Council to consider adopting the revised Long-Term Financial Plan 2021/22 – 2030-31.

Background

In February 2009, the Minister for Local Government announced a package of wide-ranging local government reform strategies that were aimed at achieving greater capacity for local government to better plan, manage and deliver services to their communities with a focus on social, environmental and economic sustainability.

One of the requirements was to develop and review a long-term financial plan (LTFP) that is a ten-year rolling plan that informs the Corporate Business Plan to activate Strategic Community Plan priorities. From these planning processes, annual budgets that are aligned with the strategic objectives can be developed.

Comment

The operating income and expenditure aspects of the LTFP are primarily developed utilising a CPI increase of 1% for the life of the plan, however the historic percentage increase/decrease of a given income or expense item could be utilised if appropriate. All estimates can be manually adjusted were appropriate to reflect a realistic valuation for the specific income or expenditure item.

Rate income is calculated utilising a 0.5% increase for the first 5 years with the remaining 5 years being calculated on a CPI Increase.

The Forward Capital Works aspect of the LTFP has been developed in consultation with the senior management team and with Councils Asset Management Officer.

Statutory Environment

Local Government Act 1996

5.56. Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

[Section 5.56 inserted: No. 49 of 2004 s. 42(6).]

Local Government (Administration) Regulations 1996

19DA. Corporate business plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
- (3) A corporate business plan for a district is to —
 - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
 - (b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
 - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

The recommendation that follows is consistent with the legislative requirements.

Strategic Implications

Strategic Goal
Civic Leadership

Strategic Outcome
A trustworthy and cohesive Council that functions efficiently and effectively to meet the needs of our community.

Policy Implications

There are no policy implications as a result of this report.

Financial Implications

There are no immediate financial implications as a result of this report however if adopted will inform in the setting of the 2021/2022 Budgeted.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Compliance with the Local Government Act and associated Regulations.	Low (2)	Ensure Long Term Financial Plan Reviewed.
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

89/2021

Moved by Cr Cobden/Seconded Cr Guerini

That Council endorses the Long-Term Financial Plan 2021/22 – 2030/31 as presented.

CARRIED BY ABSOLUTE MAJORITY (6/0)

9.4 Reporting Officer– Executive Manager Regulatory Services

9.4.1 Barto Gold Mining Pty Ltd – Referral of a Licence Amendment – Marvel Loch Mine

File Reference	3.2.1.7
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Correspondence from Department of Water and Environmental Regulation

Purpose of Report

To consider a response to the Department of Water and Environmental Regulation, regarding a licence amendment for the Barto Gold Mining Pty Ltd Marvel Loch Mine.

Background

The Shire is in receipt of correspondence from the Department of Water and Environmental Regulation (DWER), relating to a submission by Barto Gold Mining Pty Ltd, seeking an amendment to licence L4597/1988/14 under Division 3 Part V of the Environmental Protection Act 1986 (EP Act) for the Marvel Loch Mine.

The application seeks to undertake mine dewatering to allow for open cut mining to occur.

Comment

The correspondence from DWER is attached for Councillors perusal.

A summation of key point is listed below:

- Barto seeks to commence open cut mining at Victoria and Glendower mines below the water table, and at Vinto La above the water table;
- Barto propose an amendment to the existing licence L4597/1988/14 to allow for the construction of a 0.3 hectare 10,000m³ Turkey's Nest located at the southern end of Victoria pit and a 270 metre 350mm diameter dewatering pipeline from the proposed turkeys nest to an existing pipeline between Axehandle and Triad pits;
- Previous assessment of the Triad pit indicates the estimated rate of dewatering required from the Victoria and Glendower pit during mining operations will not materially change the Triad pit lake levels, even when accounting for an assumption of negligible losses to evaporation;
- EMM environmental consultants have identified that there are no unacceptable risks to the environment and no sensitive surrounding receptors have been identified during proposed development.
- There is no requirement to increase the existing annual water entitlement.

Statutory Environment

Environmental Protection Act 1986

Strategic Implications

Goal A prosperous future for our community.

Outcome Businesses in the Shire remain competitive and viable.

Strategy Continue to provide an efficient and effective approval process.

Policy Implications

Nil

Financial Implications

Nil

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Compliance with relative environmental and mining legislation.	Moderate (6)	DWER Assessment and Approval Processes
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Environmental Impacts from Mining Activities	Moderate (6)	DWER Assessment and Approval Processes

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

90/2021

Moved Cr Close/Seconded Cr Guerini

Council endorse the following response to the Department of Water and Environmental Regulation:

In regards to the application from Barto Gold Mining Pty Ltd (Reference DER2014/000887-1~6) seeking a licence amendment to L4597/1988/14 under Division 3 Part V of the Environmental Protection Act 1986, to allow for the construction of a turkeys nest and pipeline for the purpose of de-watering from Victoria and Glendower mines, the Shire of Yilgarn have no objections to the proposal.

CARRIED (6/0)

9.4 Executive Manager Regulatory Services

9.4.2 Habrok (Battler Pit) Pty Ltd – Referral of a Licence Application – Battler Gold Mine

File Reference	3.2.1.7
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Correspondence from Department of Water and Environmental Regulation

Purpose of Report

To consider a response to the Department of Water and Environmental Regulation, regarding a licence application for Habrok (Battler Pit) Pty Ltd at the Battler Gold Mine.

Background

The Shire is in receipt of correspondence from the Department of Water and Environmental Regulation (DWER), relating to a submission by Habrok (Battler Pit) Pty Ltd, seeking a licence under Division 3 Part V of the Environmental Protection Act 1986 for the Battler Gold Mine, located on Mining Tenement M77/1285.

The application seeks to undertake mine dewatering.

Comment

The correspondence from DWER is attached for Councillors perusal with documentation available at the following link:

<https://www.der.wa.gov.au/our-work/licences-and-works-approvals/lwa-applications/item/14753-19285-2021-1>

A summation of key points are listed below:

- Habrok (Battler Pit) Pty Ltd submitted a Works Approval Amendment application for Works Approval W5995/2016/1 to the Department of Water and Environmental Regulation (DWER) on 16 September 2019. This Works Approval was for an evaporation pond and mobile crusher. The September 2019 Works Approval Amendment revised the design and capacity of the prescribed premises Category 6 evaporation pond at Battler, and the amended Works Approval was granted on 3 February 2020.
- A Works Approval Amendment to allow staged construction of the evaporation pond was submitted to DWER in February 2020 and was approved in March 2020.
- Stage 1 has been constructed as per Works Approval W5995/2016/1 and operated since 27 May 2020.
- Stage 1 of the evaporation pond comprises two containment cells (Cells 2 and 3) and covers a total area of 8.18 ha.

- The current submitted application is for mine water discharge to the constructed Stage 1 of the evaporation pond.
- Stage 2 of the evaporation pond will be constructed as per Works Approval W5995/2016/1 prior to when the site water balance indicates that additional water storage capacity will be required.
- As the Stage 1 evaporation ponds have a combined capacity of 92.903 ML and due to the high seepage of the evaporation ponds, there is considered to be adequate residual capacity in the Stage 1 ponds. As such, the proposed licence annual discharge volume of 145 ML can be contained within the Stage 1 evaporation ponds.
- There is no additional clearing required outside of already obtained licences;

Statutory Environment

Environmental Protection Act 1986

Strategic Implications

Goal A prosperous future for our community.

Outcome Businesses in the Shire remain competitive and viable.

Strategy Continue to provide an efficient and effective approval process.

Policy Implications

Nil

Financial Implications

Nil

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Compliance with relative environmental and mining legislation.	Moderate (6)	DWER Assessment and Approval Processes

Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Environmental Impacts from Mining Activities	Moderate (6)	DWER Assessment and Approval Processes

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

91/2021

Moved Cr Close/Seconded Cr Cobden

Council endorse the following response to the Department of Water and Environmental Regulation:

In regards to the application from Habrok (Battler Pit) Pty Ltd (Reference DER2016/000903-1) seeking a licence under Division 3 Part V of the Environmental Protection Act 1986, to allow for mine dewatering of the Battler Gold Mine on Mining Tenement M77/1285, the Shire of Yilgarn have no objections to the proposal.

CARRIED (6/0)



Peter Clarke
Chief Executive Officer
Shire of Yilgarn
PO Box 86
SOUTHERN CROSS WA 6426

via email: ceo@yilgarn.wa.gov.au, yilgarn@yilgarn.wa.gov.au

Dear Mr Clarke

REFERRAL OF A LICENCE UNDER THE ENVIRONMENTAL PROTECTION ACT 1986 – INVITATION TO COMMENT

The Department of Water and Environmental Regulation (DWER) has recently received an application from Habrok (Battler Pit) Pty Ltd for a licence under Part V Division 3 of the *Environmental Protection Act 1986*, at the Battler Gold Mine within Mining Tenement M77/1285, Southern Cross. The application is in relation to:

Category 6 – Mine dewatering.

In accordance with section 54 of the EP Act, the Chief Executive Officer (CEO) of DWER considers that you may have a direct interest in the subject matter of the application, and invites your comment on the proposal.

The CEO will, after having taken into account any comments received and subject to section 60 of the EP Act, either grant a licence (including any specified conditions) or refuse the licence.

An excerpt of the application form, regional map showing the location of the property and supporting documentation provided by the applicant is available online at <https://www.der.wa.gov.au/our-work/licences-and-works-approvals/lwa-applications> under L9285/2021/1.

Please forward your submission to the address below or forward via email to info@dwer.wa.gov.au within 14 days from the date of this letter and please quote L9285/2021/1 on future correspondence and enquiries.

If you have any queries regarding the above information, please contact the Environmental Officer listed above.

Yours sincerely

Ms Terrel MacGregor
A/MANAGER RESOURCE INDUSTRIES
REGULATORY SERVICES
Officer delegated under section 20 of the Environmental Protection Act 1986

7 May 2021

9.4 Reporting Officer– Executive Manager Regulatory Services

9.4.3 Request for Comment – Lease/Purchase Crown Land - Land ID Number 3092032 – Southern Cross

File Reference	1.6.17.4
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Nil

Purpose of Report

To consider a request for comment in relation to a proposal to lease or purchase a lot of Unallocated Crown Land within Southern Cross town site.

Background

The Shire is in receipt of correspondence seeking Councils comments in relation to a proposal to lease or purchase a lot of Unallocated Crown land, being Land ID Number 3092032.

The lot is located adjacent to the industrial area of Southern Cross, and is accesses off Vega Street.



The proponent is planning to lodge an application with the Department of Planning Lands and Heritage, seeking to take possession of the land, and to utilise it to operate a mining support operation, which will involve the storing of mining rehabilitation equipment and materials, as well as equipment maintenance and some minor associated works.

As part of the application process with the Department, the proponent is required to seek the Local Governments comments as to whether they would support the proposal.

Comment

In assessing the request, it is deemed pertinent that Council take into account the planning scheme, zoning and proposed use against the permitted uses for the land. As should the proponent be successful in obtaining the land, they will be required to submit a Development Application for the proposed use and associated infrastructure, and therefore, Council should determine if the proposed use is something they deem fits with the zoning of the land.

The land is zoned as a "Recreational" local scheme reserve, under the Shire of Yilgarn Town Planning Scheme 2 (TPS2). However, the land is not registered with Landgate as a Reserve. As such, it is not bound by the same use restrictions a Crown Reserves are normally attributed.

The TPS2 development table lists the use categories permitted upon the relevant land zoning. There are no categories for Recreational zoned land. This would normally be a result of the Crown Reserve already having a use allocate to it, however in this instance, as it is Unallocated Crown Land, the use is not allocated, as such, it is deemed practicable to use Clause 3.2.5 of the TPS2, which states:

If the use of the land for a particular purpose is not specially mentioned in the Zoning Table and cannot reasonably be determined as falling within the interpretation on one of the use categories the Council may:

- a) determine that the use is consistent with the objectives and purposes of the particular zone and is therefore permitted; or*
- b) determine that the proposed use may be consistent with the objectives and purpose of the zone and thereafter follow the "SA" procedures of Clause 6.3 in considering an application for planning approval; or*
- c) determine that the use is not consistent with the objectives and purposes of the particular zone and is therefore not permitted.*

As the land backs onto the existing industrial zone of Southern Cross; has no sensitive land users adjacent or within proximity to it and the proposed activities are not deemed to be a high risk of nuisance from noise, dust or vibration, it would be practicable to consider the proposed use category of "Commercial Workshop and Storage", to be a suitable use of the land. It is not however thought that advertising of the proposal is required, as there is minimal nuisance risk associated with the proposal.

The land is adjacent to a water course Reserve and as such, it is deemed appropriate to require a minimum 30 metre buffer from the known water course to any proposed infrastructure should the proponent be successful in obtaining the land.

Statutory Environment

Planning and Development Act 2005
Shire of Yilgarn Town Planning Scheme 2

Strategic Implications

Goal A prosperous future for our community.

Outcome Businesses in the Shire remain competitive and viable.

Strategy Continue to provide an efficient and effective approval process.

Policy Implications

Nil

Financial Implications

Future Development Application and Building Permit Application fees.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Compliance with Planning and Building legislation	Moderate (6)	Development Application and Building Permit required prior to infrastructure construction commencing
Reputational	Consenting to a land use not listed.	Moderate (6)	Compliance with discretionary clauses of TPS2.
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

92/2021

Moved Cr Guerini/Seconded Cr Close

That Council supports the proposal to lease or purchase the Unallocated Crown Land, being Land ID 3092032 for the purpose of Commercial Workshop and Storage, on the following conditions:

- 1. Upon gaining possession of the land, the proponent lodges relevant Planning and Building applications for proposed infrastructure;*
- 2. All development is to be a minimum of 30 metres from the water course reserve boundary;*
- 3. Access and egress from the site is to be via Vega Street;*

A contribution, either monetary or in-kind, for the upgrade of Vega Street to enable access and egress, is to be provided by the proponent. Value of contribution to be determined upon all relevant approval

CARRIED (6/0)

9.4 Reporting Officer– Executive Manager Regulatory Services

9.4.4 Licence to Occupy – Wimmera Hill Telecommunications Site – BAI Communications Pty Limited

File Reference	1.6.19.3
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Licence to Occupy

Purpose of Report

To present to Council the proposed Licence to Occupy for BAI Communications Pty Ltd to utilise the Shire's Wimmera Hill telecommunications site.

Background

The Wimmera Hill Telecommunications site has for many years housed the re-broadcast equipment for the television broadcasters, in addition to radio and some network systems.

In 2019, a secondary unit was installed with the intention to house the television equipment separate to the Shire managed radio broadcast equipment.

Discussions have been held with the television broadcasting managing agent BAI Communications Pty Limited, in relation to the relocation of equipment into the new unit. During these discussions it was agreed that a formalised agreement should be implemented, to ensure there were clear delineations in responsibility.

The proposed licence is attached for Councillors perusal.

Comment

The Shire has to date, funded the operational costs of all equipment at the site, however the agreement now seeks to establish an ongoing contribution of \$3,000 per annum towards the operational costs, being predominately the electricity costs.

The licence is for a term of 20 years, with options to extend.

The licence re-iterates what occurs currently, with the Shire managing the maintenance of the site and the radio equipment, and BAI Communications managing the television broadcast equipment. The only tangible change is a contribution from BAI Communications being introduced.

The agreement is a standardised agreement from BAI Communications, amended to suit the Wimmera Hill Site. BAI Communications have agreed to the terms, and it is proposed that Council also agree to the terms of the licence, as provided.

Statutory Environment

Formal Licence for BAI Communications Pty Limited to occupy the Wimmera Hill Communications site.

Strategic Implications

Goal A prosperous future for our community.

Outcome Improved telecommunications infrastructure.

Strategy	Continue to re-broadcast FM Radio & TV channels for the Southern Cross community.
-----------------	---

Policy Implications

Council Policy 1.4 – Use of Council’s Common Seal

OBJECTIVE:

The policy sets out the wording to apply to the use of the Common Seal.

POLICY:

The President and CEO have delegated authority to execute and affix the Common Seal to documents (Delegation LGA13)

PROCESS:

- For official documents which require the common seal of the Shire to be affixed, the seal shall be accompanied by the following wording:-
“The Common Seal of the Shire of Yilgarn was hereto affixed by authority of Council.”
Shire President Chief Executive Officer
(Noting that the Deputy Shire President and Executive Manager Corporate Services can proxy in the absence of the respective principal person)
- For use on ceremonial occasions (i.e.: Certificates of Appreciation, etc.) or where there is no legal requirement to affix the seal to a document, the Shire President and Chief Executive Officer are authorised to decide how best to affix the seal and (if need be) sign the document on the Shire’s behalf.

Financial Implications

\$3000 income as contribution to operational costs.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Cost of operations at site	Low (4)	Contribution from BAI
Service Interruption	TV and radio service interruption	Low (3)	Upgraded facilities with better access for technicians
Compliance	Nil	Nil	Nil
Reputational	Reputational issues with service interruptions	Low (3)	Compliance with discretionary clauses of TPS2.
Property	Damage to Shire Infrastructure	Moderate (9)	Licence condition for BAI to undertake repairs
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

93/2021

Moved Cr Cobden/Seconded Cr Shaw

That in accordance with Council Policy 1.4, Council authorises the Shire President and CEO to sign the Licence to Occupy between the Shire of Yilgarn and BAI Communications Pty Limited, for use of the Wimmera Hill Telecommunications site, for the ongoing provision of television re-broadcasting, as per the conditions contained within the licence, and that the Shire of Yilgarn's Common Seal be affixed to the Licence document.

CARRIED (6/0)

unconfirmed

9.4 Reporting Officer– Executive Manager Regulatory Services

9.4.5 Tellus Holdings Alignment of Capacities Request

File Reference	3.2.1.7
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Correspondence from Tellus Holdings

Purpose of Report

To consider a request from Tellus Holdings, seeking a letter of support for a proposal to amend their licence capacities at the Sandy Ridge Intractable Waste facility.

Background

The Shire is in receipt of correspondence from Tellus Holdings seeking a letter of support for a licence amendment they are planning to lodge with the Department of Water and Environment regulation.

The proposal is seeking to align the current permitted gate volumes of waste permitted, being 100,000 Tonnes per annum, with the current permitted isolation (deposit) volumes of waste permitted, which is 280,000 Tonnes per annum.

The supporting document for the request is attached for Councillors perusal.

Comment

Tellus were approved to operate under Ministerial Statement 1078 in June 2018. The facility was built and transitioned to operations in 2020.

Ministerial Statement 1078 allows Tellus to accept 100,000 tonnes per annum (tpa) at the gate and isolate 280,000 tpa in the cell. The reason for the difference in the two rates is that liquid wastes received at the Facility require mixing with kaolin clay and an immobilisation agent to solidify the waste. This ensures all wastes are immobilised and not capable of generating leachate. This means no liquid material enters the dry waste cells.

The original volumes permitted under the licence was based on market conditions in 2016, however in the current market, it seems that solid waste form the majority of wastes requiring management. As such, this forms the bases of raising the gate volume permitted to 280,000 tonnes per annum, in line with the isolation volume permitted.

Statutory Environment

Environmental Protection Act 1986

Strategic Implications

- Goal** A prosperous future for our community.
- Outcome** Businesses in the Shire remain competitive and viable.
- Strategy** Continue to provide an efficient and effective approval process.

Policy Implications

Nil

Financial Implications

Nil

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Compliance with relative environmental and mining legislation.	Moderate 6	DWER Assessment and Approval Processes
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Environmental Impacts from Mining Activities	Moderate 6	DWER Assessment and Approval Processes

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

94/2021

Moved Cr Close/Seconded Cr Cobden

Council endorse the following response to the Tellus Holdings:

In regards to your correspondence seeking Council's support for raising the permitted volume of approved wastes at the facility gate of the Tellus Holdings Sandy Ridge Intractable Waste Facility to 280,000 tonnes per annum, the Shire of Yilgarn have no objections.

CARRIED (6/0)

10 APPLICATION FOR LEAVE OF ABSENCE

Nil

11 MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

13 MEETING CLOSED TO THE PUBLIC-CONFIDENTIAL ITEMS

95/2021

Moved Cr Close/Seconded Cr Cobden

That the meeting be closed to members of the public in accordance with Section 5.23(2) (a) of the Local Government Act 1995

CARRIED (6/0)

*Mrs. Kay Crafter, Mr. Cameron Watson, Mr Robert Bosenberg, Mr. Nicholas Warren and Mrs. Laura Della Bosca left the room at 4.40pm.

Mrs Julie Della Bosca, the CEO Independent Selection Panel Member, entered the Chambers at the 4.50pm.

CONFIDENTIAL ITEM

13 Officers Report – Chief Executive Officer

13.1 Chief Executive Officer Position

File Reference	1.1.1.1
Disclosure of Interest	None
Voting Requirements	Simple Majority
Attachments	Nil

The CEO vacated the Chambers at 5.15pm.

Selection Panel Agreement

That following a review and discussion with Mills Recruitment, the CEO Selection Panel;

- 1. Endorses the long-list of applicants for further interview screening by the Consultant; and*
- 2. That following the above process, the final short-listed applicants as recommended by the Consultant for final interview, be held on Thursday 10 June 2021.*

The CEO returned to the meeting at 5.24pm.

OUT OF COMMITTEE

96/2021

Moved Cr Guerini/Seconded Cr Rose that the meeting be reopened to the public.

CARRIED (6/0)

14 CLOSURE

As there was no further business to discuss, the Shire President declared the meeting closed at 5.25pm

I, Wayne Della Bosca confirm the above Minutes of the Meeting held on Thursday, 20 May 2021, are confirmed on Thursday, 17 June 2021 as a true and correct record of the May 2021 Ordinary Meeting of Council.

Cr Wayne Della Bosca
SHIRE PRESIDENT



Special Meeting of Council Minutes

31st May 2021

DISCLAIMER

Any Plans or documents in agendas or minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material, as per the Copyright Act 1968.

Any statement, comment or decision made at a Council meeting regarding any application for an approval, consent or licence, including the resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity who has an application before the Shire of Yilgarn must obtain, and should rely on, written notice of the Shire of Yilgarn's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done in a Council meeting.

Any advice provided by an employee of the Shire of Yilgarn on the operation of a written law, or the performance of a function by the hire of Yilgarn, is provided in the capacity of an employee, and to the best of the persons knowledge and ability. It does not constitute, and should not be relied upon, as legal advice or representation by the Shire of Yilgarn. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire of Yilgarn should be sought in writing and should make clear the purpose of the request. Any plans or documents in Agendas and Minutes may be subject to copyright.

Table of Content

1 Declaration of Opening/Announcement of Visitors.....	3
2 Announcements from the Presiding Member.....	3
3 Attendance	3
4 Declaration of Interest.....	3
5 Public Question Time.....	3
6 Officers Reports.....	4
6 Executive Manager Corporate Services.....	4
6.1 Differential Rates 2021-2022.....	4
7 Closure.....	14

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 6:01pm

2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil

3. ATTENDANCE

Presiding Member	Cr W Della Bosca	Shire President
Members	Cr B Close Cr J Cobden Cr L Rose Cr G Guerini Cr P Nolan	Deputy Shire President
Council Officers	P Clarke C Watson N Warren	Chief Executive Officer Executive Manager Corporate Services Executive Manager Regulatory Services
Apologies:	Cr S Shaw R Bosenberg	Executive Manager Infrastructure
Observers:	Nil	

4. DECLARATION OF INTEREST

Nil

5. PUBLIC QUESTION TIME

Nil

6 Reporting Officer – Executive Manager Corporate Services

6.1 Differential Rates – 2021/2022

File Reference	8.1.1.5
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Attachments	2 x Submissions Received

Purpose of Report

To consider the proposed Differential Rate in the dollar for the 2021/2022 financial year for all land categories that was advertised in accordance with the *Local Government Act (1995)*.

Background

At the April 2021 Ordinary meeting, Council resolved the following as the commencement of the Differential Rating process for the 2021/2022 financial year:-

62/2021

Moved Cr Rose/Seconded Cr Close

That Council:

- 1. Endorse the Differential Rating – Objects and Reasons for the 2021/2022 rating years as presented;**
- 2. Endorse the following proposed Differential General Rates Categories, Rates in the Dollar and Minimum amounts for the Shire of Yilgarn for the 2021/2022 financial year:**

Land Category	Rate – Cents in the Dollar	Minimum Payment
GRV - Residential/Industrial	11.2894	\$500
GRV - Commercial	7.9469	\$400
GRV - Minesites	15.8939	\$400
GRV -SPQ	15.8939	\$400
UV - Rural	1.7663	\$400
UV - Mining	17.4793	\$400

- 3. Endorse a public consultation process on the proposed Differential General Rates and General Minimum Rates as follows:**
 - Statewide and local public notice on Saturday 1st May 2021 as per the requirements of section 6.36 of the Local Government Act 1995.**
 - Individual ratepayer consultation for all ratepayers in General Rate Categories with less than 30 ratepayers.**

CARRIED BY ABSOLUTE MAJORITY (6/0)

In accordance with Section 6.33 (3) of the Local Government Act 1995, a Local Government is not, without the approval of the Minister, to impose a differential general rate which is more than twice the lowest differential general rate imposed by it.

With the Differential General Rates being proposed in the 2021/2022 Rating Strategy and Objects & Reasons, Council falls under the umbrella of this section of the Act. Note however that it is only applicable to UV Mining.

Accordingly, Ministerial approval is required and the proposal to impose this rate required that it be advertised for a period of not less than 21 days with any submissions received subsequently being presented to Council for consideration.

Comment

Following the statutory advertising period (21 days) and being advertised in the "*Kalgoorlie Miner*" on the 8th May 2021, the "*Crosswords*" on the 29th April 2021 and Council's website on the 1st May 2021. At the close of the submission period of Monday, 24th May 2021, two submissions were received from the following respondents.

- Mr Phil Nolan
- McMahon Mining Title Services Pty Ltd

The submissions received are attached to this Report together with comments from staff and recommended actions related to the various points that have been submitted for Council consideration.

Statutory Environment

Local government Act 1995

6.33. Differential general rates

- (3) In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.

6.36. Local government to give notice of certain rates

- (1) Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.
- (2) A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).
- (3) A notice referred to in subsection (1) —

- (a) may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency; and
- (b) is to contain —
 - (i) details of each rate or minimum payment the local government intends to impose; and
 - (ii) an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and
 - (iii) any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed;and
- (c) is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.
- (4) The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.

Strategic Implications

The 2021/2022 Rating Strategy, contains a detailed information on the proposed rating structure.

Policy Implications

Nil

Financial Implications

The endorsed rate in the dollar will form the basis of the 2021/2022 budgeted rates revenue.

Officer Recommendation

A discussion regarding Mr P Nolan's submission was held which included the following points:

1. Implications and issues in identifying relevant and meaningful data points to quantify Council's rating strategy and satisfy Mr Nolan's query at point one to enable the justification of individual rates. Staff have looked at undertaking / preparing a business case on equity and fairness in rating and that staff reported, as indicated in the comments to the submission, that the "*Objects & Reasons*" and "*Rating Strategy*" are considered as sufficient information to the ratepayers on the intention of differential rating.

Staff suggested that Council may wish to engage an independent consultant to undertake a Business Case on this matter.

2. Identifying a "User Pays" system for the use of Council assets, primarily roads. The CEO indicated that there is currently a system in place for charging heavy vehicle road users, this system is known as the "*Heavy Vehicle Road Improvement Contribution Scheme*".

Mr Nolan then suggested that larger Corporate Miners and Corporate Farms should be differentially rated at a higher rate than small Miners, Prospectors and Family Farming Enterprises. Mr Nolan was informed that this is not permitted under the *Local Government Act 1995, section 6.33 – Differential General Rating*, limitations of which are:

- i. Purpose for which the land is zoned;
- ii. Purpose for which the land is held or used; and
- iii. Whether or not the land is vacant.

72/2021

Moved Cr Close/Seconded Cr Cobden

That Council:

1. ***Council notes that it has complied with Section 6.36 of the Local Government Act 1995 in respect advertising requirements and preparation of the "2021/2022 Rating Strategy" and "Objects and Reasons" documents;***
2. ***Receives the submission from Mr Phil Nolan and McMahon Mining Title Services Pty Ltd and notes the comments made therein and further, endorses the comments and recommendations submitted by staff in relation to the submissions;***
3. ***Endorse the following proposed Differential General Rates Categories, Rates in the Dollar and Minimum amounts for the Shire of Yilgarn for the 2021/2022 financial year:***

<i>Land Category</i>	<i>Rate – Cents in the Dollar</i>	<i>Minimum Payment</i>
<i>GRV - Residential/Industrial</i>	<i>11.2894</i>	<i>\$500</i>
<i>GRV - Commercial</i>	<i>7.9469</i>	<i>\$400</i>
<i>GRV - Minesites</i>	<i>15.8939</i>	<i>\$400</i>
<i>GRV -Single Persons Quarters</i>	<i>15.8939</i>	<i>\$400</i>
<i>UV - Rural</i>	<i>1.7663</i>	<i>\$400</i>
<i>UV - Mining</i>	<i>17.4793</i>	<i>\$400</i>

and

4. ***Make application to the Minister for Local Government to impose the UV Mining Differential Rate, being more than twice the lowest differential UV rate.***

CARRIED BY ABSOLUTE MAJORITY (5/1)
Cr P Nolan recorded a vote against the motion

From: [Phil Nolan](#)
To: [Peter Clarke](#)
Cc: [Cameron Watson](#)
Subject: Differential Rates
Date: Monday, 24 May 2021 7:08:30 AM

Dear Peter

Please accept this email as a submission by me as a Yilgarn Shire ratepayer in regard to differential rates.

As you know I have regularly raised the issue of the fairness and equity of Yilgarn Council's application of differential rates, my submissions dating back to around 2014, with others contributing to the discussion well prior to that. I have requested an explanation of the mechanism to determine the individual rates on each occasion. Needless to say, none has been forthcoming. That despite the Dept of Local Government also requesting that the process be transparent.

(1) So, again, I request that Council prepares an auditable and transparent-to-the-public business case, justifying the quantum of the individual rates.

(2) My proposition is that certain ratepayers are unfairly benefitting from the application of differential rates, including high tonne-kilometre users of Shire roads, and others are paying unjustifiably high rates, including residential owner-occupiers, and some mining category ratepayers, including low tonne-kilometre users of Shire roads. (3) I further propose that the guiding principle of Council should be 'user pays'.

I am happy to explain my reasoning, if that is required, but It should be quite apparent to Council that without a transparent business case, fairness and equity cannot be assured.in other words, without a transparent business case, Council is guessing that fairness and equity is being achieved. That is not good enough.

Yours sincerely

Phil Nolan
0417 497 588

Sent from my iPad

	ISSUE RAISED	RESPONSE	RECOMMENDED ACTION
1.	So, again, I request that Council prepares an auditable and transparent-to-the-public business case, justifying the quantum of the individual rates.	<p>Council produces several documents relating to the raising of rates. These are; a “<i>Rate Setting Strategy</i>” which has the objectives of:</p> <ul style="list-style-type: none"> • Providing a robust and considered framework for Rate’s categories, Minimum Rates, and Differential Rates that incorporates the principles of: <ul style="list-style-type: none"> ○ Objectivity; ○ Fairness and Equity; ○ Consistency; ○ Transparency; and ○ Administrative efficiency • Ensure a stable rates revenue stream for the Shire from year to year; and • Deliver a stable rating price path for our community. <p>And a document detailing the “<i>Objects & Reasons</i>” for the various Rating Categories for a given Financial Year.</p> <p>Prior to any financial year commencing, Council expends considerable time and resources in formulating a budget for the forthcoming financial year and at its conclusion produces an independently audited financial report. Both documents are freely available to the public.</p>	No action required.

	ISSUE RAISED	RESPONSE	RECOMMENDED ACTION
2.	My proposition is that certain ratepayers are unfairly benefitting from the application of differential rates, including high tonne-kilometre users of Shire roads, and others are paying unjustifiably high rates, including residential owner-occupiers, and some mining category ratepayers, including low tonne-kilometre users of Shire roads.	<p>The mining and agricultural industries are primarily the ones utilizing high tonne-kilometre transport solutions. The main differences between the two industries heavy transport usages are load tonnages, duration of cartage campaign and duration of operational tenure.</p> <p>Primarily the agricultural industry will cart heavy loads at harvest which has a duration of 6 to 8 weeks with an average gross tonnage per vehicle of 80 – 85 tonnes. Typically, productive farm land in the Shire of Yilgarn has been in use for many decades and will continue in use for many more to come.</p> <p>In contrast, but with some exceptions, the mining industry will utilize vehicles with gross tonnage of approximately 160 tonnes which will usually require significant improvements to the haulage route prior to its usage. Additionally, the mine life maybe as little as 3-5 years leaving Council to maintain a road significantly improved beyond its originally intended use with little to no corresponding income from now non-productive assessments.</p> <p>Residential owner / occupiers are not impacted by differential rating as they are rated under GRV valuations and differential rating is limited to UV valued assessments.</p>	No action required.

	ISSUE RAISED	RESPONSE	RECOMMENDED ACTION
3.	I further propose that the guiding principle of Council should be 'user pays'.	<p>Council currently utilizes a “<i>Heavy Vehicle Road Improvement Contribution</i>” scheme which in essence is a contribution made by short to medium term heavy haulage operators calculated on a tonne per kilometre basis.</p> <p>Any funds raised and not used in a given financial year are transferred to a reserve for future use.</p> <p>The agricultural sector has historically not been charged any fees under this scheme as the sector has a long and stable history of road usage and has made a considerable contribution to the construction and maintenance of Councils road network and will be continuing to consistently contribute well into the future.</p>	No action required.

6 May 2021

Chief Executive Officer
Shire of Yilgarn
PO Box 86
Southern Cross WA 6426

By email: emcs@yilgarn.wa.gov.au

Dear Sir

SUBMISSION - DIFFERENTIAL RATING 2021-2022

Thank you for the opportunity to make a submission regarding the proposed rates for 2021-22.

(1) We note that valuations provided by the Valuer General are used in calculating mining tenement rates, and these valuations are based on the rent imposed by the Department of Mines, Industry Regulation and Safety. Any increases in the rent therefore result in an increase in valuations and in turn an automatic increase in rates.

Effective from 1 July 2020, the Department increased the rent rate for exploration licences by 2.17%, prospecting licences by 3.45% and mining leases by 1.01%. With the Shire proposing an increase in the UV Mining rate in the dollar for 2021-22 from 17.3923 to 17.4793, a significant increase in the actual rates levied will occur as illustrated by the table below.

2020/21 RID	0.173923		2021/22 Proposed RID	0.174793	
	2020 Rates	2021 Rates - no change in RID	2021 Rates - proposed increase to RID	Actual percentage increase in rates	
P (200Ha)	\$504.38	\$521.77	\$524.38	4.0%	
E (10sbk)	\$600.03	\$613.08	\$616.15	2.7%	
M (100Ha)	\$1,721.84	\$1,739.23	\$1,747.93	1.5%	

The exploration and mining industry is one of the most significant contributors to the State's economy. It has played an integral role in the development and strength of this State, creating jobs and opportunities across the State but particularly in remote and regional parts of Australia. The industry will undoubtedly be critical to the future economic recovery of the State and country which has been severely impacted by the Covid-19 crisis.

To encourage the continued contributions made by the resources sector to the State economy it is critical that all government fees are set so as to reduce the cost of doing business in the State in the face of significant international competition wherever possible, and increase and incentivise investment in local exploration to discover vital new resources which benefit the whole of the State.

I would be happy to discuss this matter further on (08) 6467 7997.

Yours faithfully,



Shannon McMahon
Director
McMahon Mining Title Services

	ISSUE RAISED	RESPONSE	RECOMMENDED ACTION
1.	<p>We note that valuations provided by the Valuer General are used in calculating mining tenement rates, and these valuations are based on the rent imposed by the Department of Mines, Industry Regulation and Safety. Any increases in the rent therefore result in an increase in valuations and in turn an automatic increase in rates.</p>	<p>Council is required to implement valuations provided by the Valuer General and Landgate. That these valuations are based on tenement rents imposed by another State Government entity should have no impost on Council's decision-making process.</p> <p>While the author of this submission has a valid concern over the increase in potential rates for mining tenements, this concern should be taken up with the State Government entity imposing the large increases in tenement rental as any reductions in rents would have a flow through effect on any applicable rates. It should also be noted that tenement rent increases listed by the author of the submission are up to 7 times higher than the increase in the Rate in the Dollar that Council is proposing.</p> <p>The fact that the State Government entity responsible for setting these tenement rents deemed it necessary to increase them by up to 3.45% to enable sufficient funding to alleviate any increase in costs that they may have incurred could lead to the argument that Council would have similar inflationary pressures that could warrant similarly large increases in the UV-Mining Rate in the Dollar.</p>	<p>No action required.</p>

7 CLOSURE

As there was no further business to discuss, the Shire President declared the meeting closed at 6.39pm

I, Wayne Della Bosca confirm the above Minutes of the Meeting held on Monday, 31 May 2021, are confirmed on Thursday, 17 June 2021 as a true and correct record of the May 2021 Special Meeting of Council.

Cr Wayne Della Bosca
SHIRE PRESIDENT

unconfirmed

MINUTES OF THE CENTRAL EAST ACCOMMODATION & CARE ALLIANCE INC MANAGEMENT COMMITTEE MEETING, HELD AT KELLERBERRIN RECREATION & LEISURE CENTRE, LOT 260 CONNELLY ST, KELLERBERRIN ON TUESDAY, MAY 25, 2021 AT 10.00AM

OPENING

The Chairperson thanked those who had taken the time to attend the meeting and acknowledged the work put into producing the CEO and Operations reports. The Chairperson highlighted the main discussion points for the meeting and encouraged everyone to ask any questions that they may have. The Chairperson wanted it noted that Helen Morton from Pingelly Shire was unable to present today and would be invited to a future CEACA meeting.

ITEM 1.1 APOLOGIES

Stephen Strange – Shire of Bruce Rock, Mark Dacombe – Shire of Merredin, Tony Sachse – Shire of Mt Marshall, Dirk Sellenger (on leave) – Shire of Mukinbudin, Paul Sheedy – Acting CEO – Shire of Mukinbudin, Leonard Long – Shire of Nungarin, Gary Shadbolt – Shire of Mukinbudin, Peter Klein – Shire of Wyalkatchem, Wayne Della-Bosca – Shire of Yilgarn.

ITEM 1.2 DECLARATION OF QUORUM

It was agreed that there was a quorum at the meeting.

ITEM 1.3 RECORD OF ATTENDANCE

Terry Waldron – Chairperson (CEACA), Richard Marshall – Interim CEO (CEACA), Jo Trachy – Operations Manager (CEACA), Darren Mollenoyux – Shire of Bruce Rock, Raymond Griffiths – Shire of Kellerberrin, Rod Forsyth – Shire of Kellerberrin, Darren Simmons – Shire of Koorda, Jannah Stratford – Shire of Koorda, Julie Flockart – Shire of Merredin, John Nuttall – Shire of Mt Marshall, Gary Shadbolt – Shire of Mukinbudin, Eileen O’Connell – Shire of Nungarin, Leanne Parola – Shire of Trayning, Freda Tarr – Shire of Trayning, Jamie Criddle – Shire of Westonia, Louis Geier – Shire of Westonia, Quentin Davies – Shire of Wyalkatchem, Peter Clark – Shire of Yilgarn.

ITEM 1.4 CONFLICTS OF INTEREST

None noted.

ITEM 1.5 PREVIOUS MINUTES

Item 1.5.1 Approval of the Management Committee Meeting Minutes – 23 February 2021 (previously circulated).

RESOLUTION

It was resolved that the Minutes of the CEACA Inc Management Committee meeting held on Tuesday, 23 February 2021 be confirmed as a true and accurate record of proceedings.

CARRIED

Questions & Comments

- Item 1.1 of Agenda – Apologies (duplication of Item 1.3 – Record of Attendance and Apologies).
- Item 1.5.3 – Date of Minutes to be changed from 25 May 2021 to 13 May 2021.

ACTION ITEM: Agenda items to be corrected and saved to file.

ITEM 2 MATTERS FOR DECISION

ITEM 2.1 STRATEGIC PRIORITIES

The CEACA Interim CEO referred to the *Strategic Priorities FY22* document circulated prior to the meeting and summarised the 6 key points. Discussion ensued and the following key points were made:

- Shire of Nungarin have concerns with items 1 and 3 as they already have these services available locally.

- Shire of Koorda view the plan as a 3-year commitment and would therefore be expecting actual results. The plan was not available at the April meeting between CEACA and Shire. Happy with plan but not timeframe.
- The Chairperson advised that some of the items were already progressing (Item 1, possibly 3 and 4). A meeting will be set for 1-2 weeks' time with Govt to discuss funding. One Shire has indicated a willingness to commence discussions in approx. 8 months' time regarding management of Shire owned units (Item #5).
- Items in the Plan are KPI's for the Executive and will give the CEO direction and more positive results for CEACA. It is also something that can be presented to community members so that they have an input into future planning for their Shire.
- Some Shires have some services already, however as a group we have more power to apply for funding and to seek opportunities that would not necessarily be available to individual Shires.
- Care Services Model is yet to be determined and what CEACA's role would be. Health Care Providers have indicated that there is a gap in administration support and therefore CEACA may be able to assist.
- CEO is currently part time. If the Members expect all items of the Plan to be actioned, the role will have to be full time.

The Chairperson suggested that each Shire Member or representative present give an indication as to whether they are in favour of the Strategy Plan FY22. All Shires except for Koorda and Nungarin agreed. Shire of Koorda's issue is that items 1-3 have been promised but not worked on since 2019. Shire of Nungarin agree with all items except 1 and 3.

RESOLUTION

IT WAS RESOLVED THAT THE STRATEGIC PRIORITIES FY22 TABLED AT THE MEETING BE ADOPTED.

CARRIED

ITEM 2.2 ANNUAL MEMBERSHIP LEVY

The Chairman advised that the Shires of Nungarin and Trayning had forwarded correspondence to CEACA indicating that they were willing to pay a maximum levy of \$2k per annum. The Chairman and Interim CEO offered to speak to the Shire of Trayning again, however the offer was declined as Council had made their decision.

The Interim CEO summarised previously circulated Annexures A, B and C and the following comments were made:

- Shire of Trayning asked if the focus would be taken off their units if they did not pay \$20k. The Chairman responded that CEACA would still maintain them, but if they sourced other opportunities or benefits, they would only offer to Members.
- Shire of Westonia asked whether a Member could not renew membership now and re-apply later. The CEACA CEO responded that according to the Constitution, if the levy were not paid within 2 months, membership would be cancelled. If the Shire wanted to apply later, it would be referred to the CEACA Board for consideration and conditions of re-entry may apply.

The Chairperson asked all present to advise whether their Shire would pay \$20k and remain as a Member. The results were:

Koorda	Yes.
Mt Marshall	Yes
Bruce Rock	Yes. It forms part of the future planning for our Shire. Council supportive of all 6 strategic priorities.
Kellerberrin	Yes. Would like to see 6 priorities actioned but No. 1 prioritised over the next year.
Wyalkatchem	Yes and confident to take back to council. Investment is a priority. We will invest in providing guidance for our aged. On board \$20k for 3 years and the Plan. Working together will achieve good results.
Mukinbudin	Yes. No member present, however, have indicated verbally that they wish to continue.
Trayning	Resolution from Shire is to pay maximum of \$2k. No objection to concept, just not willing pay \$20k.
Nungarin	Subject to the commitment of CEACA to prioritise the construction of the 4 remaining ILU's in Nungarin, will remain committed to paying \$20k and remain as Member for 2021/22 only. Further advise CEACA that should this item not be accepted; the Shire withdraws from CEACA and request that CEACA subdivide and transfer back to the Shire at their cost the portion of vacant land given to CEACA. The Chairperson advised that the decision to apply for funding for additional ILU's would be based on discussions with all Shires to ascertain need. On that basis, this group are unable to commit to this request.
Merredin	Has not been fully discussed at Council, some new Councillors reluctant and budget process only starts this week. The view is that although Merredin do have the most units, they also have the highest population. The Shire could pay for its own consultants to investigate aged care solutions for Merredin; however, the opinion of the Member is that more can be achieved collectively, and the benefits would be felt across the region. The Member will be pushing for Council to approve.
Yilgarn	Does not wish to continue as Member if levy remains at \$20k. Would consider continuing if levy were scaled depending upon expectation on the level of future services required by individual members ie. retain involvement in ILU's and accommodation requirements but not in the proposed future priorities of care services including NDIS and residents requiring proposed levels of support.

Conclusion - 8 of 11 Shires agree to committing to ongoing membership and will pay \$20k pa levy.

ACTION ITEMS:

- Executive Committee representative to contact the Shires of Yilgarn, Trayning and Nungarin to discuss the Strategic Priorities and the benefits to remaining as Members (High Priority).
- Invoices to be sent to the Shires on 1 July 2021.
- Executive Committee representative to participate in a meeting (Zoom or in person) with Councillors from Shire of Westonia to answer any questions prior to any commitment being made.
- Investigate requirements for long term maintenance funds and CEACA responsibilities.

Questions & Comments:

- All Members were reminded that although their Shires may have some of the services listed, there is no guarantee they will have those services in future. Volunteers are getting older; hospitals can close and home care providers can withdraw. It is therefore a benefit to remain with CEACA to explore future benefits for the whole region, rather than concentrating on one Shire.
- Chairman to discuss funding with Government for more ILU's, however money held by CEACA may need to be used to rectify defects, given Pindan's situation. The Government may not approve funding until Pindan defects issue is resolved.
- It is not just a Council decision, but a decision for the whole community and it should be the priority of the Executive to provide them with the information they need to make an informed decision for the future of their Shire.

ITEM 2.3 EXECUTIVE COMMITTEE CHARTER

The Executive Committee Charter approved by the Executive Committee at their meeting held on 13 May 2021 was tabled for the Management Committee Members to consider and comment on.

Questions & Comments:

Member for Kellerberrin (CEACA Treasurer) expressed concerns over the responsibilities put on the Treasurer and Secretary given that they were not involved in the day-to-day operations. They also believe there should be a CFO or COO in place of Treasurer and Secretary for an incorporated body.

CEACA CEO advised that CEACA is not regulated by ASIC, but ACNC and the Constitution states there must be a Secretary and Treasurer. If Members wish to change this, they can, and the Treasurer can resign and appoint others. Alternatively, the Members can appoint the CEO as the Treasurer. The Charter is a guide for the role of the Executive Committee and not related to the Constitution.

ACTION ITEM: CEACA CEO to research options and make recommendations to the Executive Committee.

RESOLUTION

IT WAS RESOLVED THAT THE EXECUTIVE COMMITTEE CHARTER TABLED AT THE CEACA INC MANAGEMENT COMMITTEE MEETING HELD 25TH MAY 2021 BE ADOPTED.

CARRIED

ITEM 3 MATTERS FOR DISCUSSION

ITEM 3.1 CEO REPORT

The CEACA Interim CEO spoke to the CEO Report and the following key points were made:

- The last three months have been spent reviewing the business.
- Accounting functions streamlined, IT reviewed and website updated. Office and staffing reviewed and running efficiently. Online accounts (via XERO) reviewed to prepare for the yearly audit.
- The focus must now change from ILU's to strategic priorities.
- Encouraging signs that Home Care Providers we have met with could provide future opportunities for CEACA.
- Pindan (Builder) are in administration and explains why they have been pushing back on defects. Meeting held on 1st April with Pindan and they advised all defects had been finalised. It is likely that they will go into liquidation and will do no more work for CEACA. CEACA has approx. \$500k with the Shire of Merredin and the building retention bond (\$235k) which will have to be cashed to rectify defects. We will prioritise defects, obtain quotes and form a plan a scope of works.
- We approached 4 Home Care Providers and 3 responded (*Avivo* did not). We have met with *Burswood Care* and they will issue a proposal. They are keen and already in region but what they can/cannot do will depend on workers. Meeting held with *Right at Home* yesterday. They are keen to work with CEACA and speak to Members regarding educating local communities on aged care matters (eg. *My Aged Care* portal to reduce waiting periods). We also met *Auscare* and they are keen to work with us on gap funding. Burswood are looking at using training providers in Northam.

ACTION ITEM: Investigate options for any insurance coverage relating to defects and rectification.

ITEM 3.2 OPERATIONS REPORT

The CEACA Operations Manager spoke to the Operations Report and added the following:

- Financial stress is common for not only CEACA tenants, but many community members who are renting at present. *Residential Rent Relief Grant Scheme* is on offer to tenants until the end of June 2021. Two types of grants available – rent relief (max of \$2k per tenancy) and rent arrears (max of \$4k per tenancy).
- CEACA receive applications from those who may not be suited or eligible to rent a CEACA unit (eg. families with children). We would be willing to refer them to the Shires if the Members thought it would be of benefit.
- Meeting set with Pindan on 19 May to finalise recoup of expenses but cancelled by Pindan. The Building Superintendent and Inspector will continue to work on defects and we will meet with them in June to discuss next steps.
- Likely that Pindan will accept responsibility for sewer pump defects. Investigation found that Pindan acted on instruction from Jeff Thierfelder (Edgefield Projects) and Ralton Benning (Access Housing) and therefore if a claim were to be made, it would need to be against one or both.
- A 10% deposit was paid in 2020 for solar to be installed to all units in 2021. Danger is that More Green Energy may increase the price or break contract. The decision was made by Members previously to delay installation until defects were rectified, however, given there are no major defects of the roof spaces, it may be advisable to install now.

ACTION ITEMS:

- Information relating to Residential Rent Relief Grant Scheme to be sent to all Shires.
- Discuss the installation of solar further with the Project Superintendent and Interim CEO prior to approving.

ITEM 4 OTHER

ITEM 4.1 OTHER BUSINESS

Audit 2021 - The CEACA Interim CEO's preference is to retain the Auditors used in the last financial year due to the benefit of continuity, especially given the change to accrual accounting last year and then review for next year.

RESOLUTION

IT WAS RESOLVED THAT CEACA RETAIN THE SERVICES OF THE CURRENT AUDITORS FOR 2021 AND REVIEW IN 2022 YEAR.

CARRIED

ITEM 4.2 NEXT MEETING

This item was not discussed.

ITEM 5 CLOSE MEETING

There being no further business, the Chairperson closed the meeting at 12.12pm.

DECLARATION

These minutes were confirmed by the Central East Accommodation & Care Alliance Inc at the Management Committee Meeting held _____.

Signed _____ Person presiding at the meeting at which these minutes were confirmed.

Westonia Yilgarn
Local Emergency
Management
Committee Meeting
Minutes

May 2021

MINUTES

WESTONIA YILGARN LEMC COMMITTEE MEETING THURSDAY 27th May 2021

The following are the minutes from the Yilgarn/Westonia Local Emergency Management Committee meeting held on Thursday 27th May 2021, in the Shire of Yilgarn Council Chambers, located in Southern Cross.

1. Declaration of Opening

The Acting LEMC Chairperson, Cr Bryan Close declared the meeting open at 6:30pm

2. Record of Attendance

In-Person

Bryan Close	Acting LEMC Chairperson, Yilgarn Councillor
Blake Ashurst	OIC, Southern Cross Police
Tony Dal Busco	Southern Cross Volunteer Fire and Rescue
Scott Rastall	St Johns
Sara Loader	Southern Cross St John Ambulance EMT
Diane Dixon	HSM, Southern Cross District Hospital
Eleanor Mckechnie	Barto Gold
Nic Warren	EMRS Shire of Yilgarn
Steph Smylie	Southern Cross General Practice, Practice Manager and Registered Nurse
Peter Clarke	CEO, Shire of Yilgarn
Yvette Grigg	District Emergency Management Advisor

Telephone Conferencing

Joanne Spadaccini	District Emergency Service Officer – Wheatbelt Emergency Services Unit
Jamie Criddle	CEO, Shire of Westonia
Cr Daimon Geier	Councillor, Shire of Westonia
Jeremy Willis	DFES, Area Officer Central Wheatbelt

Apologies

Gren Putland	Main Roads WA
Cr Wayne Della Bosca	LEMC Chairperson/Shire President, Shire of Yilgarn
Jess Stephen	Southern Cross District High School

3. Confirmation of Previous Minutes

- 1) Confirmation of Minutes of the meeting held on 4th March 2021.
Moved: Sara Loader
Seconded: Di Dixon

MINUTES

WESTONIA YILGARN LEMC COMMITTEE MEETING THURSDAY 27th May 2021

4. Business Arising from previous minutes

Nil

5 REPORTS

5.1 Report from Local Emergency Coordinator – Sgt Blake Ashurst SX WAPOL

- Vehicle Rollover - 29/04
- Fatal bike accident, multiple response agencies – 14/05
- Spoke to response times to incidents and will speak with St Johns regarding future options if low availability for in-town volunteers;
- Raised issue of possible large quarantine location for caravan travellers, P Clarke advised the Shire would be able to assist if required.

5.2 HSM Southern Cross District Hospital – Di Dixon

- Hospital going well;
- On standby for fatal bike accident transfer;
- Covid testing picking up since eastern states outbreak, 12 since lunchtime on day of meeting;
- Correction to previous comments regarding fridge, the 'Wheatbelt' was getting a vaccine super fridge, which will be used to supply SX Hospital;
- Vaccines going well with first round administered;
- Fully staffed with a new casual staff member.

5.3 DFES Area Officer – Jeremy Willis

- Attended motor vehicle rollover;
- Busy with Cyclone Seroja but will leave details to Yvette Grigg.

5.4 St John Ambulance Southern Cross – Sara Loader

- Currently only 1 EMT on the road;
- Pick up with call outs
- Attending a few road accidents, mental health issues and patient transfers;
- Setting up a fatigue management room which can be used for tourist volunteers (volunteers from other substations stay to provide support);
- Upcoming EMT courses, and Mental Health course in June;

5.5 Southern Cross General Practice – Steph Smylie

- From 1st July Steph Smylie will take over as practice manager;
- Steph Oeticker stepping back but will still be involved;
- Covid practices continuing with QR codes and manual check ins, regular cleaning and hand sanitising of all patrons.
- Covid 19 vaccine, 120 doses administered, bookings looking good and no shortages of AstraZeneca vaccine.

MINUTES

WESTONIA YILGARN LEMC COMMITTEE MEETING THURSDAY 27th May 2021

5.6 Barto Gold – Eleanor McKechnie

- Temp testing all personnel, covid checklist for new arrivals, cleaning practices in place
- Victorian borders shut, had 1 person via Victoria, was tested and is currently isolating.

5.7 Shire of Westonia - Jamie Criddle

- Business as usual;
- Still undertaking contact tracing registers for public buildings;
- St John volunteer numbers low, working with Merredin Sub-Centre.

5.8 Shire of Yilgarn – Nic Warren

- Continuing with covid protocols;
- No major issues resulting from Seroja.

5.9 Department of Communities - Jo Spadaccini

- Busy in aftermath of Seroja;
- Assessing evacuation centres in relation to Seroja, due to its penetration inland, need to look at neighbouring evacuation centres for future incidents;
- State Welfare Plan to be endorsed shortly, local plans awaiting state plan approval.

5.10 District Emergency Management Advisor – Yvette Grigg

- Fallout from Cyclone Seroja:
 - Evacuation centres impacted
 - Predicting more cyclones coming inland;
 - Local warning systems not in place for inland regions, communities not aware of what they mean;
 - An inland Shire impacted by Seroja as Category 2 Cyclone, however still shops open and people outdoors, as unaware of warnings and category requirements;
 - Evacuation centre issues, not cyclone rated inland, didn't want to send residents to unrated centres as may be sending to unsafe buildings, caused some angst in the community;
 - Discussion around retro fitting existing evacuation centres for cyclone ratings;
 - Possible disaster resilience funding to be made available to have engineering checks of buildings to determine if can be cyclone rated;
 - Looking at district evacuation centres, in the event, local centres may be impacted;
 - Power and communication outages caused issues, with some places out of power for weeks.

MINUTES

WESTONIA YILGARN LEMC COMMITTEE MEETING THURSDAY 27th May 2021

- Crisp Wireless are becoming prevalent in the region and may increase service availability;
- Were only a limited supply of generators for Telstra facilities in Merredin, and disseminated slowly;
- STAND project, providing funding for satellite phone systems.

5.11 Southern Cross Volunteer Fire and Rescue – Tony Dal Busco

- Raises issue with fatality near Yellowdine, had to close road, once a fatality, deemed a crime scene, have to wait for major crimes to attend;
- People were taking their own routes via pipeline tracks to avoid road closure;
- Sought if a VMB could be set up to advise motorist of road closures ahead, P Clarke advised a VMB was set up at BP, however by the time information came through from Cunderdin Police regarding the request, a few hours had passed;

6. General Business Nil

7. Next Meeting

Scheduled for Thursday 19th August 2021 at 6:30pm

8. Closure

The meeting was declared closed at 7:21pm.

Shire of Yilgarn
Tourism Advisory
Committee Meeting
Minutes

June 2021

MINUTES

SHIRE OF YILGARN TOURISM ADVISORY COMMITTEE WEDNESDAY, 2 JUNE 2021

Minutes of the Shire of Yilgarn Tourism Advisory Committee held on Wednesday, 2 June 2021 in the Shire of Yilgarn Council Chambers.

The meeting was declared open at 6.02pm.

1. ATTENDANCE

Cr J Cobden, Chair

K Crafter, R Stevens, A Carnicelli, S Carnicelli, L Gethin, J Stephen

P Clarke, CEO

R Bosenberg, Executive Manager Infrastructure

N Warren, Executive Manager Regulatory Services

APOLOGIES:

Cr L Rose, C Jenkins, G Kenward

2. CONFIRMATION OF PREVIOUS MINUTES

Moved K Crafter Seconded R Stevens that the Minutes of the Tourism Advisory Committee meeting held on Tuesday, 4 May 2021 be confirmed.

CARRIED

3. BUSINESS ARISING FROM PREVIOUS MINUTES

3.1 Actions from Previous Meetings

Member	Action Required	Action Taken
CEO	<u>Tourism Marketing Strategy</u> <i>Moved K Crafter Seconded Cr Rose that Council seeks quotations for implementation of Brand Development and Awareness as per Phase 1 of the Activation Strategies outlined in the Draft Tourism Marketing Strategy in order that Council can consider such costs in the 2021/2022 Budget deliberations.</i>	<i>Recommendation presented to Council at its May 2021 Ordinary meeting with the recommendation supported</i>

MINUTES

SHIRE OF YILGARN TOURISM ADVISORY COMMITTEE WEDNESDAY, 2 JUNE 2021

<i>Cr Cobden</i>	<i>Pathway Destination – e.g., “Pathway to Wave Rock”</i>	<p><i>Cr Cobden advised that she had been undertaking research into Pathway Destinations and was awaiting further information that could assist in the Yilgarn district being included on existing Pathway Destinations. This will be presented at future meetings.</i></p> <p><i>The matter was deferred to the July 2021 Committee Meeting.</i></p>
<i>Cr Cobden</i>	<i>Astro Tourism WA</i>	<p><i>Cr Cobden advised that she had been in contact with Carol Redford, Founder of Astro Tourism, who would be providing information to her regarding membership of this group and would provide further information at the next Committee meeting.</i></p> <p><i>The matter was deferred to the July 2021 Committee Meeting.</i></p>
<i>CEO</i>	<p><u><i>The Spirit of the Wheatbelt Hinterland</i></u> <i>Moved K Crafter Seconded R Stevens that it be recommended to Council that it declines Mr Bonser’s offer to participate in “The Spirit of the Wheatbelt Hinterland” publication as both the Committee and Council are concentrating lifting the profile of the district via social media and</i></p>	<p><i>Recommendation presented to Council at its May 2021 Ordinary meeting with the recommendation supported</i></p>

MINUTES

SHIRE OF YILGARN TOURISM ADVISORY COMMITTEE WEDNESDAY, 2 JUNE 2021

	<i>website platforms and has invested heavily in this area to achieve this exposure.</i>	
CEO	<p><u>“1 Man & A Bike” Channel 7 Television Program</u></p> <p><i>It was agreed that the CEO would register an interest with Visage Productions and obtain costs associated with participation in the “1 MAN & A BIKE” television program and present costs back to the June Committee meeting for consideration.</i></p> <p><i>Dependent upon costs, the Committee could then recommend to Council that it considers setting aside funds in the 2021/2022 Budget for participation in this television series.</i></p>	<p><i>CEO Discussed with Visage Productions who indicated it would better for them to work with a group of interested Councils so it was referred to WEROC Member Council’s to gauge their interest.</i></p> <p><i>CEO advised that Visage Productions indicated that if 4 LGA’s participated it would cost \$8,000/LGA.</i></p> <p><i>If 5 LGA’s participated the cost would be \$7,200/LGA.</i></p> <p><i>At this stage no WEROC LGA’s had indicated their interest.</i></p>

4. GENERAL BUSINESS

4.1 Market Creations – Draft Tourism Website

Cr Cobden advised that on Friday, 14 May, the CEO had forwarded to Committee Members a link to access the Draft Tourism Website with the information provided below from Market Creations:-

Please see the link below for your website design. Can you please carefully review and provide any feedback or amendment requests?

<http://preview.mcdevelopment.com.au/clients/Visit-yilgarn/default.html>

MINUTES

SHIRE OF YILGARN TOURISM ADVISORY COMMITTEE WEDNESDAY, 2 JUNE 2021

Our Production Manager will prepare the Project Plan for the development of your website. In order to do this she has requested a date by which we can expect approval of the design, it is based on this date that the project plan can be prepared. I have put in a tentative date as either your next Tourism Committee meeting, ie the first Wednesday in June but wasn't certain if the design is something you would need to take to the council meeting?

The CEO responded to Market Creations advising that the design would need to be ratified by Council after having been assessed by the Tourism Committee.

The CEO then circulated the above link to Committee Members seeking their input. To date the following comments have been received:-

Comments from Kaye Crafter

I looked at the photos, and felt that the salt lake was good, but the Museum is very stark/boring.

Maybe some movement would be better eg: flags, doors open, darker backdrop(sky) people walking, pot plants (geraniums on the verandah)

Is that the only concept so far?

Comments from Robin Stevens

I really dislike the Draft

The photo of the dead tree in the salt lake is great. The photo of the museum would have been so much better if it was taken when the museum was open and looking "alive" - instead of looking "dead" (I would be happy to come down at any time to open). The rest of the photos I thought were unimpressive and hope sincerely they're not going to be in the final draft.

A visitor to the museum today (16 May), left a copy of "The Fitzgerald Biosphere Coast Holiday Guide" - (fitzgeraldcoast.com.au) which has really impressed me. I feel it could provide food for thought as to how we could continue, and will bring it along to the next Tourism meeting.

Both Robin and Kaye were informed that this is only in draft format and photographs can be changed easily. The main area of feedback sought was on the overall layout of the Website.

MINUTES

SHIRE OF YILGARN TOURISM ADVISORY COMMITTEE WEDNESDAY, 2 JUNE 2021

The CEO indicated that he would be discussing the website with Market Creations on Friday, 4 June based on the discussion/comments received at this meeting. The CEO also advised that Market Creations had provided information of tourism sites to be included on the website and requested feedback on these and other potential sites together with wording relating to same. The CEO indicated that this information would have to be proof-read to ensure its accuracy.

Kaye Crafter offered her services in respect to the above.

It was agreed by the majority of members to endorse the layout of the proposed Tourism Website and general comments received in respect to background colours etc., be conveyed to Market Creations by the CEO.

4.2 Market Creations – Brand Awareness (Corporate Identity)

As per the recommendation contained in the Shire of Tourism Marketing Strategy regarding the above, and the recommendation the Committee submitted to Council at its Ordinary meeting held on 20 May seeking quotations for Phase 1 of the activation strategies to commence, Market Creations has supplied a quotation associated with the development of the new branding for the Shire with associated style guidelines.

The above quotation is approximately \$10,000 if all style guideline inclusions were undertaken.

RECOMMENDATION TO COUNCIL

Moved J Stephen Seconded K Crafter that it be recommended to Council that it allocates an amount of \$10,000 in its 2021/2022 Budget to undertake the Brand Awareness process as identified in Phase 1 of the Tourism Marketing Strategy.

CARRIED

5. GENERAL BUSINESS

5.1 Museum Tourism Portal for Regional WA Collections

Robin Stevens advised that she had been contacted by a Museum Western Australia representative to seek the Southern Cross Museum's involvement in the development of a new website or tourism portal, which will be designed to attract tourists and other visitors to regional collections.

MINUTES

SHIRE OF YILGARN TOURISM ADVISORY COMMITTEE WEDNESDAY, 2 JUNE 2021

Robin advised that the Museum WA is working with Australia's Golden Outback to develop the website and will be visiting the local Museum on Friday, 18 June. Museum WA would like the Museum to identify approximately 3 items from the local collection which could be included on the website.

Robin indicated that the Southern Cross was keen to participate in this initiative, but also indicated that this new website could be linked to the Shire of Yilgarn's Tourism website.

The CEO advised that he would advise Market Creations of the above proposal and that a link to the Museum WA's Tourism Portal website would be advantageous to the Shires Tourism website when operational.

5.2 Keep Australia Beautiful Council – 2021 Tidy Towns Competition

Cr Cobden advised that the Shire President had circulated information pertaining to the 2021 Tidy Towns Competition. Cr Cobden advised that the following categories could be applied for under the program:-

- General Appearance
- Community Action and Well-Being
- Heritage and Culture
- Litter Prevention and Waste Management
- Young Legends
- Environmental Sustainability
- Environmental Education

Cr Cobden advised that nominations close on Friday, 27 August 2021. Cr Cobden sought the views of members in relation to submitting an application, but noted that the Committee was currently busy with the Tourism Marketing Strategy and Tourism Website development and that it may be preferable to defer an application until the 2022 Program due to the work involved in presenting an application/submission.

Robin Stevens indicated that the Museum Committee had undertaken considerable work in the review period associated with the Heritage and Culture category and that to defer an application to the 2022 Awards would make the Museum ineligible. Based on this information, Robin enquired whether Members would have any objections if the Museum Committee submitted an application under the Heritage and Culture category for the 2021 Awards.

The Committee supported the Yilgarn Museum Committee submitting an application to KABC in the 2021 Tidy Towns Awards under the category of Heritage and Culture.

MINUTES

SHIRE OF YILGARN TOURISM ADVISORY COMMITTEE WEDNESDAY, 2 JUNE 2021

6. NEXT MEETING

The next meeting is scheduled for **Wednesday, 7 July 2021**.

7. MEETING CLOSURE

There being no further business to discuss, the meeting was declared closed at 6.52pm.

Attachment 9.1.1

Code of Conduct Behaviour Complaint Policy

Code of Conduct Behaviour Complaints Management Policy

Adopted



Document Owner **CHIEF EXECUTIVE OFFICER**

Table of Contents

1. Principles	4
1.1. <i>Procedural fairness</i>	4
1.2. <i>Consistency</i>	4
1.3. <i>Confidentiality</i>	4
1.4. <i>Accessibility</i>	4
2. Roles	5
2.1. <i>Behaviour Complaints Officer</i>	5
2.2. <i>Complaint Assessor</i>	5
2.3. <i>Behaviour Complaints Committee</i>	5
3. Procedure	6
3.1. <i>Making a complaint</i>	6
3.2. <i>Candidate Complaints</i>	6
3.3. <i>Withdrawing a Complaint</i>	7
3.4. <i>Notice to Complainant</i>	7
3.5. <i>Notice to Respondent</i>	7
3.6. <i>Alternative Dispute Resolution</i>	8
3.7. <i>Order of Complaints</i>	8
3.8. <i>Appointment of Complaints Assessor</i>	8
3.9. <i>Search of Local Government Records</i>	9
3.10. <i>Assessment of the Complaint</i>	9
3.11. <i>Complaint Report</i>	9
3.12. <i>Complaints Committee Meeting</i>	10
3.13. <i>Compliance with Plan Requirement</i>	11
4. Decision Making	11
4.1. <i>Objective and Principles</i>	11
4.2. <i>Dismissal</i>	11
4.3. <i>Finding</i>	11
4.4. <i>Action</i>	11
4.5. <i>Plan Requirements</i>	12

Policy Objective

To establish, in accordance with Clause 15(2) of the *Local Government (Model Code of Conduct) Regulations 2021* and the **Shire of Yilgarn** Code of Conduct for Council Members, the procedure for dealing with complaints about alleged breaches of the behaviour requirements included in Division 3 of the **Shire of Yilgarn** Code of Conduct for Council Members, Committee Members and Candidates.

To give effect to the **Shire of Yilgarn's** commitment to an effective, transparent, fair and accessible complaints handling process that supports high standards of behaviour of Council Members, Committee Members and Candidates.

Policy Scope

This Policy applies to complaints made in accordance with Clause 11 of the **Shire of Yilgarn** Code of Conduct for Council Members, Committee Members and Candidates.

This Policy applies to Council Members, Committee Members, Candidates and any person who submits a complaint in accordance with this Policy.

Definitions

Act means the *Local Government Act 1995*.

Behaviour Complaints Committee means the Committee established by the Council in accordance with s.5.8 of the Act for the purpose of dealing with Complaints. The role of the Behaviour Complaints Committee is outlined in Part 2.3 of this Policy.

Behaviour Complaints Officer means a person authorised in writing *[by Council resolution or by the CEO exercising delegated authority]* under clause 11(3) of the Code of Conduct to receive complaints and withdrawals of complaints. The role of the Behaviour Complaints Officer is addressed in Part 2.1 of this Policy.

Breach means a breach of Division 3 of the **Shire of Yilgarn** Code of Conduct for Council Members, Committee Members and Candidates.

Candidate means a candidate for election as a Council Member, whose nomination has been accepted by the Returning Officer under s.4.49 of the Act, but does not include a Council Member who has nominated for re-election. A person is a Candidate from the date on which their nomination is accepted, until the Returning Officer declares the election result in accordance with s.4.77 of the Act.

Candidate Complaint means a Complaint alleging a Breach by a Candidate. Candidate Complaints are dealt with in Part 3.2 of this Policy.

Code of Conduct means the **Shire of Yilgarn** Code of Conduct for Council Members, Committee Members and Candidates.

Committee means a committee of Council, established in accordance with s.5.8 of the Act.

Committee Member means a Council Member, employee of the **Shire of Yilgarn** or other person who has been appointed by the Council to be a member of a Committee, in accordance with s.5.10(1) of the Act. A person is a Committee Member from the date on which they are appointed, until their appointment expires or is terminated by Council resolution.

Complaint means a complaint submitted under Clause 11 of the Code of Conduct.

Complainant means a person who has submitted a Complaint in accordance with this Policy.

Complaint Assessor means a person appointed by the Behaviour Complaints Officer in accordance with Part 2.2 and Part 3.8 of this Policy.

Complaint Documents means the Complaint Form and any supporting information, evidence, or attachments provided by the Complainant.

Complaint Form means the form approved under clause 11(2)(a) of the Code of Conduct *[by Council resolution or by the CEO exercising delegated authority]*.

Council means the Council of the **Shire of Yilgarn**.

Council or Committee Meeting means a formal meeting of the Council or a Committee that is called and convened in accordance with the Act. It does not include informal meetings, such as workshops or briefings.

Council Member means a person who is currently serving a term of office as an elected member of the Council in accordance with the Act.

Finding means a finding made in accordance with clause 12(1) of the Code of Conduct as to whether the alleged Breach has or has not occurred.

Plan means a Plan that may be prepared and implemented under clause 12(4)(b) of the Code of Conduct, to address the behaviour of the person to whom the complaint relates (the Respondent), if a Finding has been made that a Breach has occurred.

Response Documents means the response provided by the Respondent to the Complaint, and includes any supporting information or evidence that is supplied.

Policy Statement

1. Principles

1.1. Procedural fairness

The principles of procedural fairness, or natural justice, will apply when dealing with a Complaint under this Policy. In particular:

- the Respondent will be afforded a reasonable opportunity to be heard before any findings are made, or a plan implemented;
- the decision maker should be objective and impartial, with an absence of bias or the perception of bias; and
- any findings made will be based on proper and genuine consideration of the evidence.

1.2. Consistency

The application of this Policy should lead to consistency in process and outcomes. While each Complainant and Respondent will be dealt with according to their circumstances, and each Complaint considered and determined on its merits, similar circumstances will result in similar decisions.

1.3. Confidentiality

The **Shire of Yilgarn** will take all reasonable steps to maintain confidentiality when dealing with the Complaint, in order to protect both the Complainant and Respondent.

Council Members, Local Government employees and contractors who have a role in handling a specific complaint will be provided with sufficient information to fulfil their role. They must manage this information securely, and must not disclose or inappropriately use this information.

Complainants will be advised of the level of confidentiality they can expect, and that breaches of confidentiality on their part may prejudice the progress of their Complaint.

1.4. Accessibility

The **Shire of Yilgarn** will ensure that information on how to make a complaint, including this Policy, is available at the **Shire of Yilgarn's** Administration Building and on the **Shire of Yilgarn's** website. The Shire of Yilgarn will make information available in alternative formats if requested.

Any person wishing to make a complaint may contact the Behaviour Complaints Officer if they require assistance in completing the complaint form or otherwise navigating the complaints process.

2. Roles

2.1. Behaviour Complaints Officer

The Behaviour Complaints Officer is authorised in accordance with clause 11(3) of the Code of Conduct to accept complaints and withdrawal of complaints.

The Behaviour Complaints Officer is not an advocate for the complainant or the respondent. The Behaviour Complaints Officer provides procedural information and assistance to both Complainant and Respondent.

The Behaviour Complaints Officer will liaise with and provide administrative support to a Complaint Assessor appointed under this Policy.

The Behaviour Complaints Officer will liaise with the Local Government to facilitate the calling and convening of Council or Behaviour Complaints Committee meetings if required.

In undertaking their functions, the Behaviour Complaints Officer will apply the Principles of this Policy.

2.2. Complaint Assessor

The Complaint Assessor is appointed by the Behaviour Complaints Officer in accordance with Part 3.8 of this Policy.

The Complaint Assessor is an impartial third party who will undertake the functions specified in this Policy. In undertaking their functions, the Complaint Assessor will apply the Principles of this Policy.

The Complaint Assessor will liaise with the Behaviour Complaints Officer to manage the administrative requirements of dealing with the Complaint in accordance with this Policy.

2.3. Behaviour Complaints Committee

The Behaviour Complaints Committee is a Committee of Council established in accordance with s.5.8 of the Act for the purpose of dealing with Complaints.

The Behaviour Complaints Committee is a Committee of Council Members only. The membership and purpose of the Behaviour Complaints Committee is outlined in Council Policy <XXX> Behaviour Complaints Committee Terms of Reference.

3. Procedure

3.1. Making a complaint

Any person may make a Complaint alleging that a Council Member, Committee Member or Candidate has behaved in a way that constitutes a breach of Division 3 of the Code of Conduct *[clause 11(1) of the Code of Conduct]*.

A Complaint must be made within one (1) month after the alleged Breach *[clause 11(2)(c) of the Code of Conduct]*.

A Complaint must be made by completing the Behaviour Complaint Form in full and providing the completed forms to the Behaviour Complaints Officer.

A Complaint must be made in accordance with the Behaviour Complaint Form and specify which requirement(s) of the Code of Conduct is alleged to have been breached.

A Complaint is required to include the name and contact details of the Complainant therefore anonymous complaints cannot be accepted.

Where a Complaint Form omits required details, the Behaviour Complaints Officer will invite the Complainant to provide this information in order for the Complaint to be progressed.

Where a Complaint is made more than 1 month after the alleged breach, the Behaviour Complaints Officer will give the Complainant written notice that the Complaint cannot be made *[clause 11(2)(c) of the Code of Conduct]*.

3.2. Candidate Complaints

A Complaint in relation to a Candidate must be made in accordance with 3.1, above, but cannot be dealt with unless the Candidate is subsequently declared elected as a Council Member.

Within 7 days after receiving a Candidate Complaint, the Behaviour Complaints Officer will provide written notice:

- To the Complainant confirming receipt, and advising of the procedure for candidate complaints; and
- To the Respondent, including a summary of the complaint, and advising of the procedure for candidate complaints.

No action will be taken until the results of the election are declared by the Returning Officer. If the respondent is elected, then the complaint will be dealt with in accordance with this Policy. Timeframes that would otherwise commence on the receipt of a Complaint will be taken to commence on the election date.

If the Respondent is not elected, the Behaviour Complaints Officer will provide the Complainant with notice that the Respondent has not been elected and that the Complaint cannot be dealt with *[clause 15(1) of the Code of Conduct]*.

3.3. Withdrawing a Complaint

A Complainant may withdraw their Complaint at any time before a Finding has been made in relation to the Complaint *[clause 14 of the Code of Conduct]*.

A Complainant may withdraw a Complaint by advising the Behaviour Complaints Officer in writing that they wish to do so.

After receiving a written withdrawal of the Complaint, the Behaviour Complaints Officer will take all necessary steps to terminate the process commenced under this Policy.

3.4. Notice to Complainant

Within 7 days after receiving a Complaint, the Behaviour Complaints Officer will provide written notice to the Complainant that:

- confirms receipt of the Complaint;
- outlines the process that will be followed and possible outcomes;
- explains the application of confidentiality to the complaint;
- includes a copy of this Policy; and
- if necessary, seeks clarifications or additional information.

If the Complaint Form indicates that the Complainant agrees to participate in Alternative Dispute Resolution, the Behaviour Complaints Officer will advise the Complainant of the process in accordance with Part 3.6 of this Policy.

3.5. Notice to Respondent

Within 14 days after receiving a Complaint, the Behaviour Complaints Officer will provide written notice to the Respondent that:

- advises that a Complaint has been made in accordance with the Code of Conduct and this Policy;
- includes a copy of the Complaint Documents;
- outlines the process that will be followed, the opportunities that will be afforded to the Respondent to be heard and the possible outcomes;
- includes a copy of this Policy; and
- if applicable, advises that further information has been requested from the Complainant and will be provided in due course.

If the Complainant has agreed to participate in Alternative Dispute Resolution, the Behaviour Complaints Officer will ask the Respondent if they are also willing to participate in accordance with Part 3.6 of this Policy.

3.6. Alternative Dispute Resolution

The **Shire of Yilgarn** recognises that Alternative Dispute Resolution may support both parties reach a mutually satisfactory outcome that resolves the issues giving rise to the Complaint. Alternative Dispute Resolution requires the consent of both parties to the Complaint and may not be appropriate in all circumstances.

To commence the process, the Behaviour Complaints Officer will, as the first course of action upon receiving a complaint, offer the Complainant and the Respondent the option of Alternative Dispute Resolution. If both parties agree to participate in Alternative Dispute Resolution, the Behaviour Complaints Officer will pause the formal process.

The objective of Alternative Dispute Resolution will be to reach an agreed resolution that satisfies the Complainant that the formal process is no longer required, allowing them to withdraw the Complaint, in accordance with Part 3.3 of this Policy. For example, an offer by a Respondent to issue a voluntary apology in response to a Complaint, even in the absence of a request from the Complainant, qualifies for consideration as Alternative Dispute Resolution.

If Alternative Dispute Resolution is commenced, both the Complainant and Respondent may decline to proceed with the process at any time. The process may also be terminated on the advice of a third party who is providing assistance to the Local Government, such as a facilitator or mediator.

If Alternative Dispute Resolution is terminated or does not achieve an agreed outcome that results in the withdrawal of the Complaint, the Behaviour Complaints Officer will resume the formal process required under this Policy.

3.7. Order of Complaints

Complaints will normally be dealt with in the order in which they are received.

If more than one Complaint is received that relates to the same alleged behaviour, the Behaviour Complaints Officer may decide to progress those Complaints concurrently.

3.8. Appointment of Complaints Assessor

If Alternative Dispute Resolution is not commenced, is terminated or does not achieve an agreed outcome resulting in the withdrawal of the Complaint, **the Behaviour Complaints Officer will appoint a Complaints Assessor from a panel of names submitted by the Wheatbelt East Regional Organisation of Councils (WEROC) Inc., (updated from time to time) who are deemed by individual WEROC participating Member Councils to have the necessary experience to undertake the Complaint Assessor role in an impartial manner.**

The Behaviour Complaints Officer will endeavour to appoint a Complaint Assessor within a reasonable period. The Behaviour Complaints Officer will provide written notice of the appointment to the Complainant and the Respondent.

3.9. Search of Local Government Records

The Complaint Assessor may request the Behaviour Complaints Officer to search for any relevant records in the **Shire of Yilgarn's** Record Management System.

In particular, if the behaviour is alleged to have occurred at a Council or Committee Meeting, the Behaviour Complaints Officer will be requested to identify any Local Government records that provide evidence that may support a decision as to whether:

- the behaviour occurred at a Council or Committee Meeting,
- the behaviour was dealt with by the person presiding at the meeting, and/or
- the Respondent has taken remedial action in accordance with the **Shire of Yilgarn's Local Government (Council Meetings) Local Law 2017**.

The Complaints Assessor must provide the Respondent with a copy of any records that are identified. In addition, where a clarification or additional information has been sought from the Complainant by either the Behaviour Complaints Officer or the Complaint Assessor, copies must also be provided to the Respondent.

3.10. Assessment of the Complaint

The Complaint Assessor will undertake an assessment of the Complaint in accordance with the process outlined in the Notices given under Part 3.4 and Part 3.5 of this Policy.

The Complaint Assessor must ensure that the Respondent is provided with a reasonable opportunity to be heard before forming any opinions, or drafting the Complaint Report or recommendations.

3.11. Complaint Report

The Complaint Assessor will prepare a Complaint Report that will:

- outline the process followed, including how the Respondent was provided with an opportunity to be heard;
- include the Complaint Documents, the Response Documents and any relevant Local Government Records as attachments; and
- include recommendations on each decision that may be made by the Complaints Committee; and
- include reasons for each recommendation, with reference to Part 4 of this Policy.

If the Complaint Report recommends that a Plan is prepared and implemented in accordance with clause 12(4)(b) of the Code of Conduct and Part 4.4 of this Policy, the Complaint Report must include a Proposed Plan.

The Complaint Assessor will liaise with the Behaviour Complaints Officer to include the Complaint Report in the Agenda for a meeting of the Complaints Committee. The Behaviour Complaints Officer will be responsible for preparation of an Officer Report with the Complaint Report provided as a confidential attachment. The recommendations of the Complaint Report will be provided as the Officer Recommendations.

3.12. Complaints Committee Meeting

The Agenda will be prepared on the basis that the part of the meeting that deals with the Complaint Report will be held behind closed doors in accordance with s.5.23(2) of the Act.

The Behaviour Complaints Committee will consider the Complaint Report and attachments and give due regard to the recommendations.

In accordance with Regulation 11(d)(a) of the *Local Government (Administration) Regulations 1996*, reasons for any decision that is significantly different from the Officer Recommendation must be recorded in the meeting minutes.

If the behaviour that is the subject of the Complaint is alleged to have occurred at a Council or Committee Meeting, the Behaviour Complaints Committee will determine whether or not to dismiss the Complaint in accordance with Clause 13 of the Code of Conduct and Part 4.2 of this Policy.

If the Behaviour Complaints Committee dismisses a Complaint, the Behaviour Complaints Officer must give the Complainant and the Respondent written notice of the decision and the reasons for the decision in accordance with clause 13(2) of the Code of Conduct. This concludes the process for this Complaint.

If the Complaint is not dismissed, the Behaviour Complaints Committee will consider the Complaint and make a Finding as to whether the alleged Breach that is the subject of the Complaint has or has not occurred, in accordance with clause 12 of the Code of Conduct and Part 4.3 of this Policy.

If the Behaviour Complaints Committee finds that the alleged Breach **did not** occur, the Behaviour Complaints Officer must give the Complainant and the Respondent written notice of the Finding and the reasons for the Finding in accordance with clause 12(7)(a) of the Code of Conduct. This concludes the process for this Complaint.

If the Behaviour Complaints Committee finds that the alleged breach **did** occur, the Committee will decide whether to take no further action in accordance with clause 12(4)(a) of the Code of Conduct or prepare a plan to address the behaviour in accordance with clause 12(4)(b) of the Code of Conduct and Part 4.4 of this Policy.

If the Behaviour Complaints Committee decides to take no further action, the Behaviour Complaints Officer must give the Complainant and the Respondent written notice of this decision and the reasons for the Finding in accordance with clause 12(7)(a) of the Code of Conduct. This concludes the process for this Complaint.

If the Behaviour Complaints Committee decides to prepare a Plan, the Committee will first consult with the Respondent in accordance with clause 12(5)* of the Code of Conduct. The Behaviour Complaints Committee will consider any submissions made by the Respondent before preparing and implementing a Plan.

3.13. Compliance with Plan Requirement

The Behaviour Complaints Officer will monitor the actions in timeframes set out in a Plan.

Failure to comply with a requirement included in a Plan is a minor breach under section 5.105(1) of the Act and clause 23 of the Code of Conduct.

The Behaviour Complaints Officer must provide a report advising Council of any failure to comply with a requirement included in a Plan.

4. Decision Making

4.1. Objective and Principles

All decisions made under this Policy will reflect the Policy Objectives and the Principles included in Part 1 of this Policy.

4.2. Dismissal

The Behaviour Complaints Committee must dismiss a Complaint in accordance with clause 13(1)(a) and (b) of the Code of Conduct if it is satisfied that -

- (a) the behaviour to which the Complaint relates occurred at a Council or Committee Meeting; and
- (b) either —
 - (i) the behaviour was dealt with by the person presiding at the meeting; or
 - (ii) the Respondent has taken remedial action in accordance with the Shire of Yilgarn Local Government (Council Meetings) Local Law 2017.

4.3. Finding

A Finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur *[clause 12(3) of the Code of Conduct]*.

This may involve first considering whether the behaviour occurred, on the balance of probabilities, and then whether that behaviour constituted a breach of a requirement of Division 3 of the Code of Conduct.

4.4. Action

In deciding whether to take no further action, or prepare and implement a Plan, the Complaints Committee may consider:

- the nature and seriousness of the breach(es);
- the Respondent's submission in relation to the contravention;
- whether the Respondent has breached the Code of Conduct knowingly or carelessly;

- whether the Respondent has breached the Code of Conduct on previous occasions;
- likelihood or not of the Respondent committing further breaches of the Code of Conduct;
- personal circumstances at the time of conduct;
- need to protect the public through general deterrence and maintain public confidence in Local Government; and
- any other matters which may be regarded as contributing to or the conduct or mitigating its seriousness.

4.5. Plan Requirements

The Proposed Plan may include requirements for the Respondent to do one (1) or more of the following:

- engage in mediation;
- undertake counselling;
- undertake training;
- take other action the Complaints Committee considers appropriate (e.g. an apology).

The Proposed Plan should be designed to provide the Respondent with the opportunity and support to demonstrate the professional and ethical behaviour expected of elected representatives expressed in the Code of Conduct.

The Proposed Plan may also outline:

- the actions to be taken to address the behaviour(s);
- who is responsible for the actions;
- any assistance the Local Government will provide to assist achieve the intent of the Plan; and
- a reasonable timeframe for the Plan action(s) to be addressed by the Respondent.

Document Control Box							
Document Responsibilities:							
Owner:	[insert Position Title]			Owner Business Unit:	[insert Unit Title]		
Reviewer:	[insert Position Title]			Decision Maker:	Council		
Compliance Requirements:							
Legislation:	Local Government Act 1995 Local Government (Model Code of Conduct) Regulations 2021						
Other:							
Organisational:							
Document Management:							
Risk Rating:	[low / med / high]	Review Frequency:	[annual / biennial / triennial]	Next Due:	[20##]	Records Ref:	[CP####]
Version #	Decision Reference:	Synopsis:					
1.	[decision date / TRIM Ref]	[brief description of the adoption / changes approved]					
2.							

Attachment 9.1.2

Behaviour Complaints Terms of Reference

Behaviour Complaints Committee

Terms of Reference

Adopted



Document Owner **CHIEF EXECUTIVE OFFICER**

Policy Title: Behaviour Complaints Committee Terms of Reference

Policy Objective

To establish Terms of Reference for the Behaviour Complaints Committee of the Shire of Yilgarn.

Policy Scope

This Policy applies exclusively to the Shire of Yilgarn's Behaviour Complaints Committee.

Committee Function

The Behaviour Complaints Committee is a Committee of Council established in accordance with s.5.8 of the *Local Government Act 1995* (the Act) for the purpose of dealing with Behaviour Complaints made under Division 3 of the Shire of Yilgarn's Code of Conduct for Council Members, Committee Members and Candidates (Code of Conduct).

The extent of authority provided to the Behaviour Complaints Committee is specified in the relevant Delegated Authority, and includes:

- Dismissing a behaviour complaint in accordance with clause 13 of the Code of Conduct and providing reasons for any such dismissal.
- Making a Finding as to whether an alleged complaint has or has not occurred, based upon evidence from which it may be concluded that it is more likely that the breach occurred than it did not occur [clause 12(3) of the Code of Conduct].
- Determining reasons for such a Finding.
- Where a Finding is made that a breach has occurred, determining:
 - To take no further action; or
 - Prepare and implement a plan to address the behaviour of the person to whom the complaint relates.

The extent of authority of the Behaviour Complaints Committee is limited by Condition of the Delegated Authority.

Membership

The Complaints Committee is a Committee of Council Members only in accordance with s.5.9(2)(a) of the Act.

Membership of the Behaviour Complaints Committee will comprise of four (4) Council Members, appointed by Council in accordance with s.5.10 of the Act.

In addition, at least two (2) Council Members will be appointed as Deputy Committee Members in accordance with s.5.11A of the Act.

The Delegated Authority Condition prescribes that if an appointed Committee Member is identified in the Complaint as either the Complainant or the Respondent, they are to excuse themselves from the Committee's Function by providing an apology. They are to be replaced for the duration of the handling of the subject Complaint by a Deputy Committee Member, selected by the Presiding Member of the Committee.

Meeting Schedule

Meetings are to be scheduled as required by the CEO or Behaviour Complaints Officer in consultation with the Committee Presiding Member.

Delegated Authority

The Behaviour Complaints Committee will act under Delegated Authority in accordance with s.5.16 of the Act. The delegation is recorded in the **Shire of Yilgarn** Register of Delegations.

It is a Condition of Delegated Authority that the Behaviour Complaints Committee will be unable to exercise delegated authority if the Complainant or Respondent attend as a Complaints Committee Member.

Committee Governance

Complaints Behaviour Committee meetings are required to:

- be called and convened by the CEO, as required, in consultation with the Committee's Presiding Member;
- include public question time *[Admin.r.5]*
- make the Committee Notice Papers and Agenda publicly available *[s.5.94(p), s.5.96A(f)]*, with the exception of agenda content that relates to that part of the meeting which will be closed to members of the public under s.5.23(2) *[Admin.r.14]*; and
- make Committee minutes publicly available *[s.5.94(n), s.5.96A(h)]*, with the exception of Minutes content that relates to that part of the meeting which was closed to the public or was determined as confidential under s.5.23(2).

Document Control Box							
Document Responsibilities:							
Owner:	[insert Position Title]			Owner Business Unit:	[insert Unit Title]		
Reviewer:	[insert Position Title]			Decision Maker:	Council		
Compliance Requirements:							
Legislation:	Local Government Act 1995 Local Government (Model Code of Conduct) Regulations 2021						
Other:							
Organisational:	Council Policy XXX Code of Conduct Behaviour Complaints Management Delegated Authority XXX Behaviour Complaints Committee						
Document Management:							
Risk Rating:	[low / med / high]	Review Frequency:	[annual / biennial / triennial]	Next Due:	[20##]	Records Ref:	[CP####]
Version #	Decision Reference:	Synopsis:					
1.	[decision date / TRIM Ref]	[brief description of the adoption / changes approved]					
2.							

Attachment 9.1.4

Local Government Convention Information

LEADING THE **WAY**

Information and Registration

WA Local Government Convention
Sunday, 19 – Tuesday, 21 September 2021
Crown Perth

PRESENTED BY



PARTNERED SERVICE



PRINCIPAL SPONSOR





EVENT PARTNERS



Partnered Service

LGIS is proud to partner with WALGA at the WA Local Government Convention. The Convention provides a wonderful opportunity for everyone across the sector to come together, share experiences and network.

As the Local Government mutual indemnity Scheme, our members are at the heart of everything we do. We're proud to have stood with our members for over 25 years protecting your communities, organisations and people.

We understand the Local Government industry, its purpose, the risks involved, and our ultimate philosophy of working with you to deliver the best outcome for your communities.

We're also proactive we don't just wait for claims to happen - through our comprehensive Scheme risk program we're dedicated to working with members to manage their risk.

The team at LGIS look forward to seeing all of our members and exploring how we can support you.



Principal Sponsor

Civic Legal is proud to be the principal sponsor of the WA Local Government Convention again this year. We always look forward to catching up with you to hear your stories and to learn more about the issues Local Governments are facing.

Civic Legal has its roots in Local Government. Our specialist Local Government lawyers are passionate about working out the best solutions for Local Governments in all areas of Local Government law.

Drop by our booth to find out more, and to chat with our team. We can help you with complex contracts, leases, employment law matters, planning, litigation, SAT appeals, governance or any other issues your Local Government may face.

Enjoy the conference, and see you soon!

Best regards

Anthony Quahe
Managing Principal

Supporting Sponsor



Convention Breakfast Sponsor



Coffee Cart Sponsors





AN INVITATION

It is my pleasure to invite all Elected Members, Chief Executive Officers and Senior Managers to attend the 2021 WA Local Government Convention, scheduled for Sunday, 19 – Tuesday, 21 September at Crown Perth.



The theme for the 2021 Local Government Convention is Leading the WAY: Looking Forward, Looking Back, taking place against the backdrop of generational change for the sector with reform of the Local Government Act on the horizon.

Additionally, 2020 and 2021 has seen an unprecedented level of uncertainty experienced in areas such as local and international politics; the economy; the environment, together with the ongoing impact and evolving nature of the COVID-19 pandemic. The Convention program has been developed to specifically support and encourage Local Government representatives.

We are pleased to welcome the Honourable Julie Bishop as our Opening Keynote Speaker, and Australian of the Year – Ms Grace Tame, has agreed to deliver the Closing Keynote Speech.

The event will commence with the AGM, followed by a day and a half of plenary and concurrent sessions. These sessions will discuss both contemporary and controversial topics, while the overarching conference format provides opportunity to converse, debate, discuss and share ideas in a welcoming and professional forum.

There is also an opportunity to register for one of the optional field trips scheduled for Wednesday, 22 September.

A significant contingent of industry suppliers will be on display in the trade exhibition to demonstrate their latest products to the Local Government sector. I encourage you to take this once a year opportunity to meet with these suppliers and be updated on what is currently available.

Finally, I would like to express appreciation for the valuable support provided by our Partnered Service – LGIS and Principal Sponsor – Civic Legal. I also wish to thank our Supporting Sponsor; the Department of Local Government, Sport & Cultural Industries and our other sponsors, Ventia, Synergy and Credit Solutions.

I look forward to seeing you in September.

Mayor Tracey Roberts JP
President

ABOUT THE EVENT

Who should attend?

The WA Local Government Convention is presented specifically for those engaged in the Local Government sector.

The conference sessions aim to support and inform Mayors, Presidents, Elected Members and Chief Executive Officers. Additional attendance by Executive Directors and other senior managers is also highly recommended. Available options include full conference participation and daily registration.

Optional events

Monday, 20 September

Australian Local Government Women's Association (ALGWA) AGM and Breakfast (\$70pp)
Convention Gala Dinner at Optus Stadium (\$165pp)

Tuesday, 21 September

Convention Breakfast with Jelena Dokic (\$95pp)
PHAIWA Local Government Policy Awards and Breakfast –
For more information or to register for this breakfast, please visit www.phaiwa.org.au

Wednesday, 22 September

Field Trip: Bushmead Estate (\$70)
Field Trip: Construction Training Fund (\$70)
WALGA Forum on Aboriginal Engagement and Reconciliation

Partner Program

The Partner Program offers an interesting range of options for accompanying guests, including a full day tour to Fremantle. Social networking functions include the Opening Welcome Reception on Sunday evening and the Gala Dinner on Monday evening.

Elected Member training

WALGA Training has scheduled a selection of its Elected Member training opportunities prior and post-Convention for your convenience.

- **Friday, 17 September**
[Developing Specifications for Excellence](#)
- **Wednesday, 22 September**
[CEO Performance Appraisals](#)
- **Wednesday, 22 & Thursday, 23 September**
[Recovery Coordinators Course for Local Government](#)

More information on WALGA Training opportunities can be found in the [WALGA Training Directory](#) or on [WALGA Training Website](#).

2021 #shoWcAse in Pixels Competition

#shoWcAse in PIXELS is an annual exhibition of artwork from Local Governments, displayed on the iconic 45-metre high digital tower at the heart of Yagan Square in Perth City.

As one of the State's largest ongoing community arts projects, the event is widely acknowledged as being one of the most colourful and vibrant displays throughout the year.

The art competition was held in this format for the first time in 2019, which saw art submissions created from recycled products, wall murals and large-scale canvasses.

Artwork will be displayed in Yagan Square from Monday, **6 September** to Sunday, **26 September**, at 12:00pm each day (subject to changes by Yagan Square).



2019 Overall Winner – Shire of Meekatharra

KEYNOTE SPEAKERS



Hon Julie Bishop

The Honourable Julie Bishop served as Australia's Minister for Foreign Affairs from 2013 until her resignation in 2018. She was the first female to hold the role as well as the first female Deputy Leader of the Liberal Party, serving for 11 years.

As Foreign Minister, Ms Bishop was responsible for strengthening Australia's key strategic and economic relationships with Ministerial responsibility for more than 5000 departmental staff, 110 overseas missions as well as government agencies Australian Secret Intelligence Service and Australian Centre for International Agriculture Research.

In 2014, she led the international response to the downing of Malaysian Airlines flight MH17 over Ukraine, and was awarded the Commander of the Order of Merit of the Netherlands Ministry of Foreign Affairs.

Under her leadership, the 2017 Foreign Policy White Paper was developed, providing a comprehensive policy framework for the next decade; and the New Colombo Plan was established, enabling Australian undergraduates to live, study and work in the Indo-Pacific region. Within five years more than 40,000 students have participated in the Plan.

In a political career spanning over 20 years, Julie also served as Minister for Education, Science and Training, Minister for Women's Issues and Minister for Ageing.

Prior to entering politics, Ms Bishop was Managing Partner of the law firm Clayton Utz in Perth.

In 2020 Julie was awarded a Fisher Family Fellowship for the Future of Diplomacy Project at Harvard Kennedy School Belfer Centre for Science and International Affairs. In 2021 Julie was awarded the Kissinger Fellowship at the McCain Institute of International Leadership at Arizona State University. In 2021 Julie was appointed by the UK Government to the G7 Equality Advisory Council (GEAC).

Julie is the Chancellor of Australian National University, chair of Telethon Kid's Institute, Chair of The Prince's Trust Australia, member of the international advisory boards of Afiniti and the Human Vaccines Project and is the Patron of Shooting Stars – an education programme for young Aboriginal girls.

She has also established a boutique advisory firm, Julie Bishop and Partners.



Hon Jason Clare MP

**Shadow Minister for Regional Services, Territories and Local Government;
Housing and Homelessness**

Jason is a member of the Australian Parliament where he represents the seat of Blaxland in Western Sydney.

He was a Minister in the Rudd and Gillard Labor Governments, where he served as Minister for Home Affairs, Minister for Justice, Minister for Defence Materiel and Cabinet Secretary.

Jason is currently the Shadow Minister for Housing and Homelessness, Shadow Minister for Regional Services, Territories and Local Government.

He has also served as Shadow Minister for Communications, Shadow Minister for Trade and Investment and Shadow Minister for Resources and Northern Australia.

Jason's most important job though is being Louise's husband and Jack's dad.

Hon Mark Coulton MP

Federal Minister for Regional Health, Regional Communications and Local Government

Mark was first elected to the House of Representatives for the seat of Parkes, New South Wales, in 2007. He has since been re-elected in 2010, 2013, 2016 and 2019.

On 6 February 2020, Mark was sworn-in as the Minister for Regional Health, Regional Communications and Local Government.

During his time in the Federal Parliament, Mark has also held the positions of Deputy Speaker of the House of Representatives, National Party's Chief Whip, Shadow Parliamentary Secretary for Ageing and the

Voluntary Sector, Shadow Parliamentary Secretary for Water and Conservation and Shadow Parliamentary Secretary for Regional Development and Emerging Trade Markets.

Prior to his election to the House of Representatives, Mark was the Mayor of Gwydir Shire Council from 2004 until 2007.

Mark has an extensive agricultural background having spent 30 years as a farmer and grazier. Mark and his wife Robyn owned and operated a mixed farming system growing cereal crops and running beef cattle.





Anthony De Ceglie

Three-time Walkley Award winner and Editor-in-Chief of West Australian Newspapers

He first started his career as a cadet journalist in regional WA with the *Collie Mail* before becoming a journalist and sub editor at the *Mandurah Mail*.

Anthony previously worked as a reporter with *The Sunday Times* before becoming chief of staff and deputy editor of the newspaper and its website *Perth Now*.

During a secondment to New York in 2011, Anthony helped to launch the iPad newspaper *The Daily* before moving to Sydney to work for *The Daily Telegraph*.

In January 2019 he was appointed senior editor of *The West Australian*, becoming editor in chief in December that same year.

In addition to responsibility for *The West Australian*, *The Weekend West*, *The Sunday Times*, thewest.com.au and perthnow.com.au and the company's 19 regional publications, Anthony has overseen the successful integration of the Community Newspaper Group and Regional Newspapers and the launch of digital subscriptions on the west.com.au

Hon Pru Goward

The Honourable Pru Goward is a former Cabinet minister, Sex Discrimination Commissioner and was a pioneering television reporter with the ABC.

Pru has a long history of promoting women's rights, driving reform and getting it done and has frequently challenged institutional bullying and harassment.

Since leaving politics, Pru is a Professor of Social Interventions and Policy at Western Sydney University, a board member of Anglicare, a regular newspaper columnist, and a diversity and discrimination expert who has recently reviewed sexual misconduct for ministerial staff in the NSW Government and the NSW Supreme Court.

Her outstanding career as a senior government official and government minister saw reforms in Family Law and more recently child protection, social and affordable housing and urban planning.

With her drive, New South Wales overhauled the State Government's approach to domestic violence and is the only Australian state or territory to witness a decline in assault rates.

Prior to this, Pru was Australia's Sex Discrimination Commissioner for six years, promoting the landmark introduction of paid maternity leave, now a national entitlement. She also oversaw Australia's first statistically valid sexual harassment survey which continues to be the benchmark for governments and business and reported on the state of work-life balance for men and women in Australia. Pru was also the commissioner responsible for age discrimination.

As a senior current affairs reporter with the Australian Broadcasting Corporation for 19 years, Pru was ABC Television's first female correspondent, the inaugural presenter of Radio National Breakfast and the recipient of a prestigious Walkley Award for her courageous television profile of organized crime figure George Freeman.

She has authored *A Business of Her Own* and has co-authored a biography of John Howard.

Hon Pru Goward appears by arrangement with Saxton Speakers Bureau





Greg Hire

Founder, A Stitch in Time

As the former Perth Wildcats Vice-Captain, Greg Hire undoubtedly made a huge impact on basketball, however it could be argued his greatest contribution to our State is the work he is doing off the court. A championship player with both the Wanneroo (now Joondalup) Wolves in the State Basketball League, and the Perth Wildcats in the NBL, Hire was named 2018 Western Australian of the Year (Youth) for his efforts as an advocate for youth mental health. Hire grew up around domestic violence, drugs, alcohol, depression and a lack of positive role models and is heavily involved in community and youth sporting activities and other initiatives that aim to combat mental illness and youth suicide.

Greg played for the Perth Wildcats from 2010 until 2019; accumulating 243 games, winning four NBL Championships as Vice-Captain and recently has represented Australia at the World Cup in 3 on 3 Basketball, winning a Gold Medal at 2020 Asia Cup. As the founder of charity A Stitch in Time, his passion and efforts are now transpiring off the court in the work he is doing in the mental health space.

Paul Kelly

Editor-at-Large, The Australian

Paul Kelly is currently the Editor-at-Large at *The Australian*. He was previously Editor-in-Chief and he writes on Australian politics, public policy and international affairs.

Paul has covered Australian governments from Gough Whitlam to Scott Morrison and is a regular television commentator on Sky News. He is the author of nine books including *The Hawke Ascendancy*, *The End of Certainty* and *The March of Patriots*. His most recent book, *Triumph and Demise* covered the Rudd-Gillard era.

Paul has been a Fellow at the Kennedy School of Government at Harvard University and a Fellow at the Menzies Centre, King's College, London.





Glenn Mitchell

Glenn is a former leading ABC sports broadcaster. During his 20 years with ABC Sport in Perth he became a familiar voice around the country with his commentaries on international and domestic cricket and AFL football.

He also commentated at four Olympic Games (Atlanta, Sydney, Athens and Beijing), and three Commonwealth Games.

One of the ABC's senior cricket commentators, Glenn broadcast over 110 Tests and One Day Internationals, covering overseas tours against Sri Lanka, India, Pakistan, England and New Zealand.

But all through this period, Glenn was a sufferer of mental illness and in early 2011 he descended into a highly depressive state that resulted in him inexplicably resigning his dream position at the ABC and making an attempt on his own life. After overcoming his personal demons and reshaping his life, Glenn now aims to try and prevent others from enduring the torturous path he did by candidly speaking about his own journey.

Glenn Mitchell appears by arrangement with Cheri Gardiner & Associates

Grace Tame

After being raped and sexually abused by her maths teacher when she was just 15 years old, Grace Tame has spent the last 10 years turning her traumatic experience into being an advocate for survivors of child sexual abuse and a leader of positive change.

Recognising the injustice of Tasmania's gag order that prevented survivors from self-identifying publicly, Grace offered her story to the #LetHerSpeak campaign created by Nina Funnell, along with the stories of 16 other brave survivors. In 2019, she finally won the court order to speak out under her own name, making her the state's first female child sexual abuse survivor to do so.

Now, 26 and based in Hobart, Grace is dedicated to eradicating child sexual abuse in Australia, and supporting the survivors of child sexual abuse.

Her focus is around enabling survivors to tell their stories without shame, educating the public around the process and lasting effects of grooming and working with policy and decision-makers to ensure we have a federal legal system that supports the survivors, not just perpetrators.

She is also a passionate yoga teacher, visual artist, and champion long-distance runner, having won the 2020 Ross Marathon in a female course record time of 2:59:31.

Grace is the 2021 Australian of the Year.





Liam Bartlett

60 Minutes reporter, host of Radio LPR's morning program, award winning broadcaster and journalist

Having spent nearly 30 years working in Australian media, Liam is one of Perth's highest profile journalists and public broadcasters.

With a Bachelor of Economics from the University of Western Australia, he has held a series of high profile positions across all three major platforms – television, radio and print. His roles have included hosting the State-based 7.30 Report on ABC TV,

news anchor at STW Channel Nine in Perth, reporting for the Nine Network's Melbourne bureau of A Current Affair, columnist and feature writer for News Limited through the Sunday Times and the host of prime-time talkback shifts on Radio 6PR and 720 ABC Perth.

Liam Bartlett appears by arrangement with Cheri Gardiner & Associates

Convention Breakfast – Jelena Dokic

Jelena Dokic has had a storied and well-documented life and tennis career both on and off the tennis court. She started playing tennis when she was six years old and very quickly became the national champion in multiple age groups. However, the war erupted in former Yugoslavia and the family was forced to escape twice. Jelena and her family were refugees before settling in Australia when she was 11 years old.

In 1998, as a 15-year-old, Jelena won the US Open junior title and the French Open doubles title. She became number 1 junior in the world in 1998 and also made a Fed Cup debut the same year winning both her singles matches and becoming the youngest player ever to represent Australia in the Fed Cup.

In early 1999, still only 15 she won the Hopman Cup for Australia partnering Mark Philippoussis and also reached the 3rd round of the Australian Open at 15. Later that year at the age of 16, she caused one of the biggest upsets in tennis history beating world number 1 Martina Hingis as a qualifier. It still remains the only time a world number 1 has lost to a qualifier at Wimbledon. She went on to reach the quarter-finals of Wimbledon that year and it catapulted Jelena to prominence on the world stage.

In 2001 Jelena won her first WTA singles title in Rome. She went on to win two more titles that year and reach the top 10 in the world at the age of 18. At the age of 19 she reached world number 4.

After a string of injuries and a battle with depression, Jelena made a comeback to tennis in 2008 and had an incredible run at the 2009 Australian Open,

reaching the quarterfinals and also winning her first WTA title in nine years in Kuala Lumpur. Jelena's latter part of her career was riddled with injury and illness which forced her to retire early.

Jelena has penned the best-selling autobiography *Unbreakable*, a book which details her career and her life. In the book, she details the struggles of being a refugee, dealing with poverty, racism, bullying, and discrimination. She also talks about the physical and emotional abuse she suffered for over 20 years at the hands of her father which started when she was just six years old.

Jelena now pours her efforts into commentary and TV work for Channel 9, Fox Sports and Tennis Australia. She does work for multiple radio stations and she regularly writes columns.

Jelena Dokic appears by arrangement with ICMJ



THE PROGRAM

SUNDAY, 19 September (pre-conference)

2:30pm – 6:00pm	Delegate Service Desk open for Convention Registration
3:00pm – 5:00pm	Mayors and Presidents' Forum (separate registration – by invitation only)
5:00pm – 6:30pm	Opening Welcome Reception A welcoming space to network your way through an evening of food, beverages, music and friendly conversation. Included in Full Delegate Registration.

Monday, 20 September

7:00am	Delegate Service Desk open for Convention Registration
7:00am – 8:30am	ALGWA (WA) AGM and Breakfast (\$70) Register online via Delegate Registration. Other enquiries to Cr Karen Wheatland, City of Melville – 0401 335 642 or CrKaren.Wheatland@melville.wa.gov.au
7:30am – 8:45am	Breakfast with Heads of Agencies This breakfast is for Mayors, Presidents and CEOs only and invitations will be sent directly. Sponsored by Aware Super.
9:00am – 12:45pm	WALGA Annual General Meeting (includes recognition of Honours Award recipients)
12:45pm – 1:45pm	Lunch for AGM attendees
12:45pm – 1:45pm	2021 Honour Awards Lunch (by invitation only)
1:50pm – 3:00pm	Opening Keynote Speaker: The Honourable Julie Bishop
3:00pm – 3:40pm	Afternoon Tea
3:40pm – 5:00pm	Local Government, a Federal Perspective Hon Mark Coulton MP , Minister for Regional Health, Regional Communications and Local Government Hon Jason Clare MP , Shadow Minister for Regional Services, Territories and Local Government; Housing and Homelessness Moderated by Liam Bartlett
6:30pm – 11:00pm	Gala Dinner, Optus Stadium (\$165) Put aside business for the night and enjoy a stunning view, food, drinks and dancing Includes announcement of #shoWcAse in Pixels winners

Tuesday, 21 September

7:00am	Delegate Service Desk open for Registration
7:00am – 8:45am	PHAIWA Local Government Policy Awards and Breakfast For more information or to register for this breakfast, please visit www.phaiwa.org.au
7:30am – 8:45am	Convention Breakfast with Jelena Dokic (\$95)
8:50am	Minding Your Mental Health – Panel Discussion Aboriginal and non-Aboriginal mental health is an issue that all Australians need to confront to offer genuine support and care for those affected and to help mitigate risks in workplaces and interactions. Local Government in particular, with its role as a major employer and provider of community services, needs to continuously explore how mental health issues manifest and evolve to best inform their options in responding. Hon Pru Goward , former Cabinet Minister Greg Hire , Founder, A Stitch in Time Glenn Mitchell , former leading ABC sports broadcaster
10:00am	State and Federal Political Insights A conversation centred on the political landscape including the current State Government's performance following the recent State Government Election and an overview of Federal Government initiatives, emerging critical issues and the media response. Paul Kelly , Editor-at-Large, <i>The Australian</i> Anthony De Ceglie , Editor-in-Chief, <i>The West Australian</i>
10:40am – 11:15am	Morning Tea

11:15am

CONCURRENT SESSIONS**Recovery from Emergencies in WA**

Western Australia communities have been hit hard by emergencies in 2021. In February, a fire ignited in the Wooroloo area in the Shire of Mundaring. The blaze rapidly escalated to a level 3 fire, burning for almost a week and crossing two Local Government areas, destroying 86 homes and causing widespread damage.

In April, Tropical Cyclone Seroja made landfall between Kalbarri and Port Gregory. Winds of up to 170 kilometres an hour left a trail of destruction over 35,000 square kilometres of Western Australia. Throughout 10 Local Government areas; it destroyed homes, businesses, resorts, sheds, fences and water stations, leaving thousands of people homeless and without power and communication for extended periods.

Whilst Local Government has the legislative responsibility for recovery, the scale and significance of both of these recovery effects, has seen the State appoint a State Recovery Controller for each of these events to lead the whole of government approach to recovery efforts.

During this session, we will hear the experience of those involved and learn about how they managed the unique challenges of these extensive recovery efforts.

Governance: Roles & Responsibilities

The purpose and intent of the Local Government Act 1995 is to provide efficient and effective good governance to communities. Inherent in this purpose and intent is the separation of powers principle which, as Parliament considered when the Act was introduced in 1993, stated '...there will be clear specifications of the roles of key players ... to promote efficiency ...and to avoid conflicts caused by uncertainty...".

The question of separation of powers remains a focus of Local Government advocacy and has featured in the Final Report of the Local Government Review Panel, Report of the Inquiry into the City of Perth and Select Committee into the Local Government Final Report.

This session will examine why this remains a topic of interest to the sector, scenarios that led to commentary in recent Reports and how proposals for improvements in role clarity will foster efficient and effective Local Government.

Elected Members:**Champions of economic resilience and community prosperity**

As community leaders and key decision makers, Elected Members have an important role to play in supporting local economic development and prosperity. This session provides a valuable opportunity to get exclusive access to Economic Development Australia's (EDA's) new economic development education and training program and will cover important topics such as:

- principles for economic development planning
- leading recovery and building resilience for your community; and
- being an Economic Development Champion - promoting economic prosperity for your community

Economic Development Australia (EDA) is the national peak body for economic development professionals.

Tuesday, 21 September (continued)

12:45pm – 1:40pm Lunch

1:40pm

CONCURRENT SESSIONS

Bushfire Volunteers

Western Australians in rural and pastoral areas rely heavily on Bush Fire Brigade volunteers to keep them safe from the threat of fire. Local Governments are responsible for administering and training the 19,500 volunteers in 565 bushfire brigades around the State.

This session will provide the latest information on volunteer workplace health and safety obligations, training opportunities and the changing landscape in attracting and retaining bushfire volunteers.

Local Government Audits

The WA State Government amended legislation and regulations to provide for the Auditor General to be responsible for undertaking Local Government audits effective from 1 July 2018. The Office of the Auditor General (OAG) phased in over three years the responsibility for undertaking the audits previously carried out by Local Government appointed commercial contract auditors.

This session will provide information on the:

- Experience of initial three years of financial audits
- Lessons learnt from the OAG perspective
- OAG perspective on Local Government financial statutory provisions
- Expectations for future auditing
- Overview of Local Government Performance Audits and future focus

Waste Avoidance and the impact of the Waste Export Bans

In WA, the majority of material that is recycled through the kerbside recycling bin is exported for reprocessing and use in new products. That's all set to change with the introduction of export bans for plastic, paper and cardboard. As of 1 July 2021, mixed plastic, which is about 4% of what is collected through the kerbside recycling bin, will no longer be able to be exported and will be reprocessed locally. While this is a good outcome in relation to increasing transparency of where material goes, it is likely to have a financial impact on the costs of kerbside recycling.

This session will outline the impact of the export bans, the local processing options being developed and ultimately the best thing that Local Government and the community can do with waste – avoid it completely.

3:10pm– 3:45pm Afternoon Tea

3:45pm

Closing Speaker: Grace Tame

4:45pm

Official Close of the 2021 Local Government Convention

Wednesday, 22 September (post-conference)

8:30am

Delegate Service Desk open

9:00am – 11:30am

Field Trip: Bushmead Estate, Shaped by Nature (\$70)

Bushmead Estate, 16 km east of Perth's CBD, is a new land development located in the City of Swan that has placed the pristine natural bushland at the forefront of design, with every household connected to the bush. The development which will eventually be home to around 950 new dwellings aims to minimise the environmental footprint and places high importance on the retention of trees within the development. Bushmead is also one of the few estates in Western Australia to have received 6-Leaf EnviroDevelopment Accreditation, ensuring sustainable living for residents.

The land developer, Cedar Woods, will discuss the sustainability features of the estate and the process involved around tree retention from planning to construction, and participants will view a development shaped by the natural site features and experience the parks and walking trails of this unique community.

Includes bus transfers from Crown Perth and Morning Tea.

9:00am – 12:00pm

Field Trip: Construction Futures Centre (\$70)



Construction Training Fund (CTF) is a government statutory authority creating a skilled Western Australian construction workforce. It collects a training levy, helps pay for training, conducts research, showcases training and career opportunities and makes a contribution to building our communities. It also operates an interactive venue, the Construction Futures Centre in Belmont, designed to educate school aged children, young adults and others to consider the many job options on offer within the industry.

Join this tour to explore a range of virtual and augmented reality technologies, artefacts, videos, games and static displays that offer a unique insight into the scope of WA's building and construction industry.

Includes bus transfers from Crown Perth and Morning Tea.

9:30am – 3:00pm

WALGA Forum on Aboriginal Engagement and Reconciliation

Hear from State Government on key Native Title Settlements in WA, and learn from Local Governments about the process of commencing Reconciliation Action Plans (RAPs) through to embedding reconciliation activities as core business. Join Traditional Owners and Aboriginal leaders for a round-table yarn on opportunities and barriers experienced by local Aboriginal communities, and the positive impact Local Government can make. The program will cover Aboriginal engagement methods, employment and economic opportunities, cultural awareness and interpretation, and traditional ecological knowledge in landcare.

Separate registration - [CLICK HERE](#) for more information

PARTNER ACTIVITIES

Registration is required for all activities – prices include GST. Please contact WALGA for more information should your partner be interested in attending a particular conference session.

SUNDAY, 19 September

Fremantle Tour

8:30am – 4:00pm \$175

Departing Crown Perth at 8:30am we make our way to Fremantle where you will be taken on a private tour of Fremantle Prison. Following the tour, we will replenish ourselves with a two-course lunch at the National Hotel. From there we do a short walking tour of Fremantle before heading back to Crown Perth via train.

Please note: We recommend comfortable walking shoes for this tour.

Includes: Coach transfer, morning tea, tour of Fremantle Prison, Lunch at the National Hotel, walking tour, return train to Crown Perth and Guide

(Minimum 15 – maximum 20)

Opening Welcome Reception

5:00pm – 6:30pm \$85

MONDAY, 20 September

Shaken not Stirred Cocktail Course

2:00pm – 4:00pm \$90

Get ready to have fun and learn how to make cocktails! Held at Crown Perth, your Cocktail Master will teach you insider mixologist techniques and fun facts about each cocktail. All you have to do is sip and enjoy while the demonstrations are given and the ingredients for the next cocktail are prepared.

Includes: 2-hour cocktail course

(Minimum 15 maximum 35)

Convention Gala Dinner at Optus Stadium

6:30pm – 11:00pm \$165

TUESDAY, 21 September

Breakfast with Jelena Dokic

7:30am – 8:45am \$95

Optus Stadium Tour and Morning Tea

8:30am – 11:30am \$70

This private tour presents an exclusive opportunity to explore Optus Stadium. It will be followed by morning tea at the gorgeous City View Café.

Please note: We recommend comfortable walking shoes for this tour and a reasonable level of fitness as there is a lot of walking involved.

Includes: Guide, Morning Tea and Private Tour of Optus Stadium.

(Minimum 12 – maximum 20)

Matagarup Bridge Climb and Zip

12:30pm – 4:00pm \$175

Dare if you will, to climb Matagarup Bridge and Zip down. Afterwards we will have celebratory drinks and nibbles at The Camfield Tavern.

Includes: Matagarup Bridge Zip & Climb Adventure for 2 hours, Drinks & Nibbles and Guide

(Minimum 8 – maximum 16)

GENERAL INFORMATION

ONLINE CONVENTION REGISTRATIONS

Visit www.walga.asn.au/lgc21 to complete your registration online

Full Delegate fees cover the daily conference program, lunches, refreshments, and the Opening Reception on Sunday, 19 September. The Convention Gala Dinner on Monday evening and Convention Breakfast on Tuesday morning are optional, and a ticket fee applies.

Convention Fees

Prices are per person and are all inclusive of GST.

Deadline for all Registrations is
Wednesday, 1 September 2021

Convention Registration

Full Delegate	\$1,200
WALGA Life Members	Complimentary
Corporate	\$1,500

Optional Extras

ALGWA AGM and Breakfast (Monday)	\$70
Gala Dinner at Optus Stadium (Monday)	
Delegates/Exhibitors/Partners	\$165
Life Members and their partners	\$95
Convention Breakfast with Jelena Dokic (Tuesday)	\$95

Partners/Guests

Opening Reception (Sunday)	\$85
Lunch (Monday/Tuesday)	\$50
Partner Tours	Individual tour fees as listed

Please contact WALGA for more information should your partner like to attend a particular conference session.

Changes to your registration

You can modify your online booking at any time before the close of registrations. Once you have completed your registration, an email with your confirmation number will be emailed to you. Click on the link and enter your confirmation number to make any changes or additions to your reservation.

Registration cancellations must be advised **in writing** prior to the deadline date of **Wednesday, 1 September**. Thereafter full fees are payable. Alternatively, a registration may be transferred to another member of the Council.

Special Requirements

Special dietary requirements, mobility or any other special needs should be indicated when registering – WALGA will use its best endeavours to meet these requests.

Accommodation

Hotel information is available at www.walga.asn.au/lgc21.

Reservations are to be made direct with hotel. Please note that city hotels have limited guest parking so please clarify these arrangements when booking.

Crown Perth Parking

There is a range of free, paid, undercover and open car parks at Crown Perth; including over 3000 free parking bays available across the property plus 50 accessible ACROD parking bays.

To view the Crown Perth Parking Map, please [CLICK HERE](#). Access to Crown Perth is also available via train (Armadale & Thornlie Lines), bus (Great Eastern Highway) and taxi/ride share.

Information in this brochure is correct at time of printing but may be subject to change



ENQUIRIES

Ulla Prill, Event Manager | T 08 9213 2043 | E registration@walga.asn.au

PRESENTED BY



WALGA

ONE70 LV1, 170 Railway Parade, West Leederville WA 6007

T (08) 9213 2000 | **E** info@walga.asn.au

www.walga.asn.au

Attachment 9.2.1

Financial Reports
May 2021



SHIRE OF YILGARN
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 May 2021

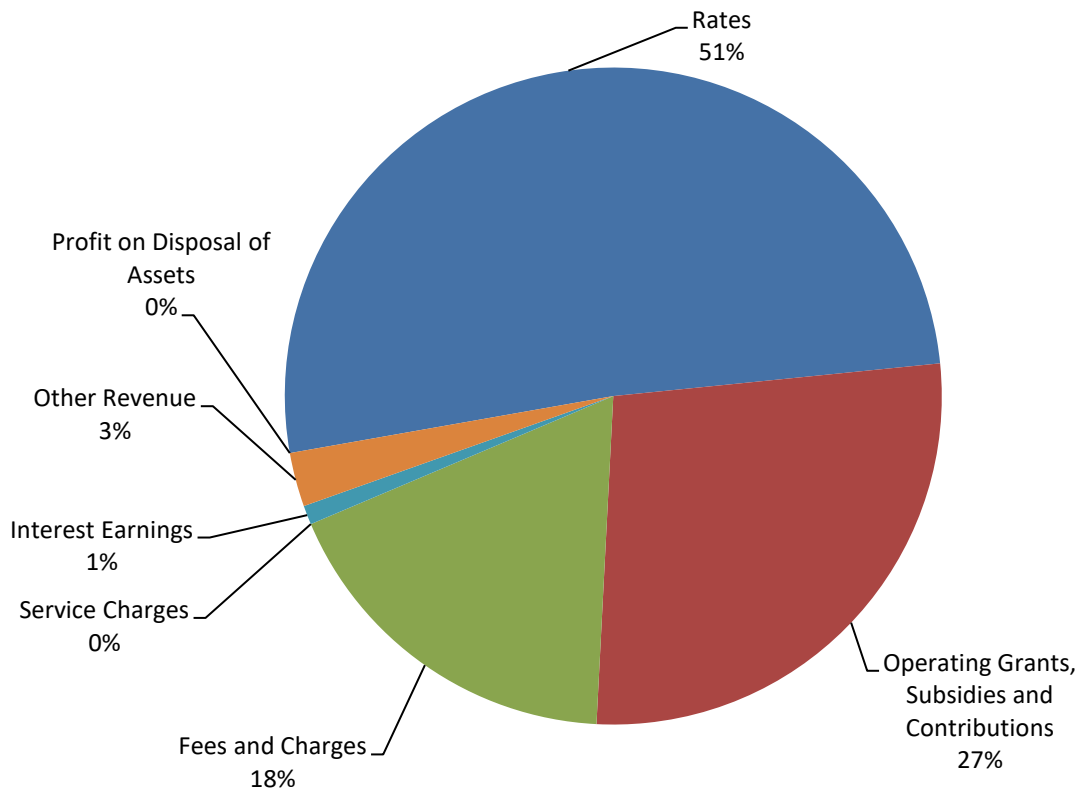
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

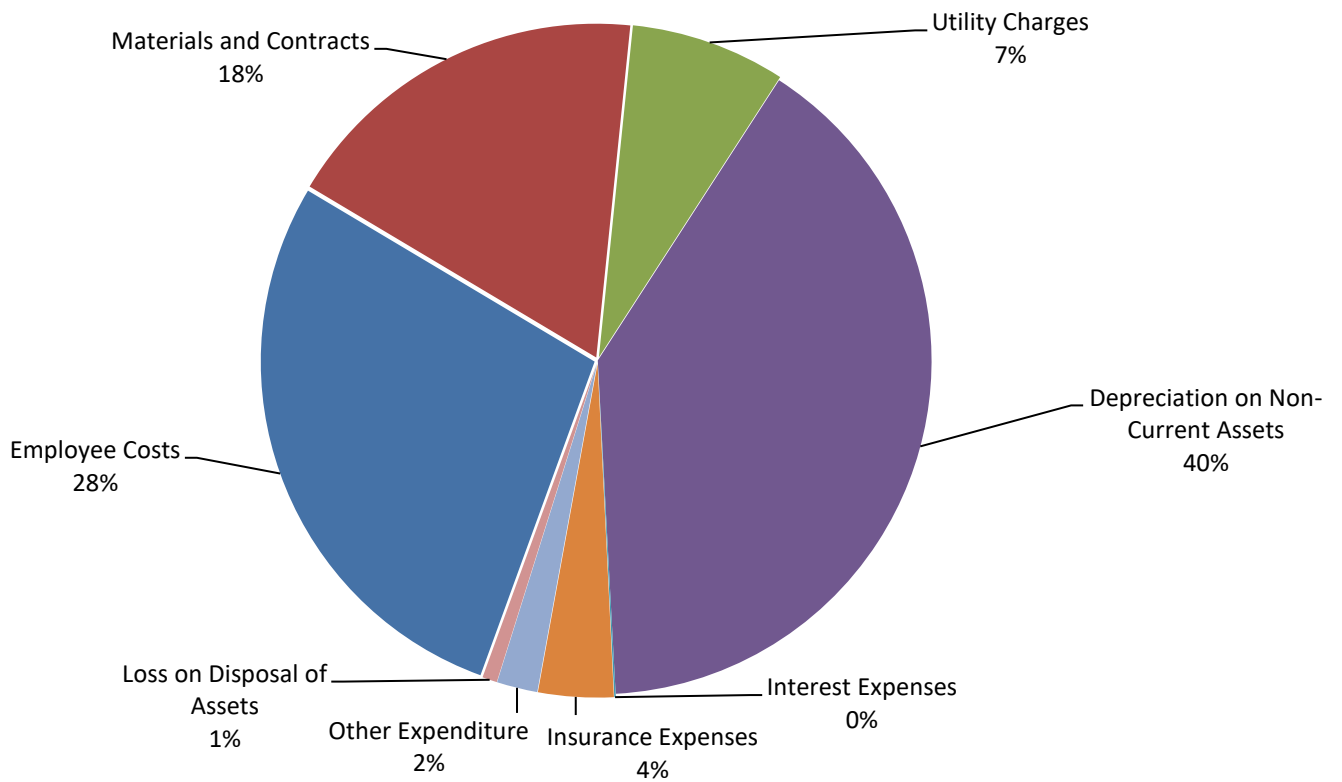
Monthly Summary Information	2 - 3
Statement of Financial Activity by Program	4
Statement of Financial Activity by Nature or Type	5
Statement of Capital Acquisitions and Capital Funding	6
Note 2 Explanation of Material Variances	11
Note 3 Net Current Funding Position	12
Note 6 Receivables	15
Note 7 Cash Backed Reserves	16-17
Note 8 Capital Disposals	18
Note 9 Rating Information	19
Note 10 Information on Borrowings	20
Note 11 Grants and Contributions	21
Note 12 Trust	22
Note 13 Details of Capital Acquisitions	23-26

SHIRE OF YILGARN
Information Summary
For the Period Ended 31 May 2021

Operating Revenue



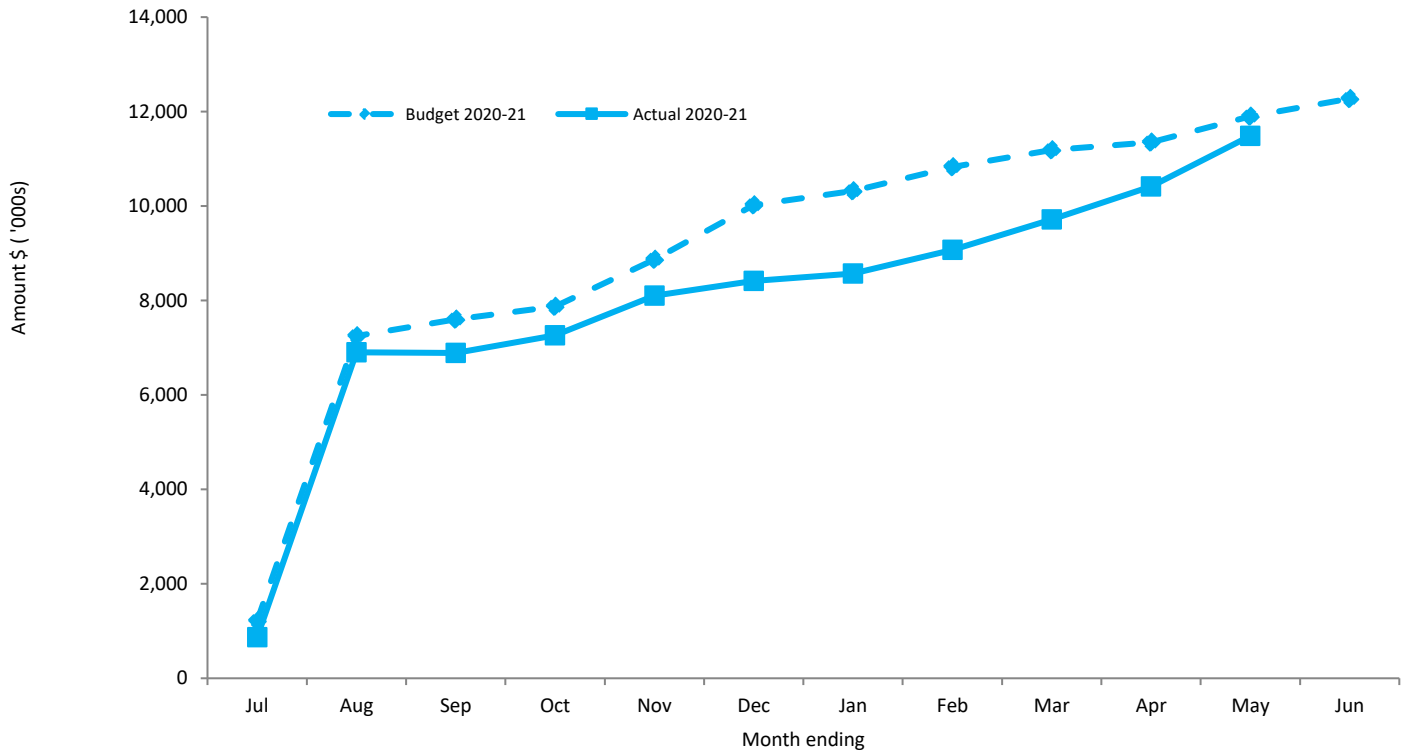
Operating Expenditure



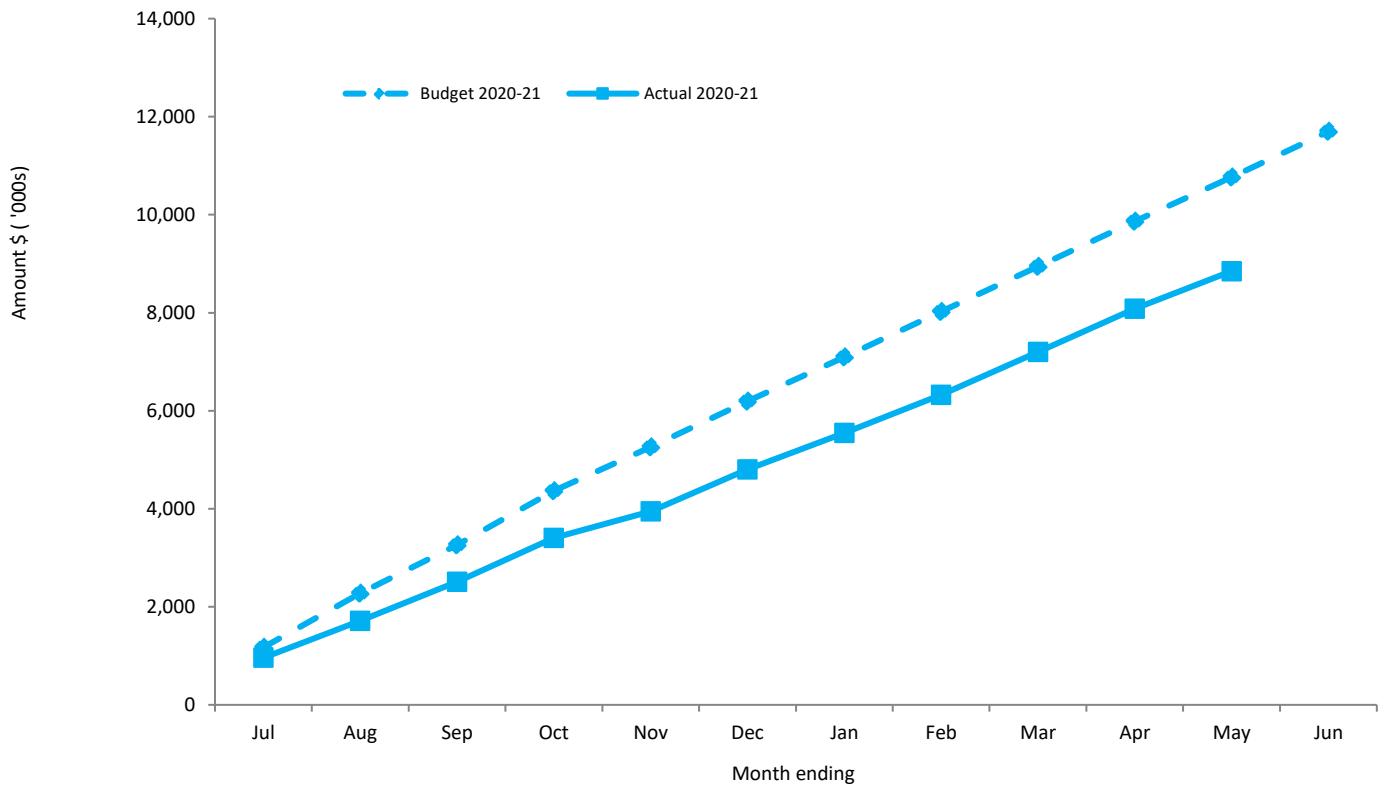
SHIRE OF YILGARN
Information Summary
For the Period Ended 31 May 2021

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

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



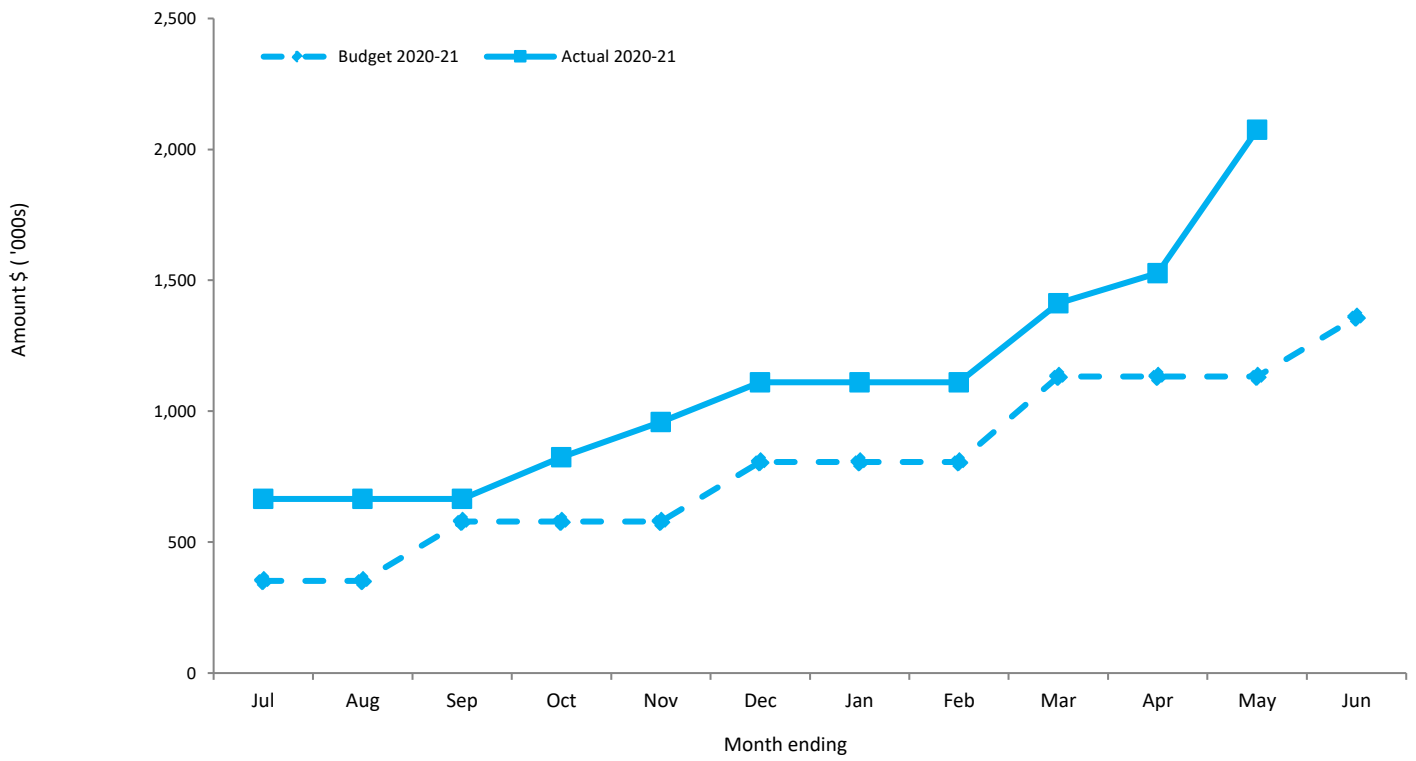
Budget Operating Expenses -v- YTD Actual (Refer Note 2)



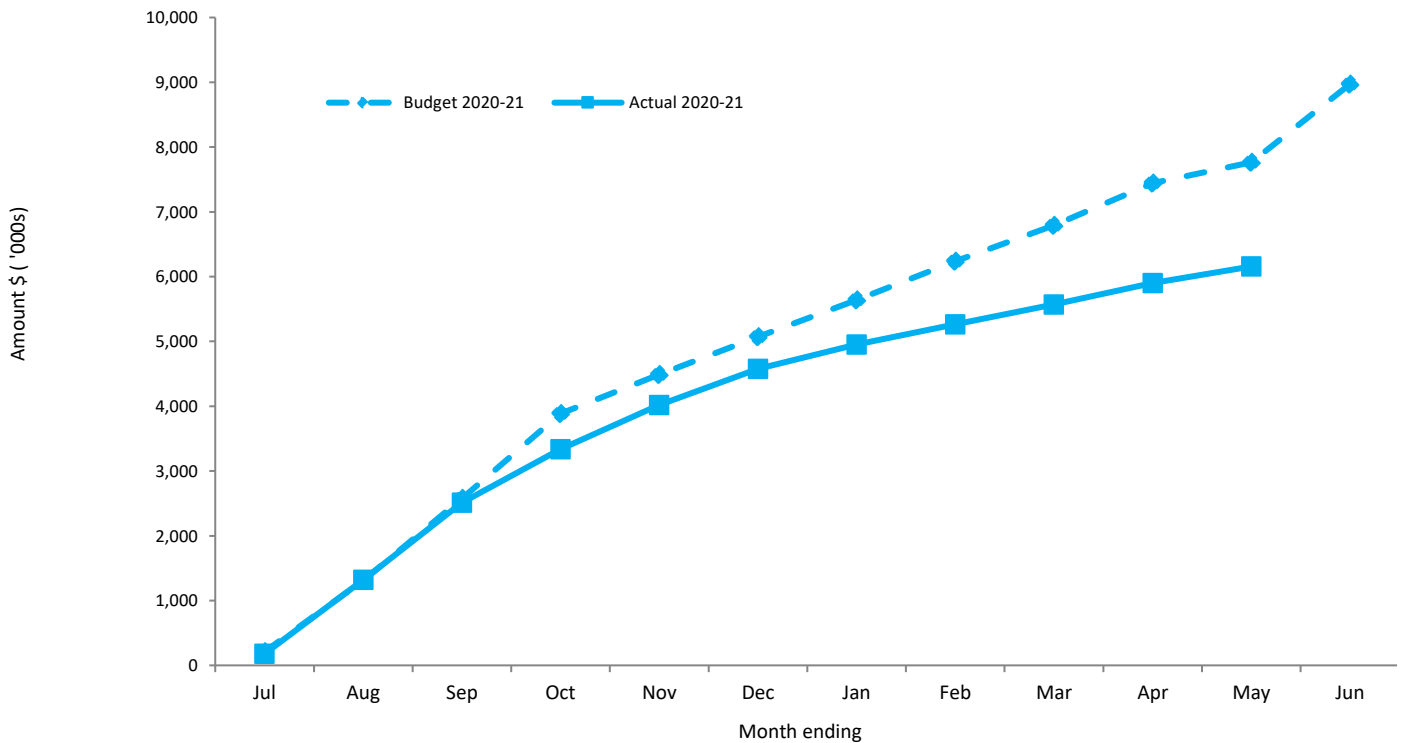
SHIRE OF YILGARN
Information Summary
For the Period Ended 31 May 2021

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

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 31 May 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Opening Funding Surplus(Deficit)	3	\$ 4,186,290	\$ 4,186,290	\$ 5,483,547	\$ 1,297,257	% 31%	
Revenue from operating activities							
General Purpose Funding - Rates	9	4,051,369	4,051,369	4,036,628	(14,741)	(0%)	
General Purpose Funding		1,667,490	1,658,119	1,690,899	32,780	2%	
Law, Order and Public Safety		82,799	76,497	55,577	(20,920)	(27%)	
Health		1,500	1,375	1,618	243	18%	
Education and Welfare		172,651	166,723	160,598	(6,125)	(4%)	
Housing		65,000	59,565	61,618	2,053	3%	
Community Amenities		719,044	704,547	658,209	(46,338)	(7%)	
Recreation and Culture		110,730	110,045	115,134	5,089	5%	
Transport		188,687	173,744	148,310	(25,434)	(15%)	
Economic Services		1,116,337	1,034,595	904,198	(130,397)	(13%)	▼
Other Property and Services		139,464	127,831	228,450	100,619	79%	▲
		8,315,071	8,164,410	8,061,240			
Expenditure from operating activities							
Governance		(497,923)	(448,979)	(331,406)	(117,573)	(26%)	▼
General Purpose Funding		(286,084)	(262,304)	(225,728)	(36,576)	(14%)	▼
Law, Order and Public Safety		(332,694)	(308,925)	(273,467)	(35,458)	(11%)	▼
Health		(292,890)	(269,257)	(207,462)	(61,795)	(23%)	▼
Education and Welfare		(443,295)	(406,951)	(299,141)	(107,810)	(26%)	▼
Housing		(290,691)	(266,675)	(166,932)	(99,743)	(37%)	▼
Community Amenties		(1,110,245)	(1,018,767)	(746,550)	(272,217)	(27%)	▼
Recreation and Culture		(1,716,502)	(1,577,412)	(1,400,763)	(176,649)	(11%)	▼
Transport		(5,276,505)	(4,836,917)	(4,072,170)	(764,747)	(16%)	▼
Economic Services		(1,428,695)	(1,309,956)	(1,106,711)	(203,245)	(16%)	▼
Other Property and Services		(21,327)	(59,918)	(18,394)	(41,524)	(69%)	▼
		(11,696,851)	(10,766,061)	(8,848,724)			
Operating activities excluded from budget							
Add back Depreciation		4,790,250	4,391,057	3,540,223	(850,834)	(19%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	114,589	105,039	63,387	(41,652)	(40%)	▼
Amount attributable to operating activities		1,523,059	1,894,445	2,816,126			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	3,958,468	3,731,927	3,423,846	(308,081)	(8%)	
Proceeds from Disposal of Assets	8	308,000	308,000	166,591	(141,409)	(46%)	▼
Land and Buildings	13	(1,648,454)	(1,585,136)	(1,470,400)	(114,736)	(7%)	
Infrastructure Assets - Roads	13	(3,095,291)	(2,923,659)	(2,410,621)	(513,038)	(18%)	▼
Infrastructure Assets - Other	13	(2,107,951)	(1,950,076)	(1,706,623)	(243,453)	(12%)	▼
Plant and Equipment	13	(1,175,740)	(745,740)	(508,289)	(237,451)	(32%)	▼
Furniture and Equipment	13	(47,500)	(45,538)	(28,207)	(17,331)	(38%)	
Amount attributable to investing activities		(3,808,468)	(3,210,222)	(2,533,703)			
Financing Activities							
Proceeds from New Debentures		1,000,000	1,000,000	1,000,000	0	0%	
Transfer from Reserves	7	0	0	0	0		
Repayment of Debentures	10	(49,507)	(49,507)	(49,508)	1	0%	
Transfer to Reserves	7	(1,212,327)	(110,223)	(25,840)	(84,383)	(77%)	▲
Amount attributable to financing activities		(261,834)	840,270	924,652			
Closing Funding Surplus(Deficit)	3	1,639,047	3,710,783	6,690,623			

▲▼ 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 31 May 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	4,186,290	4,186,290	5,483,547	1,297,257	31%	
Revenue from operating activities							
Rates	9	4,051,369	4,051,369	4,036,628	(14,741)	(0%)	
Operating Grants, Subsidies and Contributions	11	2,308,247	2,289,976	2,161,161	(128,815)	(6%)	
Fees and Charges		1,656,208	1,548,476	1,404,610	(143,866)	(9%)	
Service Charges		0	0	0	0		
Interest Earnings		93,160	85,393	73,844	(11,549)	(14%)	
Reimbursements		96,700	88,627	175,103	86,476	98%	▲
Other Revenue		104,000	95,641	209,543	113,902	119%	▲
Profit on Disposal of Assets	8	5,387	4,928	0	(4,928)	(100%)	
		8,315,071	8,164,410	8,060,889			
Expenditure from operating activities							
Employee Costs		(2,980,766)	(2,726,990)	(2,477,960)	(249,030)	(9%)	
Materials and Contracts		(2,450,471)	(2,267,094)	(1,599,001)	(668,093)	(29%)	▼
Utility Charges		(788,282)	(722,381)	(664,560)	(57,821)	(8%)	
Depreciation on Non-Current Assets		(4,790,250)	(4,391,057)	(3,540,223)	(850,834)	(19%)	▼
Interest Expenses		(5,902)	(5,902)	(6,478)	576	10%	
Insurance Expenses		(315,486)	(315,852)	(322,457)	6,605	2%	
Other Expenditure		(245,718)	(226,818)	(174,885)	(51,934)	(23%)	▼
Loss on Disposal of Assets	8	(119,976)	(109,967)	(63,387)	(46,580)	(42%)	▼
		(11,696,851)	(10,766,061)	(8,848,950)			
Operating activities excluded from budget							
Add back Depreciation		4,790,250	4,391,057	3,540,223	(850,834)	(19%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	114,589	105,039	63,387	(41,652)	(40%)	▼
Amount attributable to operating activities		1,523,059	1,894,445	2,815,549			
Investing activities							
Grants, Subsidies and Contributions	11	3,958,468	3,731,927	3,423,846	(308,081)	(8%)	
Proceeds from Disposal of Assets	8	308,000	308,000	166,591	(141,409)	(46%)	▼
Land and Buildings	13	(1,648,454)	(1,585,136)	(1,470,400)	(114,736)	(7%)	
Infrastructure Assets - Roads	13	(3,095,291)	(2,923,659)	(2,410,621)	(513,038)	(18%)	▼
Infrastructure Assets - Other	13	(2,107,951)	(1,950,076)	(1,706,623)	(243,453)	(12%)	▼
Plant and Equipment	13	(1,175,740)	(745,740)	(508,289)	(237,451)	(32%)	▼
Furniture and Equipment	13	(47,500)	(45,538)	(28,207)	(17,331)	(38%)	
Amount attributable to investing activities		(3,808,468)	(3,210,222)	(2,533,703)			
Financing Activities							
Proceeds from New Debentures		1,000,000	1,000,000	1,000,000	0	0%	
Transfer from Reserves	7	0	0	0	0		
Repayment of Debentures	10	(49,507)	(49,507)	(49,508)	(1)	(0%)	
Transfer to Reserves	7	(1,212,327)	(110,223)	(25,840)	84,383	77%	▲
Amount attributable to financing activities		(261,834)	840,270	924,652			
Closing Funding Surplus (Deficit)	3	1,639,047	3,710,783	6,690,046			

▲ ▼ 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.

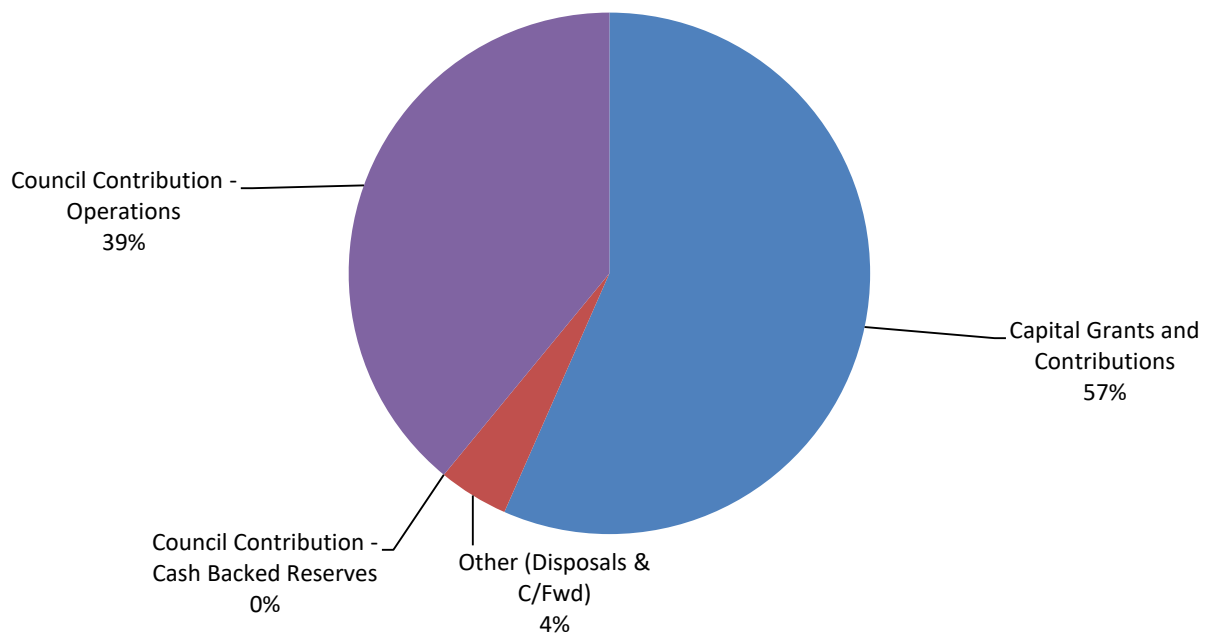
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF YILGARN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 May 2021

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	1,371,802	98,598	1,585,136	1,648,454	1,470,400	114,736
Infrastructure Assets - Roads	13	2,359,814	50,807	2,923,659	3,095,291	2,410,621	513,038
Infrastructure Assets - Footpaths	13	49,240	0	45,221	196,264	49,240	(4,019)
Infrastructure Assets - Refuse	13	12,167	0	22,451	24,500	12,167	10,284
Infrastructure Assets - Sewerage	13	18,233	0	25,663	28,000	18,233	7,430
Infrastructure Assets - Drainage	13	0	12,086	12,958	14,172	12,086	872
Infrastructure Assets - Parks & Ovals	13	34,606	0	116,277	117,509	34,606	81,671
Infrastructure Assets - Other	13	1,580,291	0	1,727,506	1,727,506	1,580,291	147,215
Plant and Equipment	13	508,289	0	745,740	1,175,740	508,289	237,451
Furniture and Equipment	13	28,207	0	45,538	47,500	28,207	17,331
Capital Expenditure Totals		5,962,649	161,491	7,250,149	8,074,936	6,124,140	1,126,009
Capital acquisitions funded by:							
Capital Grants and Contributions				3,765,710	4,004,338	3,435,302	
Other (Disposals & C/Fwd)				308,000	308,000	166,591	
Council Contribution - Cash Backed Reserves				0	0	0	
Council Contribution - Operations				2,176,439	2,762,598	2,522,247	
Capital Funding Total				7,250,149	8,074,936	6,124,140	

Budgeted Capital Acquisitions Funding



SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

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.

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 1: Significant Accounting Policies

(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.

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.

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 1: Significant Accounting Policies

Borrowing Costs

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

(n) Provisions

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

(o) Current and Non-Current Classification

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

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for Service 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,

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.

(r) Program Classifications (Function/Activity)

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

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 1: Significant Accounting Policies

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

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.

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 1: Significant Accounting Policies

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 31 May 2021

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 2020/21 Year is \$30,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Economic Services	(130,397)	(13%)	▼	Permanent	Lower than expected Standpipe Water Sales
Other Property and Services	100,619	79%	▲	Permanent	\$47,000 - Insurance Rebates
Operating Expense					
Governance	(117,573)	(26%)	▼	Timing	Schedule wide expenditure unders
General Purpose Funding	(36,576)	(14%)	▼	Timing	Schedule wide expenditure unders
Health	(61,795)	(23%)	▼	Timing	Schedule wide expenditure unders
Education and Welfare	(107,810)	(26%)	▼	Timing	Schedule wide expenditure unders
Housing	(99,743)	(37%)	▼	Timing	Schedule wide expenditure unders
Community Amenties	(272,217)	(27%)	▼	Timing	Schedule wide expenditure unders
Recreation and Culture	(176,649)	(11%)	▼	Timing	Schedule wide expenditure unders
Transport	(764,747)	(16%)	▼	Timing	Schedule wide expenditure unders
Economic Services	(203,245)	(16%)	▼	Timing	Schedule wide expenditure unders
Other Property and Services	(41,524)	(69%)	▼	Timing	Schedule wide expenditure unders
Capital Revenues					
Proceeds from Disposal of Assets	(141,409)	(46%)	▼	Timing	Plant replacement program delayed due to supply issues
Capital Expenses					
Infrastructure - Roads	(513,038)	(18%)	▼	Timing	Works delayed due to LRCI workload.
Infrastructure - Other	(243,453)	(12%)	▼	Timing	Beaton Rd Footpath and Skate Park works underway not yet completed.
Plant and Equipment	(237,451)	(32%)	▼	Timing	Supply delays due to COVID-19

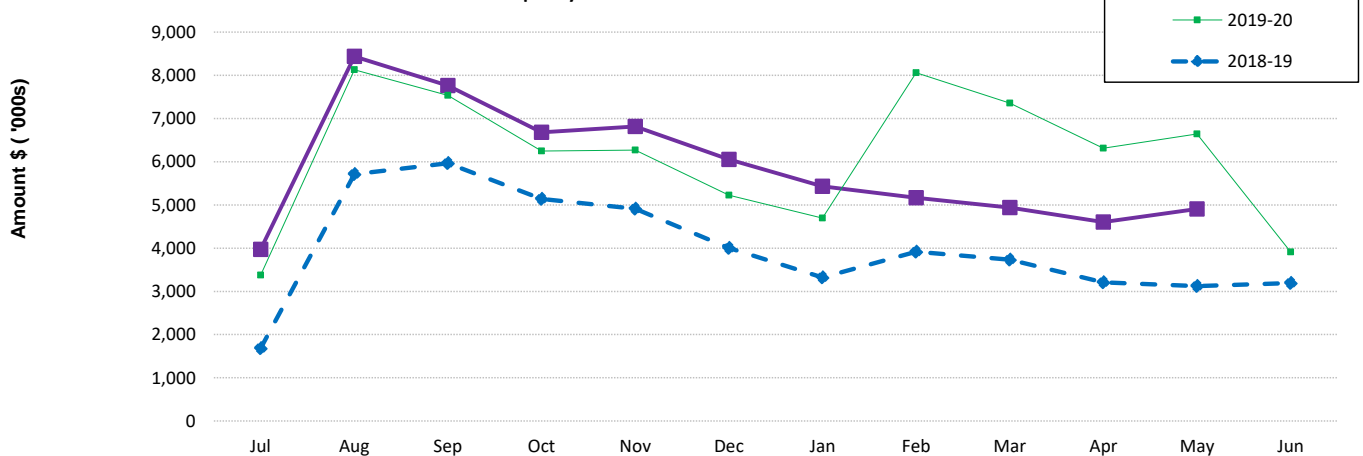
SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 3: Net Current Funding Position

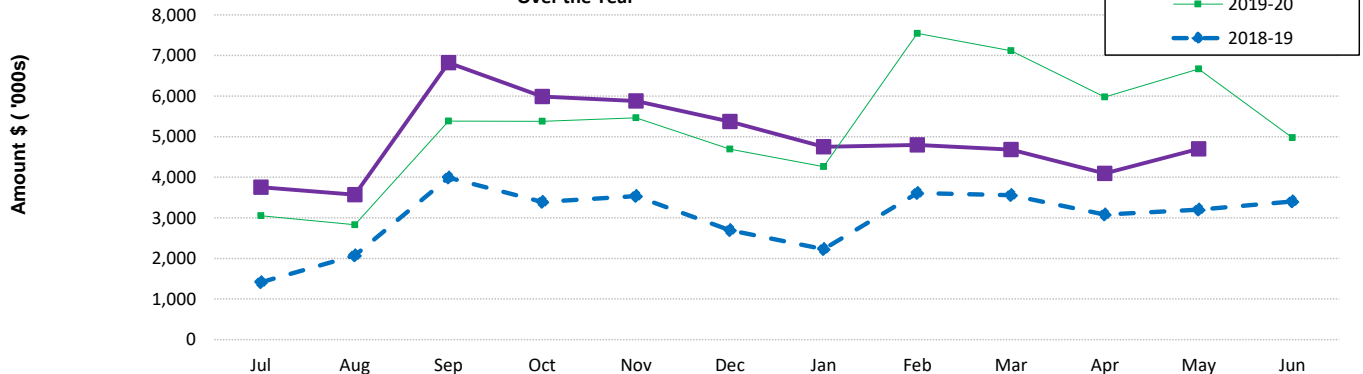
Positive=Surplus (Negative=Deficit)

	Note	Last Years Closing 30 Jun 2020	This Time Last Year 30 May 2020	Current 31 May 2021
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	4,974,915	3,400,902	4,697,823
Cash Restricted	4	4,536,844	6,581,762	4,562,686
Receivables - Rates	6	589,115	489,049	720,135
Receivables - Other	6	90,219	62,213	124,650
Interest/ATO Receivable/Trust		213,737	53,653	46,464
Loans Receivable-Clubs/Institutions		0	6,000	0
Inventories		27,554	29,909	46,687
		10,432,385	10,623,487	10,198,444
Less: Current Liabilities				
Payables		(1,434,941)	(312,267)	(181,456)
Provisions		(562,476)	(246,963)	(266,616)
		(1,997,417)	(559,230)	(448,072)
Less: Cash Reserves	7	(4,536,844)	(6,581,762)	(4,562,684)
Add back Leave Reserve		294,167	290,294	295,860
Net Current Funding Position		4,186,290	3,772,790	5,483,547

Note 3 - Liquidity Over the Year



Note 3 - Unrestricted Cash Over the Year



SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Muni Funds - Bank Working Acc	644,719			644,719	Westpac	0.00%	At Call
Muni Funds - Bank Investment Acc	1,356,639			1,356,639	Westpac	0.01%	At Call
Trust Fund Bank			0	0	Westpac	0.00%	At Call
Cash On Hand	1,350			1,350			
(b) Term Deposits							
Muni Funds - Notice Saver (31 Days)	2,695,115			2,695,115	Westpac	0.25%	31 Days from Call
Reserve Funds - Notice Saver (90 Days)		4,562,686		4,562,686	Westpac	0.35%	90 Days from Call
Total	4,697,823	4,562,686	0	9,260,509			

Comments/Notes - Investments

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

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					848,816		848,816	
Budget Amendments								
E04119	Support To Community Groups	121/2020	Operating Expenses		40,000		40,000	Support for Moorine Rock Tennis Club by taking on Full Payment of Project with Associated Reimbursements
SPRT11	Moorine Rock Tennis Club - Land & Buildings Capital	121/2020	Capital Expenses			82,280	(82,280)	
R11311	Contributions, Reimbursements & Donations	121/2020	Capital Revenue		42,280		42,280	
Budget Amendments Resulting From Review								
03. General Purpose Funding								
R03124	Reimburse Legal Fees		Operating Revenue		7,000		7,000	Increased collection of outstanding legal fees
R03302	Interest Earned - Reserve Funds		Operating Revenue			70,000	(70,000)	Lower than expected interest rates received
R03303	Interest Earned - Municipal Funds		Operating Revenue			15,000	(15,000)	
05. Law, Order & Public Safety								
E05204	Depreciation - Fire Prevention - Council		Operating Expenses	(150,000)			0	Adjustment for Revised Depreciation Rates
E05411	Crime Prevention Strategies		Operating Expenses			4,500	(4,500)	Additional Security Camera's
07. Health								
E07404	Depreciation - Medical Services		Operating Expenses	(7,000)			0	Adjustment for Revised Depreciation Rates
E07411	Medical Centre Operations		Operating Expenses			7,500	(7,500)	Increased Costs
08. Education & Welfare								
R08104	Crosswords Advertising Sales		Operating Revenue			5,000	(5,000)	Lower than expected Advertising Sales
E08112	Office Expenses, Stationery And Printing		Operating Expenses			3,000	(3,000)	Copier Maintenance Imprint Cost have Increased
E08204	Depreciation - Care Of Families And Children		Operating Expenses	(17,000)			0	Adjustment for Revised Depreciation Rates
E08301	Senior Citizen Centre Salaries		Operating Expenses		10,000		10,000	Allocation for MCS Position Removed
E08302	Senior Citizen Centre Superannuation		Operating Expenses		6,000		6,000	
E08312	Senior Citizens Centre Maintenance		Operating Expenses		12,000		12,000	Carryover of Window Treatments
E08404	Depreciation - Aged Care - Accommodation		Operating Expenses	(28,000)			0	Adjustment for Revised Depreciation Rates
J08403	Homes for the Aged - Units 5 & 6 - Capital Works		Capital Expenses		46,000		46,000	Double up with Expenditure at J08404 - Units 7 & 8
J08404	Homes for the Aged - Units 7 & 8 - Capital Works		Capital Expenses			6,000	(6,000)	Additional Expenditure Required

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

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	
				\$	\$	\$	\$	
<u>09. Housing</u>								
E09104	Depreciation - Housing - Administration		Operating Expenses	(8,000)			0	Adjustment for Revised Depreciation Rates
E09112	37 Taurus St Maintenance		Operating Expenses		5,000		5,000	Lower than Expected Maintenance Costs
E09120	91C Antares Street - Maintenance		Operating Expenses		13,000		13,000	Lower than Expected Maintenance Costs
E09204	Depreciation - Housing - Works		Operating Expenses	(17,000)			0	Adjustment for Revised Depreciation Rates
E09404	Depreciation - Housing - Health And Building		Operating Expenses	(9,000)			0	Adjustment for Revised Depreciation Rates
E09412	120 Antares St - Maintenance		Operating Expenses		5,000		5,000	Lower than Expected Maintenance Costs
R09508	Rent - 2/50 Antares Street		Operating Expenses			13,000	(13,000)	Unit isnt Expected to be Rented
E09504	Depreciation - Commercial Hse		Operating Expenses	(14,000)			0	Adjustment for Revised Depreciation Rates
J09500	103 Altair Street - Land & Buildings Capital		Capital Expenses		7,000		7,000	Cost of Improvements less than Expected
E09604	Depreciation - Housing - Medical Services		Operating Expenses	(12,000)			0	Adjustment for Revised Depreciation Rates
E09712	Professional Housing Libra Place - Maintenance		Operating Revenue		12,000		12,000	Maintenance Costs to be Less Than Expected
<u>10. Community Amenities</u>								
E10104	Depreciation - Sanitation - Household		Operating Expenses	(5,000)			0	Adjustment for Revised Depreciation Rates
J10101	SX Refuse Transfer Site Operations		Operating Expenses		11,500		11,500	Rehab Costing less than Expected
J10105	Moorine Rock Refuse Site Operations		Operating Expenses		5,000		5,000	Operational Costs less than Expected
J10106	Bodallin Refuse Site Operations		Operating Expenses			3,000	(3,000)	Operational Costs more than Expected
R10211	Commercial Collection (Additional)		Operating Revenue		6,000		6,000	Additional Revenue
E10220	Waste Projects (Incls Bulk Recycling Bins & Collections)		Operating Expenses			30,000	(30,000)	Drummuster Pad & Fence at Southern Cross Tip
E10304	Depreciation - Sewerage - Southern Cross		Operating Expenses	(2,000)			0	Adjustment for Revised Depreciation Rates
J10301	Southern Cross Sewerage Maintenance		Operating Expenses			35,000	(35,000)	Significant Maintenance Required at Ponds
R10502	Septic Waste Disposal Fees		Operating Revenue		41,000		41,000	Significant SPQ and Other Related Projects
E10610	Town Planning Scheme - Other		Operating Expenses		5,000		5,000	Costs Associated with Subdivision of 50 Antares St
J10705	Moorine Rock Toilet - Maintenance		Operating Expenses			3,500	(3,500)	Higher than Anticipated Costs
J10714	SX CBD Toilet - Operations		Operating Expenses			3,000	(3,000)	Higher than Anticipated Costs
J10710	Cemetery / Crematorium Operations		Operating Expenses		5,000		5,000	Higher than Anticipated Costs
E10804	Depreciation - Community Vehicles		Operating Expenses	8,000			0	Community Bus Depn was going to Plant Depn
E10904	Depreciation - Urban Stormwater Drainage		Operating Expenses	(70,000)			0	Adjustment for Revised Depreciation Rates
J10604	Xmas decorations. lights and banners		Operating Expenses		24,000		24,000	Carryover Christmas Streeting Upgrades
<u>11. Recreation & Culture</u>								
E11104	Depreciation - Public Halls And Civic Centres		Operating Expenses	(95,000)			0	Adjustment for Revised Depreciation Rates
J11102	SX Community Centre Operations		Operating Expenses		6,000		6,000	General Increase in Operational Expenditure

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

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	
E11118	Bodallin Hall - Maintenance		Operating Expenses	\$	\$	\$ 10,000	\$(10,000)	Upgrade Septic Leach Drains
E11122	Mt Hampton Hall - Maintenance		Operating Expenses			20,000	\$(20,000)	Tennis Court Shed and Associated Expenditure
E11204	Depreciation - Swimming Areas And Beaches		Operating Expenses	23,000			0	Increased Depreciation due to New Facility
J11201	Swimming Pool maintenance		Operating Expenses			20,000	\$(20,000)	Minor Maintenance after Facility Completion
E11213	Swimming Pool Electricity		Operating Expenses			6,500	\$(6,500)	Higher than Expected Running Costs
E11218	Loan Interest - Loan 98		Operating Expenses		11,000		11,000	Loan interest lower than expected & only 1 payment
R11202	Swimming Pool Grants & Contributions		Capital Revenue		53,300		53,300	Contribution from local Mining Company for Pool
E11220	Loan Principal - Loan 98		Capital Expenses		42,921		42,921	Only One Repayment to be made in First Year
E11252	Swimming Pool - Plant & Equipment Capital		Capital Expenses			30,000	\$(30,000)	Increased Allocation for Pool Covers and Cricket Nets
E11304	Depreciation - Other Recreation And Sport		Operating Expenses	(85,000)			0	Adjustment for Revised Depreciation Rates
J11316	Marvel Loch Townsite Maintenance		Operating Revenue		5,000		5,000	Expected Expenditure Lower than Anticipated
J11320	Southern Cross Golf Club		Operating Expenses			3,000	\$(3,000)	Expected Expenditure Greater than Anticipated
SPRT10	SX Sporting Complex - Land & Buildings Capital		Capital Expenses		25,000		25,000	Some Projects Will Be Carried Forward
E11504	Depreciation - Heritage		Operating Expenses	(25,000)			0	Adjustment for Revised Depreciation Rates
J11501	Museum Building Maintenance		Operating Expenses			4,000	\$(4,000)	Higher Than Expected Maintenance
J11502	Yilgarn History Museum - Land & Buildings Capital		Capital Expenses		4,000		4,000	Lower than Anticipated Fencing Costs
<u>12. Transport</u>								
E12204	Infrastructure Depreciation		Operating Expenses	(1,200,000)			0	Adjustment for Revised Depreciation Rates
J12201	Infrastructure Unclassified - Street Signs, Gravel Pushups, Re-Habs		Operating Expenses			10,000	\$(10,000)	Lower Than Expected Expenditure
<u>13. Economic Services</u>								
E13204	Depreciation - Tourism And Area Promotion		Operating Expenses	(80,000)			0	Adjustment for Revised Depreciation Rates
J13202	Caravan Park Maintenance - Units / Ablution Blocks		Operating Expenses		20,000		20,000	Lower Than Expected Expenditure
E13218	Caravan Park Other Expenses		Operating Expenses		10,000		10,000	Transfer for Use of Tourism Committee
E13221	Sx Entry Statements		Operating Expenses			10,000	\$(10,000)	Transfer from Caravan Park - Other Expenditure
J13203	Caravan Park Improvements - Land & Buildings Capital		Capital Expenses			25,000	\$(25,000)	Increase Cost of Buildings
R13402	Charges - Sale Of Water		Operating Revenue			80,000	\$(80,000)	Lower Than Expected Standpipe Usage
R13407	Standpipe Controller Charges - Prepaid		Operating Revenue			100,000	\$(100,000)	
E13409	Standpipe Water Costs		Operating Expenses		170,000		170,000	
<u>14. Other Property & Services</u>								
E14204	Depreciation - Public Works Overheads		Operating Expenses	(32,000)			0	Adjustment for Revised Depreciation Rates
E14212	Training		Operating Expenses		10,000		10,000	Lower Than Expected Training Costs

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

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	
				\$	\$	\$	\$	
J14601	Administration Centre - Land & Buildings Capital		Capital Expenses		17,000		17,000	Works to be Carried Forward
R14712	Transfer From Reserve Building		Capital Revenue			400,000	(400,000)	Transfer not Required
R14720	Transfer From Sport & Rec Reserve		Capital Revenue			46,205	(46,205)	
R14730	Transfer From Youth Development Reserve		Capital Revenue			100,000	(100,000)	
E14712	Transfer To Building Reserve		Capital Expenses			250,000	(250,000)	Staff & Potential Future Chemist Housing
E14713	Transfer To Airport Reserve		Capital Expenses			50,000	(50,000)	Replace Runway Lights
E14715	Transfer To Sewerage Upgrade Reserve		Capital Expenses			100,000	(100,000)	Increase Evap Pond Capacity at ML & SX Systems
E14720	Transfer To Sport And Rec Reserve		Capital Expenses			200,000	(200,000)	Rebuild Reserve for Future Projects
E14732	Transfer To Tourism Reserve		Capital Expenses			50,000	(50,000)	Fund Outcomes from Tourism Strategy
				(1,825,000)	1,525,817	1,795,485	(269,668)	

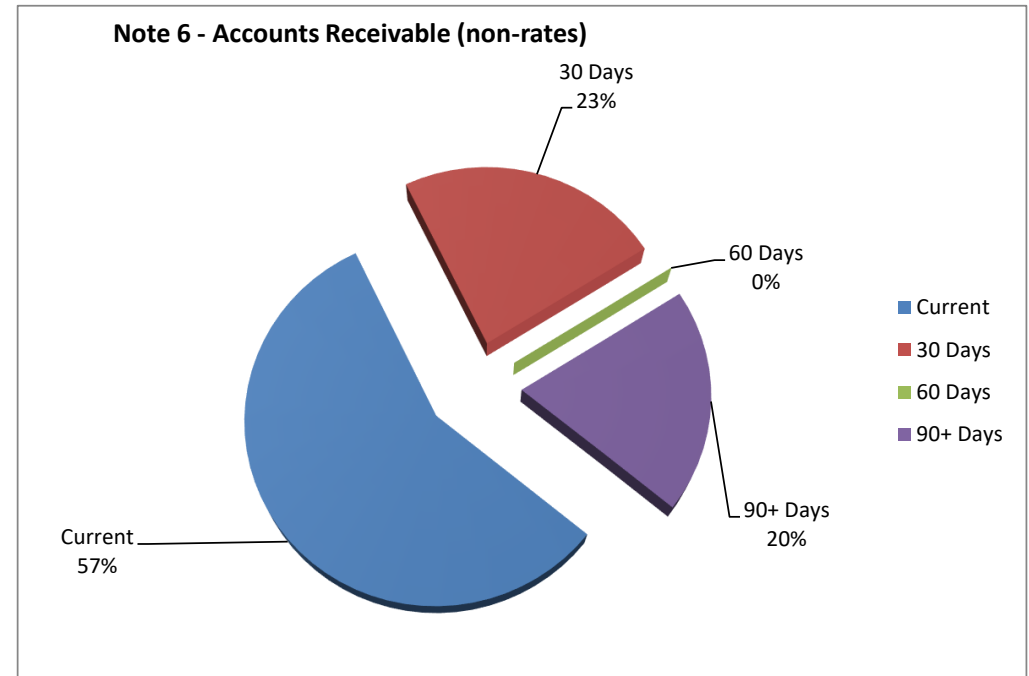
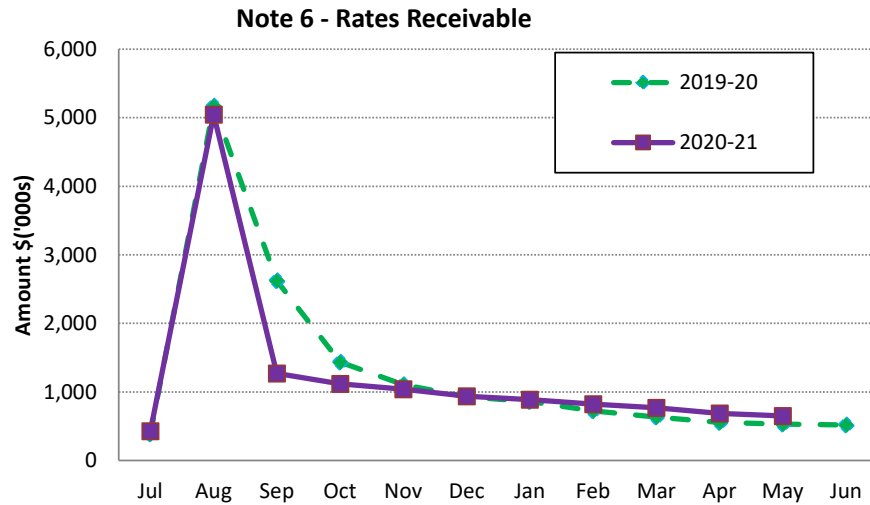
SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 6: Receivables

Receivables - Rates Receivable	31 May 2021	30 June 2020
	\$	\$
Opening Arrears Previous Years	596,721	489,049
Levied this year	4,038,023	3,842,364
<u>Less</u> Collections to date	(3,908,358)	(3,734,693)
Equals Current Outstanding	726,386	596,721
Net Rates Collectable	726,386	596,721
% Collected	84.33%	86.22%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	71,044	28,980	10	24,616	124,650
Balance per Trial Balance					
Sundry Debtors					124,650
Receivables - Other					0
Total Receivables General Outstanding					124,650

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables General

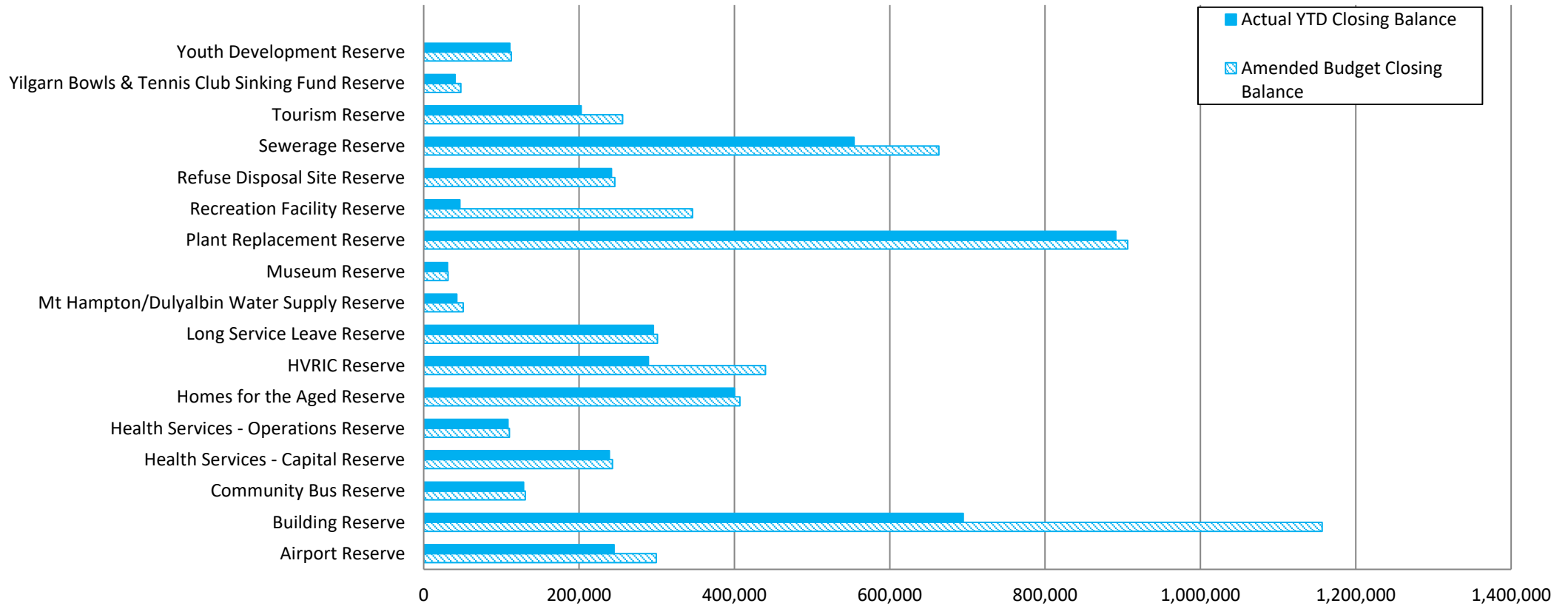
SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

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	243,777	5,569	1,403	50,000	0	0	0	299,346	245,180
Building Reserve	690,794	15,780	3,975	450,000	0	0	0	1,156,574	694,769
Community Bus Reserve	127,798	2,919	735	0	0	0	0	130,717	128,533
Health Services - Capital Reserve	237,541	5,426	1,367	0	0	0	0	242,967	238,908
Health Services - Operations Reserve	107,921	2,465	621	0	0	0	0	110,386	108,542
Homes for the Aged Reserve	397,909	9,089	2,289	0	0	0	0	406,998	400,198
HVRIC Reserve	287,984	0	1,395	152,104	0	0	0	440,088	289,379
Long Service Leave Reserve	294,167	6,720	1,692	0	0	0	0	300,887	295,859
Mt Hampton/Dulyalbin Water Supply Reserve	42,483	8,470	244	0	0	0	0	50,953	42,727
Museum Reserve	30,554	755	176	0	0	0	0	31,309	30,730
Plant Replacement Reserve	885,969	20,238	5,097	0	0	0	0	906,207	891,066
Recreation Facility Reserve	46,205	0	266	300,000	0	0	0	346,205	46,471
Refuse Disposal Site Reserve	240,510	5,494	1,384	0	0	0	0	246,004	241,894
Sewerage Reserve	550,806	12,582	3,169	100,000	0	0	0	663,388	553,975
Tourism Reserve	201,669	4,607	1,160	50,000	0	0	0	256,276	202,829
Yilgarn Bowls & Tennis Club Sinking Fund Reserve	40,332	7,587	232	0	0	0	0	47,919	40,564
Youth Development Reserve	110,425	2,522	635	0	0	0	0	112,947	111,060
			0						
	4,536,844	110,223	25,840	1,102,104	0	0	0	5,749,171	4,562,684

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

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 31 May 2021

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								
1865	TRAILER - SIDE TIPPER - YL7059	0	0			54,040	35,000		(19,040)
1866	TRAILER - SIDE TIPPER - YL7016	0	0			54,040	35,000		(19,040)
1875	TRACTOR - JOHN DEERE - YL5410	25,722	24,000		(1,722)	19,613	25,000	5,387	
1998	TRUCK- 2015 MITSUBISHI FUSO CANTER 4X2 -YL4949	52,444	25,454		(26,990)	41,235	25,000		(16,235)
1999	TRUCK- 2015 MITSUBISHI FUSO CANTER 815 -YL046	36,018	26,364		(9,654)	37,405	25,000		(12,405)
2000	UTE - 2015 ISUZU NPS 65 -155 - YL311	56,573	40,773		(15,800)	45,290	25,000		(20,290)
2017	2017 - TOYOTA LANDCRUISER SINGLE CAB LC70 WORMATE -YL645	58,681	50,000		(8,681)	41,649	38,000		(3,649)
2036	2019 HOLDEN COLORADO LTZ -CREW CAB 4WD UTILITY -YL252	0	0			34,622	30,000		(4,622)
2038	2019 TOYOTA PRADO DSL WGN A/T VX -YL1	0	0			51,598	40,000		(11,598)
2047	2019 TOYOTA KLUGER AWD V6 WAGON A/T GXL - SILVER(YL50)	0	0			43,097	30,000		(13,097)
		229,438	166,591	0	(62,847)	422,589	308,000	5,387	(119,976)

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

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											
Non - Rateable	0.0000	123	337,864	0	0	0	0	0	0	0	0
GRV - Residential/Industrial	11.2332	507	3,405,586	389,735	0	0	389,735	382,556	0	0	382,556
GRV - Commercial	7.9074	41	981,205	77,588	0	0	77,588	77,588	0	0	77,588
GRV - Minesite	15.8148	3	529,565	83,750	0	0	83,750	83,750	0	0	83,750
GRV - Single Persons Quarters	15.8148	12	774,619	122,504	6,179	0	128,683	122,505	0	0	122,505
UV - Rural	1.7575	402	103,926,617	1,826,511	149	0	1,826,660	1,830,465	0	0	1,830,465
UV - Mining Tenement	17.3923	554	8,542,413	1,490,102	2,737	0	1,492,839	1,490,102	0	0	1,490,102
Sub-Totals		1,642	118,497,869	3,990,190	9,065	0	3,999,255	3,986,966	0	0	3,986,966
Minimum Payment	Minimum \$										
GRV - Residential/Industrial	500.00	117	153,808	58,500	(1,000)	0	57,500	58,500	0	0	58,500
GRV - Commercial	400.00	7	20,061	2,800	0	0	2,800	2,800	0	0	2,800
GRV - Minesite	400.00	3	2,408	1,200	0	0	1,200	1,200	0	0	1,200
GRV - Single Persons Quarters	400.00	3	1,075	1,200	0	0	1,200	1,200	0	0	1,200
UV - Rural	400.00	41	289,145	16,400	(400)	0	16,000	16,000	0	0	16,000
UV - Mining Tenement	400.00	224	275,026	91,600	(1,200)	0	90,400	91,600	0	0	91,600
Sub-Totals		395	741,523	171,700	(2,600)	0	169,100	171,300	0	0	171,300
		2,037	119,239,392	4,161,890	6,465	0	4,168,355	4,158,266	0	0	4,158,266
Concession							(163,580)				(140,000)
Amount from General Rates							4,004,775				4,018,266
Ex-Gratia Rates							33,248				33,104
							4,038,023				4,051,370

Comments - Rating Information

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars	Actual		Amended Budget	
	Principal	Interest	Principal	Interest
	\$	\$	\$	\$
Recreation and Culture				
Loan 98 - Yilgarn Aquatic Centre	49,508	5,713	49,507	5,902
	49,508	5,713	49,507	5,902

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 11: Grants and Contributions

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating	Capital	YTD Budget	Annual Budget (d)	Expected (d)+(e)	YTD Actual Revenue	(Expended) (c)	Unspent Grant (a)+(b)+(c)
				\$	\$	\$			\$	\$	\$
General Purpose Funding											
Grants Commission - General	WALGCC	Operating	0	778,999	0	778,996	778,999	778,999	926,535	(926,535)	0
Grants Commission - Roads	WALGCC	Operating	0	776,331	0	776,328	776,331	776,331	650,449	(650,449)	0
Local Roads & Community Infrastructure	Fed. Dept. Infra	Non-operating	0	0	1,602,846	1,602,846	1,602,846	1,602,846	1,033,521	(672,122)	361,399
Law, Order and Public Safety											
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating - Tied	0	64,199	0	58,839	64,199	64,199	48,149	(48,149)	0
FESA Grant - Capital Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Non-operating	0	0	42,600	42,600	42,600	42,600	42,663	(42,663)	0
Education & Welfare											
DRD Grant - Community Resource Centre Operations	Regional Development	Operating - Tied	0	102,252	0	102,252	102,252	102,252	103,959	(103,959)	0
Centrelink Commissions	Centrelink	Operating	0	5,219	0	4,774	5,219	5,219	5,741	(5,741)	0
Grant Funding- CRC Professional Development & Training		Operating	0	2,500	0	2,288	2,500	2,500	3,000	(3,000)	0
Grant - Seniors Week	Council on the Aged	Operating - Tied	0	0	0	0	0	0	0	0	0
Senior Citizens Centre - Grant Funding	Council on the Aged	Operating - Tied	0	0	0	0	0	0	0	0	0
Community Amenities											
Grants - Various Community Development Programs	Various	Operating	0	1,000	0	913	1,000	1,000	1,000	0	0
Recreation and Culture											
Sport & Recreation Grant - Swimming Pool	Dept. Sport & recreation	Non-operating	0	0	175,000	175,000	175,000	175,000	175,000	(175,000)	0
Contributions, Reimbursements & Donations	Various	Operating	0	42,280	0	42,280	42,280	42,280	0	0	0
Transport											
Main Roads - Direct Grant	Main Roads WA	Non-operating	0	0	352,420	352,420	352,420	352,420	352,420	(352,420)	0
Heavy Vehicle Road Improvement Contributions	Various	Non-operating	0	0	145,000	132,913	145,000	145,000	144,477	0	144,477
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	906,164	679,623	906,164	906,164	906,235	0	906,235
RRG Grants - Capital Projects	Regional Road Group	Non-operating	0	0	780,308	780,308	780,308	780,308	780,986	(1,206,863)	0
Skeleton Weed LAG Program	State Skeleton Weed Committee	Operating - Tied	(46,164)	326,567	0	326,567	326,567	326,567	316,000	(186,297)	83,539
TOTALS			(46,164)	2,099,347	4,004,338	5,858,947	6,103,685	6,103,685	5,490,135	(4,373,198)	1,495,650
SUMMARY											
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		(46,164)	493,018	0	487,658	493,018	493,018	468,108	(338,405)	83,539
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	4,004,338	3,765,710	4,004,338	4,004,338	3,435,302	(2,449,068)	1,412,111
TOTALS			(46,164)	2,099,347	4,004,338	5,858,947	6,103,685	6,103,685	5,490,135	(4,373,198)	1,495,650

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021












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 2020	Amount Received	Amount Paid	Closing Balance 31 May 2021
	\$	\$	\$	\$
Police Licensing	5,757	1,009,949	(1,009,703)	6,003
Builders Levy	6,597	40,806	(23,641)	23,762
Transwa Bookings	2,979	17,326	(16,732)	3,573
Staff Personal Dedns	42,307	69,217	(68,605)	42,919
Housing Tenancy Bonds	11,620	5,980	(10,320)	7,280
Security Key System - Key Bonds	50	1,780	0	1,830
Skeleton Weed	53,887	0	(53,887)	0
Clubs & Groups	789	3,860	(4,430)	219
Third Party Contributions	6,338	250	(250)	6,338
Rates Overpaid	17,655	17,614	(18,108)	17,161
Retention Monies	0	304,710	(151,676)	153,034
	316,407	1,489,952	(1,536,458)	269,901





SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

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								
Education & Welfare								
 Homes for the Aged Capital Works - LRCI Grant Courtyard Improvements	J08401	(145,751)	0	(145,751)	(169,500)	(169,500)	23,749	
 Homes for the Aged - Units 6 Capital Works	J08403	(2,398)	0	(2,398)	0	0	(2,398)	
 Homes for the Aged - Units 7 Capital Works	J08404	(52,911)	0	(52,911)	(55,498)	(50,864)	(2,047)	
Education & Welfare Total		(201,060)	0	(201,060)	(224,998)	(220,364)	19,304	
Housing								
 2 Libra Place - Electrical Rewire - Full House	J09200	(8,000)	0	(8,000)	(8,000)	(7,326)	(674)	
 120 Antares Street - Reroof premises	J09400	(23,072)	0	(23,072)	(26,227)	(26,227)	3,155	
Housing Total		(31,072)	0	(31,072)	(34,227)	(33,553)	2,481	
Community Amenities								
Sewerage Southern Cross								
 Southern Cross Sewerage Scheme - Containerised filtration & Treatment system inc insta	E10351	(110,678)	0	(110,678)	(123,750)	(123,750)	13,072	
Community Amenities Total		(110,678)	0	(110,678)	(123,750)	(123,750)	13,072	
Recreation And Culture								
Swimming Areas and Beaches								
 Swimming Pool - Land & Building Capital - Facility Design & Project Management	E11250	(974,595)	0	(974,595)	(974,596)	(974,595)	0	
Other Recreation & Sport								
 SX Sports Complex Building - Replace Basketball Court Flooring, Update Ladies toilet	SPRT10	0	(60,147)	(60,147)	(85,409)	(78,265)	18,118	
Heritage								
 Yilgarn History Museum - Replace Boundry Fences	J11502	0	(14,886)	(14,886)	(20,848)	(19,096)	4,210	
Recreation And Culture Total		(974,595)	(75,033)	(1,049,628)	(1,080,853)	(1,071,956)	22,328	
Transport								
 Depot - Capital Works - Upgrade Nursery Shed, Old Depot Office Painting, new Signage	J14602	0	(9,264)	(9,264)	(36,832)	(24,554)	15,290	
Transport Total		0	(9,264)	(9,264)	(36,832)	(24,554)	15,290	
















SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Economic Services								
 Caravan Park Improvements -New Storage/Laundry Building with Carport	J13203	(54,397)	0	(54,397)	(90,539)	(90,537)	36,140	
Economic Services Total		(54,397)	0	(54,397)	(90,539)	(90,537)	36,140	
Other Property & Services								
Public - Adminstration								
 Administration Centre - Land & Building - Replace Facades & Exterior Paint, external Wo	J14601	0	(5,037)	(5,037)	(20,423)	(20,422)	15,385	
Public - Adminstration Total		0	(5,037)	(5,037)	(20,423)	(20,422)	15,385	
Infrastructure - Maintenance								
 Administration Centre - Land & Building - Replace Facades & Exterior Paint	J14602	0	(9,264)	(9,264)	(36,832)	0	(9,264)	
Infrastructure - Maintenance Total		Total		(9,264)	(36,832)	0	(9,264)	
Land & Building Total		(1,371,802)	(98,598)	(1,470,400)	(1,648,454)	(1,585,136)	114,736	
Furniture & Office Equip.								
Other Community Amenities								
 Cemetery -Plant & Equipment Capital	E10755	0	0	0	(8,500)	(7,788)	7,788	
Other Community Amenities Total		0	0	0	(8,500)	(7,788)	7,788	
Other Recreation & Sport								
Parks & Gradens -Plant & Equipment Capital-LCRI Grant upgrade Park BBQ	E11357	(23,390)	0	(23,390)	(24,000)	(24,000)	610	
Other Recreation & Sport Total		(23,390)	0	(23,390)	(24,000)	(24,000)	610	


















SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 13: Capital Acquisitions

		YTD Actual			Amended Budget			Strategic Reference / Comment
Assets	Account	New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Other Property & Services								
 Depot - Furniture & Equipment	E12352	(4,817)	0	(4,817)	(15,000)	(13,750)	8,933	
Other Property & Services Total		(4,817)	0	(4,817)	(15,000)	(13,750)	8,933	
Furniture & Office Equip Total		(28,207)	0	(28,207)	(47,500)	(45,538)	17,331	
Plant , Equip. & Vehicles								
Recreation And Culture								
 Swimming Pool -Plant & Equipment - LCRI Grant Swimming Pool Covers	E11252	(78,169)	0	(78,169)	(90,000)	(90,000)	11,831	
Recreation And Culture Total		(78,169)	0	(78,169)	(90,000)	(90,000)	11,831	
Transport								
 YL 7059 - Trailer-Side Tipper - Replace Asset 1865	E12350	0	0	0	(120,000)	0	0	
 YL 7016 - Trailer-Side Tipper - Replace Asset 1866	E12350	0	0	0	(120,000)	0	0	
 YL 5410 - Tractor - John Deere - Replace Asset 1875	E12350	(60,278)	0	(60,278)	(71,500)	(71,500)	11,222	
 YL4949 - Truck - 2015 Mitsubishi Fuso Canter 4x2- Replace Asset 1998	E12350	(85,547)	0	(85,547)	(92,500)	(92,500)	6,953	
 YL046 - Truck - 2015 Mitsubishi Fuso Canter 815- Replace Asset 1999	E12350	(69,733)	0	(69,733)	(87,500)	(87,500)	17,767	
 YL311 - UTE -2015 ISUZU NPS 65-155 - 4x4 Ute - Replace Asset 2000	E12350	(85,547)	0	(85,547)	(92,500)	(92,500)	6,953	
 YL645 -Toyota LandCruiser CAB LC70- 4x4 Ute (Workmate)- Replace Asset 2017	E12350	(62,273)	0	(62,273)	(65,500)	(65,500)	3,227	
 New Asset - Street Sweeper	E12350	0	0	0	(190,000)	0	0	
 New Asset - Electronic Signage Trailer	E12350	(35,940)	0	(35,940)	(35,940)	(35,940)	0	
 New Asset - Mulcer (Bobcat Attachment)	E12350	(30,803)	0	(30,803)	(32,000)	(32,000)	1,197	
Transport Total		(430,120)	0	(430,120)	(907,440)	(477,440)	47,320	
Other Property & Services								
 YL 252 -Holden Colorado LTZ-CREW CAB 4WD UTILITY(EMRS) - Replace Asset 2036	E14656	0	0	0	(57,000)	(57,000)	57,000	
 YL 1 - Toyota Prado- DSL WGN A/T VX(CEO) - Replace Asset 2038	E14656	0	0	0	(66,300)	(66,300)	66,300	
 YL 50 - Toyota Kluger - AWD V6 Wagon A/T GXL - SILVER(EMCS) - Replace Asset 2047	E14656	0	0	0	(55,000)	(55,000)	55,000	
Other Property & Services Total		0	0	0	(178,300)	(178,300)	178,300	
Plant , Equip. & Vehicles Total		(508,289)	0	(508,289)	(1,175,740)	(745,740)	237,451	








SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 13: Capital Acquisitions

Assets		Account	YTD Actual			Amended Budget			Strategic Reference / Comment
			New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
			\$	\$	\$	\$	\$	\$	
Infrastructure - Roads (Non Town)									
	R2030 - M40 - 10 Mm Bitumen Reseal - Slk 3.0 - 9.0.0(20/21)	RRG14	(197,452)	0	(197,452)	(194,327)	(178,112)	(19,340)	
	R2030 - Koolyanobbing Road - Construct to 7 mSeal - slk 11.0 - 14.0(20/21)	RRG15	(613,396)	0	(613,396)	(613,939)	(613,936)	540	
	R2030 - Koolyanobbing Road -10 Mm Reseal - slk 8.0 - 11.0(20/21)	RRG16	(102,349)	0	(102,349)	(102,176)	(93,632)	(8,717)	
	R2030 - Moorine South Rd 10Mm Bitumen Reseal - Slk 16.5 - 24.5(20/21)	RRG17	(273,565)	0	(273,565)	(270,398)	(247,852)	(25,713)	
	R2R - Crampthorn Road - Construct to 7M Seal- slk 8.5 - 10.0(20/21)	R2R22	(12,342)	0	(12,342)	(328,017)	(328,017)	315,675	
	R2R - Bodallin South Road - Construct To 7M Seal - slk 6.5 - 7.7(20/21)	R2R23	(160,946)	0	(160,946)	(293,252)	(281,555)	120,609	
	R2R - Bodallin South Road - Bitumen Reseal - slk 4.9 - 6.4(20/21)	R2R24	(41,350)	0	(41,350)	(41,009)	(41,008)	(342)	
	R2R - Southern Cross South Rd- Formation & Gravel Overlay slk 47.8 -51.3(20/21)	R2R25	(145,769)	0	(145,769)	(145,698)	(145,698)	(71)	
	R2R - Gatley Road - Formation & Gravel Overlay - slk 2.5 -4.5(20/21)	R2R26	(93,650)	0	(93,650)	(98,188)	(98,188)	4,538	
	RRU - Kent Road - Formation & Gravel -slk 18.3-20.3(20/21)	RRU12	0	0	0	(97,836)	(65,224)	65,224	
	RRU - Nulla Nulla Sth Road - Formation & Gravel -slk 30.0-32.5(20/21)	RRU17	0	0	0	(102,245)	(68,162)	68,162	
	RRU - Cockatoo Tank Road - Formation & Gravel Overlay - slk 7.0 -9.0(20/21)	RRU18	(96,018)	0	(96,018)	(108,086)	(72,058)	(23,960)	
	RRU - Emu Fence Road - Formation & Gravel Overlay - slk 137.5 - 139.5(20/21)	RRU19	(94,894)	0	(94,894)	(102,030)	(102,030)	7,136	
	RRU - Koolyanobbing Road Bitumen Reseal - Slk 31.0 - 33.0(19/20)	RRU20	(55,288)	0	(55,288)	(58,151)	(58,149)	2,861	
	RRU - Brennand Road Formation & Gravel Overlay - Slk 13.5- 15.5(20/21)	RRU21	(88,429)	0	(88,429)	(99,382)	(99,381)	10,952	
	LRCI - Three Boys Road Construct To 7M Seal - Slk 1.8 - 3.3(20/21)	RRU22	(208,006)	0	(208,006)	(227,341)	(227,339)	19,333	
	LRCI- Moorine South Road -Sliplane - Moorine South & Bennett Roads(20/21)	RRU23	(95,434)	0	(95,434)	(95,488)	(95,485)	51	
Infrastructure - Roads (Non Town) Total			(2,278,888)	0	(2,278,888)	(2,977,563)	(2,815,826)	536,938	
Infrastructure - Roads (Non Town) Total			(2,278,888)	0	(2,278,888)	(2,977,563)	(2,815,826)	536,938	







SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 13: Capital Acquisitions

		YTD Actual			Amended Budget			
Assets	Account	New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	Strategic Reference / Comment
		\$	\$	\$	\$	\$	\$	
Infrastructure - Roads (Town)								
	TRU - Achener Street - Bitumen Reseal, Antares - Sirius St (19/20 & 20/21)	TRU05	(50,807)	(50,807)	(101,614)	(61,738)	(56,573)	(45,041)
	TRU - Cnr Altair/Geh - Concrete Crossover Corner Parking areat (20/21)	TRU06	(9,323)	0	(9,323)	(8,326)	(7,623)	(1,700)
	TRU - Bituminise Depot Parking & Depot Entrance (20/21)	TRU07	(10,557)	0	(10,557)	(36,850)	(33,748)	23,191
	TRU - Pegasi Street - Drainage & Sea(20/21)	TRU08	(10,239)	0	(10,239)	(10,814)	(9,889)	(350)
Infrastructure - Roads (Town) Total			(80,926)	(50,807)	(131,733)	(117,728)	(107,833)	(23,900)
Infrastructure - Roads (Town) Total			(80,926)	(50,807)	(131,733)	(117,728)	(107,833)	(23,900)
Infrastructure - Road Total			(2,359,814)	(50,807)	(2,410,621)	(3,095,291)	(2,923,659)	513,038
Infrastructure - Footpaths								
Transport								
	Concrete Footpath - Spica Street - Southern Cross	J12101	(43,317)		(43,317)	(49,364)	(45,221)	1,904
	LRCI Grant -Concrete Footpath - Beaton Rd -Antares ST To Cemetery Southern Cross	J12102	(5,923)	0	(5,923)	(146,900)	0	(5,923)
Infrastructure - Footpaths Total			(49,240)	0	(49,240)	(196,264)	(45,221)	(4,019)
Infrastructure - Footpaths Total			(49,240)	0	(49,240)	(196,264)	(45,221)	(4,019)
Infrastructure - Refuse								
Community Amenities								
	SX Refuse Disposal Site - Capital -Install security Cameras,Solar lighting	J10107	(12,167)	0	(12,167)	(24,500)	(22,451)	10,284
Infrastructure - Refuse Total			(12,167)	0	(12,167)	(24,500)	(22,451)	10,284
Infrastructure - Refuse Total			(12,167)	0	(12,167)	(24,500)	(22,451)	10,284

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 13: Capital Acquisitions

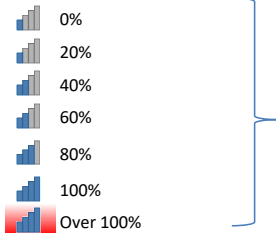
		YTD Actual			Amended Budget			
Assets	Account	New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	Strategic Reference / Comment
		\$	\$	\$	\$	\$	\$	
Infrastructure - Sewerage								
Community Amenities								
	SX Sewerage Scheme - Capital - Access Chamber Upgrade	E10350	(9,253)	0	(9,253)	(17,500)	(16,038)	6,785
	ML SewerageScheme - Capital - Access Chamber Upgrade	E10450	(8,980)	0	(8,980)	(10,500)	(9,625)	645
Infrastructure - Sewerage Total		(18,233)	0	(18,233)	(28,000)	(25,663)	7,430	
Infrastructure - Sewerage Total		(18,233)	0	(18,233)	(28,000)	(25,663)	7,430	
Infrastructure - Drainage								
Community Amenities								
	Southern Cross Drainage - Infrastructure Capital	J10901	0	(12,086)	(12,086)	(14,172)	(12,958)	872
Infrastructure - Drainage Total		0	(12,086)	(12,086)	(14,172)	(12,958)	872	
Infrastructure - Drainage Total		0	(12,086)	(12,086)	(14,172)	(12,958)	872	
Infrastructure - Parks & Ovals								
Community Amenities								
	Rotary Park- Replace 3x Picnic settings/Seating & Install Water Fountain	J10711	0	0	(14,509)	(13,277)	13,277	
Recreation & Culture								
	Toddler Playground Equipment - Constellation Park - Shade sails, W D Fountain	E11352	(34,606)	0	(34,606)	(103,000)	(103,000)	68,394
Infrastructure - Parks & Ovals Total		(34,606)	0	(34,606)	(117,509)	(116,277)	81,671	
Infrastructure - Parks & Ovals Total		(34,606)	0	(34,606)	(117,509)	(116,277)	81,671	
Infrastructure - Other								
Swimming Areas and Beaches								
	Swimming Pool - Infrastructure Capital -Contracted works to be completed	E11251	(1,507,506)	0	(1,507,506)	(1,507,506)	(1,507,506)	0
Swimming Areas and Beaches Total		(1,507,506)	0	(1,507,506)	(1,507,506)	(1,507,506)	0	

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

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 Recreation & Sport								
Sx Youth Recreational Works -Infra Capital - LRCI Grant -Construction-Sx Skate Park	E11350	(72,785)	0	(72,785)	(220,000)	(220,000)	147,215	
Other Recreation & Sport Total		(72,785)	0	(72,785)	(220,000)	(220,000)	147,215	
Infrastructure - Other Total								
Infrastructure - Other Total		(1,580,291)	0	(1,580,291)	(1,727,506)	(1,727,506)	147,215	
Capital Expenditure Total								
Capital Expenditure Total		(5,962,649)	(161,491)	(6,124,140)	(8,074,936)	(7,250,149)	1,126,009	

Level of Completion Indicators



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

Attachment 9.2.2

Accounts for Payment

Date: 08/06/2021
Time: 11:03:42AM

SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st May 2021 to 31st May 2021
Presented to Council, 17th June 2021

USER: Wes Furney
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
41026	07/05/2021	Anglican Parish of the Goldfields T/AS Christ Church Southern Cross	Refund of Synergy Power Bills - 24/07/2020 - 02/03/2021. The OP Shop was incorrectly charged power relating to other parts of the building under the shire's control.	A		1,148.54
41027	07/05/2021	LGRCEU	Payroll deductions	A		20.50
41028	07/05/2021	Shire of Yilgarn	Payroll deductions	A		1,425.45
41029	07/05/2021	Shire of Yilgarn	Chemist Lease Retained in Trust (T13) April 2021	A		550.00
41030	21/05/2021	LGRCEU	Payroll deductions	A		20.50
41031	21/05/2021	Shire of Yilgarn	Payroll deductions	A		1,425.45

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	4,590.44
TOTAL		4,590.44

Date: 08/06/2021
Time: 11:10:34AM

SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st May 2021 to 31st May 2021
Presented to Council, 17th June 2021

USER: Wes Furney
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT11317	07/05/2021	A.D. ENGINEERING INTERNATIONAL PTY LTD	Connectivity Annual Service	A		1,056.00
EFT11318	07/05/2021	AFGRI EQUIPMENT	Vehicle Parts	A		742.77
EFT11319	07/05/2021	WA Distributors Pty Ltd	Cleaning Consumables	A		474.20
EFT11320	07/05/2021	AMPAC DEBT RECOVERY (WA) PTY LTD	Debt Recovery April 2021	A		4,826.15
EFT11321	07/05/2021	AUSTRALIA POST	Postal Charges April 2021	A		278.72
EFT11322	07/05/2021	AV-SEC SECURITY SERVICES	Alarm Monitoring	A		360.00
EFT11323	07/05/2021	BOC GASES	Gas Container Services April 2021	A		48.94
EFT11324	07/05/2021	R DELLA BOSCA FAMILY TRUST	Grader Hire	A		12,127.50
EFT11325	07/05/2021	BRONSON SAFETY	Safety Equipment	A		476.36
EFT11326	07/05/2021	CAMERON LLOYD WATSON	Phone Bundle Reimbursement- April 2021	A		90.00
EFT11327	07/05/2021	CARBOS CONCRETE	Sand supplied	A		2,128.50
EFT11328	07/05/2021	C & F BUILDING APPROVALS	Building approval	A		165.00
EFT11329	07/05/2021	AUST. GOVERNMENT CHILD SUPPORT AGENCY	Payroll deductions	A		467.35
EFT11330	07/05/2021	COPIER SUPPORT	Photocopier usage April 2021	A		1,476.17
EFT11331	07/05/2021	COURIER AUSTRALIA	Toll Freight	A		534.66
EFT11332	07/05/2021	CUTTING EDGES EQUIPMENT PARTS	Grader Parts	A		6,718.03
EFT11333	07/05/2021	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	General Lease Cropping and Grazing 01/01/2021 to 30/06/2021	A		687.50

Date: 08/06/2021
Time: 11:10:34AM

SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st May 2021 to 31st May 2021
Presented to Council, 17th June 2021

USER: Wes Furney
PAGE: 2

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT11334	07/05/2021	FINANCIAL COUNSELLORS ASSOCIATION WA	Review of Financial Hardship Policy	A		440.00
EFT11335	07/05/2021	GILBA DOWNS	Road Train hire	A		12,870.00
EFT11336	07/05/2021	IAN DEREK CHRISTIE	Footpath Maintenance/upgrade	A		14,795.55
EFT11337	07/05/2021	IT VISION AUSTRALIA PTY LTD	Rates officer training	A		3,410.00
EFT11338	07/05/2021	WESFARMERS KLEENHEAT GAS PTY LTD	LPG Bulk	A		448.46
EFT11339	07/05/2021	LANDGATE	Mining Schedules	A		49.20
EFT11340	07/05/2021	MARKETFORCE	Advertising	A		558.84
EFT11341	07/05/2021	MERREDIN GLAZING SERVICE	Building supplies	A		588.50
EFT11342	07/05/2021	MISMATCH WORKSHOP	Landfill Operations	A		2,400.00
EFT11343	07/05/2021	MOMAR AUSTRALIA PTY LTD	Chemical supplies	A		704.00
EFT11344	07/05/2021	IXOM OPERATIONS PTY LTD	Chlorine Cylinder Rental - April 2021	A		409.20
EFT11345	07/05/2021	PAYWISE PTY LTD	Payroll Deductions - Novated Lease	A		483.21
EFT11346	07/05/2021	PERFECT COMPUTER SOLUTIONS PTY LTD	IT Support Services	A		1,830.00
EFT11347	07/05/2021	TRUSTEE FOR PSCP INVESTMENT FUND T/AS FINISHING WA	Record Restoration	A		990.00
EFT11348	07/05/2021	RAILWAY TAVERN	Admin Refreshments	A		206.00

Date: 08/06/2021
Time: 11:10:34AM

SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st May 2021 to 31st May 2021
Presented to Council, 17th June 2021

USER: Wes Furney
PAGE: 3

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT11349	07/05/2021	RYLAN CONCRETE	Kerbing - Beaton Road	A		26,006.75
EFT11350	07/05/2021	SHAC ELECTRICAL SERVICES	Electrical Services	A		6,672.00
EFT11351	07/05/2021	YILGARN SHIRE SOCIAL CLUB	Payroll deductions	A		108.00
EFT11352	07/05/2021	FOODWORKS - SRI DEVESH PTY LTD	Admin Refreshments April 2021	A		503.61
EFT11353	07/05/2021	EAGLE PETROLEUM TRADING AS STALLION FUELS	Fuel Card - April 2021	A		215.11
EFT11354	07/05/2021	SOUTHERN CROSS HARDWARE AND NEWS	Hardware Purchases April 2021	A		9,992.24
EFT11355	07/05/2021	B & S CLOSE FAMILY INVESTMENTS PTY LTD T/AS SOUTHERN CROSS TYRE & AUTO SERVICES	Vehicle Parts & Supplies April 2021	A		5,583.01
EFT11356	07/05/2021	ELECTRICITY GENERATION AND RETAIL CORPORATION	Power Bill - HFA 4	A		67.17
EFT11357	07/05/2021	SYNERGY	Power April 2021	A		19,636.72
EFT11358	07/05/2021	TOWN PLANNING INNOVATIONS PTY LTD	Consultancy Services	A		82.50
EFT11359	07/05/2021	VITAL MEDICAL SUPPLIES	Medical Centre Furniture	A		3,140.50
EFT11360	07/05/2021	WESTRAC EQUIPMENT PTY LTD	Vehicle Parts	A		2,537.52
EFT11361	07/05/2021	WREN OIL	Oil Disposals	A		176.00
EFT11362	07/05/2021	YILGARN AGENCIES	Water Tank	A		7,293.95
EFT11363	07/05/2021	YILGARN PLUMBING AND GAS	Plumbing Services	A		12,336.61

Date: 08/06/2021
Time: 11:10:34AM

SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st May 2021 to 31st May 2021
Presented to Council, 17th June 2021

USER: Wes Furney
PAGE: 4

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT11364	21/05/2021	NICHOLAS JAD WARREN	Phone Bundle Reimbursement - May 2021	A		74.99
EFT11365	21/05/2021	ABCO PRODUCTS	Cleaning Consumables	A		584.39
EFT11366	21/05/2021	AFGRI EQUIPMENT	Vehicle Parts	A		305.14
EFT11367	21/05/2021	WA Distributors Pty Ltd	Cleaning Consumables	A		331.10
EFT11368	21/05/2021	ASKA DEMOLITION & SALVAGE	Demolition of Caravan Park Laundry/Ablution Block	A		19,800.00
EFT11369	21/05/2021	THE TRUSTEE FOR URBAN PAVEMENTS UNIT TRUST T/A AAA ASPHALT SURFACES	Bulk Catamul	A		2,035.00
EFT11370	21/05/2021	AVON WASTE	Monthly Rubbish Collection April 2021	A		14,688.05
EFT11371	21/05/2021	BLACKMAN FABRICATIONS	Vehicle Repairs	A		534.60
EFT11372	21/05/2021	R DELLA BOSCA FAMILY TRUST	Grader Hire	A		14,437.50
EFT11373	21/05/2021	CARBOS CONCRETE	Sand Supplied	A		489.56
EFT11374	21/05/2021	AUST. GOVERNMENT CHILD SUPPORT AGENCY	Payroll deductions	A		467.35
EFT11375	21/05/2021	COURIER AUSTRALIA	Toll Freight	A		1,086.10
EFT11376	21/05/2021	DRAEGER AUSTRALIA PTY LTD	Product Servicing	A		409.20
EFT11377	21/05/2021	KENT. GG & CJ	Reimbursement Staff Uniform	A		179.00
EFT11378	21/05/2021	GILBA DOWNS	Road Train Hire	A		10,494.00
EFT11379	21/05/2021	GP TREVCO NOMINEES PTY LTD	Rates Refund	A		100.26
EFT11380	21/05/2021	GREAT EASTERN FREIGHTLINES	Freight	A		1,233.87

Date: 08/06/2021
Time: 11:10:34AM

SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st May 2021 to 31st May 2021
Presented to Council, 17th June 2021

USER: Wes Furney
PAGE: 5

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT11381	21/05/2021	GREAT SOUTHERN FUEL	Vehicle Supplies	A		314.60
EFT11382	21/05/2021	HERSEY SAFETY PTY LTD	Road Safety Equipment	A		3,509.00
EFT11383	21/05/2021	IAN DEREK CHRISTIE	Carpentry Services - Beaton Road	A		6,515.74
EFT11384	21/05/2021	INSTANT TRANSPORTABLE OFFICES PTY LTD	Caravan Park Laundry	A		43,925.20
EFT11385	21/05/2021	JB HIFI SOLUTIONS	IT Equipment	A		49.00
EFT11386	21/05/2021	LANDGATE	Rural UV General Revaluation 2020/2021	A		7,722.40
EFT11387	21/05/2021	LG ASSIST ANZ PTY LTD	Advertising - Finance Manager position	A		330.00
EFT11388	21/05/2021	LGIS RISK MANAGEMENT	Training - OSH Representative Course	A		2,904.00
EFT11389	21/05/2021	LIBERTY OIL RURAL PTY LTD	Bulk Diesel	A		24,470.00
EFT11390	21/05/2021	MARKETFORCE	Advertising - Finance Manager position	A		1,604.00
EFT11391	21/05/2021	NORTHAM TOYOTA	Vehicle Parts	A		1,946.33
EFT11392	21/05/2021	MILLS RECRUITMENT	CEO Recruitment - Part Payment	A		5,788.09
EFT11393	21/05/2021	MISMATCH WORKSHOP	Landfill Operations	A		2,450.00
EFT11394	21/05/2021	MOORINE ROCK BUILDERS	Building Services	A		10,055.19
EFT11395	21/05/2021	M & W KITCHENS & CABINETS	Building Supplies	A		2,882.00

Date: 08/06/2021
Time: 11:10:34AM

SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st May 2021 to 31st May 2021
Presented to Council, 17th June 2021

USER: Wes Furney
PAGE: 6

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT11396	21/05/2021	PAYWISE PTY LTD	Payroll Deductions - Novated Lease	A		483.21
EFT11397	21/05/2021	PERFECT COMPUTER SOLUTIONS PTY LTD	IT Services	A		467.50
EFT11398	21/05/2021	R.G. & A.P. POWNALL	Vehicle Supplies	A		209.93
EFT11399	21/05/2021	WA CONTRACT RANGER SERVICES	Ranger Services	A		2,036.92
EFT11400	21/05/2021	REDFISH TECHNOLOGIES	Recreation Centre - Audio/Visual System	A		27,819.59
EFT11401	21/05/2021	REPEAT PLASTICS (WA)	Crematorium Operations	A		6,568.85
EFT11402	21/05/2021	ROBIN STEVENS	Reimbursement for Museum Supplies	A		67.40
EFT11403	21/05/2021	SHAC ELECTRICAL SERVICES	Electrical Services	A		52,049.30
EFT11404	21/05/2021	YILGARN SHIRE SOCIAL CLUB	Payroll deductions	A		108.00
EFT11405	21/05/2021	KALGOORLIE SOLOMONS FLOORING	Community Centre Flooring Upgrade	A		27,522.00
EFT11406	21/05/2021	FOODWORKS - SRI DEVESH PTY LTD	Admin Refreshments	A		93.59
EFT11407	21/05/2021	SOUTHERN CROSS HARDWARE AND NEWS	Hardware Purchases April 2021	A		10.00
EFT11408	21/05/2021	SOUTHERN CROSS MOTOR MART	Vehicle Parts	A		770.55
EFT11409	21/05/2021	WESTRAC EQUIPMENT PTY LTD	Grader Parts	A		5,445.97
EFT11410	21/05/2021	TELSTRA	SMS Service April 2021	A		159.83

Date: 08/06/2021
Time: 11:10:34AM

SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st May 2021 to 31st May 2021
Presented to Council, 17th June 2021

USER: Wes Furney
PAGE: 7

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT11411	21/05/2021	WURTH AUSTRALIA PTY LTD	Vehicle Supplies	A		205.32
EFT11412	21/05/2021	THE WORKWEAR GROUP PTY LTD	Depot Staff Uniforms 2020/2021	A		5,234.43
EFT11413	21/05/2021	SOUTHERN CROSS COFFEE LOUNGE	Tourism Meeting - Catering	A		70.00
EFT11414	21/05/2021	YILGARN PLUMBING AND GAS	Plumbing Services	A		2,050.84

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	480,281.39
TOTAL		480,281.39

Date: 08/06/2021
Time: 10:28:27AM

SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st May 2021 to 31st May 2021
Presented to Council, 17th June 2021

USER: Wes Furney
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
1726	03/05/2021	Southern Cross General Practice	Monthly Medical Practice Support Payment - May 2021	A		6,600.00
1727	07/05/2021	Motorcharge Limited	Fuel Card - April 2021	A		1,532.24
1728	10/05/2021	Canon Finance Australia Pty Ltd	Photocopier Lease - May 2021	A		333.96
1729	12/05/2021	Telco Choice - Commander Centre North Perth	Commander Telephone Fees - Bonder Hire - May 2021	A		250.00
1730	12/05/2021	Westpac Banking Corporation	NET PAYROLL PPE - 11.05.2021	A		88,913.72
1731	18/05/2021	Telco Choice - Commander Centre North Perth	Commander Telephone Fees- Data, Equipment, Voice - April 2021	A		1,367.59
1732	26/05/2021	Westpac Banking Corporation	NET PAYROLL - 25.05.2021	A		87,469.97
1733	21/05/2021	Telstra	Mobile Phone Bill - April 2021	A		713.04

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	187,180.52
TOTAL		187,180.52

Date: 08/06/2021
Time: 11:06:33AM

SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st May 2021 to 31st May 2021
Presented to Council, 17th June 2021

USER: Wes Furney
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD15728.1	11/05/2021	The Trustee for AWARE SUPER	Payroll deductions	A		11,704.40
DD15728.2	11/05/2021	THE TRUSTEE FOR MTAA SUPERANNUATION FUND	Payroll deductions	A		183.34
DD15728.3	11/05/2021	HOSTPLUS EXECUTIVE SUPERANNUATION FUND	Payroll deductions	A		351.34
DD15728.4	11/05/2021	PRIME SUPER	Payroll deductions	A		390.11
DD15728.5	11/05/2021	BT SUPER FOR LIFE ACCOUNT	Payroll deductions	A		1,272.73
DD15728.6	11/05/2021	THE GARY AND JOSIE KENT SUPERANNUATION FUND	Superannuation contributions	A		424.60
DD15728.7	11/05/2021	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	Superannuation contributions	A		660.13
DD15728.8	11/05/2021	BEATON FARMING CO SUPERANNUATION FUND	Superannuation contributions	A		624.65
DD15728.9	11/05/2021	BT PANORAMA SUPER	Superannuation contributions	A		1,985.83
DD15728.10	11/05/2021	THE TRUSTEE FOR MACQUARIE SUPERANNUATION PLAN	Superannuation contributions	A		471.81
DD15728.11	11/05/2021	AUSTRALIAN SUPER	Superannuation contributions	A		411.02
DD15728.12	11/05/2021	HESTA SUPER FUND	Superannuation contributions	A		404.71

Date: 08/06/2021
Time: 11:06:33AM

SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st May 2021 to 31st May 2021
Presented to Council, 17th June 2021

USER: Wes Furney
PAGE: 2

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
-------------------	------	------	---------------------	--------------	---------------	--------

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	18,884.67
TOTAL		18,884.67

Date: 08/06/2021
Time: 11:08:17AM

SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st May 2021 to 31st May 2021
Presented to Council, 17th June 2021

USER: Wes Furney
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD15755.1	25/05/2021	The Trustee for AWARE SUPER	Payroll deductions	A		11,545.20
DD15755.2	25/05/2021	THE TRUSTEE FOR MTAA SUPERANNUATION FUND	Payroll deductions	A		183.34
DD15755.3	25/05/2021	HOSTPLUS EXECUTIVE SUPERANNUATION FUND	Payroll deductions	A		331.27
DD15755.4	25/05/2021	PRIME SUPER	Payroll deductions	A		389.48
DD15755.5	25/05/2021	BT SUPER FOR LIFE ACCOUNT	Payroll deductions	A		1,128.74
DD15755.6	25/05/2021	THE GARY AND JOSIE KENT SUPERANNUATION FUND	Superannuation contributions	A		431.03
DD15755.7	25/05/2021	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	Superannuation contributions	A		607.20
DD15755.8	25/05/2021	BEATON FARMING CO SUPERANNUATION FUND	Superannuation contributions	A		624.02
DD15755.9	25/05/2021	BT PANORAMA SUPER	Superannuation contributions	A		1,992.02
DD15755.10	25/05/2021	THE TRUSTEE FOR MACQUARIE SUPERANNUATION PLAN	Superannuation contributions	A		512.81
DD15755.11	25/05/2021	AUSTRALIAN SUPER	Superannuation contributions	A		385.78
DD15755.12	25/05/2021	HESTA SUPER FUND	Superannuation contributions	A		457.89

Date: 08/06/2021
Time: 11:08:17AM

SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st May 2021 to 31st May 2021
Presented to Council, 17th June 2021

USER: Wes Furney
PAGE: 2

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
-------------------	------	------	---------------------	--------------	---------------	--------

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	18,588.78
TOTAL		18,588.78

Date: 08/06/2021
Time: 11:01:13AM

SHIRE OF YILGARN
Payments made from the Trust Account for the Period 1st May 2021 to 31st May 2021
Presented to Council, 17th June 2021

USER: Wes Furney
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
6287	07/05/2021	DEPARTMENT OF TRANSPORT	Licensing from 03/05/2021 to 07/05/2021.	E		18,398.15
6288	14/05/2021	DEPARTMENT OF TRANSPORT	Licensing from 10/05/2021 to 14/05/2021.	E		5,462.75
6289	21/05/2021	DEPARTMENT OF TRANSPORT	Licensing from 17/05/2021 to 21/05/2021	E		7,515.75
6290	28/05/2021	DEPARTMENT OF TRANSPORT	Licensing from 24/05/2021 to 28/05/2021	E		15,261.40

REPORT TOTALS

Bank Code	Bank Name	TOTAL
E	TRUST FUND	46,638.05
TOTAL		46,638.05

Date: 08/06/2021
Time: 10:35:16AM

SHIRE OF YILGARN
Payments made from the Trust Account for the Period 1st May 2021 to 31st May 2021
Presented to Council, 17th June 2021

USER: Wes Furney
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
402568	17/05/2021	PUBLIC TRANSPORT AUTHORITY	Transwa Ticket Sales April 2021	E		859.51
402569	17/05/2021	SHIRE OF YILGARN	Transwa Commission April 2021	E		158.79

REPORT TOTALS

Bank Code	Bank Name	TOTAL
E	TRUST FUND	1,018.30
TOTAL		1,018.30

Attachment 9.4.1

Development

Application Lot 759

Great Eastern Highway

31 May 2021

Shire of Yilgarn
P O Box 86
SOUTHERN CROSS WA 6426

Email: yilgarn@yilgarn.wa.gov.au



SAQ Consulting Pty Ltd

ABN 76 864 757 592

P O Box 50
Clayfield QLD 4011

To whom it may concern:

**RE: Proposed telecommunications facility
Lot 759 Great Eastern Highway, Ghooli**

I advise **SAQ Consulting Pty Ltd** acts on behalf of Optus Mobile Pty Ltd ('Optus') in respect of this application.

The proposal by Optus is to establish a telecommunications facility, in the form of a mobile telephone base station, on land at Lot 759 Great Eastern Highway, Ghooli. The subject land is located within the *Rural/Mining Zone* pursuant to the Shire of Yilgarn Town Planning Scheme No. 2.

The proposed facility, which consists of a 60-metre tall lattice tower, antennas, ground-mounted equipment cabinets and fencing, forms part of a Government-funded 'blackspot' programme, which aims to bring new and improved telecommunications to the Ghooli area.

Please find **attached** the proposal drawings, a copy of the Certificate of Title and the completed application form (including owner's consent).

I would appreciate if Council could advise me of the lodgement fee needing to be paid. I will also provide a planning statement to assist in the determination of the application and a 'standard form' EME report detailing the predicted electromagnetic emissions from the facility.

Should you have any immediate questions, please do not hesitate to contact me.

Yours sincerely

A handwritten signature in blue ink, consisting of a stylized 'M' followed by a horizontal line and a small flourish.

MARK BAADE

B. Plan (Hons)

M: 0417 088 000

mark@saqconsulting.com.au

Enc.

9 June 2021



Nic Warren
Executive Manager Regulatory Services
Shire of Yilgarn
P O Box 86
SOUTHERN CROSS WA 6426

SAQ Consulting Pty Ltd
ABN 76 864 757 592
P O Box 50
Clayfield QLD 4011

Dear Nic

**RE: Proposed telecommunications facility
Lot 759 Great Eastern Highway, Ghooli**

As Council is aware, **SAQ Consulting Pty Ltd** acts on behalf of Optus Mobile Pty Ltd ('Optus') in respect of this application. The proposal by Optus is to establish a telecommunications facility, in the form of a mobile telephone base station, on land at Lot 759 Great Eastern Highway, Ghooli.

The proposed facility, which consists of a 60-metre tall lattice tower, antennas, ground-mounted equipment cabinets and fencing, forms part of a Government-funded 'blackspot' programme, which aims to bring new and improved telecommunications to the Ghooli area.

The subject land is located within the *Rural/Mining Zone* pursuant to the Shire of Yilgarn Town Planning Scheme No. 2.

A brief cover letter was provided with this original lodgement and this letter constitutes a detailed planning statement as to the merits of the proposal to assist Council in determining the application. An EME report is also attached and I am advised the necessary fees have been paid.

The Subject Land

The subject land is a large, irregularly-shaped allotment of approximately 1036 hectares in size on the south side of Great Eastern Highway. The formal description of the land is Lot 759 on Deposited Plan 207952 with Certificate of Title details Volume 1787 and Folio 239.

The subject land is used for cropping purposes with large, cleared areas and some stands of native vegetation, including along the highway frontage. The subject land is part of a larger agricultural landholding. There are no buildings on the subject land.

Public road access to the proposed location is from the north directly off Great Eastern Highway. There are no easements over the land.

The proposed facility is located in an already cleared area in the north-eastern corner of the land, approximately 41 metres from the boundary with Great Eastern Highway and 65 metres from the land to the east.

The facility's location is shown on the proposal plans (and most particularly the 'property extent plan') and in the aerial photo below (proposed location marked with a red dot). The facility and its access are clear of existing stands of vegetation.



As can be seen from the aerial photo, access to the proposed facility will be from the existing arrangement from Great Eastern Highway and then via a short and already cleared track to the proposed compound location. No vegetation clearance will be required to access, construct, operate or maintain the facility.

The subject land is located within the *Rural/Mining Zone* pursuant to the Shire's planning scheme.

The Locality

The locality is part of a vast rural area to the east of Southern Cross through which the Great Eastern Highway passes. The area is largely agricultural and has large reserves of vegetation further to the east. There are no settlements of any note or size in the area, nor are there any residences or other sensitive land uses with close proximity of the subject land.

The selected location will enable the new facility to provide new and improved network coverage and capacity to the area surrounding the subject land.

The Proposal

The proposal is to establish a telecommunications facility on the land. The proposed facility is part of a 'black spot' government-funded program of facilities in Western Australia.

The proposal will accommodate the requirements for the Optus 3G and 4G mobile network and will provide network coverage and capacity to the rural area surrounding the facility.

The installation will improve access to the full suite of services from the Optus network, including improved voice call quality, high speed broadband internet access, video calling and other data services. The proposed facility will also be capable of supporting 5G services when they become available to the area.

More particularly, the proposal consists of the following elements:

- a 60-metre tall lattice tower located within a 10m x 12m compound;
- three (3) panel antennas, each 2.69m in length mounted to a new headframe on the top of the proposed lattice tower, giving a maximum finished height of 61.35 metres;
- nine (9) remote radio units (RRUs) mounted on the proposed headframe;
- a 900mm diameter parabolic antenna mounted on the lattice tower at a height of 57m (for the purposes of connection to the existing Optus network);
- a new 4-bay equipment cabinet (dimensions 2.33m H x 2.87m W x 0.75m D) to house the necessary base-station equipment, located at the base of the lattice tower;
- A cable tray connecting the equipment cabinet to the lattice tower; and
- Compound fencing (stock type) and access gates.

Whilst not a relevant planning issue, it is worthy of note that the maximum levels of electromagnetic energy from the proposed facility is estimated at **0.21%** of the exposure limits mandated by the Commonwealth Government. A standard form EME report is attached for Council's information.

Assessment against the Planning Scheme

As noted above, the subject land and proposal is located in the *Rural/Mining Zone* pursuant to the Shire's Town Planning Scheme No.2. The term 'telecommunications facility' is not a land use defined by the scheme.

However, the term 'public utility' is one used by the scheme and is defined in Appendix 1 as:

"means any work or undertaking constructed or maintained by a public authority or the Council as may be required to provide water, sewerage, electricity, gas, drainage, communications or other similar services."

Clearly communications would encapsulate the proposed works and use on the subject land but Optus is not a public authority, nor is Council undertaking the works.

Notwithstanding, given the absence of a more precise definition the use of the term 'public utility' is appropriate in this instance as the actual provider of the utility is more or less irrelevant. Further, it is open to Council to make such a determination under the provisions of the scheme.

A 'public utility' is noted as an 'AA' use in the zoning table when in the *Rural/Mining Zone*, which requires Council to grant approval (but with no specific requirement to give notice).

The *Rural/Mining Zone* (nor the planning scheme more generally) does not deal specifically with telecommunications facilities in a policy sense, but this type of infrastructure has traditionally been encouraged into rural zones and to that end the zoning is appropriate (and in fact, the only zoning available in this area).

The impact of the proposed facility is limited only to that of visual impact and it will not create appreciable noise, smoke, smell dust or other nuisance and will not generate heavy traffic.

The proposed facility will be located in a compound occupying around 120 square metres of land and has been set back by 41 metres from the Great Eastern Highway boundary. It is sited on an already cleared part of the subject land and utilises an existing track for access purposes. As such, there will be minimal adverse impact from the proposed facility, the extent of which will primarily be to passing traffic.

The stated use for the *Rural Zone* (set out in clause 3.1.1(f)) is:

The Rural/Mining Zone is to be used for agricultural, residential and public recreation uses. Extractive industry (mining) occurs widespread in the rural area of the Shire but, owing to its high impact, needs to be approved by Council after satisfactory advertisement.

The proposed location will have no impact on the on-going primary use of the land for cropping purposes and has been selected in consultation with the landowner. The proposed facility represents a non-rural infrastructure use which provides a service to the rural area, thereby supporting the agricultural, residential, public recreation and mining uses.

With respect to the General Development Controls set out in part 4 of the scheme, there are no requirements specific to the proposal, however the following are relevant considerations:

- Carparking – no need or requirement in the circumstances.
- Landscaping – no need or requirement in the circumstances.
- Access – existing arrangements utilised from Great Eastern Highway.
- Setback – the proposed facility is set back 41 metres from the Great Eastern Highway and 65 metres from the adjoining property to the east.

In general terms:

- The proposed facility will provide a new and/or significantly improved service, giving reliable access to those in the surrounding area.

The facility:

- Is appropriately located on the subject land and set well away from boundaries
 - Does not cause land use conflicts
 - Has minimised its impact on the amenity and character of the zone through its siting, design and setback
 - Does not require the removal of vegetation
 - Uses an existing access track
 - Does not require cut and fill
 - Will not generate significant runoff
 - Does not increase the bushfire risk to the subject land or surrounds
 - Is of benefit to the District
- Although tall (a height necessary to provide the necessary coverage and consistent with such structures in rural areas), the proposed facility has very little bulk and will not be an unusual element in the landscape. The lattice tower will be constructed of galvanised steel which will weather in time. Apart from its limited visual impact, the proposed facility is not expected to have any unreasonable or material impact on the amenity of the wider area.
 - No collocation options are available for use and a new facility is required in this instance.

The practical outcome of the proposal is to provide essential infrastructure to the area which will support the primary production, mining and other pursuits of the surrounding area and provide much-needed connectivity for those living, working and travelling through the area.

These outcomes are also broadly consistent with the objective of the Scheme at clause 1.6, which states:

The objective of the Scheme is to direct and control development in the scheme area in such a way as to promote and safeguard health, safety, convenience and economic and general welfare of its inhabitants and the amenities of the area.

With respect to alternate locations for the proposed facility, the 'blackspot' coverage requirements for the new facility are quite fixed meaning the area in which the facility can be placed is limited. Further, given the generally homogenous nature of the rural surrounds of the locality it is unlikely any other location would be markedly different or better than the one selected.

The benefits of the location selected include:

- A willing landowner
- Achieves the technical and 'blackspot' outcomes
- Set back from the highway

- No requirement to clear native vegetation
- Existing access track
- Availability of mains power

Importantly, the proposal will not materially interfere with the continuing use of the subject land, the policies and desired outcomes for the *Rural/Mining Zone* and will have no unreasonable or material visual impact on its surrounds.

State Planning Policy 5.2 – Telecommunications Infrastructure

The background to SPP 5.2 states:

Adequate and reliable telecommunications are essential for all aspects of contemporary community life, from supporting the State's economy to creating and maintaining connected and cohesive social networks. Contact between emergency services and the community increasingly relies on the telecommunications networks.

The importance of telecommunications services in Western Australia is recognised in the Western Australian Planning Commission's (WAPC's) State Planning Strategy 2050 (2014), which advocates for the provision of an effective state-wide telecommunications network. This network includes both above and below ground infrastructure to support both fixed line and wireless telecommunications.

The proposal and its rationale set out above is consistent with the policy principles set out in the SPP, which seeks to minimise the visual impact of such facilities through siting and design and facilitate improved telecommunications services to the community.

Specifically, for the reasons stated above the proposal clearly meets the intent of the key policy measure which states:

5.1.1 The benefit of improved telecommunications services should be balanced with the visual impact on the surrounding area.

In this instance, this outcome has been achieved.

It is noted the Shire of Yilgarn does not have a local planning policy specific to telecommunications.

State Planning Policy 3.7 – Planning in Bushfire Prone Areas

The selected location is also within a bushfire prone area and is therefore subject to State Planning Policy 3.7.

However, in accordance with the WAPC Planning Bulletin 111/2016 the proposed type of infrastructure should be exempted from the requirements of the SPP for the following reasons:

- it does not result in the intensification of development (or land use) on the subject land;
- it does not result in an increase of residents or employees;

- it does not involve the occupation of employees on site for any considerable amount of time; and
- it does not result in an increase to the bushfire threat.

Accordingly, no bushfire assessment or further information is required in this respect.

Conclusion

The proposed facility at Lot 759 Great Eastern Highway, Ghooli will introduce new and significantly improved coverage and capacity for the Optus mobile telecommunications services to the surrounding area. As noted above, the area has been identified as a coverage 'blackspot' and forms part of a Government funded 'blackspot' programme of works. The provision of a reliable service through this area is important for the local population and those passing through the area.

Having regard to the requirements of the existing network and the applicable policies within the Shire's planning scheme, it is considered the proposal is appropriately located within the *Rural/Mining Zone*, which is a type of zone traditionally recognised as a 'preferred' zone for such infrastructure.

The facility has been designed and sited to achieve the desired network objectives whilst minimising its visual impact through siting, design and setback, as well as taking advantage of existing vegetation and access.

Importantly, its location and design will not have any material impact on the continuing use of the subject land, the surrounding land or the achievement of the desired outcomes for the *Rural/Mining Zone* and the planning scheme more generally.

Accordingly, the proposal represents an orderly placement and development of what is now an essential piece of modern infrastructure and I consider the subject proposal warrants planning consent.

Should you have any questions, please do not hesitate to contact me.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Mark Baade', is positioned above the printed name.

MARK BAADE

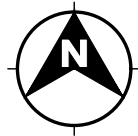
B. Plan (Hons)

M: 0417 088 000

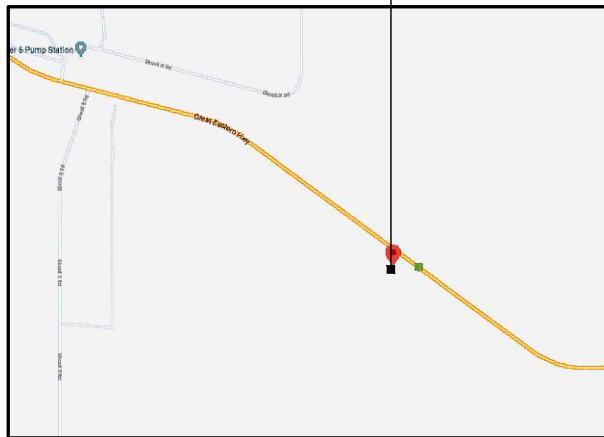
mark@saqconsulting.com.au

Attached:

EME report



PROPOSED OPTUS
BASE STATION



LOCALITY MAP
COPYRIGHT © GOOGLE MAPS

EXISTING POWER POLE

1
P2

PROPOSED OPTUS
LEASE AREA 120m²

PROPOSED OPTUS
INSTALLATION

PROPOSED CRANE/EWP
LOCATION (TBC BY
CONSTRUCTION
CONTRACTOR)

PROPOSED OPTUS ACCESS -
EXISTING TRACK TO BE USED

PROPOSED OPTUS U/G
CONSUMER MAINS. APPROX
45m TBC AT DETAIL DESIGN

41.251m
COMPOUND-BDY

759
DP207952

65.535m
COMPOUND-BDY

GREAT EASTERN HWY

EXISTING FENCE

PROPOSED HV/LV POLE.
TBC BY WP

EXISTING WP HV
POWER LINES 3 PHASE

EXISTING ACCESS
TRACK

EXISTING PROPERTY
BOUNDARY

PROPOSED U/G
SERVICE MAINS. TBC
AT DETAIL DESIGN

PROPOSED SERVICE PILLAR. SITE
POINT OF SUPPLY AT EXTERNAL
PROPERTY BOUNDARY. TBC AT
DETAIL DESIGN

OVERALL SITE PLAN

SCALE 1:500

Rev	Date	Revision Details	Consultant	CAD	Designer	Verifier	Approver
01	01.03.21	ISSUED FOR APPROVAL	LENLEASE	GM	MG	SK	SK

COPYRIGHT © OPTUS MOBILES PTY LTD ABN 65 054 365 696. ALL RIGHTS RESERVED. VERSION 2.0 NOVEMBER 2013



Client:

OPTUS

Project:

**MOBILE NETWORK
AUSTRALIA**
SITE No:- P1103 -
GHOOLI

LOT 759 GREAT EASTERN HWY GHOOLI WA

Drawing Title:

OVERALL SITE PLAN

Drawing Status:

FOR APPROVAL

Drawing No.

P1103-P1

Revision

01

20 10 0 10 20 30 40 50mm

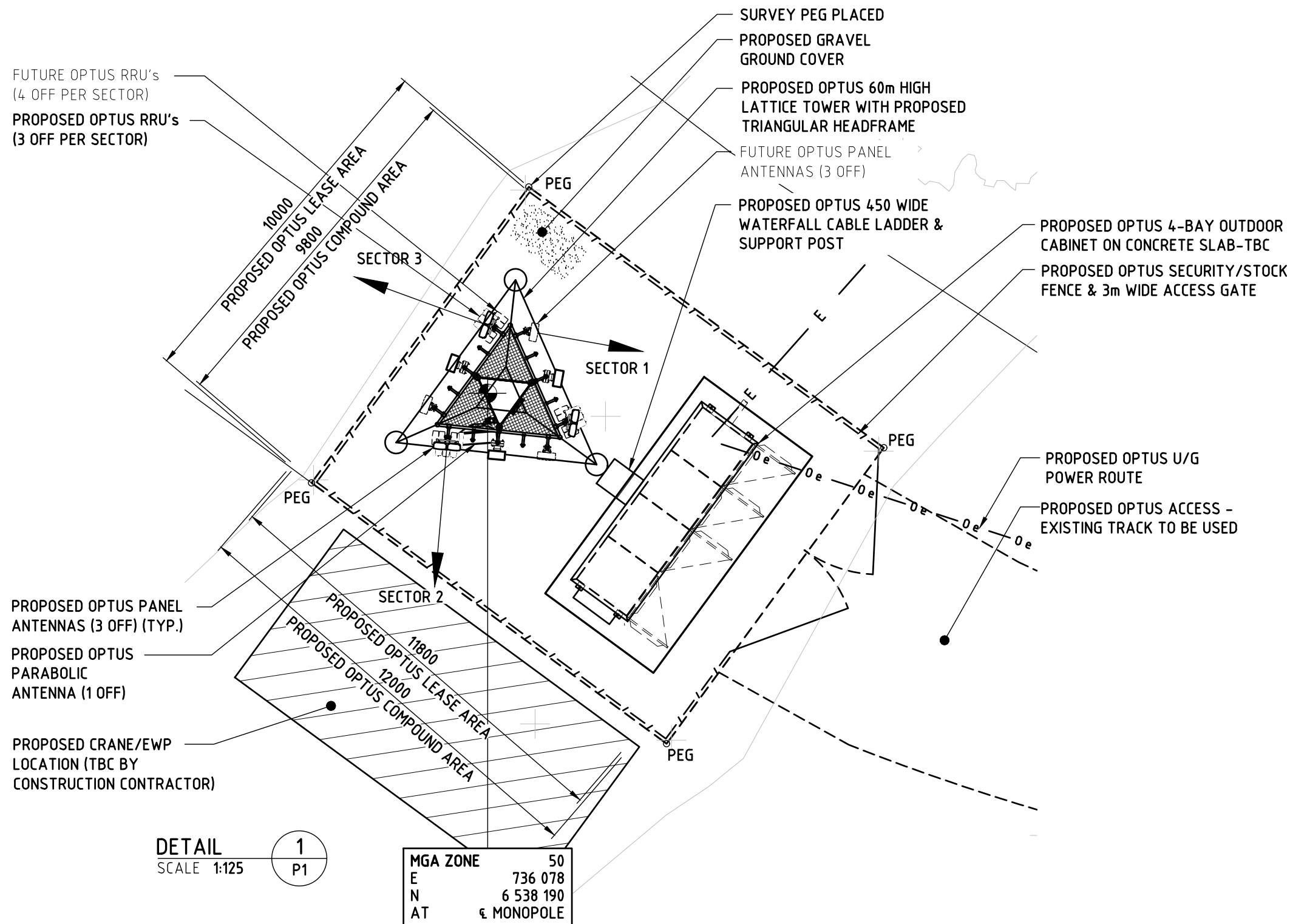
A3

CAD File: W:\1. Greenfield\Phase 1\Design\2. CAD Folder\2.2 Internal CAD (Do not send)\P1103_DSL_210526.dwg Date: 31.05.2021 9:50 AM

NOTE:
THIS DRAWING IS DIAGRAMMATIC ONLY
AND SHOULD NOT BE SCALED.
DIMENSIONS, COORDINATES, AND LEVELS
SHOWN ARE NOMINAL AND SUBJECT TO
CONFIRMATION BY SURVEYOR.

SITE ADDRESS:
LOT 759 ON DP 207952, GREAT EASTERN HIGHWAY,
GHOOLI WA
CT 1787/239

- NOTES:**
- BASIS OF DESIGN**
 - > SITE INSPECTION 25/09/2020
 - PANEL ANTENNAS**
 - > 3-OFF 12 PORT ANTENNAE PER SECTOR (EACH 2.69M LONG) AT EL 60.0M CL
 - > SECTOR 1 - 100, SECTOR 2 - 185, SECTOR 3 - 290
 - > 3-OFF FUTURE OPTUS AAUS PER SECTOR (REFER TO ELEVATION FOR DETAILS)
 - > MOUNTED ON PROPOSED HEAD FRAME
 - > 7 OPTUS RRU (INCLUDE 4 OFF FUTURE) PER SECTOR TO BE INSTALLED ON HF MOUNTS
 - TRANSMISSION**
 - > SITE TO BE CONNECTED VIA PARABOLIC ANTENNA
 - > TO BE CONFIRMED BY OPTUS
 - EQUIPMENT OTC**
 - > PROPOSED OPTUS 4 BAY OTC
 - > SUPPORTED ON PROPOSED RAFT SLAB FOOTING (TBC)
 - EXISTING STRUCTURE**
 - > PROPOSED OPTUS 60.0M HIGH TRIANGULAR LATTICE TOWER WITH TRIANGULAR HEADFRAME
 - FEEDER CABLES**
 - > SIZE: 3 X 9/18 TRUNK IN 450MM CABLE TRAY
 - > LENGTH: 70M ALL SECTORS
 - SITE ACCESS**
 - > VIA GREAT EASTERN HWY
 - ANTENNA ACCESS**
 - > VIA EWP BY QUALIFIED RIGGER PERSONNEL ONLY
 - POWER SUPPLY**
 - > DISTRIBUTOR NETWORK TO BE UPGRADED TO GENERATE NEW POINT OF SUPPLY FOR OPTUS. (STEP DOWN TRANSFORMER AND NEW SERVICE PILLAR)
 - > OPTUS POWER SUPPLY TO BE TAKEN FROM PROPOSED SERVICE PILLAR.
 - > PROPOSED OPTUS UG CONSUMER MAIN CABLES FROM SERVICE PILLAR TO METER BOX. APPROX. LENGTH 40m. AT 600mm DEPTH
 - > FINAL DETAILS TBC AT DETAIL DESIGN.



Rev	Date	Revision Details	Consultant	CAD	GM	MG	SK	SK
01	01.03.21	ISSUED FOR APPROVAL	LENDLEASE					

COPYRIGHT © OPTUS MOBILES PTY LTD ABN 65 054 365 696. ALL RIGHTS RESERVED. VERSION 2.0 NOVEMBER 2013



Client:

OPTUS

Project:

**MOBILE NETWORK
AUSTRALIA**
SITE No:- P1103 -
GHOOLI
LOT 759 GREAT EASTERN HWY GHOOLI WA

Drawing Title:

DRAFT SITE LAYOUT

Drawing Status:

FOR APPROVAL

Drawing No.

P1103-P2

Revision

01

20 10 0 10 20 30 40 50mm

A3

CAD File: W:\1. Greenfield\Phase 1\Design\2. CAD Folder\2.2 Internal CAD (Do not send)\P1103_DSL_210526.dwg Date: 31.05.2021 9:50 AM

EXISTING ANTENNAS AS SHOWN ARE INDICATIVE ONLY AND ARE BASED ON INFORMATION SUPPLIED BY OTHERS AND/OR BY INSPECTION ON SITE.

THIS DRAWING IS DIAGRAMMATIC ONLY
AND SHOULD NOT BE SCALED.

COPYRIGHT © OPTUS MOBILES PTY LTD ABN 65 054 365 696. ALL RIGHTS RESERVED. VERSION 2.0 NOVEMBER 2013



Project: **MOBILE NETWORK
AUSTRALIA
SITE No:- P1103 -
GHOOLI
LOT 759 GREAT EASTERN HWY GHOOLI WA**

Drawing Title:	
DRAFT SITE ELEVATION	
Drawing Status:	Drawing Number:
FOR APPROVAL	P1



Environmental EME Report

Location	Lot 759 on DP207952, Great Eastern Highway, GHOOOLI WA 6426		
Date	15/03/2021	RFNSA No.	6426016

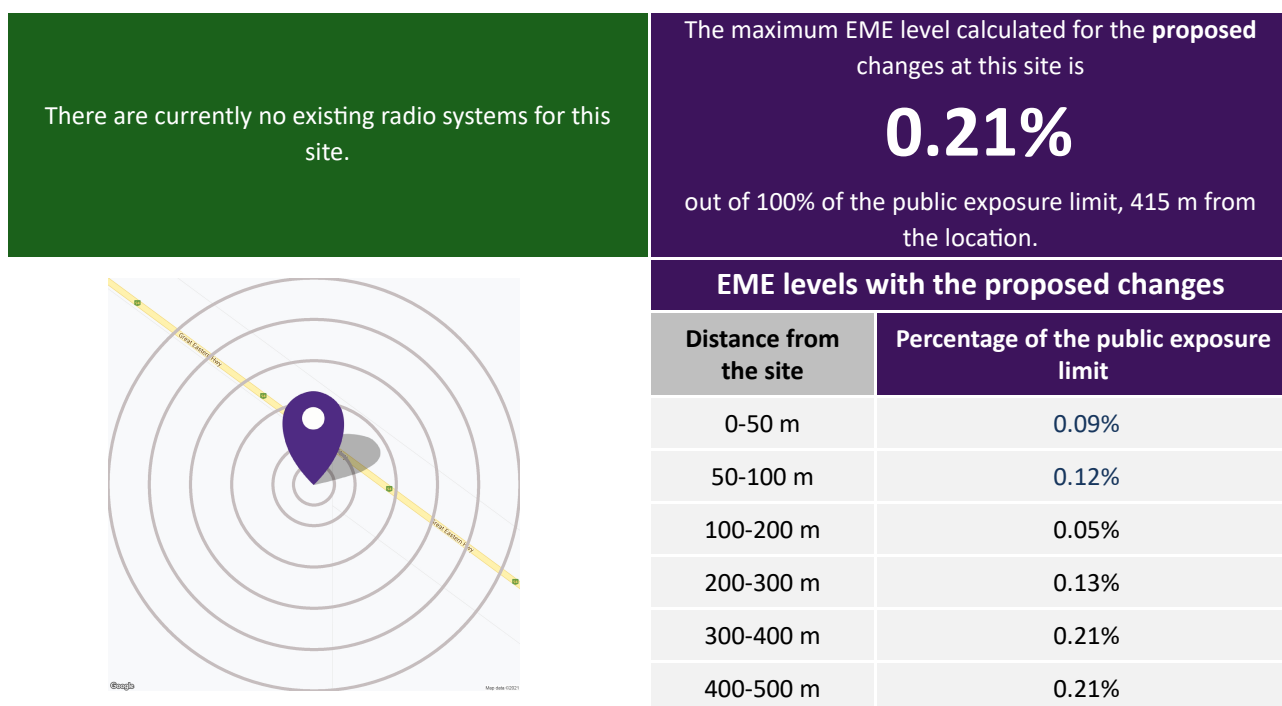
How does this report work?

This report provides a summary of levels of radiofrequency (RF) electromagnetic energy (EME) around the wireless base station at Lot 759 on DP207952, Great Eastern Highway, GHOOOLI WA 6426. These levels have been calculated by Lend Lease using methodology developed by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA).

A document describing how to interpret this report is available at ARPANSA's website:

[A Guide to the Environmental Report.](#)

A snapshot of calculated EME levels at this site



For additional information please refer to the EME ARPANSA Report annexure for this site which can be found at <http://www.rfnsa.com.au/6426016>.

Radio systems at the site

This base station currently has equipment for transmitting the services listed under the existing configuration. The proposal would modify the base station to include all the services listed under the proposed configuration.

Carrier	Existing		Proposed	
	Systems	Configuration	Systems	Configuration
Optus			3G, 4G	LTE700 (proposed), LTE900 (proposed), WCDMA900 (proposed), LTE2100 (proposed)

An in-depth look at calculated EME levels at this site

This table provides calculations of RF EME at different distances from the base station for emissions from existing equipment alone and for emissions from existing equipment and proposed equipment combined. All EME levels are relative to 1.5 m above ground and all distances from the site are in 360° circular bands.

Distance from the site	Existing configuration			Proposed configuration		
	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit
0-50m				1.34	4.80	0.09%
50-100m				1.55	6.41	0.12%
100-200m				1.05	2.94	0.05%
200-300m				1.44	5.51	0.13%
300-400m				1.99	10.51	0.21%
400-500m				2.01	10.69	0.21%

Calculated EME levels at other areas of interest

This table contains calculations of the maximum EME levels at selected areas of interest, identified through consultation requirements of the [Communications Alliance Ltd Deployment Code C564:2020](#) or other means. Calculations are performed over the indicated height range and include all existing and any proposed radio systems for this site.

Maximum cumulative EME level for the proposed configuration

Location	Height range	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit
No locations identified				