

Attachments

December

2021

Attachments

Minutes

Ordinary Meeting of Council –November 2021

Shire of Yilgarn Tourism Advisory Committee-December 2021

Westonia/Yilgarn Local Emergency Management Committee – November 2021

WEROC Annual General Meeting-November 2021

WEROC Board Meeting-November 2021

GECZ Meeting-November 2021

Agenda Attachments

9.1.2 Local Government Proposed Reforms

9.1.3 Main Roads Correspondence and Maps

9.1.5 WEROC Landfill Consolidation Report

9.2.1 Monthly Financial Reports

9.2.2 Accounts for Payment



Shire of
YILGARN

“good country for hardy people”

Minutes
Ordinary Meeting of
Council
18 November
2021

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Unconfirmed

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Cr Wayne Della Bosca declare the meeting open at 4pm.

2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil

3. ATTENDANCE

Members	Cr W Della Bosca Cr B Close Cr G Guerini Cr P Nolan Cr L Rose	
Council Officers	N Warren C Watson G Brigg R Bosenberg S Chambers L Della Bosca	Chief Executive Officer Executive Manager Corporate Services Executive Manager Infrastructure Executive Manager Infrastructure Executive Manager Regulatory Services Minute Taker
Apologies:	Nil	
Observers:	Mrs. Kay Crafter, Mr. Ben Forbes and Mr. Ammar Mohammed	
Leave of Absence:	Cr J Cobden	

4. DECLARATION OF INTEREST

Cr Linda Rose submitted a written impartiality declaration of interest in a matter before Council, pursuant of Regulation 11 of the Local Government (Rules of Conduct) Regulation 2007 in relation to item 9.1.4-2021/2022 Community Funding Program.

Cr Closed submitted a written Financial declaration of interest in a matter before Council pursuant to Section 5.60A of the Local Government Act 1995 in relation to agenda item 9.1.4-2021/2022 Community Funding Program.

Cr Guerini submitted a written Financial declaration of interest in a matter before Council pursuant to Section 5.60A of the Local Government Act 1995 in relation to agenda item 9.1.4-2021/2022 Community Funding Program.

5. PRESENTATIONS, PETITIONS, DEPUTATIONS

Mr Ammar Mohammed, Regional Manager Wheatbelt, from Mainroads attend Council to present on upcoming work on the Great Eastern Highway.

Mr Mohammed gave an outline of the work being carried out on the Great Eastern Highway in Carrabin, with work already started and reported to be finished before Christmas. In the event the work continues over the Christmas break, the affected sections will be open both directions with speed limits in place. Works to the Great Eastern Highway /Walgoolan Bridge are planned to start in February 2022. Federal funding has been confirmed of \$250 million for work on the Great Eastern Highway in the Wheatbelt/Goldfield region, the Goldfields section of road is to be the first project, with construction along the eastern section of Great Eastern Highway continuing until 2025. Another project of note is the planned Eastlink from Northam to Perth which is to provide trucks with greater accessibility and a safer route for all road users.

Mr Mohammed then invited questions;

Cr Nolan enquired what Mainroads could do about the intersection from the Emu Fence Road on to the Great Eastern Highway, which is currently in use but not yet a finished intersection, as it is a hazard. Cr Nolan expanded that there is limited visibility, poor signage and unsafe road use at the intersection, all of which are concerning.

Mr Mohammed confirmed that Mainroads do have some authority to act on road use and construction issues, as all parties who apply to make changes or gain access to Mainroads roads enter into an agreement, within which there are safe road use requirements. If details of the complaint can be forwarded to Main Roads WA, Mr Mohammed advised they will investigate whether or not there are non-compliances with the safe use requirements.

Cr Della Bosca enquired when the road from Bodallin to Southern Cross is due to be upgraded as it is breaking down quickly.

Mr Mohammed confirmed that that section of road is due to be upgraded in 2024/2025. It is noted that the Great Eastern Highway needs completely renewing however it has to be done in sections, over time.

The EMI enquired why the upgrade of damaged signage on the Great Eastern Highway is taking so long with many signs remaining damaged or missing for a longer time than would seem appropriate.

Mr Mohammed confirmed that due to weather experience over the winter period Mainroads contractors employed to maintain signage on the road were having to turn their attention to the increasing number of potholes that appeared on the road meaning the signage issues have been neglected, however, another team has now been put in place to rectify this situation.

Mr. Mohammed thanked Council for their time and requested that any issues to be dealt with be passed through the CEO.

Mr. Mohammed left the meeting at 4.20pm

6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

The following question was taken on notice at the Ordinary Meeting of Council of 21 October 2021. Mr Burro was provided with a written response from the CEO on the 10 November 2021. The response from the Shire is recorded accordingly.

Question:

As the new Health and Safety Act 2020 is progressing to proclamation it will have implications for the Volunteer Bush Fire Brigade, which will include minimum training and PPE requirements. Heavy fines are to come into force for persons of authority, such as the CEO of the Shire and the Chief Bush Fire Control Officer, where administrative negligence has been determined. For example, should an untrained person be allowed to use a piece of DFES equipment without training or adequate direction, and an injury occurs, the persons of authority could be held liable, unless the person ignored cleared directions.

Mr Burro advised, untrained persons are permitted to participate on a BFB fire ground, but you must register and be under the direction of the Officer in Charge or a person delegated to direct you by the OIC, these persons should have undertaken minimum training standards.

Whilst a portion of the Yilgarn BFB volunteers have the minimum levels of training recorded with DFES, there are a number who do not. DFES have committed to undertaking training courses within the district, however there are a number of volunteers who have been fighting fires in the district for many years, some who have undertaken training previously, but without record with DFES, and others who have not undertaken training but have decades of experience.

The training requirement will lead to volunteers whom do not have recorded training, and who would usually attend a call-out, deciding not to. With a declining rural population, Yilgarn needs all the volunteers it can get on the fire grounds, as such, Mr Burro sought of the CEO to investigate, in conjunction with WA BFB Association Chair Mr Dave Gossage, to determine if there was a method of undertaking recognition of prior learning or Local Governments setting their own minimum training standards.

Response:

I refer to your question posed at the October Council meeting, whereby you sought the Chief Executive Officer of the Shire of Yilgarn to investigate, in conjunction with WA BFB Association Chair Mr Dave Gossage, to determine if there was a method of undertaking recognition of prior learning or Local Governments setting their own minimum training standards.

As requested, I have been in touch with Mr Dave Gossage, to discuss the options moving forward in relation to recognition of prior learning and minimum training standards. Mr Gossage gave a number of options available to Local Governments in relation to recognition of prior learning and minimum training standards, and offered his assistance where necessary. These options will now be investigated and reported back through the Yilgarn Bush Fire Advisory Committee and Shire of Yilgarn Council in due course.

6.1. PUBLIC QUESTION TIME

Mrs. Kay Crafter attended Public Question Time and posed the following question;

Question:

Why is there no adequate easy access parking outside the Supermarket? I have observed that there is limited parking close to the supermarket and believe it would be beneficial to those of limited mobility to have, what is available, marked for priority use.

Cr Rose also noted that due to the gutter along the main street ramps are provided to help cross with shopping trolleys, however there are only two ramps close to the supermarket and both lead onto designated car parking spots leaving them hard access if a car is parked in the bay. Would it be beneficial to mark these spots as no parking?

Response:

The Shire President passed to the CEO for comment. The CEO took the questions on notice and will come back to council with a solution for the issues raised.

7. CONFIRMATION OF MINUTES

7.1 Ordinary Meeting of Council, Thursday, 21 September 2021

203/2021

Moved Cr Nolan/Seconded Cr Close

That the minutes from the Ordinary Council Meeting held on the 21 October 2021 be confirmed as a true record of proceedings.

CARRIED (5/0)

7.2 Shire of Yilgarn History Advisory Committee, Wednesday, 3 November 2021

204/2021

Moved Cr Rose/Seconded Cr Guerini

That the minutes from the Shire of Yilgarn History Advisory Committee held on the 3 November 2021 be received

CARRIED (5/0)

7.3 Shire of Yilgarn Roads Committee, Tuesday, 9 November 2021

205/2021

Moved Cr Close/Seconded Cr Rose

That the minutes from the Shire of Yilgarn Roads Committee held on the 9 November 2021 be received

CARRIED (5/0)

***Recommendation contained within the Shire of Yilgarn Roads Committee Minutes**

206/2021

Moved Cr Close/Seconded Cr Nolan

That the recommendation contained within the Shire of Yilgarn Roads Committee Meeting minutes being

Moved Cr Guerini, Seconded Cr Close

That the Roads Committee advise Council that the 360 Logistics proposal to run a temporary haulage campaign from Copperhead Mine in Bullfinch to the Marvel Loch processor, utilising Bullfinch Road, Three Boys Road, Great Eastern Highway, Emu Fence Road and the Barto Haul Road be rejected, with the following justifications:

- Barto (Minjar) have been granted approval by Council in February 2019 to haul ore from Copperhead Mine to the Marvel Loch Processor, however were required to use Southern Cross South Road, with the existing haul road through Aquarius pit pushed through to the road;

- Barto have made no efforts to address the upgrade requirements to utilise the Council approved route, despite having over 24 months to undertake; and

- Allowing haulage campaigns through Southern Cross townsite, when suitable alternative routes exist, and against Council approvals sets a precedence of which will not be beneficial to Council.

Be endorsed

CARRIED (5/0)

8. DELEGATES' REPORTS

Cr Della Bosca announce the following;

- Attended the Regional Road Group Meeting on the 11 November 2021

Cr Close announce the following;

- Attended the Sub Regional Road Group meeting on the 11 November 2021
- Attended the St Johns Ambulance meeting in November 2021
- Attended the Speedway meeting in November 2021
- Attended the sendoff for Robert Bosenberg on the 12 November 2021
- Attended the Shire of Yilgarn Roads Committee Meeting on the 9 November 2021

Cr Guerin announced the following;

- Attended the Shire of Yilgarn Roads Committee Meeting on the 9 November 2021

Cr Nolan announce the following;

- Attended the Ag Care meeting on the 26 October 2021
- Attended the Shire of Yilgarn Roads Committee meeting on the 9 November 2021

Cr Rose announced the following;

- Attended the Shire of Yilgarn History Museum Committee meeting on the 31 October 2021

Cr Cobden announce the following;

- Attended the sendoff for Robert Bosenberg on the 12 November 2021

9.1 Officers Report – Chief Executive Officer

9.1.1 2021/2022 Christmas/New Year Closure

File Reference	2.4.1.10
Disclosure of Interest	None
Voting Requirements	Simple Majority
Attachments	Nil

Purpose of Report

To present to Council for approval, the closure of the Administration Office over the 2021/2022 Christmas and New Year holiday period.

Background

Over past years Council has closed the administration office over the Christmas and New Year period to allow staff to have time off with family and friends. This time of the year is normally quiet and the closure has little impact upon the community as it is now an accepted practice.

Comment

The recommended administration closure dates are as follows,

Monday	Tuesday	Wednesday	Thursday	Friday
20/12/2021 Open	21/12/2021 Open	22/12/2021 Open	23/12/2021 Open in Morning Closed Midday for Staff Function	24/12/2021 Closed
27/12/2021 Public Holiday	28/12/2021 Public Holiday	29/12/2021 Closed	30/12/2021 Closed	31/12/2021 Closed
3/01/2022 Public Holiday	04/01/2022 Open	05/01/2022 Open	06/01/2022 Open	07/01/2022 Open

The above closure dates will be posted at the Shire Office, advertised in “Crosswords” and placed on the Shire website, to ensure the community have sufficient notice.

Statutory Environment

Nil.

Strategic Implications

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Work fatigue of staff.	Low (3)	Closure period to allow good rest period and ability to refresh for 2022
Financial Impact	Nil	Nil	Nil
Service Interruption	Access to Shire administration Services will be reduced	Moderate (8)	Adequate public notice and accepted practice allows for community to ensure Shire administrative needs are addressed prior to closure
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

207/2021

Moved Cr Guerini/Seconded Cr Rose

That Council approves of the Shire Administration Office being closed over the 2021/2022 Christmas/New Year period subject to staff undertaking adequate advertising to inform the community of the closure.

CARRIED (5/0)

9.1 Officers Report – Chief Executive Officer

9.1.2 Council Meeting Times 2022

File Reference	2.1.2.4
Disclosure of Interest	None
Voting Requirements	Simple Majority
Attachments	Nil

Purpose of Report

To present to Council for determination, the time and date of Ordinary Council meetings for 2022.

Background

Council is required to determine the time and date of Council meetings for 2022 to allow public notice to be provided in accordance with the *Local Government (Administration) Regulations 1996*.

Comment

Statutory Environment

Section 12 of the *Local Government (Administration) Regulations 1996* requires a Local Government to at least once a year give local public notice of the dates, time and place at which

- (a) The ordinary council meetings; and
- (b) The committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.

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	Nil	Nil	
Service Interruption	Nil	Nil	Nil
Compliance	Non-compliance with Regulations.	Moderate (6)	Once set, public notice to be undertaken to comply with Regulations.
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

208/2021

Moved Cr Close/Seconded Cr Rose

That in accordance with Section 12 of the Local Government (Administration) Regulations 1996 relating to the advertising of meeting times and dates of monthly Ordinary meetings, the following schedule of times and dates be adopted for the 2022 calendar year: -

Monthly Ordinary Council meetings to commence at 4:00pm on the following dates: -

January 2022

No Meeting Scheduled

Thursday, 17th

February 2022

Council Chambers Southern Cross

Thursday, 17th

March 2022

Council Chambers Southern Cross

Thursday, 21st

April 2022

Council Chambers Southern Cross

Thursday, 19th

May 2022

Council Chambers Southern Cross

Thursday, 16th

June 2022

Council Chambers Southern Cross

Thursday, 21st

July 2022

Council Chambers Southern Cross

Thursday, 18th

August 2022

Council Chambers Southern Cross

Thursday, 15th

September 2022

Council Chambers Southern Cross

Thursday, 20th

October 2022

Mt. Hampton Hall

Thursday, 17th

November 2022

Council Chambers Southern Cross

Thursday, 15th

December 2022

Council Chambers Southern Cross

Prior to the commencement of the Council Meeting, a Councillor Briefing Session will be conducted at 3.00pm.

CARRIED (5/0)

9.1 Officers Report – Chief Executive Officer

9.1.3 National Postal Saving Bank

File Reference	1.3.5.12
Disclosure of Interest	None
Voting Requirements	Simple Majority
Attachments	Email Correspondence from Melissa Harrison

Purpose of Report

To present to Council a request from the Australian Citizens Party regarding the establishment of a national Postal Savings Bank.

Background

As discussed at the October Councillor Discussion Session, Councillors received an email from a Melissa Harrison, who introduces herself as a researcher and reporter for the Australian Alert Service, the weekly magazine of the Australian Citizens Party.

The correspondence (attached) speaks about the “steady erosion of banking services in regional and rural Australia”, and details the following:

Access to local banking services is critical in our regional communities. With the banks pulling out of regional Australia at a record pace, the public is increasingly relying on Australia Post to provide banking services. However, Australia Post is too vulnerable to the whims of the government of the day and commercial decisions from the Big Four banks.....

...Alarmingly, there are no written guarantees that the banking deal with the Licensed Post Offices will continue. The LPOs are vulnerable to the banks pulling out unexpectedly, leaving them where they were before the Bank@Post deal—on the edge of bankruptcy and being exploited by the government and the banks. The big banks are already throwing their weight around by charging exorbitant fees for their customers who want to bank through Australia Post. Without the banking services provided by Australia Post, many parts of regional Australia would not have access to banking at all.

We are calling on local councils and organisations to ask them to join us in fighting for federal legislation to create a Commonwealth Postal Savings Bank. A public postal savings bank will guarantee banking services at Australia Post, and support the Licensed Post Offices to provide financial services for regional and rural Australians.

We have drafted legislation for a public postal bank, the Commonwealth Postal Savings Bank Bill 2021.

Councillors sought to have the matter referred to the November Council meeting for a determination.

Comment

The correspondence seeks Councils to support the bill, and provided a suggested resolution as follows;

1. *The Council notes that:*
 - *Bank branch and ATM closures are leaving many communities without access to financial services, especially in regional Australia;*
 - *Since 1975 the number of bank branches in regional Australia has fallen by more than 60 per cent, and there are more than 1,500 communities across Australia with no bank branches at all;*
 - *A large proportion of the population, including the elderly, disabled, small businesses, and local schools and charities, will always have a need for face-to-face financial services, despite advances in technology;*
 - *For hundreds of communities, their only access to cash and financial services is through Bank@Post at their local post office;*
 - *Bank@Post is an essential service to all communities, but is vulnerable to commercial decision-making by the banks, which can choose to withdraw their participation, and charge excessive fees on transactions;*
 - *With four major banks controlling 80 per cent of the financial system, Australian consumers suffer from a lack of real banking competition;*
2. *The Council calls on the Commonwealth Parliament to pass the Commonwealth Postal Savings Bank Bill to establish a post office people's bank, fully guaranteed by the Commonwealth, as a dedicated postal savings bank, operating exclusively through Australia Post's corporate and licensed post offices, which will ensure basic banking services—including deposit-taking, business and personal lending, and access to cash—are available to all Australians, and will contribute to Australia's national economic development.*
3. *The Council will write to the Local State and Federal Members of Parliament, to inform them of Councils desire to support the passage of the Commonwealth Postal Savings Bank Bill through Parliament. .*

The Yilgarn district has lost two banks in the last few years and the community, including the Shire, are reliant on the local Australia Post outlet, or must travel over 200km round trip for depositing and in person banking needs.

As requested by Council, the resolution has been provided for their consideration.

Statutory Environment

Nil.

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	Nil	Nil	
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)

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

209/2021

Moved Cr Close Seconded Cr Nolan

1. *The Council notes that:*

- *Bank branch and ATM closures are leaving many communities without access to financial services, especially in regional Australia;*
- *Since 1975 the number of bank branches in regional Australia has fallen by more than 60 per cent, and there are more than 1,500 communities across Australia with no bank branches at all;*
- *A large proportion of the population, including the elderly, disabled, small businesses, and local schools and charities, will always have a need for face-to-face financial services, despite advances in technology;*
- *For hundreds of communities, their only access to cash and financial services is through Bank@Post at their local post office;*
- *Bank@Post is an essential service to all communities, but is vulnerable to commercial decision-making by the banks, which can choose to withdraw their participation, and charge excessive fees on transactions;*
- *With four major banks controlling 80 per cent of the financial system, Australian consumers suffer from a lack of real banking competition;*

2. *The Council calls on the Commonwealth Parliament to pass the Commonwealth Postal Savings Bank Bill to establish a post office people's bank, fully guaranteed by the Commonwealth, as a dedicated postal savings bank, operating exclusively through Australia Post's corporate and licensed post offices, which will ensure basic banking services—including deposit-taking, business and personal lending, and access to cash—are available to all Australians, and will contribute to Australia's national economic development.*

3. *The Council will write to the Local State and Federal Members of Parliament, to inform them of Councils desire to support the passage of the Commonwealth Postal Savings Bank Bill through Parliament. .*

CARRIED (5/0)

From: Melissa Harrison <melissah@citizensparty.org.au>
Date: 15 September 2021 at 4:05:36 pm AWST
To: Cr Wayne Della Bosca <cr_wdellabosca@yilgarn.wa.gov.au>
Cc: Cr Suzy Shaw <Cr_Shaw@yilgarn.wa.gov.au>, Cr Gary Guerini <cr_guerini@yilgarn.wa.gov.au>, Cr Phil Nolan <cr_nolan@yilgarn.wa.gov.au>, Cr Jodie Cobden <cr_cobden@yilgarn.wa.gov.au>, Cr Linda Rose <cr_rose@yilgarn.wa.gov.au>
Subject: Att Councillors: In regards to a Postal Savings Bank

Dear Councillors,

My name is Melissa Harrison. I am a researcher and reporter for the Australian Alert Service, the weekly magazine of the Australian Citizens Party. I'm writing to you because we are part of a grassroots campaign which is fighting for the establishment of a national Postal Savings Bank.

I am writing to local councils in Western Australia which have been impacted by the steady erosion of banking services in regional and rural Australia. Research by independent journalist Dale Webster has documented that since 1975, Australia's regional banking footprint has dwindled alarmingly, to a total loss of 60 per cent of the network. [1] The banking regulator, the Australian Prudential Regulation Authority (APRA), is shielding the big banks from the ire of the public by publishing false and distorted data about the scale of bank closures in regional Australia. [2]

Access to local banking services is critical in our regional communities. With the banks pulling out of regional Australia at a record pace, the public is increasingly relying on Australia Post to provide banking services. However, Australia Post is too vulnerable to the whims of the government of the day and commercial decisions from the Big Four banks. Although it was recently announced that the historic Bank@Post deal had been renewed, Australia Post is refusing to reveal the financial details of the deal that was struck with the Big Four banks. The Citizens Party has made freedom of information requests for clarity on these matters, but these have been rejected. The Citizens Party understands from reputable sources that the Community Access Fee to be paid by the big banks is now only \$10 million per year, half the amount that former Australia Post CEO Christine Holgate negotiated for the original deal. Alarmingly, *there are no written guarantees* that the banking deal with the Licensed Post Offices will continue. The LPOs are vulnerable to the banks pulling out unexpectedly, leaving them where they were before the Bank@Post deal—on the edge of bankruptcy and being exploited by the government and the banks. The big banks are already throwing their weight around by charging exorbitant fees for their customers who want to bank through Australia

Post. Without the banking services provided by Australia Post, many parts of regional Australia would not have access to banking at all.

We are calling on local councils and organisations to ask them to join us in fighting for federal legislation to create a Commonwealth Postal Savings Bank. A public postal savings bank will guarantee banking services at Australia Post, and support the Licensed Post Offices to provide financial services for regional and rural Australians.

We have drafted legislation for a public postal bank, the [*Commonwealth Postal Savings Bank Bill 2021*](#).

On 27 July, councillors at the Narrabri Shire Council (NSW) unanimously passed a resolution supporting the *Commonwealth Postal Savings Bank Bill*, and called on Parliament to pass the legislation. On the 28 July, the Banana Shire Council (QLD) passed a similar resolution. [3] We have been informed that the action of these local councils has made a strong impression on members of federal parliament.

We have drafted the following motion/resolution as a guide, which I am asking you to consider discussing and moving at your next meeting, to endorse the *Commonwealth Postal Savings Bank Bill*.

Draft motion/resolution for a Commonwealth Postal Savings Bank

1. The Council notes that:

- Bank branch and ATM closures are leaving many communities without access to financial services, especially in regional Australia;
- Since 1975 the number of bank branches in regional Australia has fallen by more than 60 per cent, and there are more than 1,500 communities across Australia with no bank branches at all;
- A large proportion of the population, including the elderly, disabled, small businesses, and local schools and charities, will always have a need for face-to-face financial services, despite advances in technology;
- For hundreds of communities, their only access to cash and financial services is through Bank@Post at their local post office;
- Bank@Post is an essential service to all communities, but is vulnerable to commercial decision-making by the banks, which can choose to withdraw their participation, and charge excessive fees on transactions;
- With four major banks controlling 80 per cent of the financial system, Australian consumers suffer from a lack of real banking competition;

2. The Council calls on the Commonwealth Parliament to pass the *Commonwealth Postal Savings Bank Bill* to establish a post office people's bank, fully guaranteed by the Commonwealth, as a dedicated postal savings bank, operating exclusively through Australia Post's corporate and licensed post offices, which will ensure basic banking services—including deposit-taking, business and personal lending, and access to cash—are available to all Australians, and will contribute to Australia's national economic development.

3. The Council will write to the Local State and Federal Members of Parliament, to inform them of Councils desire to support the passage of the *Commonwealth Postal Savings Bank Bill* through Parliament.

I live in a regional town myself, in Winneup Western Australia. The nearby towns of Boyup Brook, Balingup and Donnybrook have lost their last 'Big Four' bank. Access to banking services is essential for the functioning of our local businesses and tourism—markets, artists, craftspeople and local producers. A public postal bank would ensure these community businesses are supported in perpetuity.

If you would like more information, please feel welcome to contact me. We have been reporting on this matter for some time—numerous articles, background information and video content can be found here: [An Australia Post ‘people’s bank’—a win-win solution for the nation](#)

Kind regards,
Melissa Harrison

[1] Dale Webster: [Why I spent a year counting every bank in regional Australia; ‘Big four’ banks casting a dangerous shadow in regional Australia; The Regional](#)

[2] Citizens Party: [‘Bank regulator shielding Big Four from scrutiny over regional branch closures’](#)

[3] Citizens Party: [An Australia Post ‘people’s bank’—a win-win for the nation, Narrabri Shire Council Motion and Rationale, Banana Shire Council Motion](#)

Unconfirmed

Cr Linda Rose submitted a written impartiality declaration of interest in a matter before Council, pursuant of Regulation 11 of the Local Government (Rules of Conduct) Regulation 2007 in relation to item 9.1.4-2021/2022 Community Funding Program.

Cr Closed submitted a written Financial declaration of interest in a matter before Council pursuant to Section 5.60A of the Local Government Act 1995 in relation to agenda item 9.1.4-2021/2022 Community Funding Program.

Cr Guerini submitted a written Financial declaration of interest in a matter before Council pursuant to Section 5.60A of the Local Government Act 1995 in relation to agenda item 9.1.4-2021/2022 Community Funding Program.

The subject agenda item required Absolute Majority voting requirements, with Cr Close and Cr Guerini submitting financial interests, it left 3 voting members which was not sufficient to meet absolute majority. As such, remaining eligible Councillors moved the following motion:

210/2021

Moved Cr Della Bosca/Seconded Cr Nolan

That all Councillors who declared an interest in the item be allowed to vote due to a common interest in the item.

CARRIED (3/0)

9.1 Officers Report – Chief Executive Officer

9.1.4 2021/2022 Community Funding Program

File Reference	8.2.6.22
Disclosure of Interest	None
Voting Requirements	Absolute Majority
Attachments	Nil

Purpose of Report

To consider the Community Funding Grant applications for the 2021/2022 Financial year.

Background

The Shire of Yilgarn Community Funding Program was developed to:

- To provide a source of funding for non-profit community organisations operating within the district;
- To assist community organisations in maximising their future development.
- To provide an impartial means by which community organisation can access Council funds.

As part of the 2021/22 Budget Council resolved to make available \$12,500 (excluding GST), with two categories of Funding available - 'Essential Equipment' (up to \$2,000) and 'Travel & Training Assistance' (up to \$500).

Comment

For the 2021/2022 Community Funding program, the following eligible applications were received:

1. Yilgarn Motoring Enthusiast applied for \$2,000 to purchase six (6) gazebo's and sides to be utilised during events. Existing gazebos were found to be flimsy and unstable, with the new gazebo's believed to be a safer option.
2. Yilgarn Men's Shed Inc applied for \$2,000 to purchase two (2) x Milwaukee tool sets, one (1) Milwaukee circular saw and one (1) Milwaukee compact blower for use by members of the Men's Shed.
3. Southern Cross Motorcycle Club applied for \$2,000 for two (2) laptops with Microsoft and security software, for use by Secretary and Treasurer.
4. Moorine Rock Tennis Club applied for \$1,870 to purchase an Ipad, laptop, wifi hotspot and cases to support their square payment system and for general bookkeeping purposes.
5. Yilgarn Netball Association applied for \$2,000 for the purchase of a laptop and case for association secretary use, as well new dresses for the winter sports team for use during inter-district games.
6. Yilgarn Agricultural Society have applied for \$714 to purchase a Square Register for use during events to take payments.
7. Southern Cross Speedway applied for \$1,944 to purchase a laptop and printer for administrative purposes.
8. Mount Hampton Progress Association applied for \$1,376.49 to purchase new crockery, a vacuum cleaner, shelving and storage containers for use by members and hall users.

One application was received from the Southern Cross Aviators Inc, who sought \$2,000 for *"Pilot training for ab inition and conversion training for different aircraft types for student pilots and pilots holding RAA certificates (Recreational Aviation of Australia)"* with reasoning being *"for the benefit of being able to organise and hopefully offer"*.

The application from the Southern Cross Aviators Inc is to be denied due to it not meeting the relevant criteria, mainly, training is not for local officials or office bearers.

Copies of the applications received will be tabled at the Council meeting.

The total of funds required for all applications to be awarded is \$13,904.49 and whilst only \$12,500 is budgeted, it is deemed appropriate to allow all applications to received their desired funds.

Statutory Environment

Nil.

Strategic Implications

2020-2030 Strategic Community Plan

An Inclusive, Secure and welcoming community that encourages families, youth and the aged to remain and contribute to our Shire in the long term - Maintain / increase percentage of residents engaged in recreation, cultural and leisure activities for all demographics in the Shire - Provide support to local sport, recreation and community groups

Policy Implications

Council Policy Manual 2020 - 6.9 Community Funding Program.

Financial Implications

Council has included \$12,500 in the 2020/21 Budget. The total of eligible applications received totals \$13,904.49.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Community groups suffer due to lack of equipment or funding	Moderate (6)	Funding available to assist local clubs
Financial Impact	Nil	Nil	Nil
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)

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
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

211/2021

That Council

Approves the following grants from the Community Funding Program for the 2021/2022 financial year:-

<i>Applicant</i>	<i>Equipment / item</i>	<i>Amount</i>
<i>Yilgarn Motoring Enthusiasts</i>	<i>Six (6) new gazebos.</i>	<i>\$2,000.00</i>
<i>Yilgarn Men's Shed Inc</i>	<i>Milwaukee tool sets, circular saw and compact blower.</i>	<i>\$2,000.00</i>
<i>Southern Cross Motorcycle Club</i>	<i>Two (2) laptops with Windows and security software.</i>	<i>\$2,000.00</i>
<i>Moorine Rock Tennis Club</i>	<i>Ipad, laptop, wifi hotspot, cases</i>	<i>\$1,870.00</i>
<i>Yilgarn Netball Association</i>	<i>Laptop, case and new netball dresses.</i>	<i>\$2,000.00</i>
<i>Yilgarn Agricultural Society</i>	<i>Square register payment system</i>	<i>\$714.00</i>
<i>Southern Cross Speedway</i>	<i>Laptop and printer</i>	<i>\$1,944.00</i>
<i>Mount Hampton Progress Association</i>	<i>Crockery, vacuum cleaner, shelving and storage containers</i>	<i>\$1,376.49</i>

And

Endorses the total expenditure of \$13,904.49, noting it is \$1,404.49 over the originally budgeted amount.

CARRIED BY ABSOLUTE MAJORITY (5/0)

9.1 Officers Report – Chief Executive Officer

9.1.5 Extraordinary Election

File Reference	2.2.1
Disclosure of Interest	None
Voting Requirements	Simple Majority
Attachments	Nil

Purpose of Report

To advise Council of the results from the call of nominations for the Shire of Yilgarn extraordinary election.

Background

At the October 2021 Ordinary Council meeting, Councillors were made aware that during the 2021 ordinary election process, the Shire of Yilgarn had four Councillor vacancies to fill, with only three nominations received.

In order to fill the remaining vacancy, an extraordinary election was to be conducted, with the following motion being carried at the October 2021 Council meeting:

194/2021

Moved Cr Cobden/Seconded Cr Close

That Council:

- 1. Note the requirement to hold an extraordinary election and note the Electoral Commission, as per Section 4.9 of the Local Government Act 1995, will set a date for the poll to be conducted that allows enough time for the electoral requirements to be complied with;**
- 2. Endorse the Chief Executive Officer as Returning Officer for the next extraordinary election;**
- 3. Endorse holding the extraordinary election as a voting in person election.**
- 4. Endorse the CEO's intentions to seek the Electoral Commissions approval to use the same residents roll prepared for the 2021 Local Government Ordinary Elections.**

CARRIED (6/0)

Upon the Council resolution, the CEO wrote to the Electoral Commissioner on the 22 October 2021, to advise of the Council resolution, and seek the Commissioners approval to utilise the existing residents roll compiled for the 2021 ordinary election, and seeking to set the date for the election.

On the 25 October 2021, the Electoral Commission advised that the existing residents roll was approved for use and set the date of the election for the 18 December 2021.

As per statutory requirements, state-wide advertising of the call for nominations was to be conducted after the 9 October 2021 and prior to 3 November 2021. State-wide public notice

of the call for nominations was undertaken via the West Australian Newspaper on the 28 October 2021, in addition to adverts placed on the Shire's website and Facebook page.

Nominations opened on the 4 November 2021, and closed at 4:00pm on the 11th November 2021.

As at 4:00pm, 11 November 2021, the returning officer declared there were no nominations received.

In relation to the process to follow upon receiving fewer nominations than positions post an extraordinary election, the Local Government Act 1995 (the Act) states:

4.57. Less candidates than vacancies

- (1) If, at the close of nominations, there are no candidates for the office or offices to be filled at the election, an extraordinary election is to be held to fill the office or offices as if it or they had become vacant on the day after the close of nominations.*
- (2) If, at the close of nominations, the number of candidates is less than the number of offices to be filled at the election —*
 - a. the candidate or candidates is or are elected; and*
 - b. an extraordinary election is to be held to fill the remaining office or offices as if it or they had become vacant on the day after the close of nominations.*
- (3) If, at the close of nominations for an extraordinary election required under subsection (1) or (2) there are no candidates or the number of candidates is less than the number of offices to be filled at the election, the council may appoint* to any unfilled office a person who would be eligible to be a candidate for election to the office and who is willing to accept the appointment.*

** Absolute majority required.*
- (4) A person appointed under subsection (3) is to be regarded as having been elected.*

Comment

As per Clause 4.57(3) of the Act, Council may appoint, via absolute majority, a person who is eligible to be a candidate for election to the office and who is willing to accept the appointment.

Councillors are requested to approach members of the community whom are eligible to hold the office of a Councillor, whom they believe would serve the community well as a Councillor and whom is willing to accept the position.

Council can then appoint the chosen person to fill the remaining vacancy at a future Council meeting.

Statutory Environment

Local Government Act 1995.

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	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Failure to adhere to LG Act requirements	Low (3)	Requirements of the Act followed
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

212/2021

Moved Cr Guerini/Seconded Cr Close

That Council:

- 1. Note that at the close of nominations at 4:00pm, 11 November 2021, for the 2021 Shire of Yilgarn Extraordinary Election, which was held to fill one (1) vacancy, there were no nominations received.*
- 2. Note as per Clause 4.57(3) of the Local Government Act 1995, that if at the close of nominations for an extraordinary election there are no candidates or the number of candidates is less than the number of offices to be filled at the election, the council may appoint, via absolute majority, to any unfilled office a person who would be eligible to be a candidate for election to the office and who is willing to accept the appointment.*
- 3. Undertake to canvas the community to find a person suitable and willing for the role, to be appointed at a future Council meeting.*

CARRIED (5/0)

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 31 October 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 —

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and

- (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in 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

213/2021

Moved Cr Nolan/Seconded Cr Close

That Council endorse the various Financial Reports as presented for the period ending 31 October 2021

CARRIED (5/0)

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 41075 to 41080 totalling \$4,171.00
- Municipal Fund- EFT Numbers 11862 to 11965 totalling \$986,795.80
- Municipal Fund – Cheque Numbers 1799 to 1815 totalling \$242,735.81
- Municipal Fund Direct Debit Numbers 16194.1 to 16194.11 totalling \$20,659.73
- Municipal Fund Direct Debit Numbers 16266.1 to 16266.11 totalling \$20,876.27
- Trust Fund - Cheque Numbers 402608 to 402612, totalling \$807.70

The above 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 fund

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		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

214/2021

Moved Cr Nolan/Seconded Cr Rose

- **Municipal Fund – Cheque Numbers 41075 to 41080 totalling \$4,171.00**
- **Municipal Fund- EFT Numbers 11862 to 11965 totalling \$986,795.80**
- **Municipal Fund – Cheque Numbers 1799 to 1815 totalling \$242,735.81**
- **Municipal Fund Direct Debit Numbers 16194.1 to 16194.11 totalling \$20,659.73**
- **Municipal Fund Direct Debit Numbers 16266.1 to 16266.11 totalling \$20,876.27**
- **Trust Fund - Cheque Numbers 402608 to 402612, totalling \$807.70**

The above are presented for endorsement as per the submitted list.

CARRIED (5/0)

9.2 Reporting Officer– Executive Manager Corporate Services

9.2.3 Records Management Policy

File Reference	2.3.3.2
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Records Management Policy & Guidelines

Purpose of Report

Requests Councils endorsement of a new policy relating to the management of Councils corporate records.

Background

The *State Records Act 2000* requires Council to maintain a Record Keeping Plan (RKP) and have that plan reviewed every five (5) years. Councils current RKP was due for review in 2020. WEROC commissioned a consultant, Information Enterprises Australia Pty Ltd, to undertake a review of member Councils RKP's in mid-2019 and a "*Record Keeping Policies and Procedures Review Report*" for the Shire of Yilgarn was received in December of that year.

At the time, the intent was to have the recommendations incorporated in the consultant's review report progressively implemented in the early months of 2020 with an updated and finalised RKP forwarded to the State Records Office (SRO) for endorsement prior to the end of the 2019/2020 financial year.

With the start of the COVID-19 pandemic in early 2020 and the subsequent uncertainties this caused, this review and update process was not carried out. As a result, the SRO have allowed an extension to the RKP review and endorsement deadline until June 2022.

Comment

The "*Record Keeping Policies and Procedures Review Report*" received from Information Enterprises Australia Pty Ltd was commissioned to assess and address the compliance of Council's current RKP which was produced in 2015, against the principles included in the *State Records Principles and Standards 2002* regulations of the *State Records Act 2000*, being:

- Principle 2 – Policies & Procedures;
- Principle 3 – Language Control;
- Principle 4 – Preservation;
- Principle 5 – Retention & Disposal; and
- Principle 6 – Compliance

The key findings of the report are:

1. Record keeping policies and procedures have not been reviewed and updated to reflect contemporary record keeping practices;
2. There is limited training in record keeping responsibilities and practices;
3. There is inadequate monitoring of records keeping systems, practices and staff compliance to record keeping policies and procedures;
4. Annual reporting on records keeping activities does not meet the compliance requirements of *Principle 6 – Compliance*;
5. Disaster preparedness for records is lacking; and
6. Records are not disposed of on a regular basis.

This report is intended to adequately resolve point one (1) of the key findings list and go some of the way to resolving point two (2).

With the exception of point five (5), the remaining items are procedural in nature and should not require Council's involvement to act, point five (5) however will require Council to adopt either a records specific disaster recovery plan or an organisation wide disaster recovery plan that incorporates records. It is intended that this/these plan/s will be presented to Council early in the 2022 calendar year.

Statutory Environment

Local Government Act 1995

2.7. Role of council

- (1) The council —
 - (a) governs the local government's affairs; and
 - (b) is responsible for the performance of the local government's functions.
- (2) Without limiting subsection (1), the council is to —
 - (a) oversee the allocation of the local government's finances and resources; and
 - (b) determine the local government's policies.

[Section 2.7 amended: No. 17 of 2009 s. 4.]

State Records Act 2000

28. Review of plans

- (1) A government organization may review its record keeping plan at any time.
- (2) A government organization must review its record keeping plan whenever there is any significant change to the organization's functions.
- (3) The Commission may require a government organization, other than a Schedule 3 organization, to review its record keeping plan.

- (4) The relevant Minister may require a Schedule 3 organization to review its record keeping plan.
- (5) Not more than 5 years is to elapse between the approval of a government organization's record keeping plan and a review of it or between one review and another.
- (6) When a government organization, other than the Commission or a Schedule 3 organization, has reviewed its record keeping plan it must submit a report of the review to the Commission.
- (7) When a Schedule 3 organization has reviewed its record keeping plan it must submit a report of the review to its relevant Minister.

State Records Principles and Standards 2002

Principle 2—Policies and Procedures

Government organizations ensure that record keeping programs are supported by policy and procedures.

Rationale

A government organization's record keeping program is to be compliant with legislative requirements. It should be reliable, systematic and well managed within a framework for consistent and accountable implementation. To achieve this, policies and procedures governing record keeping matters in the organization should be in place.

A record keeping policy, in the form of one or more identifiable policy statements, should be authorized at an appropriate senior level, promulgated throughout the organization, and be available to all employees.

Record keeping policy statements should be comprehensive and provide the framework for underlying procedures. They should emphasize the corporate ownership of government records; that all records are corporate assets and as such, do not belong to individual employees. They should formally define the roles and responsibilities of all employees who manage or perform record keeping processes. Most importantly, they should establish an official position on the making and keeping of proper and adequate records of the organization's business activities.

Standard operating procedures for all staff to follow when carrying out record keeping tasks should be in accordance with the organization's record keeping policy and be based on best-practice standards.

Minimum Compliance Requirements

The record keeping plan must provide evidence to adduce that—

1. Policies and standard operating procedures governing record keeping in the organization are established, authorized at an appropriate senior level, and are available to all employees.

2. The policies and procedures define the roles and responsibilities of all employees who manage or perform record keeping processes.
3. The policies take into account relevant government policy and endorsed standards for the making and keeping of proper and adequate records.
4. The policies and procedures cover records in all formats and all aspects of their management, including—
 - creation of records;
 - capture and control of records;
 - security and protection of records;
 - access to records; and
 - appraisal, retention and disposal of records.
5. The organizational scope of the policies and procedures has been addressed, i.e. whether they are applicable to the entire organization, including divisions, regional branches and offices, and outsourced contractors.
6. The custodianship and management of government records has been addressed in regard to organizational restructures, the transfer of an organization's functions, the creation of new business units or the devolution of authority for managing government records.

The recommendation that follows is consistent with the legislative requirements.

Strategic Implications

Strategic Goal

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

Strategic Outcome

Civic Leadership Outcome 4.1 - A trustworthy and cohesive Council that functions efficiently and effectively.

Strategy

4.1.1 - Ensure compliance whilst embracing innovation and best practice principles.

4.1.2 - Maintain a high level of corporate governance, responsibility and accountability.

Policy Implications

New Policy

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	Non-compliance with State Records Act 2000 and associated Regulations	High (15)	Adopt Records Management Policy & associated Guidelines
Reputational	Demonstration of good governance	High (15)	Adopt Records Management Policy & associated Guidelines
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

215/2021

Moved Cr Guerini/Seconded Cr Nolan

That Council endorses the inclusion of new policy “Records Management” and its associated Staff and Councillor Guidelines in the Council Policy Manual.

CARRIED (5/0)

* Onida Truran joined the Ordinary Meeting of Council as an observer at 4.37pm

Unconfirmed

9.2 Reporting Officer– Executive Manager Corporate Services

9.2.4 Budget Amendment – Refuse site operations

File Reference	8.2.5.3
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Attachments	Nil

Purpose of Report

Request Council to approve an amendment to the 2021/2022 Budget for superannuation owed to the operator of the Southern Cross refuse site.

Background

In certain industries, there has been a pervasive practice to categorize workers as contractors instead of employees, as the Superannuation Administration Guarantee Act 1997 (the Act), in its original form, only mandated superannuation to be paid to “employees”. As a result, there is substantial legal precedent regarding who is considered an “employee” for the purposes of employer superannuation guarantee.

Accordingly, for superannuation purposes, an “employee” is prescribed as any natural person that is engaged principally for their labour in a relationship that is substantially that of an employer and employee.

This is relevant to Council, as the Shire has engaged a contractor to act as the attendant for the Southern Cross refuse site, following an accepted tender, on a three-year contract.

The ongoing reality of the relationship between the Shire and the contractor has been substantially that of an employer and employee, on the basis of:

- Council ultimately being in control of the work done by contractor
- the contractor being paid without producing a specific, measurable result
- the contractor being paid principally for their labour
- the assets that the contractor uses to do their job are provided by Council
- the contractor being unable to sub-contract any work
- Council having full discretion as to whether or not the contractor may have employees
- the contractor’s risk being very limited.

This means that the Shire, as the employer, is liable for superannuation on the contractor’s Ordinary Times Earnings (normal/regular wages) under the Act, and the associated late payment interest and penalties.

Comment

Determining if the substance of a relationship with a contractor is that of an employer and employee is done using the factors noted above, which ultimately serve to differentiate between legitimate commercial arrangements between businesses and arrangements with individuals simply contracted for labour.

Note that, in this situation, the employer/employee relationship only exists in relation to the contractor's capacity as the attendant of the refuse site and not work done by the contractor in any other capacity.

Further, it should be noted that the Act prescribes punitive interest rates (10% per annum) to be paid by the employer on unpaid superannuation, and that the interest accrues retroactively.

Accordingly, council is liable for superannuation, interest and fees on payments to the contractor since June 2018, which can be summarised as follows:

Type of expense	Amount
Superannuation	\$18,590.25
Interest*	\$3,465.38
Administration fees	\$280.00
Total	\$22,335.63

***interest will continue to accrue until the outstanding superannuation is reported and paid to the Australian Taxation Office (ATO).*

It should be noted that the unpaid superannuation is being voluntarily disclosed to the ATO after the non-compliance has been detected by management. Accordingly, it is unlikely that the ATO will raise any additional interest or penalties; although the ATO has the discretion to do so.

It should be further noted by Council that the contract with the landfill attendant expired as of 5 November 2021; the new contract will account for the additional cost of superannuation.

Statutory Environment

Superannuation Guarantee Administration Act 1997

Part 2, Section 12 - Interpretation: employee, employer

(1) Subject to this section, in this Act, *employee* and *employer* have their ordinary meaning. However, for the purposes of this Act, subsections (2) to (11):

- expand the meaning of those terms; and
- make particular provision to avoid doubt as to the status of certain persons.

(3) If a person works under a contract that is wholly or principally for the labour of the person, the person is an employee of the other party to the contract.

Part 3A, Section 46 - When superannuation guarantee charge becomes payable

(1) Superannuation guarantee charge for a quarter is payable:

- (a) if, on or before the lodgement day for the quarter, the employer lodges a superannuation guarantee statement or a statement under section 34 indicating a superannuation guarantee shortfall for that quarter—on the lodgement day; or
- (b) if, after the lodgement day, the employer lodges a superannuation guarantee statement or a statement under section 34 indicating a superannuation guarantee shortfall for that quarter—on the day on which the statement is lodged.

Part 3, Section 31 – Nominal interest component

The nominal interest component in relation to an employer for a quarter is the amount that would accrue by way of interest on the total of the employer's individual superannuation guarantee shortfalls for the quarter if interest were calculated at the rate applicable under the regulations for the purposes of this subsection from the beginning of the quarter in question until the date on which superannuation guarantee charge in relation to the total would be payable under this Act.

Superannuation Guarantee Ruling 2005/1 (Ruling):

10. The classification of a person as an employee for the purposes of the SGAA (*Superannuation Guarantee Administration Act 1997*) is not solely dependent upon the existence of a common law employment relationship. While the definition includes persons who at common law would be regarded as employees, it also extends to:
 - a person who is entitled to payment for the performance of duties as a member of the executive body of a body corporate (subsection 12(2));
 - a person who works under a contract that is wholly or principally for the labour of the person (subsection 12(3)) (see paragraph 11).
11. For the purposes of subsection 12(3), where the terms of the contract in light of the subsequent conduct of the parties indicate that:
 - the individual is remunerated (either wholly or principally) for their personal labour and skills;
 - the individual must perform the contractual work personally (there is no right of delegation); and
 - the individual is not paid to achieve a result.

the contract is considered to be wholly or principally for the labour of the individual engaged and he or she will be an employee under that subsection.

Local Government Act 1995

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.*

The recommendation that follows is consistent with the legislative requirements.

Strategic Implications

Strategic goal

Environmental objective – protecting, utilizing and enhancing our beautiful natural heritage

Strategic outcome

Environmental outcome 3.1 – satisfaction with waste management service and recycling process

Strategy

3.1.1 – Establish and maintain environmentally sound regional waste facilities to cater for the Shire’s long-term waste disposal requirements.

Policy Implications

Nil

Financial Implications

Additional expenditure on the Southern Cross refuse site that originally budgeted for the year ended 30 June 2022.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Compliance audit imposing additional penalties	Moderate (6)	Voluntarily disclose non-compliance; pay superannuation guarantee charge to ATO.
Service Interruption	Potential loss of site operator	High (16)	Inform operator and pay superannuation
Compliance	Non-compliance with employer superannuation obligations	Extreme (20)	Voluntarily disclose non-compliance.
Reputational	Damaged perception within local community	Moderate (9)	Inform operator and pay superannuation
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

216/2021

Moved Cr Nolan/Seconded Cr Close

That Council approves the following budget amendments:

<i>Sub-Program</i>	<i>Account / Job</i>	<i>Current Budget \$</i>	<i>Amended Budget \$</i>
<u>Expenditure</u>			
101. Sanitation - Household	E10112 - SX Refuse Site -Maintenance	215,958	240,000

CARRIED BY ABSOLUTE MAJORITY (5/0)

Unconfirmed

9.4 Reporting Officer– Executive Manager Regulatory Services

9.4.1 Development Application – 15 Antares Street, Southern Cross – Caretaker’s Dwelling At Existing Commercial Building

File Reference	9.4.1
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Internal Layout Plan/Aerial Image

Purpose of Report

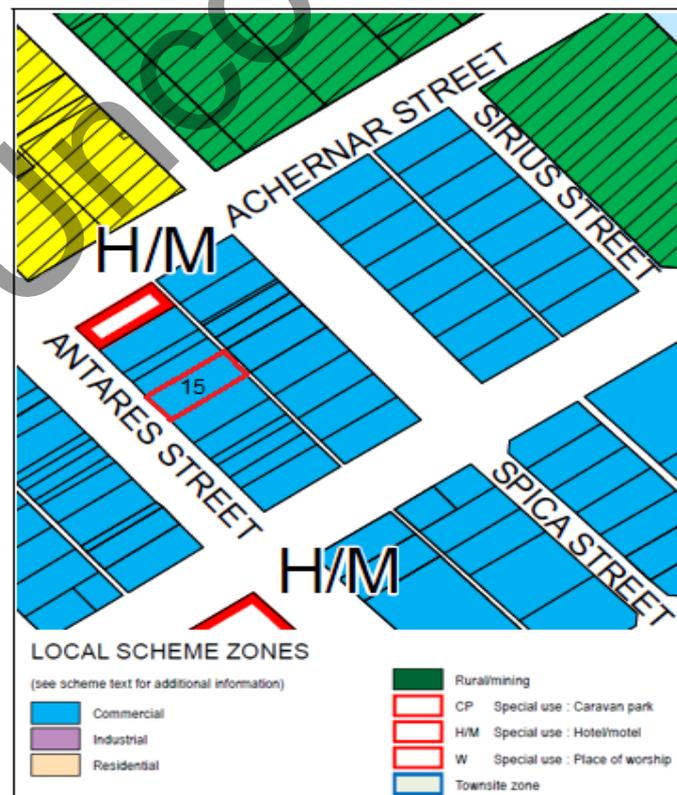
To consider a Development Application for a caretaker’s dwelling to be constructed within the existing commercial premises located at 15 Antares Street, Southern Cross.

Background

The Shire is in receipt of a Development Application, seeking approval to convert the rear portion of 15 Antares Street into a caretaker’s dwelling.

The property the application relates to is 15 Antares Street Southern Cross (the Property), and is currently zoned “Commercial” under the Shire of Yilgarn Town Planning Scheme 2 (TPS2). The property was previously occupied by Westpac Bank and has been vacant for several years.

The owner believes that on site accommodation will improve the marketability of the property and may appeal to someone wishing to operate a business whilst residing on site.



The TPS2 defines Commercial zoned land as:

“The Commercial Zone is to be used for retail shopping, sales, hotels, offices, professional suites, restaurants and other business oriented uses. Other uses, listed in Table 1, may be permitted at the discretion of Council if they are considered to be an integral part of the commercial environment and where Council is satisfied that they will benefit the community and not result in being a nuisance.”

The building currently housed on the lot is zoned commercial. The “Zoning Tables” in the TPS2 specifies the uses permitted in various zones. The permissibility of any use is determined by cross reference between the list of classes on the left hand side of the Zoning Table and the list of zones at the top of the Zoning Table (Table 1).

"P" means that the use is permitted by the Scheme.

"AA" means that the use is not permitted unless the Council has granted planning approval.

"SA" means that the use is not permitted unless the Council has granted planning approval after giving notice in accordance with Clause 6.3.

TABLE 1 - ZONING TABLE

		ZONES					
		Residential	Commercial	Industrial	Special Use	Townsite	Rural Mining
USE CLASSES							
1	Ancillary Accommodation	AA				AA	AA
2	Aged & Dependent Persons Dwelling	AA				AA	
3	Caravan Park						
4	Caretaker's Dwelling	P	AA	AA		AA	AA

Council is advised that the proposal meets the objectives of the scheme and the current Shire of Yilgarn Strategic –Community Plan 2016 -2026. The Plan states as an economic strategy “The Shire continue to provide an efficient and effective approval process” and “Support initiatives progressed by the local business community.”

Comment

Given that the “Zoning Table” categorises the application into AA use, Council has the ability to either approve or reject the application.

The application involves converting the existing rear portion of the building into a single bedroom caretaker's dwelling. The proposed development will be constructed within the footprint of the existing building. The only additional structure included in this application is a 6 m x 3 m shade awning attached to the rear portion of the building.

The proposed development will not alter the street appearance of the building as all activities associated with the development are confined to the rear of the property.

It is the reporting officer's opinion that the proposed caretaker dwelling subject to conditions, will have low impact on existing businesses.

Statutory Environment

SHIRE OF YILGARN TOWN PLANNING SCHEME 2

PART III – ZONES

3.2 ZONING TABLE

3.2.1 The Zoning Table indicates, subject to the provisions of the Scheme, the uses permitted in the Scheme area in the various zones. The permissibility of any uses is determined by cross reference between the list of use classes on the left hand side of the Zoning Table and the list of zones at the top of the Zoning Table (Table 1).

3.2.2 The symbols used in the cross reference in the Zoning Table have the following meanings:

"P" means that the use is permitted by the Scheme.

"AA" means that the use is not permitted unless the Council has granted planning approval.

"SA" means that the use is not permitted unless the Council has granted planning approval after giving notice in accordance with Clause 6.3.

PART VI - USE AND DEVELOPMENT OF LAND

6.5 MATTERS TO BE CONSIDERED BY COUNCIL

6.5.1 The Council in considering an application for planning approval shall have due regard to the following:

- a) the provisions of this Scheme and any other relevant town planning scheme operating within the district;
- b) any relevant proposed new town planning scheme of the Council or amendment; insofar as it can be regarded as seriously entertained planning proposals;
- c) any approved Statement of Planning Policy of the Commission;
- d) any other policy of the Commission or any planning policy adopted by the Government of the State of Western Australia;
- e) any planning policy, strategy or plan adopted by the Council under the provisions of clause 8.6 of this Scheme;
- f) the preservation of any object or place of heritage significance;
- g) the requirements of orderly and proper planning;
- h) the preservation of the amenities of locality;
- i) any other planning considerations which the Council considers relevant;
- j) any relevant submissions or objections received on the application.

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 processes

Policy Implications

Nil

Financial Implications

Applicable Development Application fees

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Noise impacts to residential occupiers from commercial operation	Moderate 9	Conditions of approval limiting high noise activities, and compliance with Noise Regulations
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Development non-compliant with relevant planning legislation	Low 4	DA applications to be determined by Council as per TPS2
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)

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
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

217/2021

Moved Cr Guerini/Seconded Cr Close

That Council approve the proposed development for 15 Antares Street, Southern Cross, which seeks to incorporate caretaker's accommodation into the current "commercial" use to enable prospective business owners or employees to reside on site in conjunction with operating a business, subject to the following conditions;

- *The caretaker's accommodation is to be contained within the footprint of the existing building and any internal alterations are to be referred to the Shire for approval prior to any works taking place ;*
- *No major maintenance or repair works are to be undertaken at the premises which may create a noise, odour, dust or vibrations nuisance to neighbouring properties;*
- *Vehicular access to the caretakers dwelling is restricted to rear lane access only.*
- *The accommodation is to be used in conjunction with operating a business on site.*

CARRIED (4/1)

* Cr Nolan is recorded as being against the decision

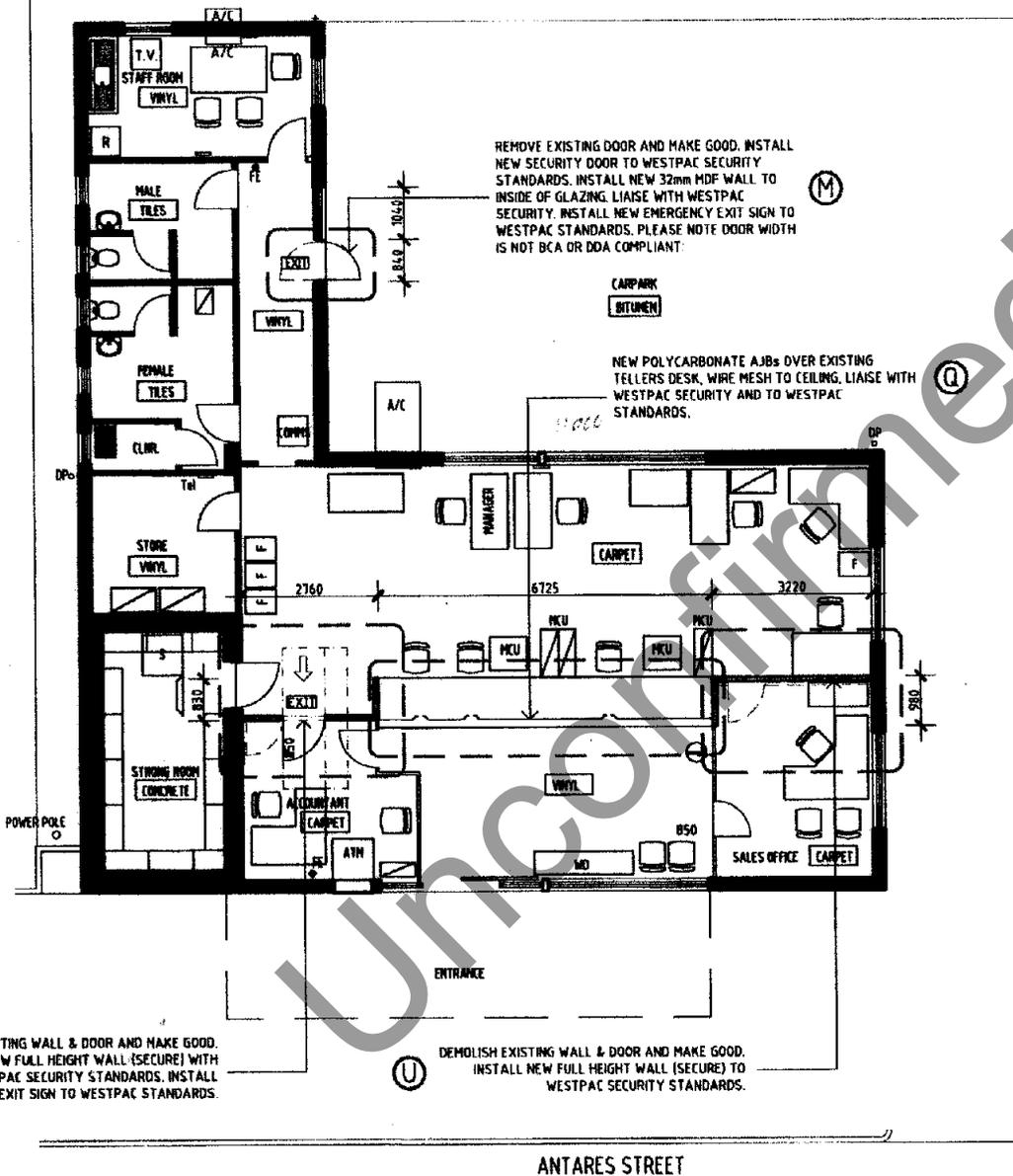
15 ANTARES STREET

Aerial Image Showing Proposed Caretaker's Accommodation & Shade Awning



 - Caretaker's Dwelling

 - Shade Awning



PAINT SCHEDULE:
WESTPAC STANDARDS
NEW WORKS WALL COLOUR TO BE DULUX 'HYD WHITE' PW119

- LEGEND**
- COL. COLUMN
 - S. SAFE
 - R. REFRIGERATOR
 - FE. FIRE EXTINGUISHER
 - DP. DOWNPIPE
 - MSB. MAIN SWITCH BOARD
 - CCTV. CLOSED CIRCUIT TV
 - SV. NETWORK SERVER
 - FG. FULL HEIGHT GLAZING
 - BED. BUSINESS EXPRESS DEPOSIT
 - RC. COINUS RACK CABINET
 - WD. WRITE UP DESK
 - FLNG. CABINET
 - EXIT. ILLUMINATED EXIT SIGNS
 - FE. FIRE EXTINGUISHERS

PLEASE NOTE: ALL DIMENSIONS ARE NOMINAL.

CONTRACTOR to check all Dimensions on Site prior to commencing construction. DO NOT SCALE FROM THE DRAWING. Use Given Dimensions.

CONTINUING SCALE

REVISION	Date	No.	Description	By
	24.01.07	A	ISSUED FOR CLIENT REVIEW	AL
	12.02.07	B	FORWARD FOR CLIENT REVIEW	DK

REV.	SCOPE OF WORK		
A	ADD ENTRY SIGNS		
B	REPAIR PAINT		
C	TOILET		
D	SEE-SAW GLAZING		
E	GLASS ROOF		
F	NEW WORK OFFICES		
G	GLASS GLAZING		
H	GLAZING REPAIRS		
I	GLASS GLAZING		
J	GLASS GLAZING		
K	REPAIRS ENTRY SIGNS		
L	GLASS ENTRY SIGNS		
M	GLASS SIGN		
N	NEW OFFICES		
O	NEW SIGNAGE		
P	GLASS		
Q	GLAZING REPAIRS		
R	GLAZING THE ROOF		
S	GLASS SIGNAGE		
T	PAINT & GLAZING		
U	GLASS SIGNAGE		
V	GLASS		
W	GLAZING PAINT		
X	SECURITY		

GHD CLIENTS | PEOPLE | PERFORMANCE

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W perth@ghd.com.au W www.ghd.com.au

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Client

Westpac

Retail Property
Level 31, 276 Kent Street, Sydney NSW 2000
Telephone: (02) 8254 1138

Project
WESTPAC RETAIL SOUTHERN CROSS

Address
15 ANTARES ST SOUTHERN CROSS

Drawing Title
CONCEPT FLOOR PLAN

Date 15.01.07
Scale 1:100 (A3)
Drawn AL
Checked KA
Plot Date
Property No STATE NSW

Job No. **6118973**
File Name
Issue B
SK01

General Notes

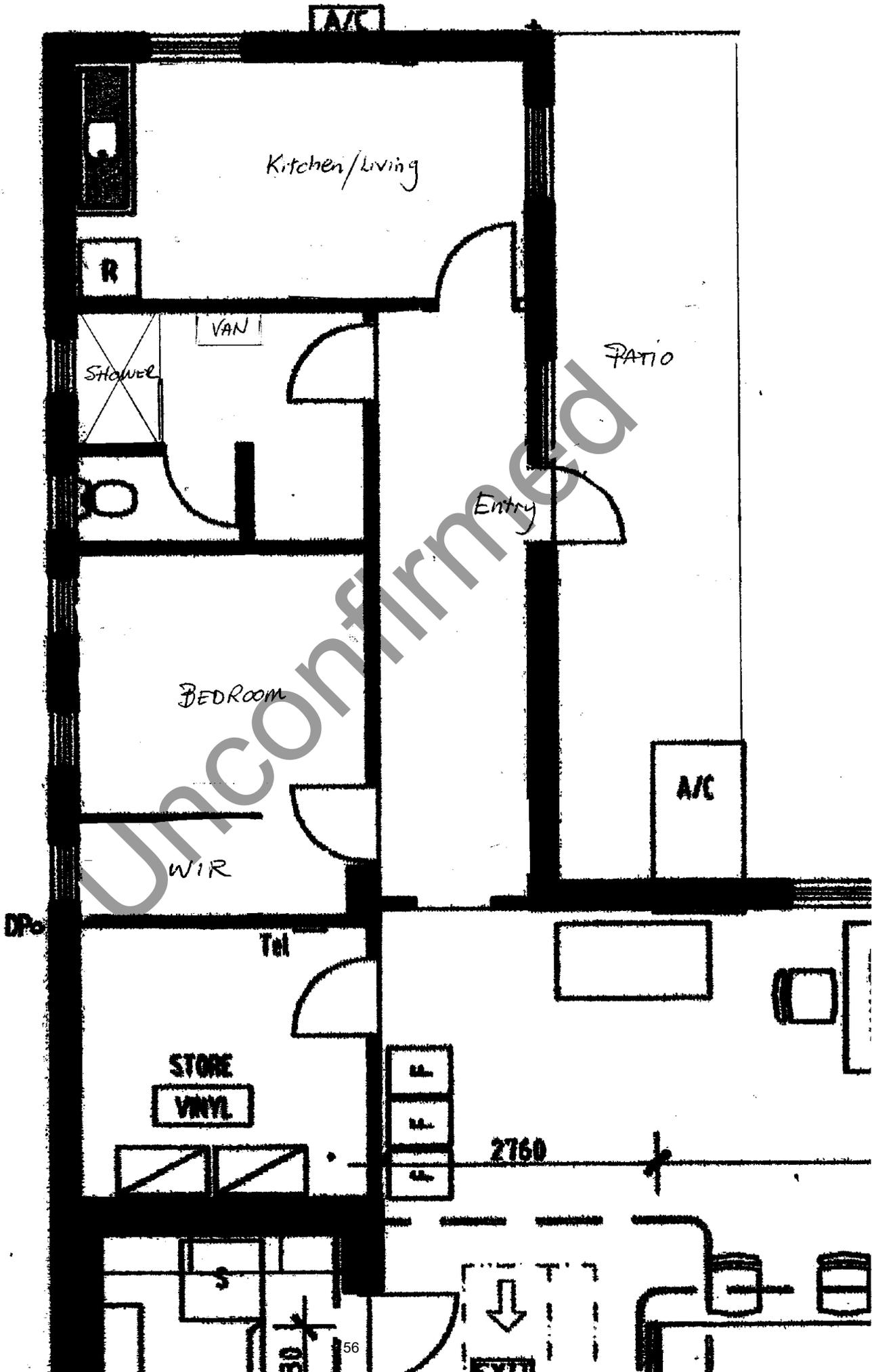
- Do Not Delete Drawing
- All Dimensions To Be Checked On Site Prior To Construction
- Designer To Be Notified Of Any Discrepancy Prior To Construction
- Contractor To Ensure All Work Complies With Relevant Codes
- This drawing describes the design intent for the extent of the works, and shall be read in conjunction with all other drawings in the set. The design takes no account for the methods, techniques, skills, expertise and ability of the contractor / supplier. It is the responsibility of the contractor / supplier of the works to ensure its performance with regards to structural adequacy, integrity, stability and fitness for purpose, with particular regard to the environment within which they will be located, whilst ensuring the design intent is maintained at all times.
- The contractor / supplier shall liaise with, approve and provide the Project Architect / Designer with shop drawings where necessary, to ensure the design intent is understood and maintained, prior to the commencement of the works, for approval by the Project Architect / Designer.

SIGN OFF CHECK BOX (INITIAL & DATE)

BUSINESS	RETAIL PROPERTY	SECURITY
BRAND	OH&S	ATH

17 JAN '07

PLAN "B"



9.4 Reporting Officer– Executive Manager Regulatory Services

9.4.2 Proposal to Amend Management Order (Reserve 2863) – Request for Comment

File Reference	9.4.2
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	- Aerial Map - Tenure Map

Purpose of Report

To consider a response to the Department of Planning, Lands and Heritage – Lands Division, regarding a proposal to amend the management order over reserve 2863 to include the purpose of "Pipeline" granting power to lease or licence for a term not exceeding 21 years, Lot 375 and 1447 shown on Deposited Plan 77656 within the Shire of Yilgarn.

Background

The Shire has received email correspondence from the Department of Planning, Lands and Heritage – Lands Division, which states:

PROPOSAL TO AMEND THE MANAGEMENT ORDER OVER RESERVE 2863 TO INCLUDE THE PURPOSE OF “ PIPELINE” GRANTING POWER TO LEASE/LICENCE FOR A TERM NOT EXCEEDING 21 YEARS TO WATER CORPORATION.

The Department of Planning, Lands and Heritage - Land Use Management has received a request from Water Corp proposing an amendment to the Management Order over reserve 2863 to include the purpose of "Pipeline" granting power to lease or licence for a term not exceeding 21 years, Lot 375 and 1447 shown on Deposited Plan 77656.

I have attached Tenure Maps and Aerial Image for your information and reference.

To facilitate this request further, please advise of any objections or comments that the Shire of Yilgarn may have regarding Water Corps request.

Comment

Although limited information has been provided, Water Corporation currently maintain infrastructure within the reserve as the existing pipeline runs through the reserve.

Amending the management order serves to formalise the existing arrangement which is currently in place and has no impact on the Shire.

Statutory Environment

Water Services Act 2012

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 current environmental legislation.	Moderate 6	Assessment and Approval Processes
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

218/2021

Moved Cr Nolan/Seconded Cr Close

Council endorse the following response to the Department of Planning, Lands and Heritage – Lands Division:

The Shire of Yilgarn have no objection to the proposal to amend the management order over reserve 2863 to include the purpose of "Pipeline" granting power to lease or licence for a term not exceeding 21 years.

CARRIED (5/0)



Legend

⬜ Townsites



Notes:

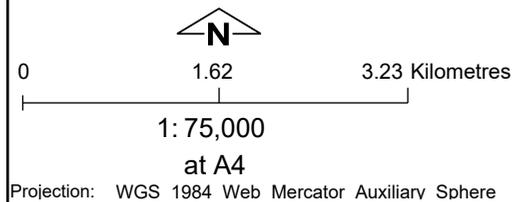
* The data that appears on the map may be out of date, not intended to be used at the scale displayed, or subject to license agreements. The map should only be used in matters related to Department of Planning, Lands and Heritage business.

* This map is not intended for measurement purposes.

Map was produced using DPLH's InQuery.

Map showing Reserve 2863 Outside Townsite Boundary

DPLH BUSINESS USE ONLY





Legend

Cadastre (View 2)

Lodged Layer

Roads

National Highway

Minor

Track

Not Applicable

Land Tenure Small Scale 256K

Crown Allotment (Type 2)

Lot on Survey (Type 1)

Unallocated Crown Land

Reserve

Land Tenure Small Scale 64K

Crown Allotment (Type 2)

Lot on Survey (Type 1)

Railway

Public Road

Unallocated Crown Land

Lease

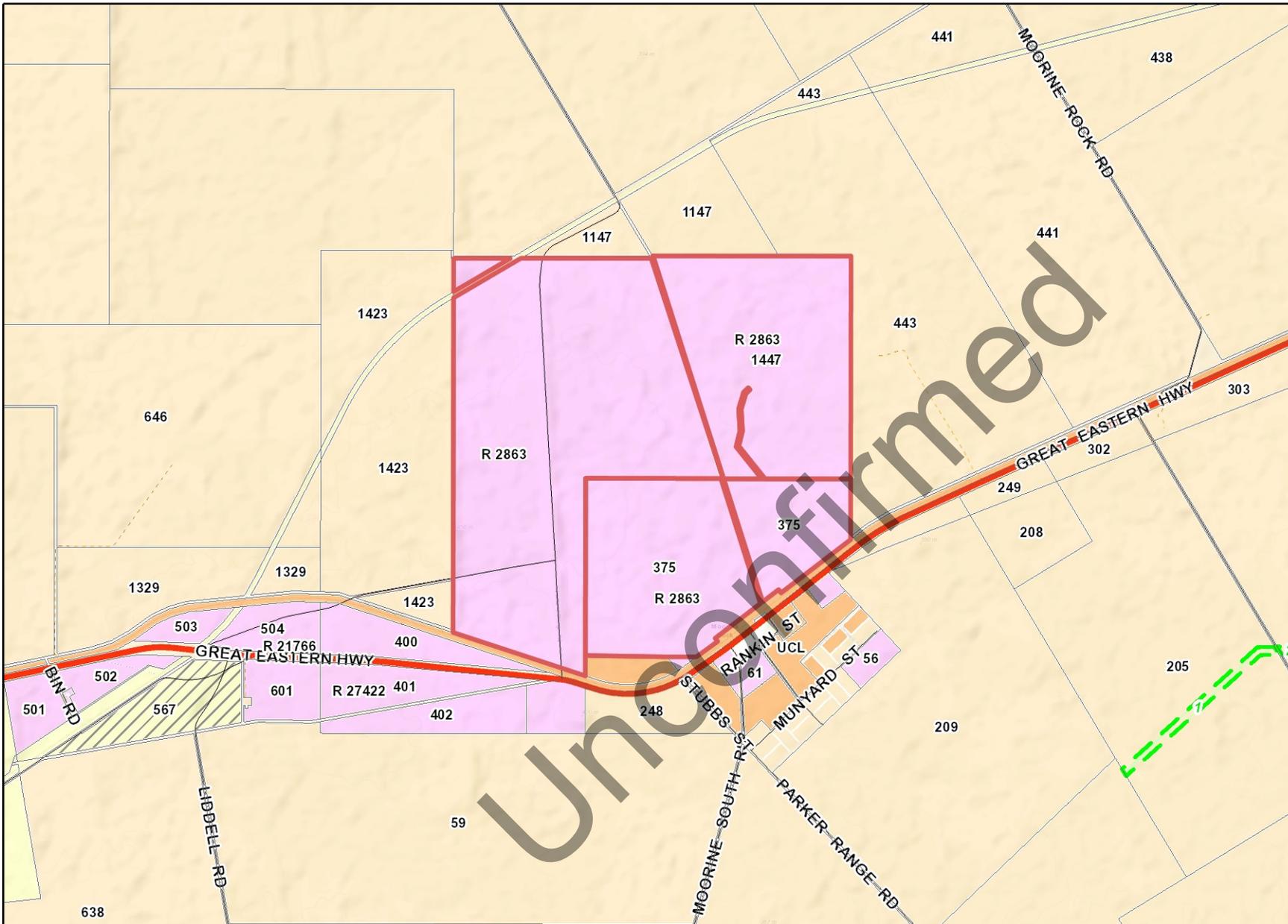
Reserve

Land Tenure Small Scale 16K

Crown Allotment (Type 2)

Lot on Survey (Type 1)

Railway



Tenure Map- Reserve 2863

DPLH BUSINESS USE ONLY



0 1.08 2.15 Kilometres

1: 50,000

at A4

Projection: WGS 1984 Web Mercator Auxiliary Sphere

Notes:

* The data that appears on the map may be out of date, not intended to be used at the scale displayed, or subject to license agreements. The map should only be used in matters related to Department of Planning, Lands and Heritage business.

* This map is not intended for measurement purposes.

Map was produced using DPLH's InQuery.

Date produced: 10-Aug-2021

11 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

219/2021

Moved Cr Nolan/Seconded Cr Close

That the meeting be closed to the public in accordance with the Local Government Act 1995 s5.23 (2) (a)

CARRIED (5/0)

* Kay Crafter, Onida Truran, Laura Della Bosca, Robert Bosenberg, Glen Brigg and Shane Chambers left the meeting at 4.49pm

13 Officers Report – Chief Executive Officer

13.1 Premier's Australia Day Active Citizenship Awards

File Reference	1.3.6.2
Disclosure of Interest	None
Voting Requirements	Simple Majority
Attachments	CONFIDENTIAL

Purpose of Report

To consider Premier's Australia Day Active Citizenship Award nominations.

Background

Nominations for the following categories in the Premier's Australia Day Active Citizenship Awards closed on Monday, 8 November 2021 in the following categories:

- a) Premier's Australia Day Active Citizenship Award
- b) Premier's Australia Day Active Citizenship Award for a person under 25 years
- c) Premier's Australia Day Active Citizenship Award for a community group or event

Comment

Copies of the confidential nominations have been provided to Councillors for their consideration and to choose a worthy recipient/s, which will allow staff to request the Australia Day Council to prepare the certificate/s prior to the presentation on Tuesday, 26 January 2022.

Statutory Environment

Nil.

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	Nil	Nil	Nil
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)

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
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

220/2021

Moved Cr Close/Seconded Cr Guerini

That Council considers the nomination/s received for the Premier's Australia Day Awards.

CARRIED (5/0)

* Cameron Watson left the meeting at 4:52pm.

13 Officers Report – Chief Executive Officer

13.2 Chief Executive Officer Performance Criteria and Annual Appraisal Process

File Reference	1.1.1.1 & 1.1.10.107
Disclosure of Interest	None
Voting Requirements	Simple Majority
Attachments	Draft CEO Performance Criteria and Annual Appraisal

Purpose of Report

To present to Council, in accordance with the Chief Executive Officer's Contract of Employment, the proposed Performance Criteria and annual review process.

Background

As per section 4 of the Chief Executive Officers contract of employment it states:

4.1 Performance Criteria

- (1) *The Performance Criteria is included at Appendix 1*
- (2) *The Performance Criteria must be reasonably achievable by You.*
- (3) *You must use every reasonable endeavour to comply with the Performance Criteria.*
- (4) *The Performance Criteria –*
 - (a) *must be reviewed annually by the parties; and*
 - (b) *may be amended, from time to time, by agreement in writing between the parties.*

4.2 Performance Criteria and performance review

- Your performance under this Contract, must be reviewed and determined by the Reviewer –*
- (a) *by reference to the Performance Criteria;*
 - (b) *at least annually; and*
 - (c) *more frequently if the Council or You perceives there is a need to do so and, in that case, gives to the other party a Review Notice.*

4.3 Selection of Reviewer

- (1) *The Council, in consultation with You, is to determine, in respect of each review under clause 4.2 -*
 - (a) *who the Reviewer is to be; and*
 - (b) *whether the Reviewer is to be accompanied or assisted by any other person and, if so, the identity of that person.*
- (2) *For example, the Reviewer may be –*
 - (a) *the Council;*

- (b) *a committee to which the conduct of the performance review has been delegated by the Council under section 5.16 of the Act; or*
- (c) *a person who is a HR professional who is agreed to by the Council to conduct the performance review.*
- (3) *For the avoidance of doubt, if the Council and You are unable to agree on any of the matters set out in subclauses 4.3(1)(a), the Council is to make the relevant determination.*

The Performance Criteria listed in Appendix 1 includes, but is not limited to:

- service delivery targets from the council’s Strategic Community Plan;
- budget compliance;
- organisational capability;
- operational and project management;
- financial performance and asset management;
- timeliness and accuracy of information and advice to Councillors;
- implementation of council resolutions;
- management of organisational risks;
- leadership (including conduct and behaviour) and human resource management; and
- stakeholder management and satisfaction.

Comment

It is proposed that the full Council be determined as the “Reviewer” for all annual reviews under the contracted period.

The CEO has provided a draft Performance Criteria and Annual Appraisal process document for Councils consideration, feedback is welcomed and if there are any particular areas that Councillors would like to be included in the Criteria, these can be discussed at the Council meeting

Statutory Environment

CEO Contract of Employment

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	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Compliance with Contract of Employment and	Moderate (6)	Setting of annual review process in accordance with contract
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

221/2021

Moved Cr Nolan/Seconded Cr Close

That Council endorses the Chief Executive Officer's Performance Criteria and Annual Appraisal process in accordance with Section 4 of the CEO's Contract of Employment and determines the full Council will be Reviewers for the duration of the Chief Executive Officers contract period.

CARRIED (5/0)

222/2021

***Moved Cr Nolan/Seconded Cr Guerini
That the meeting be reopened to the public.***

CARRIED (5/0)

14 CLOSURE

As there was no further business to discuss, the Shire President declared the meeting closed at 4:58pm

I, Wayne Della Bosca confirm the above Minutes of the Meeting held on Thursday, 18 November 2021, are confirmed on Thursday, 16 December 2021 as a true and correct record of the November 2021 Ordinary Meeting of Council.

**Cr Wayne Della Bosca
SHIRE PRESIDENT**

Unconfirmed

MINUTES

SHIRE OF YILGARN TOURISM ADVISORY COMMITTEE WEDNESDAY, 1ST DECEMBER 2021

Minutes of the Shire of Yilgarn Tourism Advisory Committee held on Wednesday, 1st December 2021 in the Shire of Yilgarn Council Chambers.

The Chair opened the meeting at 6:10pm.

1. ATTENDANCE

Cr J Cobden, Chair

K Crafter, R Stevens, J Stephen

N Warren, CEO

APOLOGIES

Cr L Rose, A Carnicelli, L Gethin

2. CONFIRMATION OF PREVIOUS MINUTES

Moved K Crafter Seconded R Stevens that the Minutes of the Tourism Advisory Committee meeting held on Wednesday, 6th October 2021 be confirmed.

CARRIED

3. BUSINESS ARISING FROM PREVIOUS MINUTES

3.1 Actions from Previous Meetings

Member	Action Required	Action Taken
<i>CEO</i>	<i><u>Tourism Marketing Strategy – Brand Awareness</u> Brand designs presented to Council at its September 2021 Council meeting</i>	<i>Logo, brand, shire facebook page and website launched, signage to be implemented. Phase 2 to commence, as discussed later in agenda.</i>
<i>G Kenward</i>	<i><u>2021 KABC Tidy Towns Competition</u> Gary Kenward lodged an application on behalf of the</i>	<i>Gary to provide an update if available in general business.</i>

MINUTES

SHIRE OF YILGARN TOURISM ADVISORY COMMITTEE WEDNESDAY, 1st DECEMBER 2021

	<i>Committee and Shire under the General Category of the 2021 Tidy Towns Program. Awards to be announced on 26/11/2021.</i>	
<i>CEO</i>	<i><u>Shire of Yilgarn – Dedicated Tourism Website</u></i> <i>Website is now live, with ongoing updates.</i>	<i>As time progresses, further information once developed and detailed can be included, e.g., Trails information</i>

4. GENERAL BUSINESS

5. GENERAL BUSINESS

5.1 2021 Tidy Towns Sustainable Communities Awards State Event on Friday 26 November

The Shire of Yilgarn was nominated and shortlisted for three awards:

- State Tidy Town Title
- Litter Prevention & Waste Management
- General Appearance

The awards event was held on the 26th November 2021, with the CEO, G Kenward, R Stevens and L Gethin attending.

Whilst the Shire was not a winner on the day, it was nice to have the good work throughout the district acknowledged via selection.

5.2 Tourism Marketing Strategy Phase 2 Implementation

The CEO met with Darren Lee from Market Creations to discuss the next phase of the Tourism Marketing Strategy and Activation Plan implementation.

Phase 1 involved brand development and awareness, which has been significantly progressed with the new logo and tourism website.

Phase 2 involves tourism infrastructure improvement and measuring awareness. The discussions with Darren revolved around seeking quotes for the following:

- Design and implementation of a townsite self-guided trail.

MINUTES

SHIRE OF YILGARN TOURISM ADVISORY COMMITTEE WEDNESDAY, 1st DECEMBER 2021

- Ongoing marketing and PR support for the Shire to promote tourism offerings.

It is thought that while the brand redesign is fresh, it is time to build on this.

Market Creations provided two quotes for the above services which were shared with the committee, and it was decided that it did not seem like a value for money at this stage. As the Tourism Strategy progresses, and if the need arises, the quotes can be revisited.

5.3 Skate Park Open Day

The Shire will hold an open day at the Skate Park on the 4th December. Skate Sculpture will be in attendance with a number of semi-professional skaters and BMX riders joining them to showcase the park. There will be a sausage sizzle and jump castles provided. The event has picked up a bit of media traction with the Kal Miner running a story in their electronic and hard copy publications.

The event ran really well with a good community turnout and positive feedback received.

5.4 1 Man & A Bike Eastern Wheatbelt Broadcast

Lee Lorraine from Visage Productions contacted the CEO to advise the 1 MAN & A BIKE series with the Eastern Wheatbelt episode is scheduled in for Sunday December 12th, on 7TWO nationally.

Lee also advised it will be encored and be available on the 7+ streaming service afterwards. Visage will also be showcasing the full episode as well as the individual partner stories on their socials.

Lee also offered the following:

When we've produced previous series' of 1 MAN & A BIKE (plus other series') we've offered an additional option as an add-on, where we've produced a short sharp video, being 60-90 seconds, utilising the footage we filmed while in town, as well as other available footage available, if required.

It's basically a video package (without the Presenter/s) and edited to an up-tempo music track to suit. This is a product where you can promote Yilgarn to a wider audience, whether it's on your website, socials, Shire reception, expos, CRC/Visitor Centre, local business operators or via email as some examples.

MINUTES

SHIRE OF YILGARN TOURISM ADVISORY COMMITTEE WEDNESDAY, 1st DECEMBER 2021

I can also add it to our You Tube and Vimeo channels publicly so when people search Yilgarn online they will have direct access to watch the video. We can top and tail with the Shire logo (if we're able to get hold of a high-res version of the logo) and add super/graphics accordingly.

If this is of interest I can have it ready for you to share around the same time as the broadcast. We're unable to publicly show any of the vision filmed until after the broadcast (partner contractual agreement with the Seven Network), so as soon as it's aired you're able to share accordingly.

Some examples of what we've produced in the past:

Shire of Carnamah <https://vimeo.com/373852284>

Shire of Morawa <https://vimeo.com/370437383>

Shire of Three Springs <https://vimeo.com/368926650>

*To put a 60-90 second video package together as per above, inclusive of the logo top and tailed, edit and package design, music, graphics, editing, and exports in various sizes as required, the cost would be **\$2,300 ex GST all inclusive**. As mentioned I could have it ready so that you could run alongside the episode, if required, on your website and socials. There are multiple avenues of how the video could be shared to promote the region and we have some great vision to work with.*

It was determined that this was not value for money, with local photographers able to provide a comparable service for much less.

5.5 Our Town TV Episode

The CEO received an email offer from Visage productions, , seeking the Shire's interest in a full episode of "Our Town" dedicated to the Shire of Yilgarn.

The idea was pitched whereby the Shire, along with 2 or 3 local mining or similar entities, co-contribute to the production costs, with all entities given a segment dedicated to the work they do in the area.

The cost was significant, and it was determined by the committee that at this time, it was not value for money, however once the tourism activation plan was well progressed, it may be worth revisiting.

MINUTES

SHIRE OF YILGARN TOURISM ADVISORY COMMITTEE WEDNESDAY, 1st DECEMBER 2021

5.6 Museum Report – R Stevens

- The Museum has been quiet of late;
- The tractor donated by Rollie Blair will be installed in January;
- Then shed covering the tractor can then be installed;
- Sought the Museum to be recognised as a tourist information centre on Shire website for use on weekends;

5.7 Tourism Strategy Phase 2

In light of the decisions to not proceed with Market Creations quotes for the townsite trail, it was decided the Tourism Committee in conjunction with Shire staff will progress the townsite walk trail.

R Stevens raised the “Pioneer Wall” an idea that was significantly progressed in 2015 but then was shelved. The project involved a number of concrete or similar walls placed along Wimmera Hill walkway, with information plaques detailing the history of prominent pioneers of the area. The CEO advised he would look into any records on file for the project and report back at the next Tourism meeting.

Discussions were held regarding significant entry statements, similar to what Kellerberrin has. An idea raised involved a gabion or similar base wall with wrought iron sheets cut out in the shapes of the new logo, and spaced to give a 3D effect. Chair and CEO will investigate further.

R Stevens raised the idea of a highway installation, similar to other shires that have refurbished tractors and cars as a drawcard along the highway. R Stevens suggested something relating to the stars, in keeping with the Shire’s new logo. The committee will consider further.

6. **NEXT MEETING**

The next meeting of the Committee is scheduled for **Wednesday, 2 February 2021**.

7. **MEETING CLOSURE**

The meeting was declared closed at 6.56pm.

MINUTES

WESTONIA YILGARN LEMC COMMITTEE MEETING THURSDAY 25th May 2021 at 7:00 pm

The following are the minutes from the Yilgarn/Westonia Local Emergency Management Committee meeting held on Thursday 25th November 2021, in the Shire of Yilgarn Council Chambers, located in Southern Cross.

1. Declaration of Opening

The LEMC Chairperson, Cr Wayne Della Bosca declared the meeting open at 7:00 pm

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
Sara Loader	Southern Cross St John Ambulance EMT
Nic Warren	CEO Shire of Yilgarn
Steph Smylie	Southern Cross General Practice, Practice Manager
Ron Burro	Chief Bushfire Control Officer Yilgarn
Jamie Criddle	CEO, Shire of Westonia
Daimon Geier	Councillor, Shire of Westonia
Mel Allen	St Joseph's School
Karen Tabner	Southern Cross District High School
Wayne Della Bosca	Yilgarn Shire President

Telephone Conferencing

Joanne Spadaccini	District Emergency Service Officer – Wheatbelt Emergency Services Unit
Ian Dawson	St Johns Ambulance

Apologies

Jeremy Willis	DFES, Area Officer Central Wheatbelt
Diane Dixon	HSM, Southern Cross District Hospital
Lauren Suttie	Moorine Rock Primary School
Karen Day	Westonia Councillor

3. Confirmation of Previous Minutes

1) Confirmation of Minutes of the meeting held on 27th May 2021.

Moved: Cr Brian Close

Seconded: Sara Loader

4. Business Arising from previous minutes

Nil

MINUTES

WESTONIA YILGARN LEMC COMMITTEE MEETING THURSDAY 25th May 2021 at 7:00 pm

5. ENDORSEMENT OF THE DRAFT LEMA

- The committee agreed to endorse the draft LEMA and acknowledged the minor changes and updates which had been made leading up to the meeting.

6. REPORTS

6.1 HSM Southern Cross District Hospital - Diane Dixon

- COVID swabbing of Interstate truck drivers continues to be busy – 2,369 swabs from July to October this year.
- We have had COVID Swabbers coming from Perth through EOC for 5 days per week. We will be advertising this job as a position at a local level in the New Year.
- 2 RN's have resigned and we are trying to recruit ED competent RN's. Agency extremely hard to get experienced staff.
- Surge Planning for COVID has been discussed and at this stage the hospital carpark will be the location of drive through swabbing if there is a local outbreak. More plans to follow when they are finalised with REOC.

6.2 DFES Area Officer – Jeremy Willis

- Jeremy advised that he has recently returned to work following surgery and that there had been some rotation in the position while he was away. Jeremy advised that there was currently nothing to report.

6.3 St John Ambulance Representative – Sara Loader

- There are five active members regionally currently however this will be dropping to four people. There is currently 1 ENT in the region.

6.4 Southern Cross General Practice – Steph Smylie

- Following on from last meeting, Steph Smylie is now the Practice Manager at SXGP, and is very grateful for the support from the community in her new role. Stephanie Oetiker has continued to support the practice by nursing fortnightly on a Friday and relieving our nurse Emma Warren when she was on leave for additional training. Steph has just two more of these fortnightly nursing days left until the completion of her nursing SXGP as of Friday 17/12/2021.
- The practice is currently without a doctor while Dr Nwoko is attending a Professional Development Course, as we were unsuccessful in obtaining a locum doctor. We remain open for half days during this period for admin purposes and minor nursing appointments. Dr Nwoko will be back as of 3 December 2021.
- The Practise will be closed for a two week Christmas break as of end of clinic Friday 24/12/21, reopening Monday 10/01/2021.

MINUTES

WESTONIA YILGARN LEMC COMMITTEE MEETING THURSDAY 25th May 2021 at 7:00 pm

- Onyi Nwoko, Dr Nwoko's wife, will join us again for a few nursing days during the school holidays to assist with Care Plans, GP Management Plans, Immunisations and the like – as a fair portion of our nursing days are taken up with COVID-19 Vaccination clinics.
- Onyi will be working afternoon shifts Thursday 16th Dec through to Friday 24th Dec – excluding Wednesdays and weekends, and will cover 4 full nursing days after the Christmas break until completion of school holidays.
- The COVID Prevention Practices haven't changed. All patrons, on entry, are requested to sanitize via hand sanitiser gel, or via hand washing due to skin sensitivities or when hands are visibly soiled. Furniture in the waiting room and clinic rooms are sanitised during the day and disinfected after hours. Patrons are asked to sign in via QR code or their contact info is entered into the manual log.
- Our COVID-19 vaccination program continues, incorporating Pfizer vaccinations as well. The uptake on AZ vaccinations has slowed since the availability of Pfizer has opened to 12yrs+, although those who've had just the 1st dose AZ all are booked in for their second – which may be the last of our AZ clinics. We continue to book 1st and 2nd dose Pfizer appointments, with minimal wastage. At this point in time, we haven't had any reports of severe adverse reactions to either vaccination. We currently have a waitlist for patrons interested in the Pfizer booster – or 3rd dose vaccinations. These boosters are 6 months after your second dose, which will begin around the start of December for those who were vaccinated as soon as possible.
- COVID-19 Vaccination Status from the 12yr+ population attending the practise. Out of a population of 1295:
 - AZ we have vaccinated 18 people first dose only, and 175 people second dose.
 - Pfizer we have vaccinated 54 people first dose, and 257 people second dose.Of this same population, we have vaccinated 204 people for influenza, which is double the number of the previous year.
- On Thursday 21st October, we received population percentage of vaccinations for the total Yilgarn population from the Wheatbelt CVP program. I had requested an updated total, since we've had a few pop up clinics to assist with vaccinations – but was unable to attain the information prior to tonight.
- As of 21st October 21, overall for Yilgarn population first dose COVID vaccination was around 50%, and fully vaccinated was 36%.

MINUTES

WESTONIA YILGARN LEMC COMMITTEE MEETING THURSDAY 25th May 2021 at 7:00 pm

Break down into age ranges:

12 – 29 year olds, 31% have had 1st dose, 16% are fully vaccinated.

40 – 59 year olds, 59% have had 1st dose, 43% are fully vaccinated.

60+ year olds, 62% have had 1st dose, 49% are fully vaccinated.

6.5 Shire of Westonia - Jamie Criddle

- Business as usual; have been doing contact register compliance checks.
- Still undertaking contact tracing registers for public buildings;
- Looking closely a vaccination status within the Shire and mandatory requirements.

6.6 Shire of Yilgarn – Nic Warren

- Currently working on urban management services
- Writing to staff about COVID-19 mandatory vaccination requirements and Phase 11 directions.
- COVID-19 clinic at Senior Citizens has been going well.
- Southern Cross is considered high risk due to our location, inter-state trucking and COVID-19 swabbing for interstate travel.

6.7 School Principals

- Mel Allen advised that all staff are vaccinated and they have a COVID-19 response plan in place.
- Karen Tabner advised that they are currently ensuring all staff are vaccinated and they are tracking along well and that they are using Web Ex to keep up to date.

6.8 Department of Communities - Jo Spadaccini

- A copy of the COVID-19 Welfare Centre has been distributed to LG's in the Wheatbelt.
- Increased Response Capacity in the district.
- Department of Communities update to be included with minutes.

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

- There is talk about incentives for people to get vaccinated. We have a very vaccination low rate amongst the indigenous population.
- The mines have been a bit insular and not engaging when it comes to emergency management. They have been keeping incidents in house and not engaging with WA Police until several weeks later.
- We need to have another meeting before the State opens its borders. Preparedness is key for another outbreak.
- St Johns are looking at the scenario of “Day 100” after the border opens.

6.10 Southern Cross Volunteer Fire and Rescue – Tony Dal Busco

- Discussed MOU's with mining companies in the event of a fire.

MINUTES

WESTONIA YILGARN LEMC COMMITTEE MEETING
THURSDAY 25th May 2021 at 7:00 pm

7. General Business

Nil

8. Next Meeting

Scheduled for Thursday 24th February 2021 at 7:00 pm. It will need to be brought forward if the borders open.

9. Closure

The meeting was declared closed at 8:15 pm.

UNCONFIRMED



WEROC Inc. Annual General Meeting

MINUTES

Monday 22 November 2021

Kellerberrin Recreation and Leisure Centre
Connelly Street Kellerberrin
Commencing at 1.00pm

WEROC Inc. | Incorporating the Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia and Yilgarn

A PO Box 5, MECKERING WA 6405 E rebekah@150square.com.au

M 0428 871 202

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WEROC Inc.

Wheatbelt East Regional Organisation of Councils Inc.

Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia, Yilgarn

Minutes of the Annual General Meeting held on Monday 22 November 2021 commencing at 1.00pm.

MINUTES

1. OPENING AND ANNOUNCEMENTS

Mr. Ram Rajagopalan, Chair of WEROC Inc. was unable to attend the Annual General Meeting (AGM). Mr. Darren Mollenoyux as Chair of the WEROC Inc. CEO Committee, welcomed Members of the Board and opened the meeting at 1.11pm.

2. RECORD OF ATTENDANCE AND APOLOGIES

Rule 6.1 of the WEROC Inc. Constitution states that membership of the WEROC Board shall consist of two representatives from each of the Member Councils and that “representatives are to be nominated every two years by each Local Government Member and notified to the Executive Officer in writing”.

The following nominations have been received:

Local Government	Nominated Representatives	Term Commencing	Term Expiring
Shire of Bruce Rock	Mr. Darren Mollenoyux (CEO)	30 October 2021	30 October 2023
	Cr. Tony Crooks (Deputy President)	30 October 2021	30 October 2023
	Proxies		
	Cr. Stephen Strange (Shire President) Mr. Alan O’Toole (Deputy CEO)		
Shire of Kellerberrin	Mr. Raymond Griffiths (CEO)	30 October 2021	30 October 2023
	Cr. Emily Ryan (Deputy President)	30 October 2021	30 October 2023
	Proxy Cr. Scott O’Neill (Shire President)		
Shire of Merredin	Ms. Lisa Clack (CEO)	1 November 2021	30 October 2023
	Cr. Mark McKenzie (Shire President)	30 October 2021	30 October 2023
Shire of Tammin	Ms. Joanne Soderlund (CEO)	30 October 2021	30 October 2023
	Cr. Glenice Batchelor (Shire President)	30 October 2021	30 October 2023
	Proxy Cr. Tanya Nicholls (Deputy President)		
Shire of Westonia	Mr. Jamie Criddle (CEO)	30 October 2021	30 October 2023
	Cr. Karin Day (President)	30 October 2021	30 October 2023
	Proxy Cr. Mark Crees (Deputy President)		
Shire of Yilgarn	Cr. Wayne Della Bosca (Shire President)	30 October 2021	30 October 2023
	Cr. Bryan Close (Deputy President)		
	Proxy/Observer Mr. Nic Warren (CEO)	30 October 2021	30 October 2023

Recommendation: That the WEROC Inc. Board acknowledge the appointment of the representatives as nominated by Member Local Governments.

RESOLUTION:

Moved: Cr. Wayne Della Bosca

Seconded: Cr. Glenice Batchelor

That the WEROC Inc. Board acknowledge the appointment of the representatives as nominated by Member Local Governments.

CARRIED

2.1 Attendance

Cr. Glenice Batchelor

Ms. Lisa Clack

Mr. Jamie Criddle

Cr. Tony Crooks

Ms. Karin Day

Cr. Wayne Della Bosca

Mr. Raymond Griffiths

Cr. Mark McKenzie

Mr. Darren Mollenoyux

Cr. Emily Ryan

Ms. Joanne Soderlund

Ms. Rebekah Burges, Executive Officer

2.2 Apologies

Cr. Ram Rajagopalan

Cr. Bryan Close

2.3 Guests

Mr. Nic Warren, Chief Executive Officer Shire of Yilgarn

Ms. Codi Brindley-Mullen, Manager of Governance, Shire of Kellerberrin

Mr. Peter Zenni, Executive Manager Development Services

Cr. Renee Manning, Councillor Shire of Merredin

Cr. Mark Crees, Deputy President Shire of Westonia

3. DECLARATIONS OF INTEREST

NIL

4. MINUTES OF MEETINGS

4.1 Minutes of the WEROC Inc. Annual General Meeting held 26 November 2020

Attachment 1: Minutes of the WEROC Inc. Annual General Meeting held 26 November 2020

The Minutes of the WEROC Inc. Annual General Meeting held on Thursday 26 November 2020 have been previously circulated and are provided again as an attachment to the meeting agenda.

Recommendation:

That the Minutes of the WEROC Inc. Annual General Meeting held on Thursday 26 November 2020 be confirmed as a true and correct record.

RESOLUTION:

Moved: Cr. Karin Day

Seconded: Mr. Raymond Griffiths

That the Minutes of the WEROC Inc. Annual General Meeting held on Thursday 26 November 2020 be confirmed as a true and correct record.

CARRIED

4.2 Decisions made via a “flying email” dated 24 August 2021

On Tuesday 24 August 2021, Board Members received an email from the Executive Officer requesting agreement via a “flying email” for WEROC Inc. to approve the draft financial report and representation letter provided by Audit Partners Australia for the period 1 July 2020 to 30 June 2021.

The recommendation contained within the email was as follows:

Recommendation: *That the WEROC Inc. Board approve the Draft Financial Report and Representation Letter and authorise the WEROC Inc. Chair and Executive Officer to sign the documents.*

Responses to the recommendation were requested to be with the Executive Officer by close of business on Friday 23 October 2020.

Support for the recommendation was provided via email from the following Board Members:

- Mr. Ram Rajagopalan
- Mr. Peter Clarke
- Ms. Karin Day
- Mr. Wayne Della Bosca
- Mr. Raymond Griffiths
- Mr. Mark Dacombe
- Mr. Darren Mollenoyux
- Mr. Rod Forsyth

As this constituted a majority of Members, the recommendation was accepted.

For recording purposes, the decision is presented for endorsement.

Recommendation:

That the decision made by the WEROC Inc. Board via a “flying email” sent on 24 August 2021, be endorsed.

RESOLUTION:

Moved: Cr. Wayne Della Bosca

Seconded: Mr. Jamie Criddle

That the decision made by the WEROC Inc. Board via a “flying email” sent on 24 August 2021, be endorsed.

CARRIED

5. CHAIRS REPORT

Author: Mr. Ram Rajagopalan, Chair
Disclosure of Interest: No interest to disclose
Date: 1 November 2021
Attachments: Nil

Voting Requirement: Simple Majority

Executive Officer Comment:

The Chair's report for the 2019-20 financial year is presented.

It is with great pleasure I present my last report after two years as Chair of WEROC Inc.

2021 has been a year of recovery and solidification of our collective vision. After a year of regeneration and planning, we have now created a solid platform from which to spring from with direction. For me the highlight was the continuation of leaving behind our own parochial agendas, so that we could work together to improve the future of our region as a whole.

It was an absolute delight to welcome the Shire of Tammin back into WEROC in October 2020, not only for their input and perspective, but to increase our voice. It also solidified that we now have a purpose that is both attractive and meaningful to others.

We are well on our way in delivering our Strategic Plan. Our priorities were always going to take longer than my term as Chair, so my hope was to bring a sense of unity and purpose and a clear plan for the future, that members could follow. I wish the best of luck to the old and new members of WEROC in carrying on the vision through the remaining priorities of our original five projects and to develop new priorities as WEROC evolves.

I wrote this last year, but it needs repeating, all of our member Shires have come together with a common vision and purpose to support the growth and development of the Eastern Wheatbelt. I would like to thank all our members for looking past their respective Shire boundaries and instead looking at us as a cohesive team responsible for near ten thousand residents.

Each individual member from Kellerberrin, Merredin, Westonia, Yilgarn, Tammin and Bruce Rock have embraced this new entity and shared plan for the future to make some tangible gains. We are a great example of CEOs and Elected Members working collaboratively and cohesively together for a common good, but I wouldn't expect anything less from the Eastern Wheatbelt.

I hope you continue to build our profile and relationships with all levels of government and stakeholders and, more so, continue to work harmoniously and collaboratively for the future of all your communities.

I cannot understate my thanks to our new Executive Officer Rebekah whose expertise, efficiency and enthusiasm has continued to grow our little crop called WEROC Inc. Your professionalism and efficiency have been a pleasure to witness, and I couldn't have asked for better support.

It has been an absolute honour to have been part of WEROC and I look forward to watching your growth as a resident of this amazing part of Western Australia

Ram Rajagopalan

Chair Wheatbelt East Regional Organisation of Councils Inc.

Recommendation:

That the Chair's Report for the 2020-21 financial year be received.

RESOLUTION:

Moved: Cr. Glenice Batchelor

Seconded: Cr. Emily Ryan

That the Chair's Report for the 2020-21 financial year be received.

CARRIED

6. TREASURERS REPORT

Author:

Rebekah Burges, Executive Officer and Secretary/Treasurer

Disclosure of Interest: No interest to disclose

Date: 1 November 2021

Attachments: Nil

Voting Requirement: Simple Majority

Executive Officer Comment:

The Treasurers report for the 2020-21 financial year is presented.

As per the audited financial report for WEROC Inc. for the period 1 July 2020 to 30 June 2021, I can report the following:

The **opening balance** of the WEROC account held with Westpac Bank on 1 July 2020 was \$143,177.70.

Total revenue for the year was \$102,064.09

The principal **sources of revenue** for WEROC Inc. for the 2020-21 financial year were the annual financial contributions paid by Member Local Governments and the new Member joining fee paid by the Shire of Tammin.

Total expenses for the year were \$54,383.85

Major expense items included:

- Consultants Fees \$10,280.29
- Executive Officer professional services, travel, and accommodation \$30,955.70
- WEROC website development and maintenance \$6,860

The **closing cash balance** of the WEROC Inc. account on 30 June 2021 was \$190,684.49.

The current signatories to the WEROC Inc. accounts are Mr. Darren Mollenoyux (Board Member and Chair of the CEO Committee), Mr. Ram Rajagopalan (Chair), and Ms. Rebekah Burges (Executive Officer and Secretary/Treasurer).

Recommendation:

That the Treasurer's Report for the 2020-21 financial year be received.

RESOLUTION:

Moved: Cr. Emily Ryan

Seconded: Cr. Wayne Della Bosca

That the Treasurer's Report for the 2020-21 financial year be received.

CARRIED

7. ACCEPTANCE OF THE AUDITED FINANCIAL REPORT FOR THE PERIOD 1 JULY 2020 TO 30 JUNE 2021

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2021

Attachments: *Attachment 2: 2021 Audited Financial Statements*
Attachment 3: 2021 Management Letter

Voting Requirement: Simple Majority

Executive Officer Comment:

The audited financial report and management letter for the period 1 July 2020 to 30 June 2021 are presented.

Recommendation:

That:

- 1) The final audited financial report be accepted; and
- 2) The management letter be noted.

RESOLUTION:

Moved: Mr. Raymond Griffiths

Seconded: Cr. Glenice Batchelor

That:

- 1) The final audited financial report be accepted; and
- 2) The management letter be noted.

CARRIED

8. ACCEPTANCE OF THE WEROC INC. ANNUAL REPORT 2020-2021

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2021

Attachments: Attachment 4: Draft WEROC Inc. Annual Report 2020-21

Voting Requirement: Simple Majority

Executive Officer Comment:

The Draft WEROC Inc. Annual Report for the 2020-21 financial year is provided as an attachment.

The Annual Report highlights the key activities and achievements of WEROC Inc. over the 2020-21 financial year.

Recommendation:

That the Draft Annual Report of WEROC Inc. for the 2020-21 financial year be accepted.

RESOLUTION:

Moved: Cr. Karin Day

Seconded: Cr. Glenice Batchelor

That the Draft Annual Report of WEROC Inc. for the 2020-21 financial year be accepted.

CARRIED

9. APPOINTMENT OF AN AUDITOR FOR THE 2020-21 FINANCIAL YEAR

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2021

Attachments: Nil

Financial Implications: The cost of the audit will be accounted for within the WEROC Inc. Budget for 2021-22

Consultation: Audit Partners Australia

Voting Requirement: Simple Majority

Background:

The WEROC Inc. Constitution states under Rule 23. Appointment of Auditor, that:

“WEROC will at each Annual General Meeting, appoint an Auditor for a period of one year, who is not a Member of WEROC. The Auditor will be eligible for reappointment by WEROC and WEROC Board has the power to fill any temporary vacancy in the office of Auditor”.

Executive Officer Comment:

Audit Partners Australia (APA) completed the financial audits for WEROC Inc. for the 2019-2020 and 2020-21 financial years. The cost for these audits has remained consistent at \$850 +GST and incidentals, and APA have advised that this price will stay the same if they are reappointed as auditor for the 2021-22 financial year.

The Executive Officer believes that APA provide an efficient and thorough auditing service and based on comparative quotes received in previous years, also believes that they are the most economical option for WEROC Inc.

Recommendation:

That Audit Partners Australia be reappointed to undertake the financial audit for WEROC Inc. for the period 1 July 2021 to 30 June 2022.

RESOLUTION:

Moved: Mr. Wayne Della Bosca

Seconded: Ms. Emily Ryan

That Audit Partners Australia be reappointed to undertake the financial audit for WEROC Inc. for the period 1 July 2021 to 30 June 2022.

CARRIED

10. ELECTION OF OFFICE BEARERS

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2021

Attachments: Nil

Voting Requirement: Simple Majority

Background:

The WEROC Inc. Constitution states under Rule 14.1 Elections at Annual General Meeting, that:

- a) Elections for Chair, Deputy Chair, Secretary/Treasurer and Board members will take place at the Annual General Meeting of WEROC where the Chair will declare all positions vacant.
- b) The Chair and Deputy Chair must be from a different Local Government.
- c) Subject to Rule 14.2, a Board Member’s term will be from his or her election at an annual general meeting until the election at the next annual general meeting after his or her election, but he or she is eligible for re-election to membership of the Board.

10.1 Election of Chair

Mr. Darren Mollenoyux invited nominations from the floor for the election of Chair to WEROC Inc. until the next Annual General Meeting.

Cr. Glenice Batchelor nominated Cr. Emily Ryan for the position of Chair to WEROC Inc.

Cr. Emily Ryan accepted the nomination.

There being no further nominations Cr. Emily Ryan was elected unopposed for the position of Chair of WEROC Inc.

Cr. Ryan elected for Mr. Mollenoyux to continue as Chair for the remainder of this meeting.

10.2 Election of Deputy Chair

Mr. Darren Mollenoyux invited nominations from the floor for the election of a Deputy Chair until the next Annual General Meeting.

Cr. Karin Day nominated Cr. Mark McKenzie for the position of Deputy Chair to WEROC Inc.

Cr. Mark McKenzie accepted the nomination.

There being no further nominations Cr. Mark McKenzie was elected unopposed for the position of Deputy Chair of WEROC Inc.

10.3 Election of Secretary/Treasurer

The election of a Secretary/Treasurer is a formality as the WEROC Inc. Constitution states under Rule 16.2 that:

“The Executive Officer will act as Secretary/Treasurer of WEROC and non-voting member of the Board”.

Recommendation:

That the WEROC Inc. Executive Officer be appointed as Secretary/Treasurer until the next Annual General Meeting.

RESOLUTION:

Moved: Cr. Wayne Della Bosca

Seconded: Cr. Glenice Batchelor

That the WEROC Inc. Executive Officer be appointed as Secretary/Treasurer until the next Annual General Meeting.

CARRIED

10.4 Election of Board Members

Rule 14.1 of the WEROC Inc. Constitution stipulates that the election of Board Members will take place at each Annual General Meeting and that a Board Members term will be from his or her election at an annual general meeting until the election at the next annual general meeting.

The appointment of the Board is a formality and should mirror the nominated representatives from each of the six Member Local Governments, who are appointed for a term of two years in accordance with Rule 6 of the WEROC Inc. Constitution.

Recommendation:

That those Members as nominated by their respective Local Government be appointed to the WEROC Inc. Board until the next Annual General Meeting.

RESOLUTION:

Moved: Cr. Glenice Batchelor

Seconded: Cr. Mark McKenzie

That those Members as nominated by their respective Local Government be appointed to the WEROC Inc. Board until the next Annual General Meeting.

CARRIED

11. SPECIAL BUSINESS

Nil

12. GENERAL BUSINESS

Nil

13. CLOSURE

There being no further business the Chair closed the meeting at 1.21pm.



WEROC Inc. Board Meeting MINUTES

Monday 22 November 2021

Kellerberrin Recreation and Leisure Centre
Connelly Street Kellerberrin

WEROC Inc. | Incorporating the Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia and Yilgarn

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WEROC Inc.

Wheatbelt East Regional Organisation of Councils Inc.

Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia, Yilgarn

Minutes of the Board Meeting held at the Kellerberrin Recreation and Leisure Centre on Monday 22 November 2021.

MINUTES

1. OPENING AND ANNOUNCEMENTS

Ms. Emily Ryan as Chair of WEROC Inc. welcomed Members of the Board and opened the meeting at 1.23pm.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Ms. Glenice Batchelor

Ms. Lisa Clack

Mr. Jamie Criddle

Mr. Tony Crooks

Ms. Karin Day

Mr. Wayne Della Bosca

Mr. Raymond Griffiths

Mr. Mark McKenzie

Mr. Darren Mollenoyux

Ms. Emily Ryan

Ms. Joanne Soderlund

Ms. Rebekah Burges, Executive Officer

2.2 Apologies

Mr. Bryan Close

2.3 Guests

Mr. Nic Warren, Chief Executive Officer Shire of Yilgarn

Ms. Codi Brindley-Mullen, Manager of Governance, Shire of Kellerberrin

Cr. Mark Crees, Deputy President Shire of Westonia

Mr. Peter Zenni, Executive Manager Development Services, Shire of Merredin

Cr. Renee Manning, Councillor Shire of Merredin

Mr. Samuel Green, Senior Consultant ASK Waste Management (joined the meeting via videoconference at 2.00pm and left at 2.30pm)

3. DECLARATIONS OF INTEREST

As per Clause 42 of the Associations Incorporation Act 2015, “a member of the management committee of an incorporated association who has a material personal interest in a matter being considered at a management committee meeting must, as soon as the member becomes aware of the interest, disclose the nature and extent of the interest to the management committee”.

Name	Agenda Item / Initiative	Disclosure
Ms. Rebekah Burges	7.1. WEROC Executive Services Contract Review	Ms. Burges declares an interest in this matter as an employee of 150 Square Strategic Solutions, who currently hold the contract for WEROC Executive Services and are applying for an extension of this contract.
Ms. Glenice Batchelor	Items 7.3 AGO Holiday Planner and 7.4 WEROC Inc. Tourism Projects	Ms. Batchelor declared a possible conflict of interest in relation to tourism discussions given that she operates a tourism business in the Shire of Tammin.

4. PRESENTATIONS

4.1 Mr. Samuel Green, ASK Waste Management, 2.00pm

Attachment 1. WEROC Landfill Scenario Summary

Mr. Samuel Green will join the meeting via videoconference to present the draft WEROC Strategic Waste Management Plan and Landfill Rationalization study.

Mr. Green will also ask Board Members to consider and decide upon the three scenarios for further analysis under the Landfill Rationalization study (refer to attachment 1).

Comments from the meeting:

- Mr. Green advised that he had travelled out to every landfill site/transfer station in the WEROC region and made the following observations:
 - The Shire of Yilgarn have five landfills. There is potential to consolidate some of these.
 - The Westonia landfill site is lacking in space and likely only has two years of operation left.
 - The Shire of Tammin similarly is running out of space and is near capacity. A solution for this site will be required fairly soon.
 - The Shire of Merredin has the largest population of any WEROC Shire and is also the largest generator of waste. The Merredin landfill has plenty of space to landfill upward but is lacking in soil. For Merredin to expand they would need to explore alternative cover options (e.g., landfill lids) and would need to import soil to cap the site at some future point.
 - The Bruce Rock landfill has been very well managed. It does not have the capacity to take waste from other Shires.
 - The Kellerberrin transfer station model might provide a solution for the Westonia and Tammin Shires.
 - The development of a greenfield site has not been posed to WEROC as it was not clear if the group have an appetite for this. A greenfield site would take at least five years to get up and running.

There might be an option to establish a greenfield site in conjunction with other Shires (e.g., NEWROC Shires).

- Mr. Mark McKenzie questioned whether there are any landfills like the one in Merredin, that they could look to for solutions to the observed limitations on this site’s future expansion potential. Mr. Green indicated that he would include recommendations on how to improve existing sites in the SWMP.
- Ms. Karin Day questioned whether there is an obvious solution for WEROC at this time. Mr. Green advised that there is not yet a clear regional solution but there are some imminent priorities such as resolving the landfill capacity issues for the Shires of Tammin and Westonia.
- Mr. Green indicated that he needed clarity on the three options for the landfill rationalization study. Mr. Green asked that each Shire respond to him individually and based on this feedback he will come up with three solid options for further analysis. Mr. Green requested that this feedback be provided as soon as possible.

Mr. Green left the meeting at 2.30pm and did not return.

5. MINUTES OF MEETINGS

5.1 Minutes of the WEROC Inc. Board Meeting held on Wednesday 11 August 2021

Minutes of the WEROC Inc. Board Meeting held in Southern Cross on Wednesday 11 August 2021 have previously been circulated.

Recommendation:

That the Minutes of the WEROC Inc. Meeting held Wednesday 11 August 2021 be confirmed as a true and correct record.

RESOLUTION:

Moved: Ms. Karin Day

Seconded: Ms. Glenice Batchelor

That the Minutes of the WEROC Inc. Meeting held Wednesday 11 August 2021 be confirmed as a true and correct record.

CARRIED

5.2 Business Arising – Status Report as of 1 November 2021

Actions Arising from the WEROC Inc. Board Meeting held on 11 August 2021.

Agenda Item	Action(s)	Status
6.1 WEROC Inc. Financial Report	Increase the consultant expenses budget for the 2021-22 financial year to \$70,000 to account for the Strategic Waste Management Plan and other projects.	The budget has been updated. The revised budget for 2021-22 with a \$70,000 allocation toward consultant expenses will be used as the basis of the financial reporting for the remainder of the 2021-22 financial year.
7.1 WEROC Inc. Tourism Product Audit	<ol style="list-style-type: none"> 1) Each Local Government to present the recommendation of the audit to their Council’s and discuss their priorities. 2) Discuss and agree on priority actions at the next meeting. 3) Executive Officer to add accommodation to the audit. 	The revised WEROC Tourism Product Audit was circulated to Board Members, via email on 7 October 2021. The revised document now includes a summary of accommodation gaps and opportunities and contains a detailed

		list of accommodation provision in each of the WEROC Shires.
7.2 CSIA Customer Service Excellence Training	<ol style="list-style-type: none"> 1) Reschedule workshops for late February to early March 2022. 2) Confirm the terms of the contract and options regarding refunds. 3) Advise registered participants of the revised schedule for the workshops once they are confirmed. 	<p>The CSIA customer service training has been rescheduled and will now take place during the week of 28 February to 4 March 2022.</p> <p>All registered participants were advised via email on 27 August 2021 of the revised schedule for the workshops.</p> <p>The Executive Officer queried the terms of the contract with CSIA and was advised as follows:</p> <p><i>‘Unfortunately, as we have already completed the program development and printing – we do not have a refund policy as such.</i></p> <p><i>We are more than happy to reschedule and hopefully the situation will be back to normal by then. Having said that, if we do face further lockdowns / restrictions that cause further cancellations, I am happy to escalate this to the Board’.</i></p>
7.4 Strategic Projects	At the next meeting of the WEROC Inc. Board, review existing Strategic Priorities and discuss new or revised priorities.	A review of the WEROC Inc. Strategic Plan will be undertaken during the WEROC Inc. Board Meeting being held on 22 November 2021.
7.6 Strategic Waste Management	<ol style="list-style-type: none"> 1) Circulate the PowerPoint presentation delivered by Mr. Giles Perryman and Mr. Samuel Green 2) Invite ASK Waste Management to present on the draft Strategic Waste Management Plan and Landfill Rationalisation Study at the Board meeting on 22 November 2021 	<p>The presentation given by ASK Waste Management was circulated with the minutes of the 11 August Board Meeting, on 13 August 2021.</p> <p>Mr. Samuel Green will present, via videoconference, the draft reports at the Board Meeting being held on 22 November 2021.</p>
8. Emerging Issues	All Shires are requested to advise the Executive Officer of their nominated representative to the WEROC Complaints Assessment Panel.	To date nominations to the WEROC Complaints Assessment Panel have been provided in writing by the Shire of Tammin and the Shire of Yilgarn.

Recommendation:

That the status report as of 1 November 2021 be received.

RESOLUTION: **Moved:** Mr. Raymond Griffiths **Seconded:** Mr. Wayne Della Bosca

That the status report as of 1 November 2021 be received.

CARRIED

6. WEROC INC. FINANCE

6.1 WEROC Inc. Financial Report as of 1 November 2021

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2021

Attachments: Nil

Voting Requirement: Simple Majority

At the WEROC Inc. Board Meeting held on 27 April 2021 the budget for the financial year commencing 1 July 2021 and ending 30 June 2022 was adopted. At the WEROC Inc. Board Meeting held on 11 August 2021 it was resolved to increase the consultant expenses budget for the 2021-22 financial year to \$70,000.

The revised WEROC Inc. Budget 2021-22 is used as the basis for the financial report.

An explanation for each of the notations on the financial report is provided below.

Note 1	Annual Financial contributions paid by Member Local Governments.
Note 2	GST received.
Note 3	GST Refund for Q4 BAS 2020-21.
Note 4	Executive Officer services for the months of July, August and September 2021.
Note 5	Executive Officer travel to Board and other meetings.
Note 6	Monthly subscription fee for Xero accounting software.
Note 7	Payment to Audit Partners Australia for completing the audit of WEROC finances for the 2020-21 financial year.
Note 8	Payments to ASK Waste Management for the WEROC Strategic Waste Management Plan, 150 Square Strategic Solutions for the WEROC Tourism Audit and NEWTRAVEL for the Agri-tourism workshop.
Note 9	Payments to Code Research Australia for the monthly website hosting fee.
Note 10	Payments to Local Community Insurance Services for insurances for WEROC Inc. including workers compensation, Cyber insurance, Public and Products Liability, Associations and Officials Liability and Personal Accident – Volunteer Workers.

WEROC Inc.
ABN 28 416 957 824
1 July 2021 to 30 June 2022

		Budget 2021/2022	Actual to 31/10/2021	Notes
INCOME				
0501	General Subscriptions	\$72,000.00	\$72,000.00	1

504.01	Consultancy & Project Reserve	\$0.00	\$0.00	
0575	Interest received	\$0.00	\$0.00	
584	Other Income	\$0.00	\$0.00	
	GST Output Tax	\$7,200.00	\$7,200.00	2
	GST Refunds	\$5,209.05	\$1,436.00	3
Total Receipts		\$84,409.05	\$80,636.00	
EXPENSES				
1545	Bank Fees & Charges	\$0.00	\$0.00	
1661.01	WEROC Inc. Executive Services	\$30,450.00	\$9,684.55	4
1661.02	Executive Officer Travel and Accommodation	\$2,162.40	\$584.82	5
1661.03	WEROC Executive Officer Recruitment	\$780.00	\$0.00	
1687	WEROC Financial Services Accounting	\$795.40	\$181.80	6
1687.03	WEROC Financial Services Audit	\$1,000.00	\$879.95	7
1585	WEROC Consultant Expenses	\$70,000.00	\$19,672.50	8
1850	WEROC Management of WEROC App & Website	\$360.00	\$90.00	9
1801	WEROC Meeting Expenses	\$500.00	\$0.00	
1851	WEROC Insurance	\$6,000.00	\$5,583.38	10
1852	WEROC Legal Expenses	\$2,000.00	\$0.00	
1853	WEROC Incorporation Expenses	\$0.00	\$0.00	
1930	WEROC Sundry	\$300.00	\$0.00	
3384	GST Input Tax	\$11,434.78	\$3,296.80	
	ATO Payments	\$3,654.28	\$0.00	
Total Payments		\$129,436.86	\$39,973.80	
Net Position		-\$45,027.81	\$40,662.20	
OPENING CASH 1 July		\$193,194.46	\$190,684.49	
CASH BALANCE		\$148,166.65	\$231,346.69	

Recommendation:

That the WEROC Inc. financial report for the period 1 July 2021 to 31 October 2021, be received.

RESOLUTION:

Moved: Ms. Karin Day

Seconded: Mr. Wayne Della Bosca

That the WEROC Inc. financial report for the period 1 July 2021 to 31 October 2021, be received.

CARRIED

6.2 Income & Expenditure

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2021

Attachments: Nil

Voting Requirement: Simple Majority

A summary of income and expenditure for the period 1 August 2021 to 31 October 2021 is provided below.

Date	Description	Credit	Debit
Opening Balance		\$241,562.19	
3/08/2021	Payment: Shire of Bruce Rock	\$13,200.00	
4/08/2021	Payment: Code Research Australia		\$33.00
5/08/2021	Payment: 150 Square Pty Ltd		\$2,395.00
9/08/2021	Payment: Local Community Insurance Services		\$533.50
12/08/2021	Payment: Shire of Merredin	\$13,200.00	
31/08/2021	Payment: Local Community Insurance Services		\$1,222.49
31/08/2021	Payment: Local Community Insurance Services		\$412.50
1/09/2021	Payment: ASK Waste Management		\$3,902.25
3/09/2021	Payment: Code Research Australia		\$33.00
7/09/2021	Payment: Local Community Insurance Services		\$3,043.00
7/09/2021	Payment: Local Community Insurance Services		\$609.31
9/09/2021	Payment: 150 Square Pty Ltd		\$3,348.00
9/09/2021	Payment: 150 Square Pty Ltd		\$5,676.00
10/09/2021	Payment: 150 Square Pty Ltd		\$5,676.00
12/10/2021	Payment: 150 Square Pty Ltd		\$2,395.00
12/10/2021	Payment: Code Research Australia		\$33.00
15/10/2021	Payment: Audit Partners Australia		\$967.95
15/10/2021	Payment: ASK Waste Management		\$5,835.50
28/10/2021	Payment: NEWTRAVEL Inc.		\$500.00
TOTAL		\$26,400.00	\$36,615.50
Closing Balance		\$231,346.69	

Recommendation:

That the WEROC Inc. summary of income and expenditure for the period 1 August 2021 to 31 October 2021 be received.

That the Accounts Paid by WEROC Inc. for the period 1 August 2021 to 31 October 2021 totalling \$36,615.50 be approved.

RESOLUTION:

Moved: Ms. Glenice Batchelor

Seconded: Mr. Mark McKenzie

That the WEROC Inc. summary of income and expenditure for the period 1 August 2021 to 31 October 2021 be received.

That the Accounts Paid by WEROC Inc. for the period 1 August 2021 to 31 October 2021 totalling \$36,615.50 be approved.

CARRIED

Background:

WEROC Inc. holds a Community Solutions One account with Westpac Bank, into which all funds are deposited. The Community Solutions One account is specifically designed for not-for-profits and charities and has no associated fees. This account previously paid a small amount of interest (0.10%), however this ceased in November 2020. A companion bank account – Community Solutions Cash Reserve – is available and has a current interest rate of 0.01%. The cash reserve account attracts no fees and allows for unlimited transfers between other Westpac transaction accounts. A bonus of an additional 0.01% is paid if no withdrawals are made in a given month. Interest rates paid on term deposits currently range from 0.05% to 0.10% depending on the term fixed.

The current signatories to the Westpac account are Rebekah Burges (administrator, approver), Darren Mollenoyux (administrator, approver) and Ram Rajagopalan (administrator). Two signatories are required for any outgoing payment to be processed.

Executive Officer Comment:

Given the minimal interest rates being paid on accounts at present the Executive Officer believes that there is no benefit in establishing a cash reserve account or investing in a term deposit at this point in time.

In respect to signatories, it is recommended that:

- 1) In their capacity as Secretary/Treasurer of WEROC Inc., the Executive Officer continue to be an administrator and approver for the Westpac account.
- 2) The newly appointed Chair of WEROC Inc. be added as approver of the account and the outgoing Chair be removed.
- 3) One other Member of the WEROC Inc. Board be appointed as approver of the account to ensure that there are always two signatories available to process payments.

Recommendation:

That:

- 1) The current Community Solutions One bank account be retained, and no new account be opened at this time
- 2) The bank signatories be Ms. Rebekah Burges (Secretary/Treasurer), the incoming Chair and one other Board Member.

RESOLUTION:

Moved: Ms. Karin Day

Seconded: Ms. Glenice Batchelor

That:

- 1) The current Community Solutions One bank account be retained, and no new account be opened at this time
- 2) The bank signatories be Ms. Rebekah Burges, Ms. Emily Ryan and Mr. Raymond Griffiths.

CARRIED

7.3 AGO Holiday Planner

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: NIL

Date: 1 November 2021

Attachments: *Attachment 3: AGO Holiday Planner Advertising Prospectus*

Financial Implications: The advertisement will result in an additional spend of \$604.70 + GST over and above the budgeted \$3,000 for co-operative marketing for 2021-22

Voting Requirement: Simple Majority

Background:

At the WEROC Inc. Board Meeting held on 22 February 2021 an allocation of \$3,000 toward co-operative marketing for the 2021-22 financial year was endorsed:

RESOLUTION: **Moved:** Mr. Jamie Criddle **Seconded:** Mr. Rod Forsyth

That WEROC Inc.:

- 1) Contribute \$302 Inc. GST toward a shared display at the 2021 Perth Caravan and Camping Show;
- 2) Contribute up to \$3,000 toward collaborative marketing campaigns for the remainder of the 2020-21 Financial Year; and
- 3) Allocate \$3,000 in the 2021-22 Budget for collaborative marketing.

On Friday 25 June 2021, a meeting hosted by Australia’s Golden Outback (AGO) was held to discuss co-operative marketing for the Eastern Wheatbelt in the 2021-22 financial year. As a result of this conversation AGO prepared a proposal for a co-op campaign that would include a mix of radio, print and social media advertising spanning from August 2021 to March 2022. The split for each local co-op group (i.e., NEW Travel, Roe Tourism, WEROC and Pioneers Pathway) is \$3,000 +GST and AGO are contributing \$13,000 +GST. This proposal was presented for noting at the WEROC Inc. Board Meeting held on 11 August 2021. The contribution from WEROC has been paid.

Executive Officer Comment:

Subsequent to the agreement to proceed with the co-operative marketing campaign proposed by AGO, the Executive Officer received an invitation to advertise in the 2022 Australia’s Golden Outback Road Trip Holiday Planner. A copy of the advertising prospectus is provided as an attachment. WEROC have previously taken a half page advertisement in the Planner and shared the cost with Pioneers Pathway.

The Central Wheatbelt Visitors Centre have submitted a booking form for a half page advertisement in the Planner, which will promote the self-drive trails of the Central and Eastern Wheatbelt (i.e., the Golden Pipeline Heritage Trail and Pioneer’s Pathway). The cost of the advert is \$1,814 +GST and WEROC Inc. have been requested to contribute a third of this amount (\$604.70) with the remaining two thirds to be funded by the Central Wheatbelt Visitors Centre and Pioneers Pathway.

Recommendation:

That the Board approve an additional \$604.70 + GST to be spent on co-operative marketing in the 2021-22 financial year, specifically on a half-page advertisement in the 2022 Australia’s Golden Outback Holiday Planner in partnership with the Central Wheatbelt Visitors Centre and Pioneers Pathway.

Comments from the meeting:

- The Executive Officer advised that there would be an additional cost of \$80 for a graphic designer to prepare the advertisement. The amount being requested is therefore \$684.70

RESOLUTION: **Moved:** Mr. Mark McKenzie **Seconded:** Mr. Darren Mollenoyux

That the Board approve an additional \$684.70 + GST to be spent on co-operative marketing in the 2021-22 financial year, on a half-page advertisement in the 2022 Australia’s Golden Outback Holiday Planner in partnership with the Central Wheatbelt Visitors Centre and Pioneers Pathway.

CARRIED

7.4 WEROC Inc. Tourism Projects

Author: Rebekah Burges, Executive Officer
Disclosure of Interest: Nil
Date: 1 November 2021

- Attachments:** Attachment 4: WEROC Inc. Tourism Product Audit (Revised Sept. 2021)
- Financial Implications:** Any projects undertaken will be paid for from the consultancy line item of the WEROC Inc. Budget 2021-22
- Voting Requirement:** Simple Majority

Background:

At the WEROC Board Meeting held on 11 August 2021 the Executive Officer presented the Final Draft of the WEROC Tourism Audit. The Board resolved as follows:

RESOLUTION: **Moved:** Ms. Julie Flockart **Seconded:** Ms. Karin Day

That:

- 1. The final draft of the WEROC Inc. Tourism Product Audit be adopted;*
- 2. Each Local Government to present the recommendations of the audit to their respective Council and discuss their priorities for action;*
- 3. A workshop will be conducted at the next meeting of the WEROC Inc. Board to agree on actions for implementation;*
- 4. Payment of \$10,320 + GST to 150 Square Strategic Solutions for completing the WEROC Inc. Tourism Audit, is approved;*
- 5. The Executive Officer to update the information contained in the 2016 visitor accommodation study for WEROC Shires; and*
- 6. An additional 25 to 30 hours of the Executive Officer's time is approved to complete the update of the visitor accommodation study.*

Executive Officer Comment:

The revised WEROC Tourism Product Audit was circulated to Board Members, via email on 7 October 2021. The revised document now includes a summary of accommodation gaps and opportunities and contains details of accommodation providers in each of the WEROC Shires.

The Executive Officer has received notice of agreed priorities from the Shire's of Kellerberrin and Yilgarn:

Shire of Kellerberrin:

Short listed priorities are:

1. Events
2. Caravan and camping
3. Nature, parks and reserves

Shire of Yilgarn:

Recommendations in order of priority are:

1. Caravan and camping
2. Trails
3. Nature, Parks and Reserves
4. Attract the right visitors
5. Online presence
6. Champion hero regional experiences
7. Utilise the right marketing channels
8. Food and drink
9. Events

10. Culture, art and heritage
11. Create a distinctive brand.

Recommendation:

That the Board discuss and agree on priority actions for implementation

Comments from the meeting:

- The top four tourism priorities by consensus are:
 1. Caravan and camping
 2. Nature, parks, and reserves
 3. Trails
 4. Events
- Each Member Shire will take the agreed priorities to their respective Councils for further discussion.
- The Executive Officer will send a template for Shire's to complete advising projects already underway, planned or desired under each of the four priority areas. The template will also ask Shire's to provide information on events, their scheduled dates, and the level of influence they have over them.
- Ms. Glenice Batchelor advised that Ms. Mandy Walker from RDA Wheatbelt suggested that groupings of local governments should consider collaborative projects for the next round of the Building Better Regions Fund. This could present an opportunity for a group tourism project.
- Mr. Raymond Griffiths suggested that with regard to events rather than looking at new events, it might be better to promote events that already exist and that aren't necessarily promoted well. It is also important to make sure that events throughout the region do not clash.

RESOLUTION: **Moved:** Mr. Darren Mollenoyux **Seconded:** Ms. Karin Day

That:

- 1) The agreed tourism priorities for WEROC be caravan and camping, nature, parks and reserves, events, and trails.
- 2) That each Shire provide the Executive Officer with information on tourism projects planned, in-progress or desired under each of the four priority areas before the next meeting to facilitate further discussion on next steps.

CARRIED

7.5 Review of WEROC Inc. Strategic Plan 2020

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2021

Attachments: *Attachment 5: WEROC Inc. Strategic Plan 2020*

Voting Requirement: Simple Majority

Background:

The WEROC Inc. Strategic Plan 2020 was adopted in August 2020 following a two-part strategic planning process that involved first reviewing the contextual and operating environment for WEROC, articulating a vision and mission statement, and identifying broad priorities. The second part of the process involved refining the vision and mission and agreeing on the top five priorities and actions for WEROC Inc. over the short-to-medium-term.

Executive Officer Comment:

Many of the actions identified in the Strategic Plan have already been implemented or are in train. The Executive Officer believes that it is therefore an opportune time to review the Strategic Plan and discuss new/revised priorities and to reflect on the vision, mission, and values of WEROC Inc.

Vision: For the Wheatbelt East to grow and prosper

Mission: Working together to enhance the regions sustainability through investment and innovation.

Values:

- *Commitment to our Region:* We will ensure that in everything we do, we consider the best interests of the people that live and work in or visit the communities of the Eastern Wheatbelt.
- *Collaboration:* We will work together as a united group to prioritise and address important issues impacting on our region, and to achieve outcomes that cannot be accomplished individually.
- *Regional Leadership:* We will be a strong partner and voice representing our region.
- *Integrity:* We will act with integrity, building lasting partnerships based on honesty and trust.
- *Accountability:* We are committed to good governance and accountability in delivering outcomes for our region. We will ensure our stakeholders have genuine involvement in decision making and that we communicate openly, accurately, and effectively with all those who are impacted by the decisions or actions that we take.
- *Innovation & Excellence:* We value innovation and strive for continuous improvement in delivering positive outcomes for our region.

Discussion Points:

- Are our Vision, Mission and Values still relevant?
- Has anything changed?
- Have we achieved or are we making progress toward achieving, our vision?
- Are we operating by these values?

Current Priorities

Priority	Objective	Actions	Progress
Regional waste management	Deliver cost savings and greater efficiencies to WEROC Member Councils in managing waste	<ul style="list-style-type: none"> • Review existing waste management service delivery across the WEROC region • Complete a cost-benefit analysis for ownership of a shared truck • Develop a WEROC waste management plan 	The WEROC Strategic Waste Management Plan and Landfill rationalisation study will be completed by the end of December 2021.
Tourism Product Development	Increase the WEROC regional visitor economy	<ul style="list-style-type: none"> • Conduct an audit of tourism assets across the WEROC region. • Undertake desktop research to identify trends in tourism product development and future target markets. 	The WEROC Tourism Product Audit has been completed. This included an assessment of industry and market trends. The WEROC Board will discuss priorities for investment at the Board meeting being held on 22 November 2021.

		<ul style="list-style-type: none"> • Develop a list of priorities for investment 	
Local Business Development	Sustained economic recovery post COVID-19	<ul style="list-style-type: none"> • Develop a targeted business improvement program with a focus on online reputational management and improved frontline customer service • Develop a project plan/business case to support and application for funding to implement the program 	Rather than developing something new, WEROC have engaged the Customer Service Institute of Australia to deliver their customer service excellence program. The program has been adapted to cover online reputational management as well as frontline customer service. WEROC are able to cover the costs of these workshops without the need for external funding, so a project plan was not deemed necessary.
Digital Connectivity	High-capacity telecommunications network and linkages that support digital access and connectivity	<ul style="list-style-type: none"> • Establish partnerships to collaboratively address deficiencies in digital connectivity and capacity • Work with telcos to target improvements in fixed and mobile connectivity • Support existing initiatives that aim to improve digital connectivity across the WEROC region 	<p>WEROC have provided letters of support for CRISP wireless applications to the Regional Connectivity Program and Digital Farms Grants Program. Both applications were successful.</p> <p>WEROC have engaged with local Federal Member Melissa Price and a representative for Mia Davies – Martin Aldridge on telecommunications.</p>
Ranger & Regulatory Services Solution	Achieve greater efficiency for WEROC Member Councils in delivering ranger and regulatory services	<ul style="list-style-type: none"> • Complete a review of existing ranger service delivery across Member Councils • Investigate avenues to fund a Regional Community Emergency Services Manager (CESM) • Implement a ranger and regulatory service solution for WEROC Member Councils 	<p>WEROC wrote to the Department of Fire and Emergency Services requesting a regional CESM. This request was denied because of a lack of funding.</p> <p>An audit of ranger and emergency service delivery was completed, and a new ranger service delivery model has been implemented for the Shire of Merredin.</p> <p>Avenues to support improved emergency management services continue to be investigated.</p>

Discussion Points:

- Are there any gaps in what we said we would deliver?
- Are any of these focus areas still a top priority for WEROC?
- What new priorities have emerged or are emerging?
- Do these priorities align with our vision and mission?

Potential Priorities	Possible Actions
Regional Growth & Innovation	<ul style="list-style-type: none"> Jobs and economic outlook (e.g., Perth’s Northern Growth Corridor Jobs and Economic Outlook 2050) Investment Prospectus for the WEROC region (example – Northern Growth Alliance of Western Australia) Review and revision of the Central East Sub-Regional Economic Strategy which was completed in April 2015
Community Prosperity	<ul style="list-style-type: none"> Regional Public Health Planning initiative that feeds into local Public Health Plans Implement recommendations of the WEROC Strategic Waste Management Plan and Landfill Rationalisation Study
Visitor Economy	<ul style="list-style-type: none"> Implement priorities identified through the WEROC tourism audit Investigate potential for a destination development officer Develop a tourism product investment prospectus (this is an action in the Shire of Merredin SCP 2020-2030)
Inter-Council Cooperation	<ul style="list-style-type: none"> Continue to monitor the delivery of Local Government Services to identify opportunities to share resources and achieve cost savings (e.g., Emergency Services Management) Develop a suite of record keeping policies aligned to the new Standard for Records Management
Climate Change Readiness	<ul style="list-style-type: none"> Investigate avenues to proceed with the projects identified in the Regional Climate Alliance application (i.e., waste to energy infrastructure, climate resilient sport and recreational infrastructure)

Comments from the meeting:

- Mr. Darren Mollenoyux suggested that WEROC should not change course too much.
- Ms. Glenice Batchelor suggested that the strategic aspects of the plan (i.e., the vision, mission, values and strategic priorities) remain the same but the actions be re-assessed.
- The following amendments to the Strategic Plan were requested:
 - Change the ranger and regulatory services priority to inter-council cooperation.
 - Change the regional waste management priority to sustainability and incorporate actions around climate change readiness as well as short- and long-term solutions for waste management.
 - Include the ‘possible actions’ for visitor economy under the tourism product development.
 - Actions relating to Public Health Planning and Records Management to be included under inter-council cooperation.
- The Shire of Yilgarn advised that they are considering establishing a designated area migration agreement (DAMA) and questioned whether this could be included as an action under inter-council cooperation. All Shires were supportive of this.

RESOLUTION: **Moved:** Mr. Wayne Della Bosca **Seconded:** Ms. Karin Day

That:

- 1) Each Shire to consider the four options proposed by ASK Waste Management and a fifth option of establishing a greenfield site, and advise the Executive Officer of their preferred options by the end of the year
- 2) The Executive Officer to advise ASK Waste Management that more time is required to consider the options and that a response will be provided after December Council meetings.

CARRIED

8. EMERGING ISSUES

- Ms. Glenice Batchelor queried whether Shire’s had experienced any resistance from employees regarding mandatory vaccinations for COVID-19. Ms. Batchelor also queried whether there were concerns with how local health services would cope when COVID comes into the community.
- Ms. Batchelor shared the Wheatbelt Food and Beverage Capability Guide and encouraged Members to take a look at the online resource.

9. OTHER MATTERS (FOR NOTING)

9.1 Central Wheatbelt Visitors Centre MOU

Attachments: *Attachment 6: CWVC MOU November 2021*

At the WEROC Inc. Board meeting held on 27 April 2020, the renewal of the Memorandum of Understanding between the Shire of Merredin, WEROC Shire’s and the Shire of Cunderdin for visitor servicing and regional promotion through the Central Wheatbelt Visitor’s Centre, was discussed and the Board resolved as follows:

RESOLUTION: *Moved: Mr. Wayne Della Bosca Seconded: Mr. Rod Forsyth*

That WEROC Inc. agree to renew the Memorandum of Understanding between the Shire of Merredin, WEROC and the Shire of Cunderdin for visitor servicing and regional promotion through the Central Wheatbelt Visitors Centre, for a period of three (3) years, commencing 1 July 2021.

At the following Board Meeting, held on 23 June 2021 the new MoU was presented for signing. The Board’s discussion at this meeting is summarised as follows:

- The matter of fees contributed by WEROC Members to the Central Wheatbelt Visitors Centre was discussed. It was determined that as the Shire of Tammin is now a Member of WEROC their fees should be equal to that of all other WEROC Shires.
- It was requested that the MoU be updated to explain the difference in service offered to a WEROC Shire and a “Member Shire” (i.e., Cunderdin) so that it is clear why there is a discrepancy in the fees contributed.
- Executive Officer to contact Ms. Robyn McCarthy to clarify if a “Member Shire” receives the same display space, pamphlets, co-operative marketing, etc.
- The Executive Officer to bring the revised MoU to the next meeting.

Ensuing discussions with Ms. McCarthy revealed that there essentially is no difference in the service offered to WEROC and ‘Member Shires’ and it was therefore determined that the Shire of Merredin would approach the Shire of Cunderdin about increasing their fees so that each party to the MoU made an equal contribution. The fee negotiation with the Shire of Cunderdin had not been finalised prior to the August meeting of the WEROC Board and therefore the matter was deferred until the November meeting.

On Friday 29 October, the Executive Officer was provided with a verbal update on the discussions with the Shire of Cunderdin from Mr. Mark Dacombe, Temporary CEO Shire of Merredin. Mr. Dacombe advised that

the Shire of Cunderdin were not willing to increase their fee to align with the WEROC Shires. Rather than alter the MoU to reflect a different level of service for WEROC and Member Shires, the MoU will be left as is and reviewed again in 12 months' time, with a view to possibly increasing the Shire of Cunderdin's fees at the time.

It should be noted that while WEROC Inc. is not a signatory to the MoU, the 'Additional Activities' detailed in Schedule 2 of the MoU, which are delivered on a cost recovery/fee for service basis are for the most part, paid for by WEROC Inc.

Comments from the meeting:

- It was requested that Ms. Robyn McCarthy, Manager of the Central Wheatbelt Visitors Centre (CWVC) contact each Shire individually to discuss and answer any questions they may have about the services provided by the CWVC.

9.2 Public Health Planning

At the WEROC Inc. Board Meeting held on 27 August 2020, after discussing advice received from the Department of Health regarding Public Health Planning, the Board resolved as follows:

RESOLUTION:

Moved: Mr. Peter Clarke

Seconded: Mr. Raymond Griffiths

That the WEROC Inc. Executive Officer monitor progress toward the implementation of Stage 5 of the Public Health Act 2016 and at the commencement of Stage 5:

- 1) WEROC Inc. will progress with the development of an overarching Health Plan that can be used as a proforma for the Member Councils to develop their individual Public Health Plans; and*
- 2) The Executive Officer will seek quotations for the development of a WEROC Public Health Plan.*

Based on information available on the Department of Health website the Executive Officer understands that Stage 5 of the implementation of the Public Health Act will not commence until July 2022. In the lead up to this stage it is anticipated that the Department of Health will conduct a series of workshops throughout the State to assist Local Governments in understanding the new regulations under the *Public Health Act 2016*.

9.3 New Standards for Records Management

In 2019 records management consultants Information Enterprises Australia (IEA) undertook a review of four out of the five WEROC Inc. Member Councils' recordkeeping policies and procedures. The summary report recommended that WEROC consider the development of a suite of record keeping policies, guidelines and standard operating procedures to cover records access, control and management, which could be used by Member Councils to direct work practices related to records use and management. The report also recommended that WEROC consider obtaining specialist assistance in implementing the State Record Commission's new record keeping framework.

A quote was sourced from IEA to develop a suite of three essential policies – a generic record keeping policy covering the responsibilities of Council, staff and contractors; a generic privacy and protection of personal information policy; and a generic vital records policy – which could be adapted by each Member Council.

The quote from IEA and a letter from Mr. Damian Shepherd, Director State Records, advising that the reform of the Standards for State record keeping had been put on hold due to COVID, was presented for consideration at the WEROC Inc. Board Meeting held on 30 April 2020. The Board resolved to postpone the engagement of IEA to develop the proposed record keeping policies until the new Standards had been implemented.

The most recent update on the new Standards was provided in the State Records Office Newsletter for Winter 2021, which stated that:

The proposed new Standard for Records Management and associated tools (including a new Records Management Plan template) is currently undergoing rigorous review by the State Records Commission and the SRO.

On Tuesday 2 November 2021, the Executive Officer received an email from Ms. Gooch advising as follows:

We are pleased to share that we have finally received the signed documentation from the federal government and as such can now start planning and doing the necessary ground truthing. When completed, we will contact each shire direct. Leigh Ballard met with the Tammin Shire last week to further discuss their involvement.

These are an example of the plans available – sent for your information. These have been shared with the shires and we will share these again when correspondence goes to them – I anticipate this will be in the coming weeks.

CRISP HOME Ultra-Lite	CRISP HOME Lite	CRISP HOME Essential	CRISP HOME Premium
\$59/mth inc. GST 150GB DATA Up to 20mbps download & 20mbps upload speeds Total minimum cost \$2,421 over 36 months	\$79/mth inc. GST 300GB DATA Up to 20mbps download & 20mbps upload speeds Total minimum cost \$2,844 over 36 months	\$99/mth inc. GST 500GB DATA Up to 25mbps download & 25mbps upload speeds Total minimum cost \$3,564 over 36 months	\$169/mth inc. GST 1000GB DATA Up to 25mbps download & 25mbps upload speeds Total minimum cost \$6,084 over 36 months

There are also Business Plans available. It will be important that people and shire councillors register at the CRISP Wireless website. This really does help with planning – for example if there is a cluster in a particular area, then they will be contacted to ensure that the plan they need is appropriate to their needs. It is important to compare apples and apples – the CRISP Wireless service is not a mobile phone service (i.e. 4G with data attached) it is a business grade internet service that won't break down – we are most pleased to share that the CRISP Wireless service did not break down during Cyclone Seroja when all other telecommunication services were unavailable in the North East Wheatbelt.

An indicative map will be provided and has been shared during presentations that Leigh Ballard has done with the Shires.

This can be challenging as some people are very literal when seeing a map and may feel that the map won't cover all of an area or include their own location so we really need everyone to understand that until we do the planning and ground truthing by doing actual site surveys it is still very much indicative. Rest assured we will be doing all that we can to ensure that there is coverage across the shires aligning with the government grant applications that we submitted.

Some shires are very large. We will be doing all that we can to strategically expand the service area across the entire project within the parameters of the project/grant funding – this is historically what we have done in other shires in the past. It means a larger coverage area so that more people are able to access the CRISP Wireless network and have better internet (and quality of life/ business dealings). This will depend on topography and terrain.

10. FUTURE MEETINGS

The proposed schedule of meeting dates and locations for 2022 is presented for consideration:

Date	Time	Host Council
Tuesday 1 March	9.30am	Westonia
Tuesday 26 April	1.00pm (following the Zone meeting)	Kellerberrin
Monday 27 June	1.00pm (following the Zone meeting)	Merredin

Monday 5 September	9.30am	Tammin
Monday 21 November	9.30am	Bruce Rock

In developing the proposed schedule of meetings, the Executive Officer has taken into consideration the following events, meetings, and holidays in 2022:

- School holidays
 - Term 1: 9 – 25 April
 - Term 2: 2 – 17 July
 - Term 3: 24 September – 9 October
 - Term 4: 16 December – 31 January
- Public Holidays (26 January, 7 March, 15, 18 and 25 April, 6 June, 26 September)
- WMSIP (14 – 18 March)
- ALGA National General Assembly (19 – 22 June)
- CSIA Customer Service Training (28 February - 4 March)
- Great Eastern Country Zone meeting dates:
 - Monday 21 February in Merredin
 - Tuesday 26 April in Kellerberrin
 - Monday 27 June in Merredin
 - Monday 22 August in Kellerberrin
 - Monday 28 November in Merredin
- The Ordinary Council Meeting dates for WEROC Member Councils:
 - Shire's of Bruce Rock, Yilgarn and Westonia, the third Thursday of each month
 - Shire of Tammin the last Thursday of each month
 - Shire's of Kellerberrin and Merredin, the third Tuesday of each month
- The Dowerin Field Days (24 & 25 August)

Recommendation:

That the proposed schedule of meetings for 2022 be endorsed.

Comments from the meeting:

- It was noted that the Zone Executive would be reviewing the meeting dates for 2022 and there may be some changes to their schedule which would affect the WEROC meetings that coincide with Zone dates.
- Ms. Karin Day acknowledged that this would be the final meeting for Mr. Jamie Criddle and thanked him for his contribution to WEROC.

RESOLUTION: **Moved:** Ms. Karin Day **Seconded:** Mr. Mark McKenzie

That the proposed schedule of meetings for 2022 be endorsed.

CARRIED

11. CLOSURE

There being no further business the Chair thanked Members for attending and closed the meeting at 3.40pm.



Great Eastern Country Zone

Minutes

Held at Kellerberrin Recreation and Leisure Centre

Commenced at 9:30am
Monday 22 November 2021

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Great Eastern Country Zone

Meeting held at Kellerberrin Recreation and Leisure Centre

Commenced at 9.30am, Monday 22 November 2021

Agenda

1. ELECTIONS

1.1 Elections of Chair and Deputy Chair of the Great Eastern Country Zone

Pursuant to the WALGA Constitution, the Secretariat shall assume the Chair for conducting the election of office bearers.

Guidelines for elections were distributed to Member Councils via email dated 20 October 2021.

The election for the Chairperson and Deputy Chairperson shall be conducted and the term set at two years expiring in November 2023, in line with the terms of State Council representatives and in sync with Local Government Elections.

Chairperson:

The following nomination was received for the positions of Chair for 2 years, November 2021 to November 2023.

- Cr Tony Sacshe, Shire of Mount Marshall

DECLARATION

That Cr Tony Sacshe, be elected as Chairperson of the of the Great Eastern Country Zone for the term of 2 years, November 2021 to November 2023.

Deputy Chairperson:

No written nominations were received for the position of Deputy Chairperson. Nominations will be called from the floor.

Each voting delegate will be entitled to cast one (1) vote in the ballot process.
The candidates with the greater number of votes will be elected.

DECLARATION

That Cr Quentin Davies, be elected as Deputy Chairperson of the Great eastern Country Zone for the term of 2 year, November 2021 to November 2023.

1.2 Elections of State Council Representatives and Deputy State Council Representatives to the Great Eastern Country Zone

Pursuant to the WALGA Constitution, the Secretariat shall assume the Chair for conducting the election of representatives and deputy representatives to the State Council.

Guidelines for elections were distributed to Member Councils via email dated 20 October 2021.

WALGA incorporates a 24 members State Council with its members derived from Metropolitan and Country Zones. The State Council is chaired by the Association President.

In accordance with sub-clause 9(3) of the WALGA Constitution representatives and deputy representatives to the State Council shall be elected by Zones of the Metropolitan and Country constituencies for two (2) year terms, commencing from the Ordinary Meeting of State Council in December 2021 and concluding at the Ordinary Meeting of State Council two years later.

For the Great Eastern Country Zone, there is one (1) representative positions on State Council and one (1) deputy representative positions. The term is from the Ordinary Meeting of State Council in December 2021 and concluding at the Ordinary Meeting of State Council in December 2023.

State Councillor:

The following written nominations were received for the position of State Council Representative:

- Cr Stephen Strange, Shire of Bruce Rock

DECLARATION

That:

Cr Stephen Strange, Shire of Bruce Rock

be elected as State Council Representative of the Great Eastern Country Zone to the State Council for the term of 2 years, December 2021 to December 2023.

Deputy State Councillor:

The following written nomination was received for the position of Deputy State Councillor Representative.

- Cr Stephen Strange, Shire of Bruce Rock
- Cr Tony Sachse, Shire of Mount Marshall

DECLARATION

That:

Cr Tony Sachse, Shire of Mount Marshall

be elected as Deputy State Council Representative of the Great Eastern Country Zone to the State Council for the term of 2 years, December 2021 to December 2023.

Elected delegates to note the following details:

WALGA will host a 'State Councillor Induction Session' on 24 November at 4pm.

Further information will be e-mailed shortly.

1.3 Election of up to three (3) Zone Executive Committee Members of the Great Eastern Country Zone

Automatic Executive Committee membership will include the Zone President, Deputy Zone President and the State Councillor Representative.

The election for the Zone Executive Committee representatives shall be conducted and the term set at two years expiring in November 2023, in line with the terms of Zone Delegates and in sync with Local Government Elections.

Nominations for up to three Zone Executive Committee Representatives will be taken from the floor.

Each voting delegate will be entitled to cast one (1) vote in the ballot process.

The candidates with the greater number of votes will be elected.

- Cr Kellie Mortimore, Shire of Narembeen
- Cr Melanie Brown, Shire of Trayning
- Cr Karen Day, Shire of Westonia

DECLARATION

That Cr Kellie Mortimore, Cr Melanie Brown and Cr Karen Day, be elected as Zone Executive Committee representative for the term of 2 years, November 2021 to November 2023.

1.4 Election of Local Government Agricultural Freight Group of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate

The election for the Local Government Agricultural Freight Group delegates of the Great Eastern Country Zone shall be conducted.

Delegate

Nominations for the Local Government Agricultural Freight Group Delegate will be taken from the floor.

Each voting delegate will be entitled to cast one (1) vote in the ballot process. The candidates with the greater number of votes will be elected.

- Cr Tony Sachse

DECLARATION

That Cr Tony Sachse, be elected as Local Government Agricultural Freight Group Delegate of the Great Eastern Country Zone.

Deputy Delegate

Nominations for the Local Government Agricultural Freight Group Deputy Delegate will be taken from the floor.

Each voting delegate will be entitled to cast one (1) vote in the ballot process. The candidates with the greater number of votes will be elected.

- Cr Mark Crees, Shire of Westonia

DECLARATION

That Cr Mark Crees, be elected as Local Government Agricultural Freight Group Deputy Delegate of the Great Eastern Country Zone

We ask the elected delegates to note the details of the next meeting of the Agricultural Freight Group:

on **FRIDAY 26 NOVEMBER 2021**
 at **WATTLE ROOM, WALGA**
170 RAILWAY PARADE, WEST LEEDERVILLE
 commencing **1.00 PM**

1.5 Wheatbelt District Emergency Management Committee of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate

The election for the Wheatbelt District Emergency Management Committee delegates of the Great Eastern Country Zone shall be conducted.

The following nomination was received:

Delegate

- Cr Tony Sachse, Shire of Mount Marshall

Further nominations will be taken from the floor.

Each voting delegate will be entitled to cast one (1) vote in the ballot process. The candidates with the greater number of votes will be elected.

DECLARATION

That Cr Tony Sachse, be elected as Wheatbelt District Emergency Management Committee Delegate of the Great Eastern Country Zone

Deputy Delegate

Nominations for the Wheatbelt District Emergency Management Committee Deputy Delegate will be called from the floor.

- Cr Glenice Batchelor, Shire of Tammin

Each voting delegate will be entitled to cast one (1) vote in the ballot process. The candidates with the greater number of votes will be elected.

DECLARATION

That Cr Glenice Batchelor, be elected as Wheatbelt District Emergency Management Committee Deputy Delegate of the Great Eastern Country Zone

1.6 Election of the Regional Health Advocacy Representative of the Great Eastern Country Zone – 1 Delegate and 1 Deputy Delegate

The election for the Regional Health Advocacy Representative of the Great Eastern Country Zone shall be conducted.

Delegate

Nominations for the Regional Health Advocacy Representative will be taken from the floor.

Each voting delegate will be entitled to cast one (1) vote in the ballot process. The candidate with the greater number of votes will be elected.

- Cr Alison Harris, Shire of Cunderdin

DECLARATION

That Cr Alison Harris, be elected as the Regional Health Advocacy Representative Delegate of the Great Eastern Country Zone.

Deputy Delegate

Nominations for the Regional Health Advocacy Representative Deputy Delegate will be taken from the floor.

Each voting delegate will be entitled to cast one (1) vote in the ballot process. The candidate with the greater number of votes will be elected.

- Cr Glenice Batchelor, Shire of Tammin

DECLARATION

That Cr Glenice Batchelor, be elected as the Regional Health Advocacy Representative Deputy Delegate of the Great Eastern Country Zone.

2. OPENING AND WELCOME

3. ATTENDANCE AND APOLOGIES

Attendance

Great Eastern Country Zone Delegates and CEO's

Shire of Bruce Rock	President Cr Stephen Strange Deputy President Cr Anthony Cook Mr Darren Mollenoyux, Chief Executive Officer, Shire of Bruce Rock
Shire of Cunderdin	President Cr Alison Harris Mr Stuart Hopley, Chief Executive Officer, non-voting delegate
Shire of Dowerin	President Cr Robert Trepp Cr Darrel Hudson Ms Rebecca McCall, Chief Executive Officer, non-voting delegate
Shire of Kellerberrin	Deputy President Cr Emily Ryan Mr Raymond Griffiths, Chief Executive Officer Ms Codi Brindley-Mullen, Officer
Shire of Kondinin	Deputy President Cr Beverley Gangell Mr David Burton, Chief Executive Officer, non-voting delegate
Shire of Koorda	President Cr Jannah Stratford Mr Darren Simmons, Chief Executive Officer, non-voting delegate
Shire of Merredin	President Cr Mark McKenzie Cr Donna Crook Ms Lisa Clack, Chief Executive Officer, non-voting delegate
Shire of Mount Marshall	President Cr Tony Sachse
Shire of Narembeen	President Cr Kellie Mortimore Mr David Blurton, Chief Executive Officer, non-voting delegate
Shire of Nungarin	President Cr Pippa de Lacy Deputy President Cr Gary Coumbe
Shire of Tammin	President Cr Glenice Batchelor Ms Joanne Soderlund, Chief Executive Officer, non-voting delegate
Shire of Trayning	President Cr Melanie Brown Ms Leanne Parola, Chief Executive Officer, non-voting delegate
Shire of Westonia	President Cr Karen Day Deputy President Cr Mark Crees Mr Jamie Criddle, Chief Executive Officer, non-voting delegate
Shire of Wyalkatchem	Mr Peter Klein, Chief Executive Officer, non-voting delegate
Shire of Yilgarn	Mr Nic Warren, Chief Executive Officer, non-voting delegate

WALGA Representatives

Tony Brown, Executive Manager Governance & Organisational Services
Naoimh Donaghy, Governance and Organisational Services Officer
Cliff Simpson, Road Safety Advisor, WALGA

Guests

Richard Burnell, Executive Director Corporate Services, Department of Fire and Emergency Services
Warren Pearce, Chief Executive Officer, Association of Mining and Exploration Companies
Mandy Walker, Director Regional Development, RDA Wheatbelt Inc
Ammar Mohammed, A/Regional Manager Wheatbelt, Main Roads
Jennifer Collins, Department of Local Government, Sport & Cultural Industries – Regional Manger Wheatbelt
Kathleen Brown, Electorate Officer, Office of Hon Mia Davies MLA
Renee Manning, Wheatbelt Development Commission - Principal Regional Development Officer

Apologies

Martin Aldridge MLC, Member for the Agricultural Region
Mia Davies MLC, Member for the Agricultural Region
Hon Colin de Grussa MLC

President Cr Alison Harris, Shire of Cunderdin
Deputy President Cr Buster Cooper, Shire of Koorda
President Cr Kent Mouritz, Shire of Kondinin
Deputy President Cr Nick Gillett, Shire of Mount Marshall
Mr John Nuttall, Chief Executive Officer, Shire of Mount Marshall
President Cr Gary Shadbolt, Shire of Mukinbudin
Deputy President Cr Romina Nicoletti, Shire of Mukinbudin
Mr Dirk Sellenger, CEO Shire of Mukinbudin
Deputy President Cr Scott Stirrat, Shire of Narembeen
Mr Leonard Long, CEO, Shire of Nungarin
Deputy President Cr Tanya Nicholls, Shire of Tammin
Deputy President Cr Geoff Waters, Shire of Trayning
President Cr Quentin Davies, Shire of Wyalkatchem
Deputy President Cr Owen Garner, Shire of Wyalkatchem

Mike Roberts, Regional Manager, Water Corporation
Dayna O’Leary, Policy Officer, Association of Mining and Exploration Companies
Vicki Barlow, Senior Policy Advisor Community - Strategy, Policy and Planning

Attachments

The following were provided as attachments to the agenda:

- 1 6.3, Aboriginal Engagement Presentation
- 2 7.1, Minutes, 23 August 2021, Zone Meeting
- 3 8.1, Audit Report
- 4 8.5, Local Government Reform Initiatives
- 5 WALGA Roadwise Report
- 6 WALGA President’s Report
- 7 11.4, Wheatbelt RDA

In addition, please find attached addition documents which were circulated prior to the meeting:

- 8 6.1, Warren Pearce - presentation
- 9 6.2, Richard Burnell - presentation
- 10 12.2, Wheatbelt Development Commission Report
- 11 9.3, Wheatbelt District Emergency Management Report

State Council Agenda – via link: [State Council Agenda December 2021](#)

4. DECLARATIONS OF INTEREST

NIL

5. ANNOUNCEMENTS

- 5.1 Vickki Barlow, Senior Policy Advisor Community - Strategy, Policy and Planning was an apology for the meeting.
- 5.2 Zone Chair Cr Tony Sachse sought feedback from Members on editing the format of the meeting. The Chair suggested moving *Members of Parliament* and *Agency Speakers* to follow *Guest Speakers*, and then break for 10 minutes before commencing the business of the meeting. This suggestion was received by the Zone and initiated at today's meeting.

For the purpose of these Minutes, original Item numbers will remain the same however will not run concurrently due to the change of format on the day.

Noted

6. GUEST SPEAKERS / DEPUTATIONS

6.1 Warren Pearce, CEO, Association of Mining and Exploration Companies

Warren Pearce, Chief Executive Officer, Association of Mining and Exploration Companies, was invited to speak at the August meeting of the Zone. His presentation ensured that Local Governments (as well as other key stakeholders – MPs, WDC, WAFF etc) were aware of the increased activity – the companies involved, and how they are approaching their exploration programs and surrounding communities.

Information was provided on:

- Why there is increased mineral exploration now taking place across the Wheatbelt – and what that means for the region.
- The basics around mineral exploration, land access, and how it interacts with other land users / landholders.
- The companies that are taking up tenure and where and what they are exploring for.

Warren, presented to the Zone, the presentation is attached (Attachment 8)

Noted

6.2 Richard Burnell, Executive Director Corporate Services, Department of Fire and Emergency Services

Richard Burnell, Executive Director Corporate Services, Department of Fire and Emergency Services

Richard has previously presented to the Great Eastern Country Zone and returned to provide an update on:

- ESL and related funding matters
- STAND project update
- Update on Workplace Health & Safety legislation transition support to assist LGs and farming industry groups

Richard, presented to the Zone.

Comment:

Richard received a question on notice from the Shire of Nungarin in regard to who is determining what the requirements are for new buildings. Conflicting opinions were heard on if it is the direction of the Department of Fire and Emergency, or requests from the Local Government itself. Richard will reply directly to the Shire of Nungarin and to the Zone.

Richard's presentation is attached (Attachment 9)

Noted

6.3 Natalie Contos, Principal Policy Officer, Aboriginal Engagement

Natalie was invited to present on Native Title. In her absence, she has provided the attached slides (Attachment 1) from a presentation earlier this year.

Noted

6.4 Jody Nunn, CEO, Reconciliation WA

Jody was invited to present on Reconciliation Plans and how each Local Government can better engage with their aboriginal communities. Jody is unavailable to attend this meeting however has asked for 2022 dates in the hope of attending a future meeting.

Noted

11. MEMBERS OF PARLIAMENT

Kathleen Brown, Electorate Officer, Office of Hon Mia Davies MLA

Ms Brown attended on behalf of Mia Davies MLC, Member for the Agricultural Region and highlighted the following information:

- The Aboriginal Cultural Heritage Bill was introduced last week to the Lower House. The Bill was forced through with little consultation time which will have flow on consequences. Mia encourages all Local Governments to put their views forward.
- From the Opposition point of view, they have raised the health system question if Covid does get in, can the hospital system handle it? They also want to ensure there is a teacher in front of all classes and that the vaccine roll out is available to everyone.
- The Regional Banking Taskforce is open for submissions, Local Governments are encouraged to participate.

NOTED

12. AGENCY REPORTS

12.1 Department of Local Government, Sport and Cultural Industries

Jennifer Collins, Department of Local Government, Sport & Cultural Industries – Regional Manger Wheatbelt, presented to the Zone.

Jennifer let the Zone know that the Department are hosting three "Work Health and Safety Act 2020" webinars for the sport and recreation industry:

- 26 November
- 29 November

- 30 November

Further information can be found on the [DLGSC home page](#).

Kid sport is 10 years old. There has been about 245,000 vouchers delivered to kids across the region. Jennifer thanked all those who have been involved.

Noted

12.2 Wheatbelt Development Commission

Renee Manning, Wheatbelt Development Commission - Principal Regional Development Officer, provided an update to the Zone.

Renee tabled a report prior to the meeting, now attached (Attachment 10)

Noted

12.3 Main Roads Western Australia

Ammar Mohammed, A/Regional Manager Wheatbelt, Main Roads, provided an update to the Zone.

During his presentation, Ammar let Members know that Main Roads Manager of Heavy Vehicles is happy to attend a future meeting to present. This will be brought to the Executive Committee for consideration.

Noted

12.4 Wheatbelt RDA

Mandy Walker, Director Regional Development RDA Wheatbelt presented to the Zone, a report is attached (Attachment 7)

Noted

12.5 Water Corporation

Mike Roberts, Regional Manager, Goldfields and Agricultural Regions was an apology for this meeting.

Noted

7. MINUTES

7.1 Confirmation of Minutes from the Great Eastern Country Zone meeting held Monday 23 August 2021 (Attachment 2)

The Minutes of the Great Eastern Country Zone meeting held on Monday 23 June 2021 have previously been circulated to Member Councils.

RECOMMENDATION

Moved: Cr Karen Day

Seconded: Cr Glenice Batchelor

That the Minutes of the Great Eastern Country Zone meeting held Monday 23 August 2021 are confirmed as a true and accurate record of the proceedings.

CARRIED

7.2 Business Arising from the Minutes of the Great Eastern Country Zone Meeting Monday 23 August 2021

NIL

7.2.1 Item 7.4, State Planning Policy

Background:

At the August Zone meeting, it was suggested we seek a speaker to present on the extraction and carting of Morrel Lime in the Eastern Wheatbelt. The Executive Officer is still seeking confirmation of a speaker to attend a 2022 meeting of the Zone to address this topic.

Zone Comment:

To be discussed again by Executive Committee at the next Executive meeting in February.

Noted

8. ZONE BUSINESS

8.1 Audit Report

The 2021 Audited Financial Statements are attached (Attachment 3).

RECOMMENDATION:

Moved: Cr Mortimore

Seconded: Cr Glenice Batchelor

That Audited Financial Statements for the Great Eastern Country Zone be received.

CARRIED

8.2 Proposed Meeting Dates for 2021

Meeting dates for the Great Eastern Country Zone's Executive Committee and Zone meetings were presented for the Zone's review and acceptance.

The Executive Committee dates are 1.5 weeks prior to the Zone meeting. Zone meetings are scheduled to align with State Council meetings.

**NOTICE OF MEETINGS
GREAT EASTERN COUNTRYZONE EXECUTIVE COMMITTEE 2022**

Exec Comm Meeting Dates Thursday	Time	HOST COUNCIL
10 February	Thursday 7.30 am	Teleconference
14 April	Thursday 7.30 am	Teleconference
16 June	Thursday 7.30 am	Teleconference
11 August	Thursday 7.30 am	Teleconference
17 November	Thursday 7.30 am	Teleconference

Please note WALGA’s annual convention is being held 2-5 October 2022. Therefore all suggested meetings above will be held via teleconference.

**NOTICE OF MEETINGS
GREAT EASTERN COUNTRY ZONE 2022**

Zone Meeting Dates Monday	Time	Host Council	State Council meeting Dates 2022
21 February	Monday 9.30 am	Merredin	Wednesday 2 March
26 April	Tuesday 9.30 am	Kellerberrin	Wednesday 4 May
27 June	Monday 9.30 am	Merredin	Wednesday 6 July
22 August	Monday 9.30 am	Kellerberrin	Regional Meeting 1-2 September
28 November	Monday 9.30 am	Merredin	Wednesday 7 December

Zone Comment:

The Zone raised the possibility of changing the day of the Great Eastern Country Zone meetings. This suggestion will be discussed at the next meeting of the Executive committee.

ZONE RECOMMENDATION

Moved: Cr Glenice Batchelor

Seconded: Cr Karen Day

That the Great Eastern Country Zone endorse the proposed dates, with the Executive Committee reviewing the dates at the next Executive meeting.

CARRIED

8.3 Agricultural Freight Group feedback request

Zone Executive Officers were asked to provide feedback from the Agricultural Freight Group’s member Zones as to the continuation of the Group. Feedback is requested on the role it should play particularly with regards to advocacy to the State Government and the frequency of meetings. The Group's current objectives are:

1. To achieve an integrated road/rail network to support the agricultural freight task.
2. To facilitate the development of local government policy and capacity for a coordinated efficient approach to the use of roads by heavy vehicles in the agricultural freight task.
3. To provide input to the Western Australian Local Government Association on the agricultural freight task.
4. To provide a forum to promote and advocate an understanding of the issues associated with local roads supporting the agricultural freight task.
5. To advocate a community and industry understanding of the issues associated with the agricultural freight task.

Zone Comment:

The Zone discussed the structure of the Group isn't working. Cr Strange highlighted the work that has been achieved through the Group.

As the new representative, Cr Tony Sachse will attend the next meeting of the Agricultural Freight Group and participate in a discussion on how the Group can move forward, or if it should be dissolved.

Noted

8.4 Zone meeting start time

The Executive Officer was asked to receive feedback on a suggestion from one of the Zone's member Councils to change the start time of the Zone meetings from 9.30am to 10am moving forward.

If this change is recommended by the Zone, morning tea will be available from 9.30am with a meeting start time of 10am.

Zone Comment:

The Zone decided to keep the Zone meeting start time at 9.30am.

Noted

8.5 Local Government Legislative Reform

Tony Brown, Executive Manager, Governance and Organisational Services, WALGA

Background

The Minister for Local Government, the Hon John Carey, MLA announced Local Government legislative reform initiatives on Wednesday 10 November 2021.

The reform proposals are based on the following six major themes:

1. Earlier intervention, effective regulation and stronger penalties
2. Reducing red tape, increasing consistency and simplicity
3. Greater transparency and accountability
4. Stronger local democracy and community engagement
5. Clear roles and responsibilities
6. Improved financial management and reporting.

The reform proposals are based on consultation undertaken over the last five years, and have been developed considering:

- The Local Government Review Panel Final Report (mid 2020)
- The City of Perth Inquiry Report (mid 2020)
- Department of Local Government, Sport and Cultural Industries (DLGSC) consultation on Act Reform (2017-2020)
- The Victorian Local Government Act 2020 and other State Acts
- The Parliament's Select Committee Report into Local Government (late 2020)
- Western Australian Local Government Association (WALGA) Submissions
- Direct engagement with local governments
- Correspondence and complaints
- Miscellaneous past reports.

The information on the reform initiatives can be found [here](#) and is attached (Attachment 4).

The State Government have advised of a 3 month consultation period ending on 4 February 2022.

Comment

Many of the initiatives outlined as a part of this package have been informed by engagement between our Members and the Minister for Local Government. The Local Government sector will welcome the tiered approach to many requirements according to the differing size and scale of Local Governments.

The Local Government sector has been advocating for the following reform initiatives including:

- introduction of a contemporary intervention framework
- greater clarity of roles and responsibilities of Elected Members and Chief Executive Officers
- tiered compliance approach to financial reporting requirements according to size and scale of Local Governments
- model financial statements and fit for purpose financial ratios
- improved processes relating to regional subsidiaries to facilitate collaborative service delivery
- reducing unnecessary red-tape and a more flexible approach to enable resource sharing
- retention of current election cycle for Elected Members, and
- simplification of strategic planning processes and community engagement models.

WALGA will prepare information to the sector analysing the proposals against current sector positions and recommending positions on proposals that currently do not have a formal position. Sector feedback will be requested with a view to providing a sector response to all of the proposals.

Zone Comment:

The Zone raised consultation timeframes being an issue. Most Local Governments don't meet until February, however country Shires want to have an input. It was discussed whether an online meeting at the end of January would be of benefit, or if Members should review the document released by WALGA on 23 November and either provide feedback through the State Councillor, or go ahead with an online meeting.

It was decided to review the WALGA document initially and provide feedback through the Great Eastern Country Zone's State Councillor. If WALGA does not address concerns, then a meeting can be considered.

Noted

8.6 Work Health and Safety (WHS) Legislation Update

Susie Moir, Policy Manager, Resilient Communities

Executive Summary

- The Work Health and Safety Act 2020 (WHS legislation) was passed by the West Australian Parliament in November 2020, and is expected to come into effect in January 2022 with the Regulations and transition period still to be finalised.
- The new WHS legislation introduces a number of new legal terms and concepts, including the term Person Conducting a Business or Undertaking (PBCU). Further, volunteers are now included in the definition of Workers.
- The Local Government sector has expressed concern with the new WHS legislation, particularly around the implications for the management of volunteer bushfire brigades (BFBs).
- A Duty of Care may be shared with others, and if more than one person has a duty in relation to the same matter, they must consult, cooperate and coordinate their activities, which adds additional complexity in the case of BFBs.
- WALGA and LGIS are working to provide support and resources to the sector to assist with the transition to the new WHS legislation.

Background

The Work Health and Safety Act 2020 was passed by the West Australian Parliament in November 2020, and is expected to come into effect in January 2022 with the Regulations and transition period still to be finalised.

The main changes in the new legislation are:

- The primary duty holder is the 'person conducting a business or undertaking' (PCBU) which is intended to capture a broader range of contemporary workplace relationships;
- A broader definition of 'worker' which specifically includes volunteers, including BFB volunteers;
- Broader and overlapping duties of care attach to those who have the capacity to exercise influence and control over health and safety matters and a duty to consult with other duty holders;
- A positive duty of due diligence for officers of a PCBU; and
- Increased penalties for offences under the WHS legislation and the introduction of industrial manslaughter provisions;

On 31 August WALGA and LGIS delivered a webinar on the new WHS legislation which was attended by more than 140 people from 80 Local Governments. A panel of presenters from LGIS, Department of Fire and Emergency Services (DFES), McLeods Barristers and Solicitors, and the City of Mandurah shared their knowledge and experience in relation to the new legislation, WHS obligations, and BFB volunteer training and management. The webinar is available on the WALGA website and a FAQ document is being developed jointly by LGIS and DFES. LGIS has also prepared a Volunteer Handbook and CEO Briefing Note on the WHS legislation available on their website.

Comment

WALGA and LGIS are continuing to liaise with DFES and DMIRS on these issues, recognising the need for further information and clarification regarding the implications and requirements of the WHS legislation for the sector's management of bushfire brigade volunteers. Other activities that WALGA is undertaking include:

- Meetings with the Workplace Commissioner Darren Kavanagh and other groups responsible for Volunteer organisations and DFES to discuss the concerns being raised by volunteers and relevant organisations.
 - This was a positive meeting with all wanting to put in place reasonable and practical measures to assist Local Governments and Volunteers. The Workplace Commissioners' department DMIRS has released a Guide to Work health and safety for volunteer organisations which WALGA provided feedback on.
 - On 12 November DMIRS delivered a webinar for volunteers and volunteer organisations;
- LGIS is obtaining legal advice about which Local Government officers are considered 'officers' for the purposes of the WHS legislation which will be provided to the sector;
- WALGA is developing a scope of works for a WHS consultant to develop additional tools and resources to support the sector; and
- WALGA will advocate to the Minister for the commencement of the WHS legislation for Local Governments to be delayed until June 2022 to allow additional time to ensure that safe work practices are implemented for volunteers.

To inform its advocacy on this and sector emergency management issues more generally, WALGA is also undertaking an Emergency Management Survey of Local Governments to ascertain the sentiment of the sector to their emergency management obligations, and to understand how they are undertaking their management of BFBs. The survey includes questions about the types of additional support that Local Governments require in order to comply with the WHS legislation. Preliminary survey feedback indicates:

- Local Governments need more information on Work Health and Safety and Guidelines and templates to support compliance with the legislation;

- Further work is needed to ensure that Local Governments are well prepared to meet WHS requirements in relation to:
 - Providing up to date Standard Operating Procedures and directives for incident response;
 - Training for use of vehicles and equipment use;
 - Ensuring Bush Fire brigade stations do not present a risk to health and safety; and
 - Providing for volunteer fatigue management and access to welfare services; and
- Local Governments generally feel well prepared in relation to WHS regarding provision of personal protective equipment for volunteers.

Recommendation

That the update on the Work Health and Safety (WHS) legislation be noted.

Noted

8.7 Bridges Renewal Program

The Liberal and Nationals Government is investing \$250 million in initiatives that will improve heavy vehicle safety, keep freight moving and create new economic opportunities and jobs.

Applications are now open for the Bridges Renewal Program (BRP) and the Heavy Vehicle Safety and Productivity Program (HVSPP).

The Media release can be found [Here](#) , and Further information and links to apply can be found [Here](#)

Noted

8.8 Social Housing Information Item

The Hon John Carey MLA, Minister for Housing; Local Government; released this press release, [Regional WA to benefit from record investment in social housing](#), in early September. The release outlines a record social housing investment to deliver up to 275 new regional homes by mid-2023. Please see link for further information.

Noted

9. ZONE REPORTS

9.1 Zone President Report

New Zone President Cr Tony Sachse, acknowledged the outgoing President, Rhona Cole, previous Councillor at Narembeen for all she has done during her time as a Councillor and as the Zone President.

Noted

9.2 Local Government Agricultural Freight Group

The Chair thanked Rod Forsyth for his time on the Committee.

Noted

9.3 Wheatbelt District Emergency Management Committee

By Cr Tony Sachse (Delegate)

Cr Tony Sachse tabled a report prior to the meeting (Attachment 11) and provided his report to the Zone.

Comment:

Cr Sachse highlighted action relating to information on any decisions that have been made regarding MOUs or understandings developed between Local Governments for resource sharing, particularly regarding specific expertise such as Environmental Health Officers. This is following on from the Woorloo Fire Recovery this year. Cr Sachse would appreciate feedback to bring forward to the next meeting of the Wheatbelt District Emergency Management Committee.

RECOMMENDATION

Moved: Cr Wayne Della Bosca
Seconded: Cr Pippa de Lacy

That the Wheatbelt District Emergency Management Committee Report and attachments be received.

CARRIED

9.4 Regional Health Advocacy Group

By Cr Glenice Batchelor

Cr Batchelor reported on the Regional Health Advocacy Group at the meeting.

Comment:

- Cr Bachelor congratulated Cr Alison Harris on being the new representative of the group and asked all initial feedback be given through Cr Harris, with Cr Batchelor as proxy.
- There are four existing priorities for the Group, should Members feel the priority areas are incorrect, please provide feedback;
 1. GP and health workforce attraction and retention
 2. Guaranteed availability of services and transportation
 3. Aged care services, packages, and policy
 4. Volunteer workforce management and support e.g., St John's Ambulance

The next meeting of the Regional Health Group will be on Friday 10 December.

RECOMMENDATION

Moved: Cr Melanie Brown
Seconded: Cr Emily Ryan

That the Regional Health Advocacy Group Report be received.

CARRIED

9.5 WALGA Roadwise

Cliff Simpson, Road Safety Advisor (Wheatbelt North), Infrastructure, provided an update to the Zone (Attachment 5)

RECOMMENDATION

Moved: Cr Glenice Batchelor
Seconded: Cr Pippa de Lacy

That the WALGA Roadwise Report be received.

CARRIED

**10. WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)
BUSINESS**

10.1 State Councillor Report

Cr Stephen Strange

During his address, Cr Strange highlighted the resignation of Tracy Roberts, WALGA President, at the next meeting of State Council on Wednesday 1 December.

RECOMMENDATION

Moved: Cr Stephen Strange

Seconded: Cr Karen Day

That the State Councillor Report be received.

CARRIED

10.2 WALGA Status Report

By Tony Brown, Executive Officer



BACKGROUND

Presenting the Status Report for November 2021 which contains WALGA's responses to the resolutions of previous Zone Meetings.

COMPLETE ZONE STATUS REPORT NOVEMBER 2021

Zone	Agenda Item	Zone Resolution	WALGA Response	Update	WALGA Contact
Great Eastern C	2018 November 29 Zone Agenda Item 7.3 Container Deposit Scheme Locations	<p>That the Great Eastern Country Zone requests that:</p> <ol style="list-style-type: none">All Local Governments be guaranteed, as a minimum, one flexible refund point in their area.A flexible access point should be defined as a refund point which, as a minimum, is open 16 hours each two week period, including at least 8 hours at weekends <p>The State Government provide appropriate funding for the refund points.</p>	<p>The Container Deposit Scheme was launched in October 2020. To date the Scheme has delivered over 200 refund points across WA. This will increase to the required 229 by 1 October 2021.</p> <p>WALGA will continue to advocate for, as a minimum, one flexible refund point per Local Government area. WALGA has also raised with Government the definitions of flexible refund points and how this is applied. The former Environment Minister indicated the definitions would be reviewed in May 2021 and WALGA and other stakeholders would be consulted as part of the process.</p> <p>MWAC provided a Submission to the Department of Water and Environmental Regulation regarding this matter and continued to advocate for these matters.</p>	Ongoing	Nicole Matthews A/Executive Manager, Strategy, Policy and Planning nmatthews@walga.asn.au 9213 2039
Great Eastern C	2020 February 26 Zone Agenda Item 7.1 Federal Government Drought Communities	<p>That the Great Eastern Country Zone requests WALGA, in consultation with ALGA, to liaise with the WA State Government Ministers for Water, Agriculture and Environment to provide a coordinated holistic response in respect to the ongoing drying climate issues and access to the Drought Communities Funding Program.</p>	<p>State Council Resolution</p> <p>That State Council endorse the recommendation from the Great Eastern Country Zone relating to the Federal Government Drought Communities Program.</p> <ul style="list-style-type: none">That the Great Eastern Country Zone requests WALGA, in consultation with ALGA, to liaise with the WA State Government Ministers for Water, Agriculture and Environment to provide a coordinated holistic response in respect to the ongoing drying climate issues and access to the Drought Communities Funding Program.	Ongoing	Nicole Matthews A/Executive Manager, Strategy, Policy and Planning nmatthews@walga.asn.au 9213 2039

			<p>RESOLUTION 37.1/2020</p> <p>WALGA has continued its advocacy on drought assistance for Western Australia with representations to the Hon David Littleproud MP, Minister for Agriculture, and Northern Australia; the Hon Alannah MacTiernan MLC, Minister for Regional Development and Food; Hydrogen Industry; and WA Federal Government members, including meetings between the WALGA Deputy President and Senators Dean Smith and Slade Brockman. WALGA also met with Minister MacTiernan's Chief of Staff on this issue.</p> <p>Correspondence from Minister Littleproud received in October 2020 indicated that details of the Commonwealth's Regional Drought Resilience Planning Program were still being worked through with the WA Government, which was yet to commit to co-funding the program. WALGA subsequently sought an assurance that Minister MacTiernan remained committed to 'working with the Minister for Water to ensure WA local government optimally benefit from the Future Drought Fund'.</p> <p>On 4 July 2021 it was announced that the WA Government had been allocated \$1.3m of the \$9.85m available under the Regional Drought Resilience Planning Program for 2021-22 to undertake planning for the Northern Midwest, Southern Wheatbelt and Great Southern Inland regions. This work will be led by Regional Development Commissions working with Local Governments and is due for completion by 30 June 2022. The WA Government not provided a matching cash contribution for this program.</p> <p>The WA Government's application to the National Water Grid Fund seeking \$3.65 million in Federal funding to support the State's \$3.65 million investment to refurbish 70 agricultural area dams in dryland communities was unsuccessful. The Minister for Water has indicated that he is working closely with the Minister MacTiernan, to secure Federal funding for priority WA water projects in WA.</p>		
Grt Eastern C	2021 23 August Zone Agenda Item 7.1 Regional Telecommunications Review	That the Great Eastern Country Zone provides the following input to the WALGA submission: 1. The Zone would like to establish a better policy with the providers on the use of backup generators for better service reliability and delivery.	The WALGA submission to the Regional Telecommunications Review 2021 included narrative specific to the use of backup generators identified by the Great Eastern Country Zone, and included the following Recommended Solution:	November 2021	Ian Duncan, Executive Manager Infrastructure • Infrastructure, 9213 2031 iduncan@walga.asn.au

		2. More engagement with Local Governments for input, particularly in regards to local blackspots and optimum tower locations.	4. When developing funding programs ensure that power supply (including improved back up and Stand-Alone Power Systems) is a key consideration to any solution sought, and that a collaborative approach between power and telecommunication providers is essential to any funding application.		
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ZONE COMMENT

This is an opportunity for Member Councils to consider the response from WALGA in respect to the matters that were submitted at the previous Zone Meeting.

RECOMMENDATION

Moved: Cr Wayne Della Bosca

Seconded: Cr Melanie Brown

That the Great Eastern Country Zone WALGA August 2021 Status Report be noted.

CARRIED

10.3 Review of WALGA State Council Agenda – Matters for Decision

Background

WALGA State Council meets five times each year and as part of the consultation process with Member Councils circulates the State Council Agenda for input through the Zone structure.

The full State Council Agenda can be found via link [State Council Agenda December 2021](#)

The Zone is able to provide comment or submit an alternative recommendation that is then presented to the State Council for consideration.

Matters for Decision

5.1 Paid Family and Domestic Violence Leave Entitlements

That WALGA:

Endorse the submission to the Fair Work Commission (FWC) regarding paid family and domestic violence leave (FDVL) which:

1. highlights that FDVL for employees is an important issue for the sector;
2. supports the introduction of a new entitlement in modern awards for employees to receive five days' paid FDVL per year;
3. advocates for employees to be able to access their paid personal/carer's leave in circumstances of family and domestic violence; and
4. opposes the introduction of a new entitlement in modern awards for employees to receive 10 days' paid FDVL per year as sought by the Australian Council of Trade Unions (ACTU).

5.2 Payment to Independent Committee Members

That WALGA request the Minister for Local Government to amend the *Local Government Act 1995* to allow the payment of meeting attendance fees to, and/or defined reimbursements for time committed by, 'other persons' appointed as Committee members under s.5.8 of the *Local Government Act 1995*.

5.3 2021 Annual General Meeting

That:

1. The following resolutions from the 2021 WALGA Annual General Meeting be endorsed for action:

Cost of Regional Development

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

CSRFF Funding Pool and Contribution Ratios

That WALGA lobby the State Government to:

1. Increase the CSRFF funding pool to \$25 million per annum and revert the contribution ratio to 50% split to enable more community programs and infrastructure to be delivered.
2. Increase the \$1 million per annum quarantined for female representation to \$2 million per annum.

Regional Telecommunications Project

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

2. The following resolution passed at the 2021 WALGA Annual General Meeting be referred to the Mining Communities Policy Forum and the People and Place Policy Team for advocacy work to be undertaken:

Review of the Environmental Regulations for Mining

Regarding a review of the Mining Act 1978:

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

5.4 Review of advocacy positions relating to the Building Act 2011 and Building Regulations 2012

That State Council endorses the replacement of Section 6.7: Building Act and Fees of WALGA's advocacy positions document relating to the *Building Act 2011* and Building Regulations 2012 with the following:

1. Support the retention of Local Government as the primary permit authority in Western Australia for decisions made under the *Building Act 2011*.
2. Supports mandatory inspections for all classes of buildings, however, Local Government should not be solely responsible for all mandatory inspections.
3. Advocate for the State Government to urgently prioritise legislative reform that addresses systemic failures in the current building control model and to provide clarification on the role of Local Government in building control to ensure building legislation supports the following objectives:
 - a. Quality buildings that are cost efficient.
 - b. Functional, safe and environmentally friendly buildings.
 - c. Good decision making in all aspects of building.

- d. Efficiency and effectiveness in building management, administration and regulation.
 - e. Openness and accountability with respect to all building matters.
 - f. Recognition of the rights and responsibilities of all parties in building matters in an equitable manner.
4. Existing and proposed building control related fees and charges to be cost recovery for Local Government.
 5. WALGA will work with members, state agencies and industry groups to develop training opportunities and to promote the Local Government building surveying profession to ensure sustainability of Local Government building control services.
 6. WALGA supports the Australian Building Codes Boards Trajectory for Low Energy Buildings by supporting Local Governments to meet community strategic objectives of a net zero carbon future by 2050 through work with members, state agencies and industry groups.

5.5 Draft WA Building Surveyors Code of Conduct

That WALGA:

1. Recommend to the Department of Mines, Industry Regulation and Safety (DMIRS) that the Draft WA Building Surveyors Code of Conduct be reviewed to ensure it addresses the following matters:
 - a) The impact of the obligations recommended in the draft Code be considered in relation to the current Western Australian building control model to ensure Local Government are able to maintain their statutory functions in line with community expectations.
 - b) That other building reform that will greatly impact the role of Local Government in the current Western Australian building control model, such as mandatory inspections and minimum documentation, be formalised prior to the Code of Conduct being introduced to ensure Local Government in Western Australia are able to maintain their statutory functions in line with community expectations.
 - c) Ensure that communities in remote and regional areas are considered when developing policy to restrict building surveyors being involved in design consultation work.
2. Endorse the attached consultation response summary on the draft Code.

Matters for Noting

- 6.1 Local Government Support for Single Use Plastic Bans**
- 6.2 Report Municipal Waste Advisory Council**
- 6.3 WALGA submission on the National Climate Resilience and Adaptation Strategy**
- 6.4 Closing the Gap Update**
- 6.5 Submission to the Senate Inquiry into Provision of General Practitioner and related primary health services to outer metropolitan, rural, and regional Australians**
- 6.6 Wooroloo Independent Review Letter of Support**
- 6.7 State Budget Outcomes**
- 6.8 Foundations for a Stronger Tomorrow – Submission to the Draft State Infrastructure Strategy**
- 6.9 Regional Telecommunications Review 2021**
- 6.10 WALGA submission on Guideline: Native Vegetation Referral, Part V Environmental Protection Act 1986**
- 6.11 WALGA submission on Draft Native Vegetation Policy for Western Australia**
- 6.12 Submission on Cost Recovery Part IV of the Environmental Protection Act 1986 – assessments by the Environmental Protection Authority**

6.13 Student Transport Assistance Policy Framework Inquiry – WALGA Submission

Key Activity Reports

7.1.1 Report on Key Activities, Commercial and Communications Unit

7.1.2 Report on Key Activities, Governance and Organisational Services Unit

7.1.3 Report on Key Activities, Infrastructure

7.1.4 Report on Key Activities, Strategy, Policy and Planning Unit

7.2 Policy Forum Report

RECOMMENDATION

Moved: Cr Kellie Mortimore

Seconded: Cr Glenice Bachelor

That the Great Eastern Country Zone:

1. Supports Items 5.1 to 5.5, as listed above in the 1 December 2021 State Council Agenda.
2. Notes the matters for noting contained in the 1 December 2021 State Council Agenda.

CARRIED

10.4 WALGA President's Report

The WALGA President's Report was circulated prior to the meeting (Attachment 6)

RECOMMENDATION

Moved: Cr Glenice Bachelor

Seconded: Cr Stephen Strange

That the Great Eastern Country Zone notes the WALGA President's Report

CARRIED

13. EMERGING ISSUES

13.1 Meeting format

Zone Chair, Cr Tony Sachse, sought feedback on the new format carried out today, of having all Guest Speakers and Agency reports at the beginning of the meeting. Members were in agreement of continuing with the new format.

13.2 LG Pro Conference – CEO recognition

Cr Strange highlighted Darren Mollenoyux, Chief Executive Officer, Shire of Bruce Rock, on his award at the recent LG Pro conference. Mr Mollenoyux was noted for his efforts when the town lost their supermarket during extreme weather/natural disaster earlier this year.

RECOMMENDATION

Moved: Cr Karen Day

Seconded: Cr Pippa de Lacy

That the Great Eastern Country Zone acknowledge Mr Mollenoyux receiving this award.

CARRIED

13.3 Acknowledgement of Service – Jamie Criddle, CEO Shire of Westonia

Cr Karen Day thanked Jamie Criddle on behalf of the Zone for his contribution over the last 9.5 years. He was noted as being a CEO with passion, and was wished well in his new Chief Executive Officer position at the Shire of Chapman Valley.

13.4 Zone Welcomes

The Zone welcomed the addition of some new Chief Executive Officers and Council Members to the Great Eastern Country Zone region, namely;

- Nic Warren, Chief Executive Officer, Shire of Yilgarn.
- Joanne Sutherland, Chief Executive Officer, Shire of Tammin.
- Lisa Clack, Chief Executive Officer, Shire of Merredin.
- President Cr Mark McKenzie, Shire of Merredin.

14. URGENT BUSINESS

NIL

15. DATE, TIME AND PLACE OF NEXT MEETINGS

The next meeting of the Great Eastern Country Zone will be held in Merredin on Monday 21 February 2022, commencing at 9.30am.

16. CLOSURE

There being no further business the Chair declared the meeting closed at 12.40pm

Attachment 9.1.2

Local Government Reform - Summary of Proposed Reforms

WALGA Advocacy Positions and Recommendations

November 2021

About WALGA

The WA Local Government Association (WALGA) is working for Local Government in Western Australia. As the peak industry body, WALGA advocates on behalf of 139 Western Australian Local Governments. As the united voice of Local Government in Western Australia, WALGA is an independent, membership-based organization representing and supporting the work and interests of Local Governments in Western Australia. WALGA provides an essential voice for 1,220 Elected Members, approximately 22,000 Local Government employees (16,500 Full Time Equivalent's) as well as over 2.5 million constituents of Local Governments in Western Australia.

Contacts

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Local Government Act Review Process

WALGA through consultation with the Local Government Sector endorsed sector advocacy positions relating to Local Government Act amendments in March 2019 and December 2020. These advocacy positions were developed considering (but not limited to);

- The Department of Local Government, Sport and Cultural Industries (DLGSC) consultation on Act Reform (2017-2020)
- The City of Perth Inquiry Report (mid 2020)
- The State Parliament's Select Committee Report into Local Government (late 2020)

In December 2020, WALGA endorsed the following principles for any review of the Local Government Act.

Local Government Reform – WALGA Principles

That the following key principles be embodied in the Local Government Act:

1. Uphold the general competence principle currently embodied in the Local Government Act
2. Provide for a flexible, principles-based legislative framework
3. Promote a size and scale compliance regime
4. Promote enabling legislation that empowers Local Government to carry out activities beneficial to its community taking into consideration Local Governments' role in creating a sustainable and resilient community through:
 - i. Economic development
 - ii. Environmental protection, and
 - iii. Social advancement
5. Avoid red tape and 'de-clutter' the extensive regulatory regime that underpins the Local Government Act, and
6. The State Government must not assign legislative responsibilities to Local Governments unless there is provision for resources required to fulfil the responsibilities.

It is worth noting that of the above principles, items 1, 2, and 3 are addressed in these legislative reform proposals and principles 4 and 5 are partially addressed.

Theme 1: Early Intervention, Effective Regulation and Stronger Penalties

CURRENT PROVISIONS	PROPOSED REFORMS	WALGA COMMENTS	SHIRE OF YILGARN COMMENTS
1.1 Early Intervention Powers			
<ul style="list-style-type: none"> • The Act provides the means to regulate the conduct of local government staff and council members and sets out powers to scrutinise the affairs of local government. The Act provides certain limited powers to: <ul style="list-style-type: none"> ○ Suspend or dismiss councils ○ Appoint Commissioners ○ Suspend or, order remedial action (such as training) for individual councillors. • The Act also provides the Director General with the power to: <ul style="list-style-type: none"> ○ Conduct Authorised Inquiries ○ Refer allegations of serious or recurrent breaches to the State Administrative Tribunal ○ Commence prosecution for an offence under the Act. • Authorised Inquiries are a costly and a relatively slow response to significant issues. Authorised Inquiries are currently the only significant tool for addressing significant issues within a local government. • The Panel Report, City of Perth Inquiry, and the Select Committee Report made various 	<ul style="list-style-type: none"> • It is proposed to establish a Chief Inspector of Local Government (the Inspector), supported by an Office of the Local Government Inspector (the Inspectorate). • The Inspector would receive minor and serious complaints about elected members. • The Inspector would oversee complaints relating to local government CEOs. • Local Governments would still be responsible for dealing with minor behavioural complaints. • The Inspector would have powers of a standing inquiry, able to investigate and intervene in any local government where potential issues are identified. • The Inspector would have the authority to assess, triage, refer, investigate, or close complaints, having regard to various public interest criteria – considering laws such as the <i>Corruption, Crime and Misconduct Act 2003</i>, the <i>Occupational Safety and Health Act 1984</i>, the <i>Building Act 2011</i>, and other legislation. • The Inspector would have powers 	<p><u>Current Local Government Position</u></p> <p>Items 1.1, 1.2 and 1.3 <u>generally align</u> with WALGA Advocacy Position 2.6.8 - 'Establish Office of Independent Assessor'</p> <p><i>The Local Government sector supports:</i></p> <ol style="list-style-type: none"> 1. <i>Establishing an Office of the Independent Assessor to replace the Standards Panel to provide an independent body to receive, investigate and assess complaints against Elected Members and undertake inquiries.</i> 2. <i>Remove the CEO from being involved in processing complaints.</i> 3. <i>That an early intervention framework of monitoring to support Local Governments be provided with any associated costs to be the responsibility of the State Government.</i> 4. <i>An external oversight model for local level behavioural complaints made under Council Member, Committee Member and Candidate Codes of Conduct, that is closely aligned to the</i> 	<p>Supportive of WALGA position, however raise following issues:</p> <ul style="list-style-type: none"> - Concern over possible costs being borne by LG.

CURRENT PROVISIONS	PROPOSED REFORMS	WALGA COMMENTS	SHIRE OF YILGARN COMMENTS
<p>recommendations related to the establishment of a specific office for local government oversight.</p>	<p>to implement minor penalties for less serious breaches of the Act, with an appeal mechanism.</p> <ul style="list-style-type: none"> • The Inspector would also have the power to order a local government to address non-compliance with the Act or Regulations. • The Inspector would be supported by a panel of Local Government Monitors (see item 1.2). • The existing Local Government Standards Panel would be replaced with a new Conduct Panel (see item 1.3). • Penalties for breaches to the Local Government Act and Regulations will be reviewed and are proposed to be generally strengthened (see item 1.4). • These reforms would be supported by new powers to more quickly resolve issues within local government (see items 1.5 and 1.6). 	<p><i>Victorian Councillor Complaints Framework.</i></p> <p>Comment</p> <p>The Local Government sector is in favour of early intervention and a swift response to potentially disruptive or dysfunctional behaviours. The Proposed Reforms state '<i>Local Governments would still be responsible for dealing with minor behavioural complaints</i>' and therefore do not go as far as the Sector's recent request for an external oversight model for the independent assessment of local level complaints (State Council Res: 264.5/2021 – September 2021). However this will be mitigated with the Inspector able to respond to a Local Government having unresolved matters by appointing a monitor to assist the Local Government.</p> <p>It is expected the Local Government Inspector would be funded by the State Government, however it is noted that the cost of the Local Government Monitors and the Conduct Panel would be borne by the Local Government concerned.</p> <p>Recommendation</p> <p>1. Support the proposed reforms as they align with the sectors</p>	

CURRENT PROVISIONS	PROPOSED REFORMS	WALGA COMMENTS	SHIRE OF YILGARN COMMENTS
		<p>position on external oversight and support.</p> <p>2. Request the Minister to explore alternate mechanisms for resolving local level complaints.</p>	
1.2 Local Government Monitors			
<ul style="list-style-type: none"> • There are currently no legislative powers for the provision of monitors/ temporary advisors. • The DLGSC provides support and advice to local governments, however there is no existing mechanism for pre-qualified, specialised assistance to manage complex cases. 	<ul style="list-style-type: none"> • A panel of Local Government Monitors would be established. • Monitors could be appointed by the Inspector to go into a local government and try to resolve problems. • The purpose of Monitors would be to proactively fix problems, rather than to identify blame or collect evidence. • Monitors would be qualified specialists, such as: <ul style="list-style-type: none"> ○ Experienced and respected former Mayors, Presidents, and CEOs - to act as mentors and facilitators ○ Dispute resolution experts - to address the breakdown of professional working relationships ○ Certified Practising Accountants and other financial specialists - to assist with financial management and reporting issues 	<p>As above</p>	<p>Supportive of WALGA position, however raise following issues:</p> <ul style="list-style-type: none"> - Concern over costs being borne by LG. Will there be regionally based panel members, otherwise time, travel, accommodation and meal costs incurred could become significant. - Need clear detail around mechanism for deployment of monitor - What level of vetting of complaints will be conducted prior to monitor being deployed.

CURRENT PROVISIONS	PROPOSED REFORMS	WALGA COMMENTS	SHIRE OF YILGARN COMMENTS
	<ul style="list-style-type: none"> ○ Governance specialists and lawyers - to assist councils resolve legal issues ○ HR and procurement experts - to help with processes like recruiting a CEO or undertaking a major land transaction. ● Only the Inspector would have the power to appoint Monitors. ● Local governments would be able to make requests to the Inspector to appoint Monitors for a specific purpose. <p>Monitor Case Study 1 – Financial Management</p> <p>The Inspector receives information that a local government is not collecting rates correctly under the <i>Local Government Act 1995</i>. Upon initial review, the Inspector identifies that there may be a problem. The Inspector appoints a Monitor who specialises in financial management in local government. The Monitor visits the local government and identifies that the system used to manage rates is not correctly issuing rates notices. The Monitor works with the local government to rectify the error, and issue corrections to impacted ratepayers.</p> <p>Monitor Case Study 2 – Dispute</p>		

CURRENT PROVISIONS	PROPOSED REFORMS	WALGA COMMENTS	SHIRE OF YILGARN COMMENTS
	<p>Resolution</p> <p>The Inspector receives a complaint from one councillor that another councillor is repeatedly publishing derogatory personal attacks against another councillor on social media, and that the issue has not been able to be resolved at the local government level. The Inspector identifies that there has been a relationship breakdown between the two councillors due to a disagreement on council.</p> <p>The Inspector appoints a Monitor to host mediation sessions between the councillors. The Monitor works with the councillors to address the dispute. Through regular meetings, the councillors agree to a working relationship based on the council's code of conduct. After the mediation, the Monitor occasionally makes contact with both councillors to ensure there is a cordial working relationship between the councillors.</p>		
1.3 Conduct Panel			
<ul style="list-style-type: none"> The Local Government Standards Panel was established in 2007 to resolve minor breach complaints relatively quickly and provide the sector with guidance and benchmarks about acceptable 	<ul style="list-style-type: none"> The Standards Panel is proposed to be replaced with a new Local Government Conduct Panel. The Conduct Panel would be comprised of suitably qualified and experienced professionals. Sitting 	As above	Supportive of WALGA position.

CURRENT PROVISIONS	PROPOSED REFORMS	WALGA COMMENTS	SHIRE OF YILGARN COMMENTS
<p>standards of behaviour.</p> <ul style="list-style-type: none"> • Currently, the Panel makes findings about alleged breaches based on written submissions. • The City of Perth Inquiry report made various recommendations that functions of the Local Government Standards Panel be reformed. 	<p>councillors will not be eligible to serve on the Conduct Panel.</p> <ul style="list-style-type: none"> • The Inspector would provide evidence to the Conduct Panel for adjudication. • The Conduct Panel would have powers to impose stronger penalties – potentially including being able to suspend councillors for up to three months, with an appeal mechanism. • For very serious or repeated breaches of the Local Government Act, the Conduct Panel would have the power to recommend prosecution through the courts. • Any person who is subject to a complaint before the Conduct Panel would have the right to address the Conduct Panel before the Panel makes a decision. 		
1.4 Review of Penalties			
<ul style="list-style-type: none"> • There are currently limited penalties in the Act for certain types of non-compliance with the Local Government Act. 	<ul style="list-style-type: none"> • Penalties for breaching the Local Government Act are proposed to be strengthened. • It is proposed that the suspension of councillors (for up to three months) is established as the main penalty where a councillor breaches the Local Government Act or Regulations on more than one occasion. 	<p><u>Current Local Government Position</u></p> <p>Items 1.4 and 1.5 <u>expand upon</u> Advocacy Position 2.6.9 - 'Stand Down Proposal'</p> <p><i>WALGA supports, in principle, a proposal for an individual elected member to be 'stood down' from their duties when they are under investigation, have been charged, or</i></p>	<p>Supportive of WALGA position.</p>

CURRENT PROVISIONS	PROPOSED REFORMS	WALGA COMMENTS	SHIRE OF YILGARN COMMENTS
	<ul style="list-style-type: none"> • Councillors who are disqualified would not be eligible for sitting fees or allowances. They will also not be able to attend meetings, or use their official office (such as their title or council email address). • It is proposed that a councillor who is suspended multiple times may become disqualified from office. • Councillors who do not complete mandatory training within a certain timeframe will also not be able to receive sitting fees or allowances. 	<p><i>when their continued presence prevents Council from properly discharging its functions or affects the Council's reputation, subject to further policy development work being undertaken. Further policy development of the Stand Down Provisions must involve active consultation with WALGA and specific consideration of the following issues of concern to the Sector:</i></p> <ol style="list-style-type: none"> <i>1. That the Department of Local Government endeavour to ensure established principles of natural justice and procedural fairness are embodied in all aspects of the proposed Stand Down Provisions; and</i> <i>2. That activities associated with the term 'disruptive behaviour', presented as reason to stand down a defined Elected Member on the basis their continued presence may make a Council unworkable, are thoroughly examined and clearly identified to ensure there is awareness, consistency and opportunity for avoidance.</i> <p>Comment The Local Government sector has long-standing advocacy positions supporting stronger penalties as a deterrent to disruptive Council Member behaviours. Clear guidance will be required to ensure there is consistent</p>	

CURRENT PROVISIONS	PROPOSED REFORMS	WALGA COMMENTS	SHIRE OF YILGARN COMMENTS
		application of the power given to Presiding Members. Recommendation Supported	
1.5 Rapid Red Card Resolutions			
<ul style="list-style-type: none"> • Currently, local governments have different local laws and standing orders that govern the way meetings run. Presiding members (Mayors and Presidents) are reliant on the powers provided in the local government standing orders local laws. • Differences between local governments is a source of confusion about the powers that presiding members have to deal with disruptive behaviours at council meetings. • Disruptive behaviour at council meetings is a very common cause of complaints. Having the Presiding Member be able to deal with these problems should more quickly resolve problems that occur at council meetings. 	<ul style="list-style-type: none"> • It is proposed that Standing Orders are made consistent across Western Australia (see item 2.6). Published recordings of all meetings would also become standard (item 3.1). • It is proposed that Presiding Members have the power to “red card” any attendee (including councillors) who unreasonably and repeatedly interrupt council meetings. This power would: <ul style="list-style-type: none"> ○ Require the Presiding Member to issue a clear first warning ○ If the disruptions continue, the Presiding Member will have the power to “red card” that person, who must be silent for the rest of the meeting. A councillor issued with a red card will still vote, but must not speak or move motions ○ If the person continues to be disruptive, the Presiding Member can instruct that they leave the meeting. 	As above	Supportive of “powers” however see the “red card” naming as a gimmick and takes away from the professionalism of Councils.

CURRENT PROVISIONS	PROPOSED REFORMS	WALGA COMMENTS	SHIRE OF YILGARN COMMENTS
	<ul style="list-style-type: none"> Any Presiding Member who uses the “red card” or ejection power will be required to notify the Inspector. Where an elected member refuses to comply with an instruction to be silent or leave, or where it can be demonstrated that the presiding member has not followed the law in using these powers, penalties can be imposed through a review by the Inspector. 		
1.6 Vexatious Complaint Referrals			
<ul style="list-style-type: none"> No current provisions. The Act already provides a requirement for Public Question Time at council meetings. 	<ul style="list-style-type: none"> Local governments already have a general responsibility to provide ratepayers and members of the public with assistance in responding to queries about the local government’s operations. Local governments should resolve queries and complaints in a respectful, transparent and equitable manner. Unfortunately, local government resources can become unreasonably diverted when a person makes repeated vexatious queries, especially after a local government has already provided a substantial response to the person’s query. It is proposed that if a person makes repeated complaints to a local 	<p><u>Current Local Government Position</u> Item 1.6 <u>expands upon</u> Advocacy Position 2.6.11 – ‘Vexatious complainants in relation to FOI applications’ <i>WALGA advocates for the Freedom of Information Act 1992 (WA) to be reviewed, including consideration of:</i></p> <ol style="list-style-type: none"> <i>Enabling the Information Commissioner to declare vexatious applicants similar to the provisions of section 114 of the Right to Information Act 2009 (QLD);</i> <i>Enabling an agency to recover reasonable costs incurred through the processing of a Freedom of Information access application where the application is subsequently withdrawn; and</i> 	<p>Supportive of WALGA position however needs to be operated such that providing justifications to inspectorate is not more onerous than dealing with complainant.</p>

CURRENT PROVISIONS	PROPOSED REFORMS	WALGA COMMENTS	SHIRE OF YILGARN COMMENTS
	<p>government CEO that are vexatious, the CEO will have the power to refer that person's complaints to the Inspectorate, which after assessment of the facts may then rule the complaint vexatious.</p>	<p>3. <i>Modernisation to address the use of electronic communications and information.</i></p> <p>Comment</p> <p>The Act has been expanded significantly in recent years to permit an increased level of public involvement, scrutiny and access to information relating to the decisions, operations and affairs of Local Government in WA. Introducing a means to limit capacity for unreasonable complainants to negatively impact Local Governments will provide a necessary balance between the openness and transparency of the sector and the reasonable entitlement of citizens to interact with their Local Government.</p> <p>Recommendation</p> <p>Supported</p>	
1.7 Minor Other Reforms			

CURRENT PROVISIONS	PROPOSED REFORMS	WALGA COMMENTS	SHIRE OF YILGARN COMMENTS
<ul style="list-style-type: none"> Other minor reforms are being considered to enhance the oversight of local government. Ministerial Circulars have traditionally been used to provide guidance to the local government sector. 	<ul style="list-style-type: none"> Potential other reforms to strengthen guidance for local governments are being considered. For example, one option being considered is the potential use of sector-wide guidance notices. Guidance notices could be published by the Minister or Inspector, to give specific direction for how local governments should meet the requirements of the Local Government Act and Regulations. For instance, the Minister could publish guidance notices to clarify the process for how potential conflicts of interests should be managed. It is also proposed (see item 1.1) that the Inspector has the power to issue notices to individual local governments to require them to rectify non-compliance with the Act or Regulations. 	<p><u>Current Local Government Position</u></p> <p>Item 1.7 aligns with Advocacy Position 2.6 - ‘Support DLGSC as service provider / capacity builder’</p> <p><i>WALGA supports the continuance of the Department of Local Government, Sport and Cultural Industries as a direct service provider of compliance and recommend the Department fund its capacity building role through the utilisation of third party service providers. In addition, WALGA calls on the State Government to ensure there is proper resourcing of the Department of Local Government, Sport and Cultural Industries to conduct timely inquiries and interventions when instigated under the provisions of the Local Government Act 1995.</i></p> <p>Comment</p> <p>Operational guidance from the Department of Local Government, Sport and Cultural Industries leads to consistent understanding and application of statutory provisions by Local Government. The proposed reform that the Inspector issue non-compliance notices appears to replicate the Minister’s powers under Section 9.14A – ‘Notice to prevent continuing contravention’</p> <p>Recommendation</p>	<p>Supportive of WALGA position, request guidance notes are relevant to banding and locality of LG.</p>

Local Government Reform – Consultation on Proposed Reforms

CURRENT PROVISIONS	PROPOSED REFORMS	WALGA COMMENTS	SHIRE OF YILGARN COMMENTS
		Supported	

Theme 2: Reducing Red Tape, Increasing Consistency and Simplicity

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
2.1 Resource Sharing			
<ul style="list-style-type: none"> The Act does not currently include specific provisions to allow for certain types of resource sharing – especially for sharing CEOs. Regional local governments would benefit from having clearer mechanisms for voluntary resource-sharing. 	<ul style="list-style-type: none"> Amendments are proposed to encourage and enable local governments, especially smaller regional local governments, to share resources, including Chief Executive Officers and senior employees. Local governments in bands 2, 3 or 4 would be able to appoint a shared CEO at up to two salary bands above the highest band. For example, a band 3 and a band 4 council sharing a CEO could remunerate to the level of band 1. 	<p><u>Current Local Government Position</u></p> <p>Item 2.1 aligns with Advocacy Position 2.6 – Local Government Legislation – ‘Avoid red tape and ‘de-clutter’ the extensive regulatory regime that underpins the Local Government Act’ and Advocacy Position 2.3.1 - ‘Regional Collaboration’.</p> <p><i>Local Governments should be empowered to form single and joint subsidiaries, and beneficial enterprises. In addition, compliance requirements of Regional Councils should be reviewed and reduced.</i></p> <p>Comment</p> <p>The proposed reforms will rely upon statutory provisions that enable and enhance regional collaboration. Recent over-regulation of Regional Subsidiaries in 2016 resulted in no subsidiaries being formed since that time.</p> <p>Recommendation</p> <p>Supported</p>	<p>Supportive of WALGA position</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
2.2 Standardisation of Crossovers			
<ul style="list-style-type: none"> • Approvals and standards for crossovers (the section of driveways that run between the kerb and private property) are inconsistent between local government areas, often with very minor differences. • This can create confusion and complexity for homeowners and small businesses in the construction sector. 	<ul style="list-style-type: none"> • It is proposed to amend the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> to standardise the process for approving crossovers for residential properties and residential developments on local roads. • A Crossover Working Group has provided preliminary advice to the Minister and DLGSC to inform this. • The DLGSC will work with the sector to develop standardised design and construction standards. 	<p><u>Current Local Government Position</u> Comment</p> <p>WALGA developed the Template Crossover Guideline and Specification resource in 2017 and have been part of the Minister’s working group on red tape reduction that has been looking at standardisation of crossovers.</p> <p>Recommendation</p> <p>Supported</p>	<p>Supportive of WALGA position</p>
2.3 Introduce Innovation Provisions			
<ul style="list-style-type: none"> • The <i>Local Government Act 1995</i> currently has very limited provisions to allow for innovations and responses to emergencies to (such as the Shire of Bruce Rock Supermarket). 	<ul style="list-style-type: none"> • New provisions are proposed to allow exemptions from certain requirements of the <i>Local Government Act 1995</i>, for: <ul style="list-style-type: none"> ○ Short-term trials and pilot projects ○ Urgent responses to emergencies. 	<p><u>Current Local Government Position</u></p> <p>There is currently no advocacy position in relation to Item 2.3.</p> <p>Comment</p> <p>It is arguable communities expect all levels of Government will apply innovative solutions to complex and emerging issues difficult to resolve by traditional means. Exemptions constructed with appropriate checks and balances, particularly where expenditure of public funds are concerned, has potential to facilitate efficient and effective outcomes.</p> <p>Recommendation</p>	<p>Supportive of WALGA position</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
		Supported	
2.4 Streamline Local Laws			
<ul style="list-style-type: none"> Local laws are required to be reviewed every eight years. The review of local laws (especially when they are standard) has been identified as a burden for the sector. Inconsistency between local laws is frustrating for residents and business stakeholders. 	<ul style="list-style-type: none"> It is proposed that local laws would only need to be reviewed by the local government every 15 years. Local laws not reviewed in the timeframe would lapse, meaning that old laws will be automatically removed and no longer applicable. Local governments adopting Model Local Laws will have reduced advertising requirements. 	<p><u>Current Local Government Position</u></p> <p>Items 2.4, 2.5 and 2.6 expand upon Advocacy Position 2.6.35 - 'Local law-making process should be simplified'.</p> <p><i>The Local Law making process should be simplified as follows:</i></p> <ul style="list-style-type: none"> <i>The requirement to give state-wide notice should be reviewed, with consideration given to Local Governments only being required to provide local public notice;</i> <i>Eliminate the requirement to consult on local laws when a model is used;</i> <i>Consider deleting the requirement to review local laws periodically. Local Governments, by administering local laws, will determine when it is necessary to amend or revoke a local law; and</i> <i>Introduce certification of local laws by a legal practitioner in place of scrutiny by Parliament's Delegated Legislation Committee.</i> <p>Comment</p> <p>Proposed reforms meet the Sector's preference for simplified local law-</p>	<p>Supportive of WALGA position however request local laws are specific to regional/metro and bands</p> <p>Allow Joint Standing Committee to have input prior to gazettal.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
		<p>making processes. Model local laws are supported, whilst recognising the models themselves will require review by State Government departments with the relevant head of power. For example, the Model Local Law (Standing Orders) 1998 formed the basis of many Local Government meeting procedures local laws but no review was completed. This model was superseded by individual local laws with added contemporary provisions. This pattern will repeat itself if model local laws are not reviewed to remain contemporary to the Sector's requirements.</p> <p>Recommendation</p> <p>Supported</p>	
2.5 Simplifying Approvals for Small Business and Community Events			
<ul style="list-style-type: none"> Inconsistency between local laws and approvals processes for events, street activation, and initiatives by local businesses is frustrating for business and local communities. 	<ul style="list-style-type: none"> Proposed reforms would introduce greater consistency for approvals for: <ul style="list-style-type: none"> alfresco and outdoor dining minor small business signage rules running community events. 	As above	Supportive of WALGA position however will still require local context.
2.6 Standardised Meeting Procedures, Including Public Question Time			
<ul style="list-style-type: none"> Local governments currently prepare individual standing order 	<ul style="list-style-type: none"> To provide greater clarity for ratepayers and applicants for 	As above	Supportive of WALGA position though should be tailored to

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
<p>local laws.</p> <ul style="list-style-type: none"> The <i>Local Government Act 1995</i> and regulations require local governments to allocate time at meetings for questions from the public. Inconsistency among the meeting procedures between local governments is a common source of complaints. 	<p>decisions made by council, it is proposed that the meeting procedures and standing orders for all local government meetings, including for public question time, are standardised across the State.</p> <ul style="list-style-type: none"> Regulations would introduce standard requirements for public question time, and the procedures for meetings generally. Members of the public across all local governments would have the same opportunities to address council and ask questions. 		<p>differing bands.</p>
<p>2.7 Regional Subsidiaries</p>			

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
<ul style="list-style-type: none"> Initiatives by multiple local governments may be managed through formal Regional Councils, or through less formal “organisations of councils”, such as NEWROC and WESROC. These initiatives typically have to be managed by a lead local government. In 2016-17, provisions were introduced to allow for the formation of Regional Subsidiaries. Regional Subsidiaries can be formed in line with the <i>Local Government (Regional Subsidiaries) Regulations 2017</i>. So far, no Regional Subsidiary has been formed. 	<ul style="list-style-type: none"> Work is continuing to consider how Regional Subsidiaries can be best established to: <ul style="list-style-type: none"> Enable Regional Subsidiaries to provide a clear and defined public benefit for people within member local governments Provide for flexibility and innovation while ensuring appropriate transparency and accountability of ratepayer funds Where appropriate, facilitate financing of initiatives by Regional Subsidiaries within a reasonable and defined limit of risk Ensure all employees of a Regional Subsidiary have the same employment conditions as those directly employed by member local governments. 	<p><u>Current Local Government Position</u></p> <p>Item 2.7 aligns with Advocacy Position 2.3.1 - ‘Regional Collaboration’</p> <p><i>Local Governments should be empowered to form single and joint subsidiaries, and beneficial enterprises. In addition, compliance requirements of Regional Councils should be reviewed and reduced.</i></p> <p>Comment</p> <p>Under the Regional Subsidiary model, two or more Local Governments are able to establish a regional subsidiary to undertake a shared service function on behalf of its constituent Local Governments. The model provides increased flexibility when compared to the Regional Local Government model because regional subsidiaries are primarily governed and regulated by a charter rather than legislation. While the regional subsidiary model’s governance structure is primarily representative, the model also allows independent and commercially focussed directors to be appointed to the board of management.</p> <p>A key advantage of the regional subsidiary model is the use of a charter, as opposed to legislation, as the primary governance and regulatory instrument. Accordingly, the legislative provisions governing the establishment</p>	<p>Supportive of WALGA position</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
		<p>of regional subsidiaries should be light, leaving most of the regulation to the regional subsidiary charter, which can be adapted to suit the specific circumstances of each regional subsidiary.</p> <p>Recommendation</p> <p>Supported</p>	

Theme 3: Greater Transparency & Accountability

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
<p>3.1 Recordings and Live-Streaming of All Council Meetings</p>			
<ul style="list-style-type: none"> • Currently, local governments are only required to make written minutes of meetings. • While there is no legal requirement for livestreaming or video or audio recording of council meetings, many local governments now stream and record their meetings. • Complaints relating to behaviours and decisions at meetings constitute a large proportion of 	<ul style="list-style-type: none"> • It is proposed that all local governments will be required to record meetings. • Band 1 and 2 local governments would be required to livestream meetings, and make video recordings available as public archives. • Band 1 and 2 are larger local governments are generally located in larger urban areas, with generally 	<p><u>Current Local Government Position</u></p> <p>Item 3.1 <u>expands upon</u> Advocacy Position 2.6 – ‘<i>Promote a size and scale compliance regime</i>’ and Advocacy Position 2.6.31 – ‘Attendance at Council Meetings by Technology’</p> <p><i>A review of the ability of Elected Members to log into Council meetings should be undertaken.</i></p>	<p>Supportive of WALGA position however raise the following issues:</p> <ul style="list-style-type: none"> - Cost of equipment; - Cost for hosting audio on website; - Cost for “editing” audio for confidential items.

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
<p>complaints about local governments.</p> <ul style="list-style-type: none"> • Local governments are divided into bands with the largest falling in bands 1 and 2, and smaller local governments falling bands 3 and 4. The allocation of local governments into bands is determined by The Salaries and Allowances Tribunal based on factors¹ such as: <ul style="list-style-type: none"> ○ Growth and development ○ Strategic planning issues ○ Demands and diversity of services provided to the community ○ Total expenditure ○ Population ○ Staffing levels. 	<p>very good telecommunications infrastructure, and many already have audio-visual equipment.</p> <ul style="list-style-type: none"> • Band 1 and 2 local governments would be required to livestream meetings, and make video recordings available as public archives. • Several local governments already use platforms such as YouTube, Microsoft Teams, and Vimeo to stream and publish meeting recordings. • Limited exceptions would be made for meetings held outside the ordinary council chambers, where audio recordings may be used. • Recognising their generally smaller scale, typically smaller operating budget, and potential to be in more remote locations, band 3 and 4 local governments would be required to record and publish audio recordings, at a minimum. These local governments would still be encouraged to livestream or video record meetings. • All council meeting recordings would need to be published at the same time as the meeting minutes. Recordings of all confidential items 	<p>Comment</p> <p>Local Governments introducing electronic meeting procedures and the means for remote public attendance in response to the COVID-19 pandemic led to a swift uptake of streaming Council meetings. The proposed reform that Band 1 and 2 Local Governments will only be problematic where technical capability such as reliable bandwidth impact the district.</p> <p>Recommendation</p> <p>Supported</p>	

¹ See page 3 of the [2018 Salaries and Allowance Tribunal Determination](#)

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
	<p>would also need to be submitted to the DLGSC for archiving.</p>		
<p>3.2 Recording All Votes in Council Minutes</p>			
<ul style="list-style-type: none"> A local government is only required to record which councillor voted for or against a motion in the minutes of that meeting if a request is made by an elected member at the time of the resolution during the meeting. The existing provision does not mandate transparency. 	<ul style="list-style-type: none"> To support the transparency of decision-making by councillors, it is proposed that the individual votes cast by all councillors for all council resolutions would be required to be published in the council minutes, and identify those for, against, on leave, absent or who left the chamber. Regulations would prescribe how votes are to be consistently minuted. 	<p><u>Current Local Government Position</u> There is currently no advocacy position in relation to Item 3.2.</p> <p>Comment There is an evolving common practice that Council Minutes record the vote of each Council Member present at a meeting.</p> <p>Recommendation</p> <p>Supported</p>	<p>Supportive of WALGA position</p>
<p>3.3 Clearer Guidance for Meeting Items that may be Confidential</p>			
<ul style="list-style-type: none"> The Act currently provides broad definitions of what type of matters may be discussed as a confidential item. There is limited potential for review of issues managed as confidential items under the current legislation. 	<ul style="list-style-type: none"> Recognising the importance of open and transparent decision-making, it is considered that confidential meetings and confidential meeting items should only be used in limited, specific circumstances. It is proposed to make the Act more specific in prescribing items that may be confidential, and items that should remain open to the public. Items not prescribed as being confidential could still be held as confidential items only with the prior written consent of the Inspector. 	<p><u>Current Local Government Position</u> There is currently no advocacy position in relation to Item 3.3.</p> <p>Comment Clarifying the provisions of the Act has broad support within the sector. New reforms requiring Local Governments to video or audio record Council meetings (Item 3.1) will add to the formal record of proceedings that includes written Minutes. While being supported, the requirement to provide audio recordings of confidential matters to the DLGSC is queried on</p>	<p>Supportive of WALGA position</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
	<ul style="list-style-type: none"> All confidential items would be required to be audio recorded, with those recordings submitted to the DLGSC. 	<p>the basis that written and audio records can be readily accessed from a Local Government if required.</p> <p>Recommendation</p> <p>Supported</p>	
<p>3.4 Additional Online Registers</p>			
<ul style="list-style-type: none"> Local governments are required to provide information to the community through annual reports, council minutes and the publication of information online. Consistent online publication of information can substitute for certain material in annual reports. Consistency in online reporting across the sector will provide ratepayers with better information. These registers supplement the simplification of financial statements in Theme 6. 	<ul style="list-style-type: none"> It is proposed to require local governments to report specific information in online registers on the local government's website. Regulations would prescribe the information to be included. <p>The following new registers, each updated quarterly, are proposed:</p> <ul style="list-style-type: none"> Lease Register to capture information about the leases the local government is party to (either as lessor or lessee) Community Grants Register to outline all grants and funding provided by the local government Interests Disclosure Register which collates all disclosures made by elected members about their interests related to matters considered by council Applicant Contribution Register accounting for funds 	<p><u>Current Local Government Position</u> There is currently no advocacy position in relation to Item 3.4.</p> <p>Comment This proposal follows recent Act amendments that ensure a range of information is published on Local Government websites. WALGA has sought clarity that the contracts register excludes contracts of employment.</p> <p>Recommendation</p> <p>Supported</p>	<p>Supportive of WALGA position, and query what level of detail will be required.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
	<p>collected from applicant contributions, such as cash-in-lieu for public open space and car parking</p> <ul style="list-style-type: none"> ○ Contracts Register that discloses all contracts above \$100,000. 		
3.5 Chief Executive Officer Key Performance Indicators (KPIs) be Published			
<ul style="list-style-type: none"> • It is a requirement of the <i>Local Government Act 1995</i> that CEO performance reviews are conducted annually. • The Model Standards for CEO recruitment and selection, performance review and termination require that a local government must review the performance of the CEO against contractual performance criteria. • Additional performance criteria can be used for performance review by agreement between both parties. 	<ul style="list-style-type: none"> • To provide for minimum transparency, it is proposed to mandate that the KPIs agreed as performance metrics for CEOs: <ul style="list-style-type: none"> ○ Be published in council meeting minutes as soon as they are agreed prior to (before the start of the annual period) ○ The KPIs and the results be published in the minutes of the performance review meeting (at the end of the period) ○ The CEO has a right to provide written comments to be published alongside the KPIs and results to provide context as may be appropriate (for instance, the impact of events in that year that may have influenced the results against KPIs). 	<p>Current Local Government Position There is currently no advocacy position in relation to Item 3.5.</p> <p>Comment In principle, this proposal has some merit and would be particularly effective if all CEO KPIs consistently reflect Strategic Community Plans and Corporate Business Plans of Local Governments, together with KPIs reflective of the CEO’s statutory functions under Section 5.41 of the Act. This approach would inform the community of the CEO’s performance related to the strategic direction and operational function of the Local Government.</p> <p>In practice, the drafting of statutory provisions will require sensitive consideration of certain KPIs i.e. those relating to issues affecting the workplace or identified risk-based concerns, to reflect the way Audit Committees currently deal with some</p>	<p>Supportive of WALGA position.</p> <p>Can see CEO’s spending significant time justifying shortcomings on written comments rather than focusing on completing tasks.</p> <p>Could see a trend of “vague” or “broad” KPI’s being implemented in contracts.</p> <p>Will State Government DG’s be subject to similar requirements through their management of taxpayers funds.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
		<p>internal control, risk and legislative compliance issues confidentially. This approach will protect the interests of Local Governments and other parties associated with such KPIs. It would be prudent for exemptions to be provided, based on matters of confidentiality.</p> <p>The proposed reforms and recent Act amendments signal a clear intent to permit closer community involvement and scrutiny of Local Government. However, negative consequences are likely if Local Government Council's responsibility as the employing authority of the CEO became blurred due to perceived community entitlement to comment, question and influence KPIs and the performance review process.</p> <p>Additionally, the publication of CEO KPI's will elevate this employment position to a high degree of public scrutiny seldom evident in the public or private sector, if at all. It is worth investigating whether the proposed reforms considered whether this factor could impact on the recruitment of CEO's, particularly from outside the Local Government sector.</p> <p>The results of performance reviews should be confidential information between the employer and employee and should not be published and</p>	

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
		<p>should remain within the confidential human resource records of the organisation.</p> <p>Recommendation</p> <ol style="list-style-type: none"> 1. Conditionally Support the reporting of CEO KPIs that are consistent with the strategic direction and operational function of the Local Government, subject to exemptions for publishing KPI's of a confidential nature; 2. Do not support the results of performance reviews being published. 	

Theme 4: Stronger Local Democracy and Community Engagement

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
4.1 Community and Stakeholder Engagement Charters			
<ul style="list-style-type: none"> • There is currently no requirement for local governments to have a specific engagement charter or policy. • Many local governments have introduced charters or policies for how they will engage with their community. • Other States have introduced a 	<ul style="list-style-type: none"> • It is proposed to introduce a requirement for local governments to prepare a community and stakeholder engagement charter which sets out how local government will communicate processes and decisions with their community. 	<p><u>Current Local Government Position</u></p> <p>Items 4.1 and 4.2 <u>generally align</u> with Advocacy Position 2.6.34 - 'Support responsive, aspirational and innovative community engagement principles'</p> <p><i>The Local Government sector</i></p>	<p>Supportive of WALGA position and suggest multiple model charters relevant to banding.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
<p>specific requirement for engagement charters.</p>	<ul style="list-style-type: none"> A model Charter would be published to assist local governments who wish to adopt a standard form. 	<p><i>supports:</i></p> <ol style="list-style-type: none"> <i>Responsive, aspirational and innovative community engagement principles</i> <i>Encapsulation of aims and principles in a community engagement policy, and</i> <i>The option of hosting an Annual Community Meeting to present on past performance and outline future prospects and plans.</i> <p>Comment</p> <p>As indicated in Item 4.1 commentary, many Local Governments have already developed stakeholder engagement charters, or similar engagement strategies, that reflect their unique communities of interest. The development of guidance by the DLGSC, based on standards such as the International Standard for Public Participation practice, is supported in favour of taking a prescriptive approach or conducting a survey for the sake of a survey.</p> <p>Item 4.2 has potential to provide benchmarking of community satisfaction levels across Band 1 and 2 Local Governments.</p> <p>Recommendation</p>	

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
		Supported	
4.2 Ratepayer Satisfaction Surveys (Band 1 and 2 local governments only)			
<ul style="list-style-type: none"> Many local governments already commission independent surveying consultants to hold a satisfaction survey of residents/ratepayers. These surveys provide valuable data on the performance of local governments. 	<ul style="list-style-type: none"> It is proposed to introduce a requirement that every four years, all local governments in bands 1 and 2 hold an independently-managed ratepayer satisfaction survey. Results would be required to be reported publicly at a council meeting and published on the local government’s website. All local governments would be required to publish a response to the results. 	As above	Supportive of WALGA position
4.3 Introduction of Preferential Voting			
<ul style="list-style-type: none"> The current voting method for local government elections is first past the post. The existing first-past-the-post does not allow for electors to express more than one preference. The candidate with the most votes wins, even if that candidate does not have a majority. Preferential voting better captures the precise intentions of voters and as a result may be regarded as a fairer and more representative system. Voters have more specific choice. 	<ul style="list-style-type: none"> Preferential voting is proposed be adopted as the method to replace the current first past the post system in local government elections. In preferential voting, voters number candidates in order of their preferences. Preferential voting is used in State and Federal elections in Western Australia (and in other states). This provides voters with more choice and control over who they elect. All other states use a form of preferential voting for local 	<p><u>Current Local Government Position</u> Item 4.3 <u>does not align</u> with Advocacy Position 2.5.1 – ‘First Past the Post voting system’ <i>The Local Government sector supports:</i></p> <ol style="list-style-type: none"> Four year terms with a two year spill Greater participation in Local Government elections The option to hold elections through: <ul style="list-style-type: none"> Online voting Postal voting, and In-person voting Voting at Local Government 	<p>Do not see the need for preferential voting in smaller regional Councils, Yilgarn held two elections in 2021, of which no vote was required. Preferential voting will likely see the need to utilise the Electoral Commission, which will incur significant costs to LG’s.</p> <p>Suggest optional for bands 3-4.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
	<p>government.</p>	<p><i>elections to be voluntary</i></p> <p>5. <i>The first past the post method of counting votes</i></p> <p>Comment</p> <p>It should be noted that the sector’s advocacy against compulsory voting and “All in All out” 4 year terms has been successful and these items are not included in the reform proposals.</p> <p>The introduction of preferential voting will be a return to the system of voting prior to the <i>Local Government Act 1995</i>. The Local Government Advisory Board reported on voting systems in 2006 (<i>Local Government Structural Reform in Western Australia: Ensuring the Future Sustainability of Communities</i>) and provided the following comments in support of both first past the post voting and preferential voting:</p> <p><i>‘Comments in support of retaining first past the post include:</i></p> <ul style="list-style-type: none"> <i>• Quick to count. Preferential voting is time consuming to count.</i> <i>• Easily understood.</i> <i>• Removes politics out of campaigning. Preferential will encourage alliances formed for the distribution of preferences and party politics into local government.</i> <i>• Preferential voting allows election rigging through alliances or ‘dummy’</i> 	

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
		<p><i>candidates.</i></p> <ul style="list-style-type: none"> <i>• In a preferential system, the person that receives the highest number of first preference votes does not necessarily get elected.'</i> <p><i>'Comments in support of replacing first past the post include:</i></p> <ul style="list-style-type: none"> <i>• Preferential voting is more democratic and removes an area of confusion.</i> <i>• Preferential voting ensures that the most popular candidates are elected who best reflect the will of the voters.</i> <i>• Preferential system should be introduced. In FPP elections, candidates work together to get votes for each other. Preferential would make it more difficult for this practice to take place.</i> <i>• FPP does not adequately reflect the wishes of electors when there are three candidates or more.</i> <i>• FPP is unsuitable when there is more than one vacancy.</i> <i>• Allows for a greater representation from a range of interest groups and prevents domination of elections by mainstream party politics.'</i> <p>The Sector supports first past the post voting for its simplicity and fundamental apolitical nature, therefore the proposed reforms are not supported. Feedback is sought to ensure the advocacy position for first past the post</p>	

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
		<p>elections remains the preferred option.</p> <p>Recommendation Not currently supported - Local Government feedback requested</p>	
4.4 Public Vote to Elect the Mayor and President			
<ul style="list-style-type: none"> • The Act currently allows local governments to have the Presiding Member (the Mayor or President) elected either: <ul style="list-style-type: none"> ○ by the electors of the district through a public vote; or ○ by the council as a resolution at a council meeting. 	<ul style="list-style-type: none"> • Mayors and Presidents of all local governments perform an important public leadership role within their local communities. • Band 1 and 2 local governments generally have larger councils than those in bands 3 and 4. • Accordingly, it is proposed that the Mayor or President for all band 1 and 2 councils is to be elected through a vote of the electors of the district. Councils in bands 3 and 4 would retain the current system. • A number of Band 1 and Band 2 councils have already moved towards Public Vote to Elect the Mayor and President in recent years, including City of Stirling and City of Rockingham. 	<p><u>Current Local Government Position</u></p> <p>Item 4.4 does not align with Advocacy Position 2.5.2 - ‘Election of Mayors and Presidents be at the discretion of Local Government.’</p> <p><i>Local Governments should determine whether their Mayor or President will be elected by the Council or elected by the community.</i></p> <p>Comment</p> <p>There are 43 Band 1 and 2 Local Governments with 22 popularly electing the Mayor or President: Band 1 - 15 Band 2 - 7</p> <p>The remaining 21 Local Governments have a Council-elected Mayor or President. The cited examples of the City of Rockingham and City of Stirling electors determining by referendum to change the process for electing the</p>	<p>No effect on Yilgarn, but supportive of majority preference for Bands 1-2.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
		<p>Mayor are examples of the current system working as intended. There is no evidence of elector support for uniform direct election of Mayors.</p> <p>Recommendation</p> <p>Not currently supported - Local Government feedback requested</p>	
<p>4.5 Tiered Limits on the Number of Councillors</p>			
<ul style="list-style-type: none"> The number of councillors (between 5-15 councillors) is decided by each local government, reviewed by the Local Government Advisory Board, and if approved by the Minister. The Panel Report recommended electoral reforms to improve representativeness. 	<ul style="list-style-type: none"> It is proposed to limit the number of councillors based on the population of the entire local government. Some smaller local governments have already been moving to having smaller councils to reduce costs for ratepayers. The Local Government Panel Report proposed: <ul style="list-style-type: none"> For a population of up to 5,000 – five councillors (including the President) population of between 5,000 and 75,000 – five to nine councillors (including the Mayor/President) population of above 75,000 – nine to fifteen councillors (including Mayor). 	<p>Current Local Government Position</p> <p>Item 4.5 does not align with Advocacy Position 2.5.1 – ‘Councils consist of between six and 15 (including the Mayor/President)’</p> <p><i>Local Governments being enabled to determine the number of Elected Members required on the Council between six and 15 (including the Mayor/President)</i></p> <p>Comment</p> <p>The proposed reform to restrict Local Governments with populations under 5,000 to 5 Council Members does not reflect the varied communities of interest within this grouping. Some Local Governments are essentially regional centres such as the Shires of Katanning (9), Dandaragan (9), Merredin (9), Moora (9) and Northampton (9) (current Councillor</p>	<p>Supportive of WALGA position with 5 – 7 Council members up to \$5,000 population.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
		<p>numbers bracketed). Local Governments such as the Shire of Ngaanyatjarraku (9) manage substantial land areas, manage isolated communities such as the Shire of Meekatharra (7) and culturally diverse communities such as the Shire of Christmas Island (9). Some Local Governments with populations up to 5,000 warrant a greater number of Councillors to effectively share the representative role that Council Members play within their communities.</p> <p>The additional proposed reforms in population categories over 5,000 generally reflect the current Councillor numbers.</p> <p>Recommendation</p> <p>Recommend 5 to 7 Council Members for populations up to 5,000 and support the remaining proposed reforms.</p>	
<p>4.6 No Wards for Small Councils (Band 3 and 4 Councils only)</p>			

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
<ul style="list-style-type: none"> A local government can make an application to be divided into wards, with councillors elected to those wards. Only about 10% of band 3 and 4 local governments currently have wards. 	<ul style="list-style-type: none"> It is proposed that the use of wards for councils in bands 3 and 4 is abolished. Wards increase the complexity of elections, as this requires multiple versions of ballot papers to be prepared for a local government's election. In smaller local governments, the population of wards can be very small. These wards often have councillors elected unopposed, or elect a councillor with a very small number of votes. Some local governments have ward councillors elected with less than 50 votes. There has been a trend in smaller local governments looking to reduce the use of wards, with only 10 councils in bands 3 and 4 still having wards. 	<p><u>Current Local Government Position</u> There are no advocacy positions in relation to Items 4.6, 4.7, 4.8 or 4.9.</p> <p>Comment The proposed reform to discontinue wards in Band 3 and 4 Local Governments brings alignment with the majority and provides that affected Local Governments will no longer have to conduct 8 year ward reviews or make representation to the Local Government Advisory Board to revert to a no wards system.</p> <p>Remaining proposed reforms will improve and clarify election processes.</p> <p>Recommendation</p> <p>Supported</p>	<p>Supportive of WALGA position</p>

4.7 Electoral Reform – Clear Lease Requirements for Candidate and Voter Eligibility		
<ul style="list-style-type: none"> A person with a lease in a local government district is eligible to nominate as a candidate in that district. A person with a lease in a local government district is eligible to apply to vote in that district. 	<ul style="list-style-type: none"> Reforms are proposed to prevent the use of “sham leases” in council elections. Sham leases are where a person creates a lease only to be able to vote or run as a candidate for council. The City of Perth Inquiry Report 	<p>As above</p> <p>Supportive of WALGA position</p>

<ul style="list-style-type: none"> The City of Perth Inquiry Report identified a number of instances where dubious lease arrangements put to question the validity of candidates in local government elections, and subsequently their legitimacy as councillors. 	<p>identified sham leases as an issue.</p> <ul style="list-style-type: none"> Electoral rules are proposed to be strengthened: <ul style="list-style-type: none"> A minimum lease period of 12 months will be required for anyone to register a person to vote or run for council. Home based businesses will not be eligible to register a person to vote or run for council, because any residents are already the eligible voter(s) for that address. Clarifying the minimum criteria for leases eligible to register a person to vote or run for council. The reforms would include minimum lease periods to qualify as a registered business (minimum of 12 months), and the exclusion of home based businesses (where the resident is already eligible) and very small sub-leases. The basis of eligibility for each candidate (e.g. type of property and suburb of property) is proposed to be published, including in the candidate pack for electors. 		
<p>4.8 Reform of Candidate Profiles</p>			
<ul style="list-style-type: none"> Candidate profiles can only be 800 characters, including spaces. This is equivalent to approximately 150 words. 	<ul style="list-style-type: none"> Further work will be undertaken to evaluate how longer candidate profiles could be accommodated. Longer candidate profiles would provide more information to electors, potentially through publishing profiles online. 	<p>As above</p>	<p>Supportive of WALGA position</p>

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	<ul style="list-style-type: none"> It is important to have sufficient information available to assist electors make informed decisions when casting their vote. 		
4.9 Minor Other Electoral Reforms			
<ul style="list-style-type: none"> Other minor reforms are proposed to improve local government elections. 	<ul style="list-style-type: none"> Minor other electoral reforms are proposed to include: <ul style="list-style-type: none"> The introduction of standard processes for vote re-counts if there is a very small margin between candidates (e.g. where there is a margin of less than 10 votes a recount will always be required) The introduction of more specific rules concerning local government council candidates' use of electoral rolls. 	As above	Supportive of WALGA position

Theme 5: Clear Roles and Responsibilities

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
5.1 Introduce Principles in the Act			
<ul style="list-style-type: none"> The Act does not currently outline specific principles. The Act contains a short “Content and Intent” section only. The Panel Report recommended 	<ul style="list-style-type: none"> It is proposed to include new principles in the Act, including: <ul style="list-style-type: none"> The recognition of Aboriginal Western Australians Tiering of local governments 	<p><u>Current Local Government Position</u> Item 5.1 <u>generally aligns</u> with Advocacy Position 2.6 - Legislative Intent <i>Provide flexible, principles-based</i></p>	Supportive of WALGA position

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
greater articulation of principles	(with bands being as assigned by the Salaries and Allowances Tribunal) <ul style="list-style-type: none"> ○ Community Engagement ○ Financial Management. 	<i>legislative framework.</i> Recommendation Supported	
5.2 Greater Role Clarity			
<ul style="list-style-type: none"> • The Act provides for the role of council, councillor, mayor or president and CEO. • The role of the council is to: <ul style="list-style-type: none"> ○ govern the local government's affairs ○ be responsible for the performance of the local government's functions. 	<ul style="list-style-type: none"> • The Local Government Act Review Panel recommended that roles and responsibilities of elected members and senior staff be better defined in law. • It is proposed that these roles and responsibilities are further defined in the legislation. • These proposed roles will be open to further consultation and input. • These roles would be further strengthened through Council Communications Agreements (see item 5.3). 	<u>Current Local Government Position</u> Item 5.2 aligns with Advocacy Position 2.6.36 - 'Roles and Responsibilities' <i>That clarification of roles and responsibilities for Mayors/ Presidents, Councillors and CEOs be reviewed to ensure that there is no ambiguity.</i> Recommendation Supported	Supportive of WALGA position
	5.2.1 - Mayor or President Role <ul style="list-style-type: none"> • It is proposed to amend the Act to specify the roles and responsibilities of the Mayor or President. • While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Mayor or President is responsible for: <ul style="list-style-type: none"> ○ Representing and speaking on behalf of the whole council and 	As above	Supportive of WALGA position

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
	<p>the local government, at all times being consistent with the resolutions of council</p> <ul style="list-style-type: none"> ○ Facilitating the democratic decision-making of council by presiding at council meetings in accordance with the Act ○ Developing and maintaining professional working relationships between councillors and the CEO ○ Performing civic and ceremonial duties on behalf of the local government ○ Working effectively with the CEO and councillors in overseeing the delivery of the services, operations, initiatives and functions of the local government. 		
	<p>5.2.2 - Council Role</p> <ul style="list-style-type: none"> • It is proposed to amend the Act to specify the roles and responsibilities of the Council, which is the entity consisting of all of the councillors and led by the Mayor or President. • While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Council is responsible for: <ul style="list-style-type: none"> ○ Making significant decisions and 	<p>As above</p>	<p>Supportive of WALGA position</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
	<p>determining policies through democratic deliberation at council meetings</p> <ul style="list-style-type: none"> ○ Ensuring the local government is adequately resourced to deliver the local governments operations, services and functions - including all functions that support informed decision-making by council ○ Providing a safe working environment for the CEO; ○ Providing strategic direction to the CEO; ○ Monitoring and reviewing the performance of the local government. 		
	<p>5.2.3 - Elected Member (Councillor) Role</p> <ul style="list-style-type: none"> • It is proposed to amend the Act to specify the roles and responsibilities of all elected councillors. • While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that every elected councillor is responsible for: <ul style="list-style-type: none"> ○ Considering and representing, fairly and without bias, the current and future interests of all people who live, work and visit the district (including for 	<p>As above</p>	<p>Supportive of WALGA position</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
	<p>councillors elected for a particular ward)</p> <ul style="list-style-type: none"> ○ Positively and fairly contribute and apply their knowledge, skill, and judgement to the democratic decision-making process of council ○ Applying relevant law and policy in contributing to the decision-making of the council ○ Engaging in the effective forward planning and review of the local governments' resources, and the performance of its operations, services, and functions ○ Communicating the decisions and resolutions of council to stakeholders and the public ○ Developing and maintaining professional working relationships with all other councillors and the CEO ○ Maintaining and developing their knowledge and skills relevant to local government ○ Facilitating public engagement with local government. ● It is proposed that elected members should not be able to use their title (e.g. "Councillor", "Mayor", or "President") and associated resources of their office (such as email address) unless they are 		

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
	<p>performing their role in their official capacity.</p>		
	<p>5.2.4 - CEO Role</p> <ul style="list-style-type: none"> • The <i>Local Government Act 1995</i> requires local governments to employ a CEO to run the local government administration and implement the decisions of council. • To provide greater clarity, it is proposed to amend the Act to specify the roles and responsibilities of all local government CEOs. • While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the CEO of a local government is responsible for: <ul style="list-style-type: none"> ○ Coordinating the professional advice and assistance necessary for all elected members to enable the council to perform its decision-making functions ○ Facilitating the implementation of council decisions ○ Ensuring functions and decisions lawfully delegated by council are managed prudently on behalf of the council ○ Managing the effective delivery of the services, operations, initiatives and functions of the 	<p>As above</p>	<p>Supportive of WALGA position</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
	<p>local government determined by the council</p> <ul style="list-style-type: none"> ○ Providing timely and accurate information and advice to all councillors in line with the Council Communications Agreement (see item 5.3) ○ Overseeing the compliance of the operations of the local government with State and Federal legislation on behalf of the council ○ Implementing and maintaining systems to enable effective planning, management, and reporting on behalf of the council. 		

5.3 Council Communication Agreements			
<ul style="list-style-type: none"> • The Act provides that council and committee members can have access to any information held by the local government that is relevant to the performance of the member in their functions. • The availability of information is sometimes a source of conflict within local governments. 	<ul style="list-style-type: none"> • In State Government, there are written Communication Agreements between Ministers and agencies that set standards for how information and advice will be provided. • It is proposed that local governments will need to have Council Communications Agreements between the council and the CEO. • These Council Communication Agreements would clearly specify 	<p><u>Current Local Government Position</u></p> <p>There is no advocacy position in relation to Item 5.3.</p> <p>Comment</p> <p>The availability of information not already in the public domain to Councillors under Section 5.92 of the Act can become contentious in the absence of a clear statement in support of the function the Council Member is performing. This can place CEO's in the invidious position of ruling on the</p>	<p>Supportive of WALGA position and suggest templates relevant to banding</p>

	<p>the information that is to be provided to councillors, how it will be provided, and the timeframes for when it will be provided.</p> <ul style="list-style-type: none"> • A template would be published by DLGSC. This default template will come into force if a council and CEO do not make a specific other agreement within a certain timeframe following any election. 	<p>availability of a record of the Local Government, when it is also their function under Section 5.41(h) of the Act to <i>‘ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law’</i>.</p> <p>Consistent availability of information motivates this proposed reform and it does not appear that individual Council Communication Agreements will be a means to that end. There is a better case for a uniform approach in the form of a regulated Agreement, in much the same way that the Communication Agreements between Ministers and agencies are based on provisions of the <i>Public Sector Management Act 1994</i>.</p> <p>Recommendation</p> <p>Support a consistent, regulated Communications Agreement.</p>	
<p>5.4 Local Governments May Pay Superannuation Contributions for Elected Members</p>			
<ul style="list-style-type: none"> • Elected members are eligible to receive sitting fees or an annual allowance. • Superannuation is not paid to elected members. However, councillors can currently divert part of their allowances to a superannuation fund. • Councils should be reflective and representative of the people living within the district. Local 	<ul style="list-style-type: none"> • It is proposed that local governments should be able to decide, through a vote of council, to pay superannuation contributions for elected members. These contributions would be additional to existing allowances. • Superannuation is widely recognised as an important entitlement to provide long term financial security. 	<p><u>Current Local Government Position</u> There is no advocacy position in relation to Item 5.4.</p> <p>Comment WALGA was in the process of consulting with the sector when this reform was announced. The feedback to date from Local Governments varied. The proposed discretionary approach will permit Local Governments to exercise general</p>	<p>Supportive of WALGA position, Council have the option to pay or not to pay.</p>

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<p>governments should be empowered to remove any barriers to the participation of gender and age diverse people on councils.</p>	<ul style="list-style-type: none"> • Other states have already moved to allow councils to make superannuation contributions for councillors. • Allowing council to provide superannuation is important part of encouraging equality for people represented on council – particularly for women and younger people. • Providing superannuation to councillors recognises that the commitment to elected office can reduce a person’s opportunity to undertake employment and earn superannuation contributions. 	<p>competence powers to make their own determination on paying superannuation to Council Members.</p> <p>Recommendation</p> <p>Supported</p>	
<p>5.5 Local Governments May Establish Education Allowances</p>			
<ul style="list-style-type: none"> • Local government elected members must complete mandatory training. • There is no specific allowance for undertaking further education. 	<ul style="list-style-type: none"> • Local governments will have the option of contributing to the education expenses for councillors, up to a defined maximum value, for tuition costs for further education that is directly related to their role on council. • Councils will be able to decide on a policy for education expenses, up to a maximum yearly value for each councillor. Councils may also decide not to make this entitlement available to elected members. • Any allowance would only be able to be used for tuition fees for courses, such as training programs, diplomas, and university studies, which relate to local government. 	<p><u>Current Local Government Position</u></p> <p>Item 5.5 <u>generally aligns</u> with Advocacy Position 2.8 - Elected Member Training</p> <p><i>Support Local Governments being required to establish an Elected Member Training Policy to encourage training and include budgetary provision of funding for Elected Members;</i></p> <p>Comment</p> <p>The proposal augments recent Act amendments that require Local Governments to adopt a professional development policy for Council Members. Many Local Governments now budget for training requirements that align with the policy statement.</p>	<p>Supportive of WALGA position</p>

	<ul style="list-style-type: none"> Where it is made available, this allowance will help councillors further develop skills to assist with making informed decisions on important questions before council, and also provide professional development opportunities for councillors. 	<p>Recommendation</p> <p>Supported</p>	
<p>5.6 Standardised Election Caretaker period</p>			
<ul style="list-style-type: none"> There is currently no requirement for a formal caretaker period, with individual councils operating under their own policies and procedures. This is commonly a point of public confusion. 	<ul style="list-style-type: none"> A statewide caretaker period for local governments is proposed. All local governments across the State would have the same clearly defined election period, during which: <ul style="list-style-type: none"> Councils do not make major decisions with criteria to be developed defining ‘major’ Incumbent councillors who nominate for re-election are not to represent the local government, act on behalf of the council, or use local government resources to support 	<p><u>Current Local Government Position</u></p> <p>There is no advocacy position in relation to Item 5.6</p> <p>Comment</p> <p>WALGA developed a template Caretaker Policy in 2017 on request for a consistent approach. There are no know instances where Caretaker Policy have led to unforeseen or unmanageable consequences impacting on decision-making functions.</p> <p>Recommendation</p> <p>Supported</p>	<p>Comment withheld until clearer definitions around “major decisions” are developed and timeframes are determined.</p> <p>Raise that Councillors are elected for a full term, so why not allow them to serve for a full term.</p>

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	<p>campaigning activities.</p> <ul style="list-style-type: none">○ There are consistent election conduct rules for all candidates.		
5.7 Remove WALGA from the Act			

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<ul style="list-style-type: none"> • The Western Australian Local Government Association (WALGA) is constituted under the <i>Local Government Act 1995</i>. • The Local Government Panel Report and the Select Committee Report included this recommendation. 	<ul style="list-style-type: none"> • The Local Government Panel Report recommended that WALGA not be constituted under the <i>Local Government Act 1995</i>. • Separating WALGA out of the Act will provide clarity that WALGA is not a State Government entity. 	<p>Current Local Government Position There is no advocacy position in relation to Item 5.7.</p> <p>Comment WALGA is conducting its own due diligence on this proposal, previously identified in the Local Government Review Panel Report. The outcome of this reform would require a transition of WALGA from a body constituted under the Act to an incorporated association. It is important to the Local Government sector that the provisions relating to the mutual self-insurance scheme and tender exempt prequalified supply panels remain in the Act and are not affected by this proposal. Further work is being carried out by WALGA to fully understand the effect this proposal will have on WALGA and the sector.</p> <p>Recommendation WALGA to undertake its due diligence on this proposal and advise the sector accordingly.</p>	<p>Await WALGA determination.</p>
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5.8 CEO Recruitment			
<ul style="list-style-type: none"> Recent amendments introduced provisions to standardise CEO recruitment. The recruitment of a CEO is a very important decision by a local government. 	<ul style="list-style-type: none"> It is proposed that DLGSC establishes a panel of approved panel members to perform the role of the independent person on CEO recruitment panels. Councils will be able to select an independent person from the approved list. Councils will still be able to appoint people outside of the panel with the approval of the Inspector. 	<p><u>Current Local Government Position</u> There is no advocacy position in relation to Item 5.8.</p> <p>Comment The proposed reform augments the CEO Standards in relation to recruitment introduced in February 2021.</p> <p>Recommendation</p> <p>Supported</p>	<p>Not supported:</p> <ul style="list-style-type: none"> - Who will bear costs for independent panel member; - Will they be located regionally; - Will they understand the needs of the community; - What will their role entail;

Theme 6: Improved Financial Management and Reporting

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
6.1 Model Financial Statements and Tiered Financial Reporting			
<ul style="list-style-type: none"> The financial statements published in the Annual Report is the main financial reporting currently published by local governments. Reporting obligations are the same for large (Stirling, Perth, Fremantle) and small (Sandstone, Wiluna, Dalwallinu) local governments, even though they vary significantly in complexity. The Office of the Auditor General has said that some existing reporting requirements are unnecessary or onerous - for instance, information that is not 	<ul style="list-style-type: none"> The Minister strongly believes in transparency and accountability in local government. The public rightly expects the highest standards of integrity, good governance, and prudent financial management in local government. It is critically important that clear information about the financial position of local governments is openly available to ratepayers. Financial information also supports community decision-making about local government services and projects. 	<p><u>Current Local Government Position</u> Items 6.1 and 6.2 generally align with Advocacy Position 2.6 – Support a size and scale compliance regime and Advocacy Position 2.6.24 – Financial Management and Procurement.</p> <p><i>The Local Government sector:</i></p> <ol style="list-style-type: none"> 1. Requests the Minister for Local Government to direct the Department of Local Government to prepare a Model set of Financial Statements and Annual Budget Statements for the Local Government sector, in consultation with the Office of the Auditor General. 	<p>Supportive of WALGA position</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
<p>relevant to certain local governments, or that is a duplicate of other published information.</p>	<ul style="list-style-type: none"> Local governments differ significantly in the complexity of their operations. Smaller local governments generally have much less operating complexity than larger local governments. The Office of the Auditor General has identified opportunities to improve financial reporting, to make statements clearer, and reduce unnecessary complexity. Recognising the difference in the complexity of smaller and larger local governments, it is proposed that financial reporting requirements should be tiered – meaning that larger local governments will have greater financial reporting requirements than smaller local governments. It is proposed to establish standard templates for Annual Financial Statements for band 1 and 2 councils, and simpler, clearer financial statements for band 3 and 4. Online Registers, updated quarterly (see item 3.4), would provide faster and greater transparency than current annual reports. Standard templates will be published for use by local governments. 	<p>2. <i>Requests the Department of Local Government to re-assess the amount of detail required to be included in annual financial reports, in particular for small and medium sized entities as suggested by the Office of Auditor General.</i></p> <p>Comment</p> <p>The Sector has a long-standing position for a broad review of the financial management and reporting provisions of the Act, which remain largely unchanged since commencing in 1996.</p> <p>Recommendation</p> <p>Supported</p>	

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
	<ul style="list-style-type: none"> • Simpler Strategic and Financial Planning (item 6.2) would also improve the budgeting process. 		
6.2 Simplify Strategic and Financial Planning			
<ul style="list-style-type: none"> • Requirements for plans are outlined in the Local Government Financial Management and Administration Regulations. • There is also the Integrated Planning and Reporting (IPR) framework. • While many councils successfully apply IPR to their budgeting and reporting, IPR may seem complicated or difficult, especially for smaller local governments. 	<ul style="list-style-type: none"> • Having clear information about the finances of local government is an important part of enabling informed public and ratepayer engagement and input to decision-making. • The framework for financial planning should be based around information being clear, transparent, and easy to understand for all ratepayers and members of the public. • In order to provide more consistency and clarity across the State, it is proposed that greater use of templates is introduced to make planning and reporting clearer and simpler, providing greater transparency for ratepayers. • Local governments would be required to adopt a standard set of plans, and there will be templates published by the DLGSC for use or adaption by local governments. • It is proposed that the plans that are required are: <ul style="list-style-type: none"> ○ Simplified Council Plans that replace existing Strategic Community Plans and set high-level objectives, with a new plan 	As above	Supportive of WALGA position

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
	<p>required at least every eight years. These will be short-form plans, with a template available from the DLGSC</p> <ul style="list-style-type: none"> ○ Simplified Asset Management Plans to consistently forecast costs of maintaining the local government’s assets. A new plan will be required at least every ten years, though local governments should update the plan regularly if the local government gains or disposes of major assets (e.g. land, buildings, or roads). A template will be provided, and methods of valuations will be simplified to reduce red tape ○ Simplified Long Term Financial Plans will outline any long term financial management and sustainability issues, and any investments and debts. A template will be provided, and these plans will be required to be reviewed in detail at least every four years ○ A new Rates and Revenue Policy (see item 6.3) that identifies the approximate value of rates that will need to be collected in future years (referencing the Asset 		

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
	<p>Management Plan and Long Term Financial Plan) – providing a forecast to ratepayers (updated at least every four years)</p> <ul style="list-style-type: none"> ○ The use of simple, one-page Service Proposals and Project Proposals that outline what proposed services or initiatives will cost, to be made available through council meetings. These will become Service Plans and Project Plans added to the yearly budget if approved by council. This provides clear transparency for what the functions and initiatives of the local government cost to deliver. Templates will be available for use by local governments. 		
6.3 Rates and Revenue Policy			
<ul style="list-style-type: none"> • Local governments are not required to have a rates and revenue policy. • Some councils defer rate rises, resulting in the eventual need to drastically raise rates to cover unavoidable costs – especially for the repair of infrastructure. 	<ul style="list-style-type: none"> • The Rates and Revenue Policy is proposed to increase transparency for ratepayers by linking rates to basic operating costs and the minimum costs for maintaining essential infrastructure. • A Rates and Revenue Policy would be required to provide ratepayers with a forecast of future costs of providing local government services. • The Policy would need to reflect the Asset Management Plan and the 	<p><u>Current Local Government Position</u></p> <p>Item 6.3 <u>generally aligns</u> with Advocacy Position 2.1.6 - Rate Setting and WALGA's <u>Rate Setting Policy Statement</u>.</p> <p><i>Councils' deliberative rate setting processes reference their Integrated Planning Framework – a thorough strategic, financial and asset management planning process – and draw upon the community's willingness</i></p>	<p>Supportive of WALGA position, suggest relevant to banding</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
	<p>Long Term Financial Plan (see item 6.2), providing a forecast of what rates would need to be, to cover unavoidable costs.</p> <ul style="list-style-type: none"> A template would be published for use or adaption by all local governments. The Local Government Panel Report included this recommendation. 	<p><i>and capacity to pay.</i> Recommendation Supported</p>	
6.4 Monthly Reporting of Credit Card Statements			
<ul style="list-style-type: none"> No legislative requirement. Disclosure requirements brought in by individual councils have shown significant reduction of expenditure of funds. 	<ul style="list-style-type: none"> The statements of a local government’s credit cards used by local government employees will be required to be tabled at council at meetings on a monthly basis. This provides oversight of incidental local government spending. 	<p><u>Current Local Government Position</u> There is no advocacy position in relation to Item 6.4. Comment This proposed reform reflects widespread common practice for credit card transactions to be included in monthly financial reports and lists of accounts paid. Recommendation Supported</p>	<p>Supportive of WALGA position</p>
6.5 Amended Financial Ratios			
<ul style="list-style-type: none"> Local governments are required to report seven ratios in their annual financial statements. These are reported on the MyCouncil website. These ratios are intended to provide an indication of the financial health of every local 	<ul style="list-style-type: none"> Financial ratios will be reviewed in detail, building on work already underway by the DLGSC. The methods of calculating ratios and indicators will be reviewed to ensure that the results are accurate and useful. 	<p><u>Current Local Government Position</u> Item 6.5 aligns with Advocacy Position 2.6.25 - Review and reduce financial ratios. <i>Advocate to the Minister for Local Government to amend the Local Government (Financial Management) Regulations 1996 to prescribe the</i></p>	<p>Supportive of WALGA position</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
government.		<p><i>following ratios:</i></p> <ul style="list-style-type: none"> <i>a. Operating Surplus Ratio,</i> <i>b. Net Financial Liabilities Ratio,</i> <i>c. Debt Service Coverage Ratio, and</i> <i>d. Current Ratio.</i> <p>Recommendation</p> <p>Supported</p>	
6.6 Audit Committees			
<ul style="list-style-type: none"> • Local governments must establish an Audit Committee that has three or more persons, with the majority to be council members. • The Audit Committee is to guide and assist the local government in carrying out the local government’s functions in relation to audits conducted under the Act. • The Panel Report identified that Audit Committees should be expanded, including to provide improved risk management. 	<ul style="list-style-type: none"> • To ensure independent oversight, it is proposed the Chair of any Audit Committee be required to be an independent person who is not on council or an employee of the local government. • Audit Committees would also need to consider proactive risk management. • To reduce costs, it is proposed that local governments should be able to establish shared Regional Audit Committees. • The Committees would be able to include council members but would be required to include a majority of independent members and an independent chairperson. 	<p><u>Current Local Government Position</u></p> <p>Item 6.6 does not align with Advocacy Position 2.2.4 – Accountability and Audit <i>That audit committees of Local Government, led and overseen by the Council, have a clearly defined role with an Elected Member majority and chair.</i></p> <p>Comment</p> <p>The Sector’s view is well established, that the Council must maintain, and be seen by the community to have, majority involvement and investment in the purpose of an Audit Committee. There is sector support for some independent members on the Audit Committee, however not a majority.</p> <p>The dual effect of the proposed reform is to guarantee a place for a majority of independent persons on Audit Committees, with the additional requirement that an independent person</p>	<p>Supportive of WALGA position.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
		<p>Chair this Committee. Presently, not all Local Government Audit Committees are able to include an independent person. This may be for a variety of reasons not least of which is a lack of suitable, available candidates with the required qualification, skill and experience.</p> <p>It would be counter-productive if the proposed reforms led to the appointment of unsuitable independent persons to a skills-based role. The concept of Regional Audit Committees has apparent merit in this case but there is no detail regarding practicalities; for example, is the Regional Audit Committee intended to include the same independent persons who will meet separately with each Local Government within the region?</p> <p>There is too little certainty that the imperative question of appropriate representation will be managed as a consequence of the proposed reforms for it to be supported.</p> <p>The proposal for the Audit Committees to also consider proactive risk management is supported.</p> <p>Recommendation</p> <p>1. Do not support majority independent members of the Audit Committee</p>	

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
		<p>2. Support Audit Committees of Local Government with an Elected Member majority including independent members, and to consider proactive risk management issues.</p>	
<p>6.7 Building Upgrade Finance</p>			
<ul style="list-style-type: none"> The local government sector has sought reforms that would enable local governments to provide loans to property owners to finance for building improvements. This is not currently provided for under the Act. The Local Government Panel Report included this recommendation. 	<ul style="list-style-type: none"> Reforms would allow local governments to provide loans to third parties for specific building improvements - such as cladding, heritage and green energy fixtures. This would allow local governments to lend funds to improve buildings within their district. Limits and checks and balances would be established to ensure that financial risks are proactively managed. 	<p><u>Current Local Government Position</u></p> <p>Item 6.7 aligns with Advocacy Position 2.6.26 - Building Upgrade Finance. <i>The Local Government Act 1995 should be amended to enable a Building Upgrade Finance mechanism in Western Australia.</i></p> <p>Comment</p> <p>Building Upgrade Finance would enable Local Governments to guarantee finance for building upgrades for non-residential property owners. In addition to building upgrades to achieve environmental outcomes, Local Governments have identified an opportunity to use this approach to finance general upgrades to increase</p>	<p>Supportive of WALGA position</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS	SHIRE OF YILGARN COMMENTS
		<p>the commercial appeal of buildings for potential tenants. In this way, BUF is viewed as means to encourage economic investment to meet the challenges of a soft commercial lease market and achieve economic growth.</p> <p>Recommendation</p> <p>Supported</p>	
<p>6.8 Cost of Waste Service to be Specified on Rates Notices</p>			
<ul style="list-style-type: none"> • No requirement for separation of waste charges on rates notice. • Disclosure will increase ratepayer awareness of waste costs. • The Review Panel Report included this recommendation. 	<ul style="list-style-type: none"> • It is proposed that waste charges are required to be separately shown on rate notices (for all properties which receive a waste service). • This would provide transparency and awareness of costs for ratepayers. 	<p><u>Current Local Government Position</u> There is no advocacy position in relation to Item 6.8.</p> <p>Comment This proposed reform will require a relatively simple calculation,</p> <p>Recommendation</p> <p>Supported</p>	<p>Supportive of WALGA position</p>

Attachment 9.1.3



Enquiries: René Shipp 08 9323 4082
Our Ref: 19/4024

6 December 2021

Nic Warren
Chief Executive Officer
Shire of Yilgarn
PO Box 86
SOUTHERN CROSS WA 6426

Dear Nic

GREAT EASTERN HIGHWAY, GHOO LI STAGE 2 – REALIGNMENT AND RECONSTRUCTION PROJECT 367.29-378.3 SLK

Main Roads Western Australia (MRWA), Goldfields Esperance Region, submitted a road dedication referral to the Shire of Yilgarn, 18 January 2021, for Great Eastern Highway (GEH) Realignment and Reconstruction Stage 1. Council considered this at the meeting held 18 February 2021 and passed the resolution for the dedication of road reserve.

MRWA is now working towards the approvals for GEH realignment and reconstruction Stage 2.

Road Dedication

Attached for consideration by Council are plans depicting land required for the realignment and reconstruction of Great Eastern Highway Stage 2, 367.29 - 378.3 Straight Line Kilometre (SLK). In order for the project to proceed, the land shown shaded on the enclosed Land Dealing Plans (LDP) 2160-104-1 and 2160-105, is required for inclusion in the road reserve.

Main Roads Western Australia (MRWA) is currently working through the process with all stakeholders for acquisition to be finalised. To enable the land to be dedicated as road reserve, it is a requirement of the *Land Administration Act 1997* that local government resolve to dedicate the road.

It would be appreciated if Council could consider the matter at its next meeting and provide the following statement in a letter to Main Roads marked to my attention. This will satisfy the requirements at the Department of Planning, Lands and Heritage (DPLH).

"Council at its ordinary meeting held on (Day Month Year) passed a resolution for the dedication of the land the subject of Main Roads Land Dealing Plans 2160-104-1 and 2160-105 as a road pursuant to Section 56 of the Land Administration Act 1997".

Shire Managed Reserve 5917

The Shire is the management body for Reserve 5917 (Recreation and Municipal Purposes), Lot 989 on Deposited Plan 53821. It is requested that the Shire:

- agree to the excision of 1.5546ha of land from Reserve 5917 for road widening purposes as shown on LDP 2160-104-1.
- advise whether any interests have been granted over Reserve 5917 that would be affected by the proposed road widening and dedication.
- consent to Main Roads and its contractors to enter onto Reserve 5917 to carry out any construction and accommodation works and relocation of existing services that may commence prior to the excision from the reserve being completed.

Southern Cross Airport

Yilgarn Road Board of Southern Cross is the Registered Proprietor of Lot 88 on Deposited Plan 161201, being the Southern Cross Airport. It is requested that the Yilgarn Road Board:

- agree to the excision of 3.2529ha of land from Lot 88 on as shown on LDP 2160-107.
- advise whether any interests have been granted over Lot 88 that would be affected by the proposed road widening and dedication.
- consent to Main Roads and its contractors to enter onto Lot 88 to carry out any construction and accommodation works and relocation of existing services that may commence prior to the excision from the reserve being completed.

MRWA will be responsible for any costs and claims that may arise as a result of the dedication.

If you require any further information, please contact me on 9323 4082 or e-mail rene.shipp@mainroads.wa.gov.au.

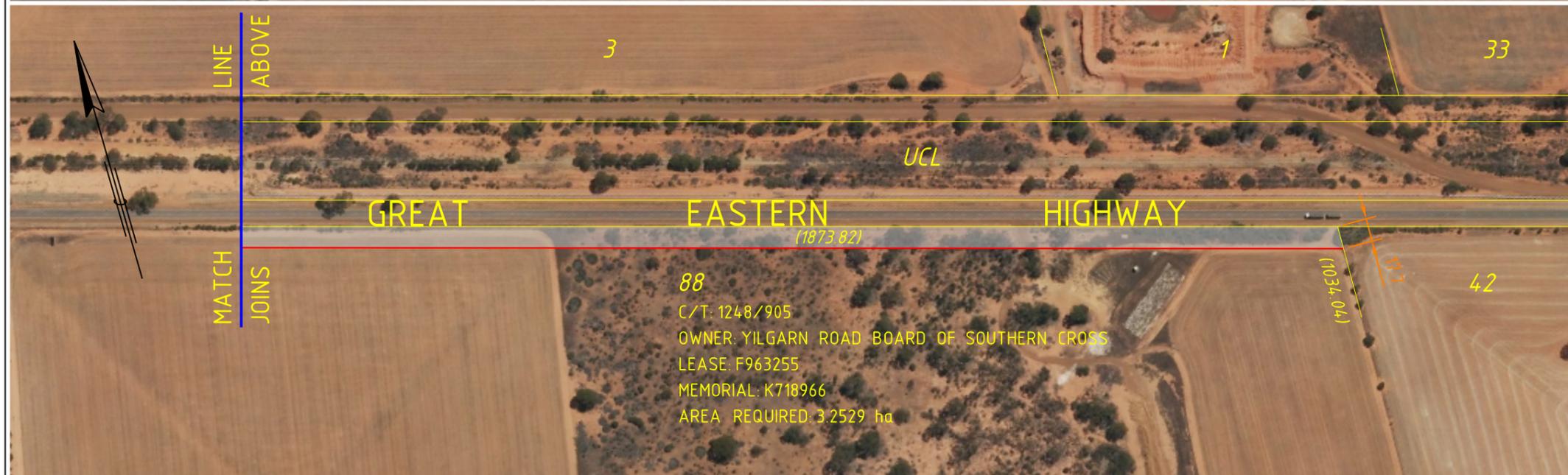
Yours faithfully



René Shipp
Land Assembly Officer

enc:

Land Dealing Plans 2160-104-1, 2160-105 and 2160-107
Crown Land Titles LR1248/905 and LR3129/121



LOCALITY PLAN
NOT TO SCALE

CERTIFICATE
 I HEREBY CERTIFY THAT THE INFORMATION SHOWN ON THIS PLAN IS CORRECT AT THE TIME OF DRAFTING HAS BEEN VERIFIED BY A LANDGATE SEARCH OF THE RELEVANT C/T'S AND SURVEY DOCUMENTS AND THE CADASTRE IS SPATIALLY CORRECT AS PER THE MRWA STANDARD 67-08-48.
 PROJECT MANAGER: B. BOYLE DATE: 01/10/21

LEGEND

- LAND REQUIRED FOR ROAD PURPOSES
- BOUNDARY TO BE SURVEYED.

NOTES

- 1 DIMENSIONS AND AREAS ARE APPROXIMATE ONLY AND ARE SUBJECT TO SURVEY.
- 2 S.L.K. IS A M.R. STRAIGHT LINE KILOMETRE AND IS APPROXIMATE ONLY.
- 3 HORIZONTAL DATUM IS GDA94.
- 4 NOT TO BE USED FOR SURVEY. REFER TO DRG 2160-104.

GOLDFIELDS - ESPERANCE REGION

Telephone (08) 90801452 Fax (08) 90801452

APPROVED FOR IMPLEMENTATION

FILE NUMBER	FOLIO	DATE	APPROVAL NUMBER
19/4024			
AUTHORISED			
APPROVED			

**FINANCE AND SERVICES
PROPERTY MANAGEMENT**

Telephone 9323 4580 Fax 9323 4600

FILE NUMBER 19/4024

GRAPHIC PRESENTATION (ONLY) AUDITED IN ACCORDANCE WITH STANDARD 67-08-48 IN THE ROAD AND TRAFFIC ENGINEERING MANUAL

GREAT EASTERN HIGHWAY H5

LAND DEALINGS
LOT 88, 368.37 SLK

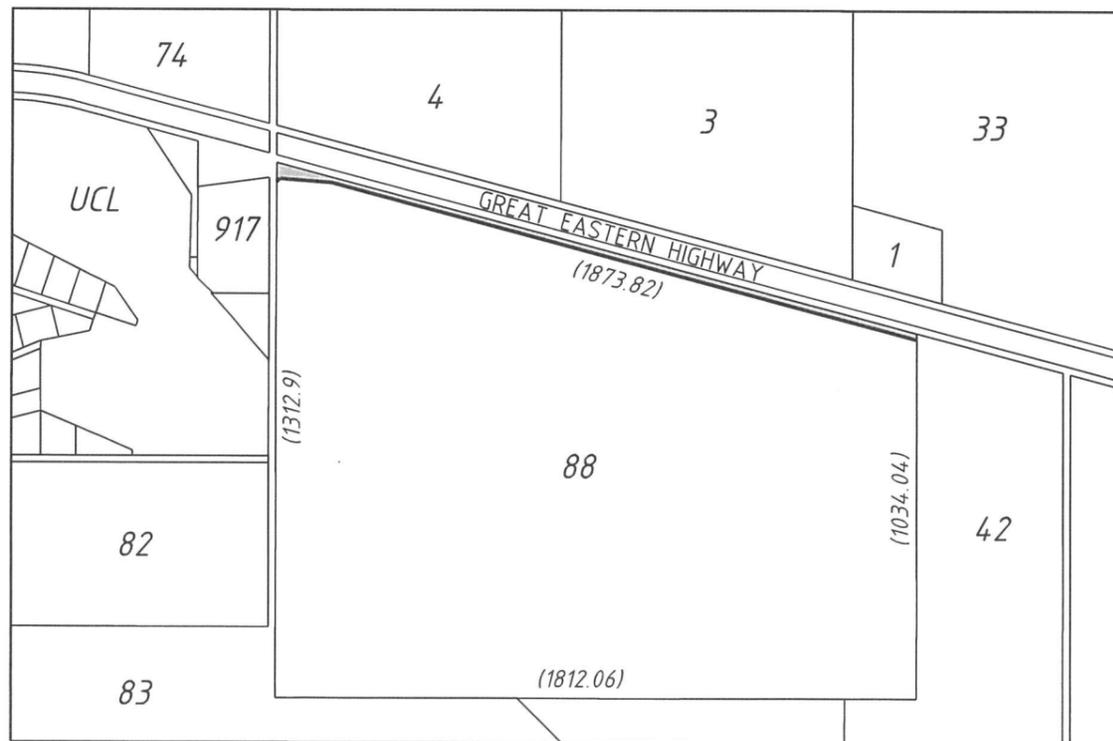
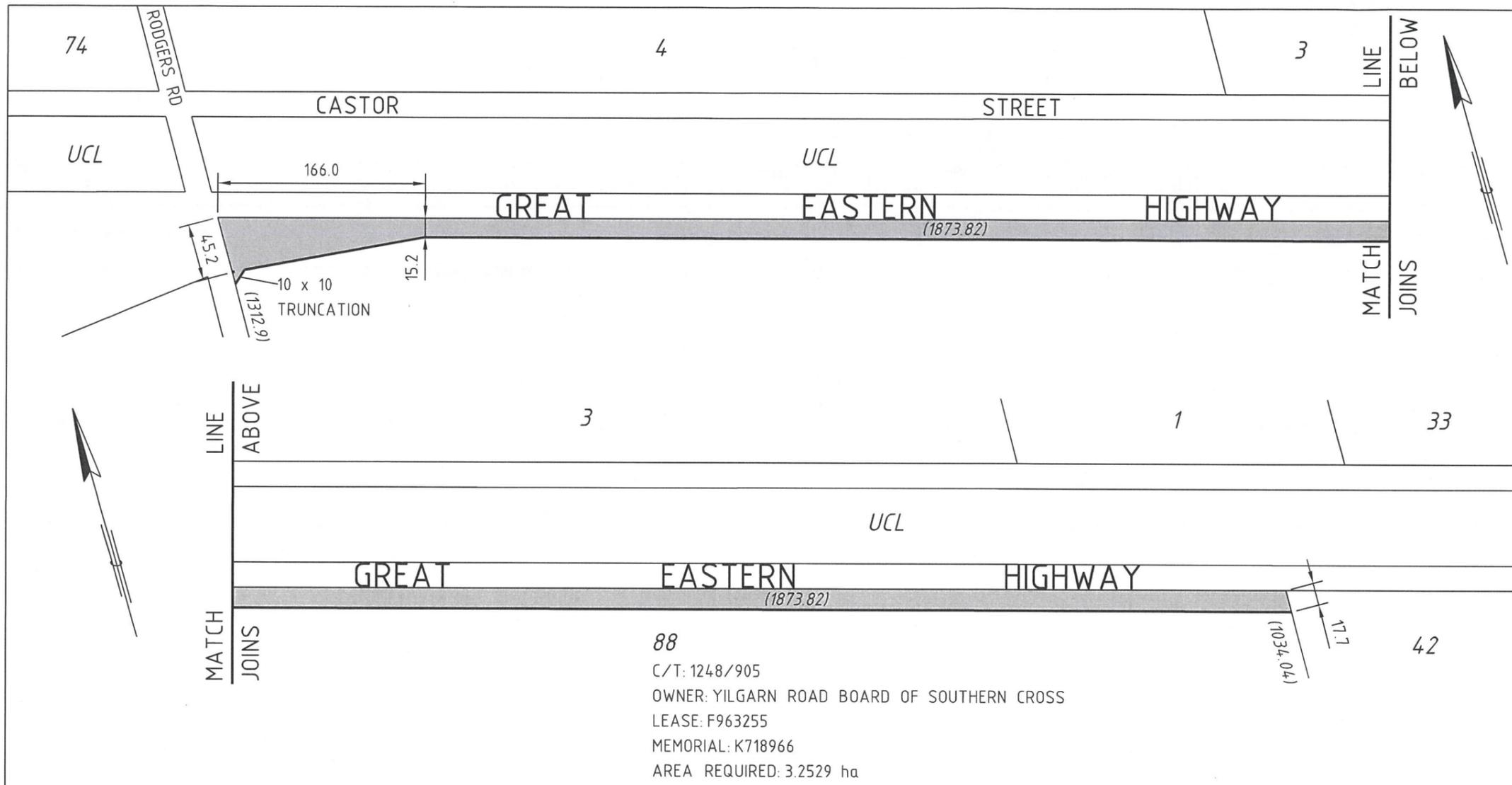
LOCAL AUTHORITY (611) SHIRE OF YILGARN

DRAWING TYPE 7200 DRAWING NUMBER **2160-107**



SCALE 1:4000

SCAN DATE
**A
3**



LOCALITY PLAN
NOT TO SCALE

CERTIFICATE
I HEREBY CERTIFY THAT THE INFORMATION SHOWN ON THIS PLAN IS CORRECT AT THE TIME OF DRAFTING, HAS BEEN VERIFIED BY A LANDGATE SEARCH OF THE RELEVANT C/TS AND SURVEY DOCUMENTS AND THE CADASTRE IS SPATIALLY CORRECT AS PER THE MRWA STANDARD 67-08-48.
PROJECT MANAGER..... B. BOYLE DATE..... 01/10/21

LEGEND

- LAND REQUIRED FOR ROAD PURPOSES
- BOUNDARY TO BE SURVEYED.

NOTES

- 1 DIMENSIONS AND AREAS ARE APPROXIMATE ONLY AND ARE SUBJECT TO SURVEY.
- 2 S.L.K. IS A M.R. STRAIGHT LINE KILOMETRE AND IS APPROXIMATE ONLY.
- 3 HORIZONTAL DATUM IS GDA94.
- 4 NOT TO BE USED FOR SURVEY. REFER TO DRG 2160-104.

GOLDFIELDS - ESPERANCE REGION

Telephone (08) 90801452 Fax (08) 90801452

APPROVED FOR IMPLEMENTATION			
FILE NUMBER	FOLIO	DATE	APPROVAL NUMBER
19/4024			
AUTHORISED			
APPROVED	A. Power 28-10-21		

FINANCE AND SERVICES
PROPERTY MANAGEMENT
Telephone 9323 4580 Fax 9323 4600

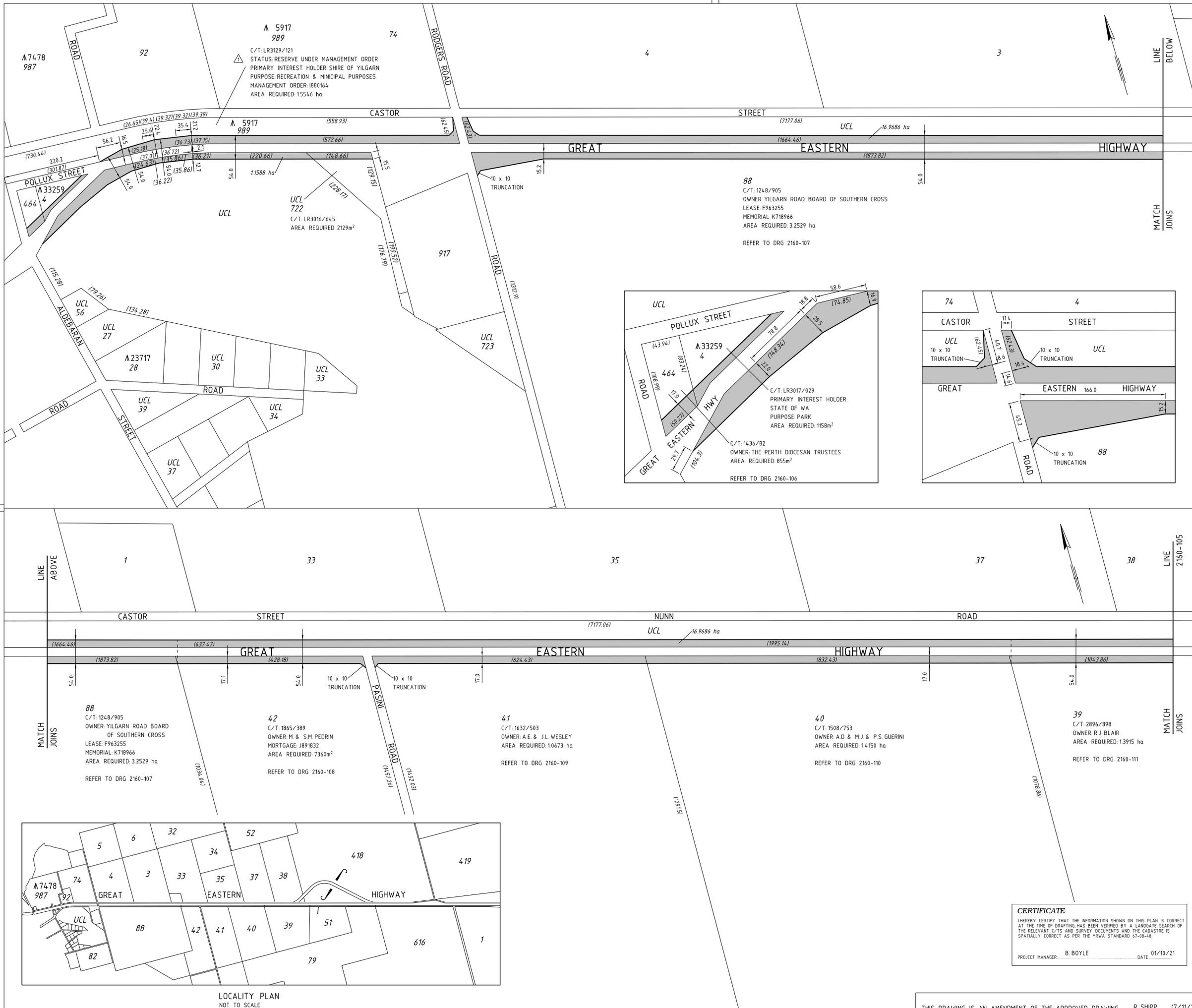
Worley Group

FILE NUMBER 19/4024
GRAPHIC PRESENTATION (ONLY) AUDITED IN ACCORDANCE WITH STANDARD 67-08-48 IN THE ROAD AND TRAFFIC ENGINEERING MANUAL
 18/10/21

GREAT EASTERN HIGHWAY H5
LAND DEALINGS
LOT 88, 368.37 SLK

LOCAL AUTHORITY (611) SHIRE OF YILGARN
DRAWING TYPE 7200 DRAWING NUMBER **2160-107** AMEND.

SCALE 1:4,000
SCAN DATE



AMENDMENTS	DESCRIPTION	DATE	AUTHORISED	MICRO DATE
No. 1	UCL CORRECTED TO A. 5917	16/11/21	W.M. ROLLINGS	16/11/21

LEGEND

- LAND REQUIRED FOR ROAD PURPOSES
- BOUNDARY TO BE SURVEYED.

- NOTES**
- DIMENSIONS AND AREAS ARE APPROXIMATE ONLY AND ARE SUBJECT TO SURVEY.
 - SLK IS A M/R STRAIGHT LINE KILOMETRE AND IS APPROXIMATE ONLY.
 - CADASTRAL MODEL : CAD1187A
 - HORIZONTAL DATUM IS GDA94.

GOLDFIELDS - ESPERANCE REGION
Telephone (08) 9080 1400 Fax (08) 9080 1452

APPROVED FOR IMPLEMENTATION

FILE NUMBER 19/4024	DATE	APPROVAL NUMBER
------------------------	------	-----------------

AUTHORISED: J. ALEXANDER
APPROVED: S. POWER

mainroads WESTERN AUSTRALIA
FINANCE AND SERVICES
PROPERTY MANAGEMENT
Telephone 9323 4580 Fax 9323 4600

Advisian
Worley Group

GRAPHIC PRESENTATION (ONLY) AUDITED IN ACCORDANCE WITH STANDARD 67-08-48 IN THE ROAD AND TRAFFIC ENGINEERING MANUAL.

GREAT EASTERN HIGHWAY H5
LAND DEALINGS
SHEET 1 OF 2
367.29 - 370.0 SLK

LOCAL AUTHORITY (611) SHIRE OF YILGARN

DRAWING TYPE: 7200 DRAWING NUMBER: AMEND.
FILE NUMBER: 19/4024

2160-104-1

CERTIFICATE
I HEREBY CERTIFY THAT THE INFORMATION SHOWN ON THIS PLAN IS CORRECT AT THE TIME OF DRAFTING HAS BEEN VERIFIED BY A LANDGATE SEARCH OF THE RELEVANT C/T'S AND SURVEY DOCUMENTS AND THE CADASTRE IS SPATIALLY CORRECT AS PER THE MRWA STANDARD 67-08-48

PROJECT MANAGER: B. BOYLE DATE: 01/10/21

LOCALITY PLAN
NOT TO SCALE



SCALE 1:4,000
SCANDATE 16/11/21
A 1

Scenarios for review and selection

WEROC Landfill Consolidation

PLEASE NOTE:

THIS DOCUMENT IS NOT THE LANDFILL CONSOLIDATION REPORT.

This document lists potential scenarios to be assessed for the project:

WEROC is requested to review the information and identify three scenarios to be modelled and assessed.

Thank you

1 INTRODUCTION

This brief document is for the review of four potential scenarios to model and assess. The scope of the project allows for the assessment of three scenarios (plus the baseline). Therefore, WEROC are required to select three scenarios out of the four listed in **Section 3.1**, or provide alternative scenarios to be assessed.

In **Section 2.1**, the fatal flaw assessment of each landfill has been included. This assessment identifies only the Merredin and Southern Cross landfills as potential waste disposal facilities for expansion as part of a regional solution.

Background information that provides a definition of the potential facilities that would be included in the regional solutions are provided in **Section 4**, these include:

- Remote access systems
- Transfer stations
- Staffed landfills
- Regional landfills

1.1 ACTION REQUIRED

We need WEROC to consider the scenarios summarised and decide on their preferred three to be assessed, or suggest alternatives. More than three scenarios can be assessed, but this would require a contract variation.

2 DESKTOP ASSESSMENT OF LANDFILLS

The following desktop assessment of landfills in the WEROC region has been performed including a fatal flaw test to deduce which landfills are viable options for increased waste disposal and to be included in a regional solution.

The criteria for the fatal flaw test and multi-criteria analysis are based on ASK's extensive experience in the waste industry, constraints identified via DWER requirements, and the landfill characteristics ranking system appropriated from Neal Bolton's *The Handbook of Landfill Operations* (1995).

2.1 FATAL FLAW TEST

A fatal flaw test was used to "knock-out" landfill sites which were not suitable as regional facilities. Some of the qualities of a regional landfill are explained in **Section 4.4**. Characteristics that would result in a 'failed' grade are outlined in **Table 1.1**.

Table 1.1 - Fatal flaw test conditions

Category	Fatal Flaw
Soils	Less than 2m to bedrock
Surface Water	Within wetland or less than 100m from surface water
Airport Safety	Less than 1km from airport/aerodrome
Sensitive receptor	Within 1km of a house or other sensitive receptor
Groundwater	Groundwater less than 5m from surface
Remaining Site Capacity	Less than five years of capacity
Location	More than 20km from Great Eastern Hwy

Table 1.2 shows the results for the fatal flaw test. Based on this high level desktop assessment only the Merredin and Southern Cross landfill are suitable to become regional facilities.

The Bruce Rock landfill has a reasonable level of infrastructure, however, it is located to the southwest of the WEROC region away from the Great Eastern Hwy, and while it has approximately a decade of waste disposal capacity to support the Shire, this would rapidly be exhausted if additional waste from the WEROC region was received.

The Merredin landfill has reduced below ground capacity remaining for waste disposal, however, above ground landfilling would increase the capacity of the landfill significantly. The development of a contour plan for the landfill to maximise the below ground airspace and define the final above ground landform would accurately determine the potential airspace that could be generated for waste disposal. Given the size of the facility and a maximum height of waste at 10m above ground level, over 400,000 cubic metres of airspace could be generated at the existing site.

Table 1.2 - Fatal flaw test results for the WEROC landfills

Category	Tammin	Kellerberrin	Bruce Rock	Merredin	Westonia	Bodallin	Moorine Rock	Bullfinch	Southern Cross	Marvel Loch
Soils	OK	Transfer Station Only (No landfill)	Shallow soil	Shallow soil	OK	OK	OK	OK	OK	OK
Surface Water	700 east		> 1000m	> 1000m	> 1000m	> 1000m	> 1000m	> 1000m	> 1000m	> 1000m
Airport Safety	OK		OK	OK	300m from airstrip	OK	OK	OK	OK	800m from airstrip
Sensitive receptor	OK		OK	OK	OK	500m	OK	OK	OK	OK
Groundwater	No data		No data	No data	No data	No data	No data	No data	No data	No data
Remaining Site Capacity	< 3 Years		> 10 Years	~ 15 Years	< 3 Years	> 10 Years	< 5 Years	> 10 Years	> 10 Years	< 5 Years
Location	2km		> 50km	6km	9km	500m	200m	45km	8km	35km
Result	Fail		Fail	Pass	Fail	Fail	Fail	Fail	Pass	Fail

Note: The assessment was based on a single visual assessment and desktop research. More detailed investigations would need to be completed before a regional landfill was established.

3 POTENTIAL SCENARIOS

The project will include an assessment of the baseline situation (no change) and three future scenarios.

3.1.1 *Option 0: No change (Baseline)*

The baseline option assessment assumes no change, therefore the current situation in the WEROC region would remain the same, with each Shire continuing to operate their waste facilities independently with varying levels of operational capacities, planning and budgets.

3.2 POTENTIAL SCENARIOS FOR ASSESSMENT

Four potential scenarios are summarised below, WEROC need to decide on three of these scenarios to be assessed for the project. Alternatively, the group can develop their own scenario(s) to be assessed instead.

3.2.1 *Option 1: A single regional landfill*

Establish a single regional landfill at Merredin. All other landfills would be converted to transfer stations and those that are currently unstaffed would be fitted with remote access systems. Bruce Rock would continue landfilling until their landfill was full, and then start to transfer waste to Merredin.

3.2.2 *Option 2: Two regional landfills*

Establish two regional landfills, one at Merredin and the other at Southern Cross. All other landfills would be converted to transfer stations and those that are currently unstaffed would be fitted with remote access systems. Bruce Rock would continue landfilling until their landfill was full, and then start to transfer waste to Merredin.

3.2.3 *Option 3: A single regional landfill, plus utilise the NEWROC proposed regional landfill*

Establish a single WEROC regional landfill at Southern Cross. All other landfills would be converted to transfer stations and those that are currently unstaffed would be fitted with remote access systems. Waste from the east of the WEROC region would be disposed of at Southern Cross and waste generated in the west of the region would be transferred to the NEWROC regional landfill at Wyalkatchem. Bruce Rock would continue landfilling until their landfill was full, and then start to transfer waste to Southern Cross or Wyalkatchem.

3.2.4 *Option 4: A single regional landfill, plus utilise Avon Waste's Northam landfill*

Establish a single WEROC regional landfill at Southern Cross. All other landfills would be converted to transfer stations and those that are currently unstaffed would be fitted with remote access systems. Waste from the east of the WEROC region would be disposed of at Southern Cross and waste generated in the west of the region would be transferred to the Avon Waste landfill at Northam. Bruce Rock would continue landfilling until their landfill was full, and then start to transfer waste to Southern Cross or Northam.

4 DEFINITIONS OF INFRASTRUCTURE OPTIONS

In the scenarios, ASK proposes several different facilities and service types that may be foreign to the reader. The following section aims to explain each of these situations and the related technologies employed.

4.1 REMOTE ACCESS SYSTEM

A remote access system is an automated, unmanned system that allows access to a site via an electronic key (e.g. swipe card, RFID or 'fob' tag, or electronic keypad). A CCTV camera provides extra security and monitoring of people entering and exiting. **Figure 4.1** shows an example of a remote access system used at a landfill in NSW. This system has a remote power source (solar panel) which powers the automatic gate, CCTV camera and remote access technology as mains power is unavailable at the site.

Figure 4.1 Example of Remote Access System (Warialda Rail Landfill - Gwydir Shire Council, NSW)



This system can be used for both landfills and transfer stations and has the added benefit of recording data about who is using the facility, at what time, and how often.

4.2 TRANSFER STATION

A transfer station is a processing site for the temporary disposal of waste. This waste is then picked up and taken to a landfill to be disposed of. There are many different designs and configurations for a transfer station. Generally, waste is disposed into containers (hooklift skips, front lift bins, etc) and, when full, loaded and hauled to a central landfill which then buries the waste. Considering the scale of the WEROC facilities and the available plant and equipment, it is most likely that several front lift bins, as seen on the right in **Figure 4.2**, would be placed at the facility for customers to place their waste into. Once full, these front lift bins would be picked up and replaced with empty bins by the contractor who would then transfer the waste to regional facilities for landfilling.

Figure 4.2 Example of hook-lift bins and front lift bins used at transfer stations



There are significant environmental and operational advantages to transfer stations. Since the waste is not buried on site, the environmental impacts or liabilities that are normally associated with landfills are minimised, which are important issues for DWER. There are, however, costs related to transporting the waste from the transfer station to a landfill.

As mentioned above, unmanned transfer stations could be fitted with a remote access system to keep track of the comings and goings of waste and users and restrict entry by only giving access to rate-paying residents.

4.3 STAFFED LANDFILLS

A landfill is a site where waste is amassed and buried. A specified area is dug, waste placed in the hole and intermittently covered with dirt or cover material. All waste facilities currently in the NEWROC region are considered landfills, with the exception of the Kellerberrin transfer station.

A staffed landfill has a gatehouse where at least one staff member monitors and interrogates waste loads entering the site. The staff member checks the wastes and often issues a gate fee for the waste to be deposited. The staff on site also provide operational management of the landfill, ensuring that it is neat, safe and managed correctly. Staff can also direct customers to the most appropriate place to dump waste and educate residents on improving the way they manage their waste at home.

When combined with a remote access system, a staffed landfill does not need to be staffed every day. In small rural areas, it is common to have specific opening hours (for example three days a week, four hours per day) which allows those without an access key to enter the landfill. This is particularly useful to monitor and monetise the waste brought in by commercial entities who cannot access landfills (since they may not have a key for the remote access system).

With staff on site, gate fees can be introduced, providing an income stream for the Shire or regional group to offset some of the operational costs. Staffed landfills also mean that wastes that cannot be accepted at the facility (for example uncovered asbestos) are not dumped illegally.

4.4 REGIONAL LANDFILL

A regional landfill is very similar to a staffed landfill; however, it is open more often, staffed more often and accepts waste from a larger area (e.g. the entire region). A regional landfill would be the primary disposal point for all commercial waste. Generally, all surrounding facilities in the region would be closed or converted to transfer stations with staffing or remote access systems (to discourage unwanted dumping by commercial entities), with the waste being transferred to the central regional landfill(s).

There are many advantages to this practice. One is the economic advantage of a centralised operation which would only require the staff, facilities and plant for one or two locations. Another advantage is the

environmental benefits of having a landfill which is monitored and maintained on a regular basis allowing an improved level of compliance with DWER guidelines.

Nevertheless, there is a cost associated with transporting waste from a widespread number of transfer stations to the one regional facility. This may require a coordinated, 'milk-run' style operation which would gain the advantages of economies of scale

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Attachment 9.2.1



MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 November 2021

LOCAL GOVERNMENT ACT 1995

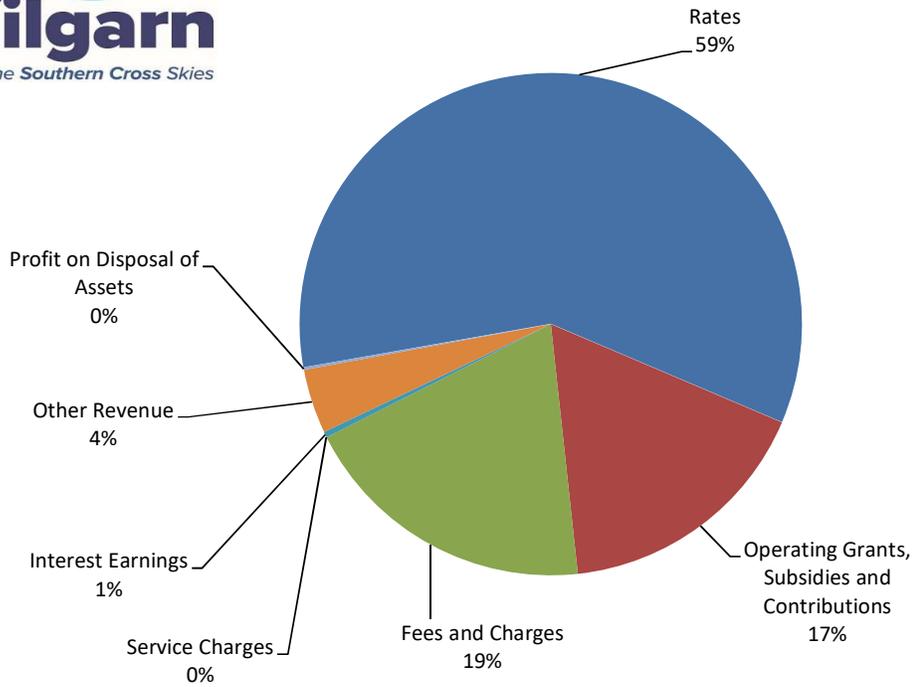
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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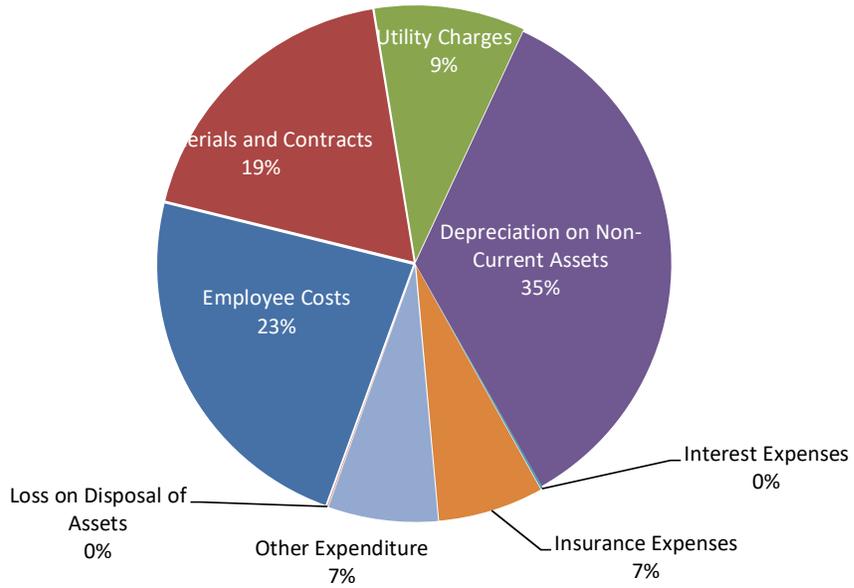
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**SHIRE OF YILGARN
Information Summary
For the Period Ended 30 November 2021
Operating Revenue**

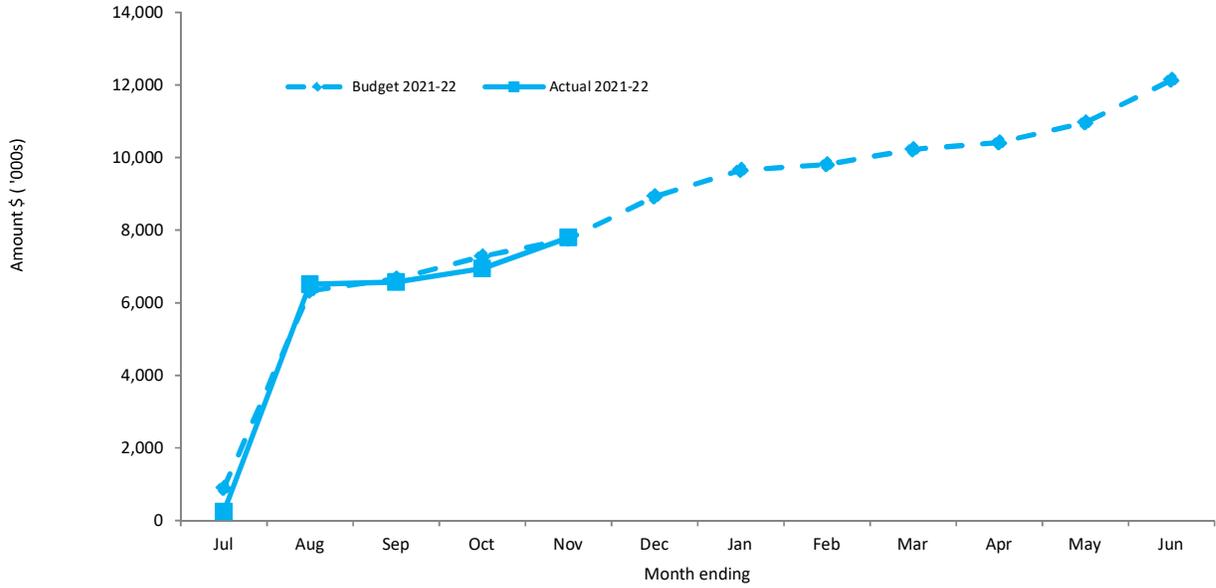


Operating Expenditure

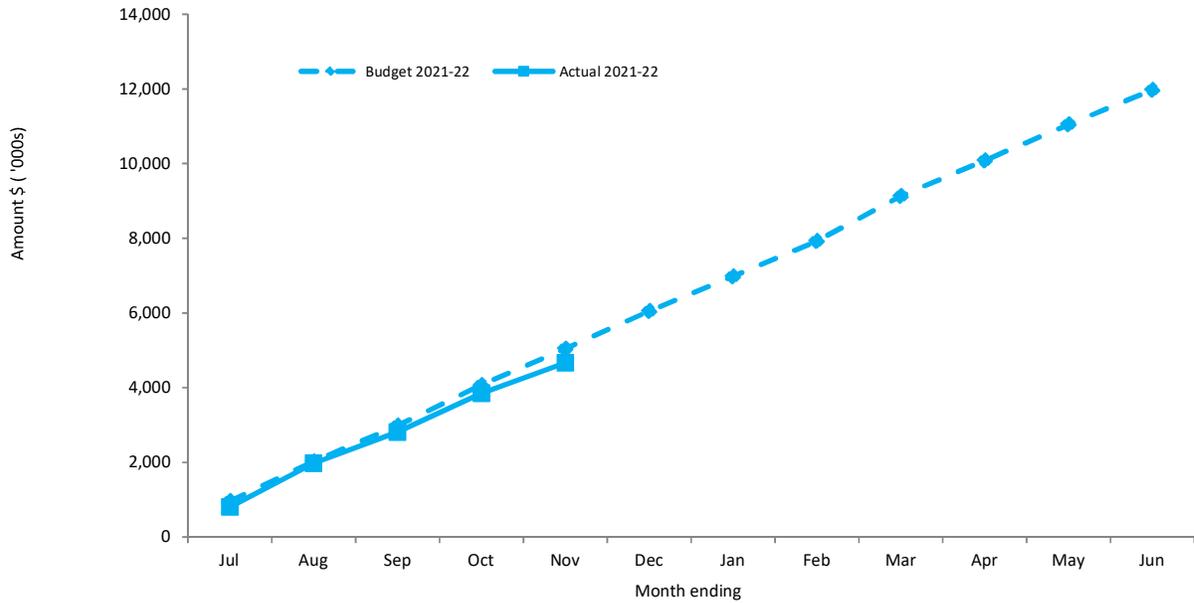


This information is to be read in conjunction with the accompanying Financial Statements and Notes.

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



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

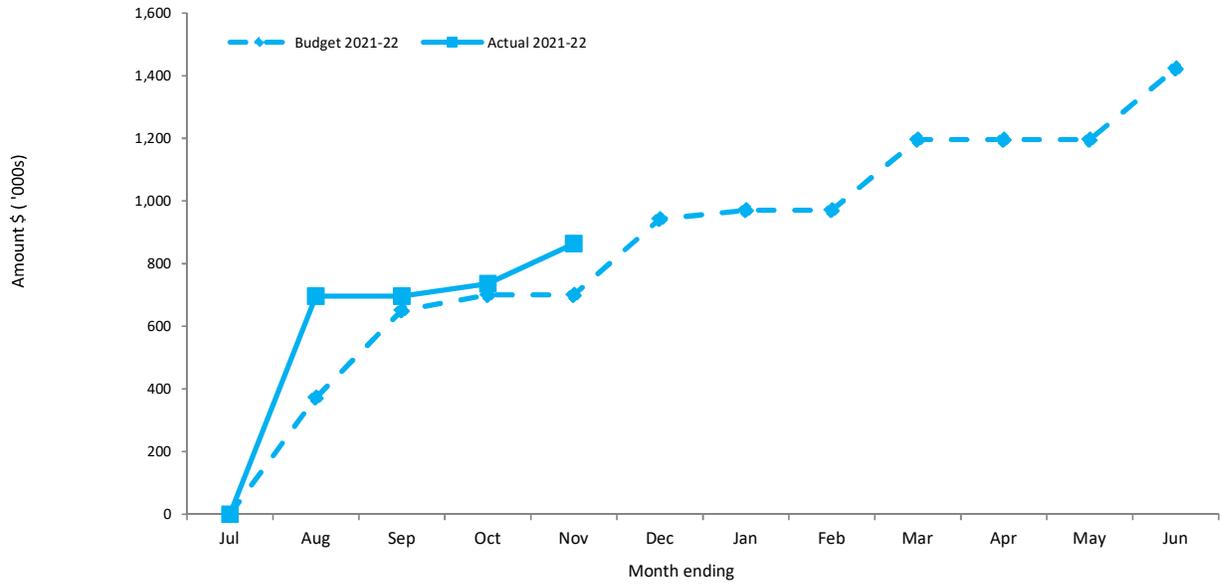




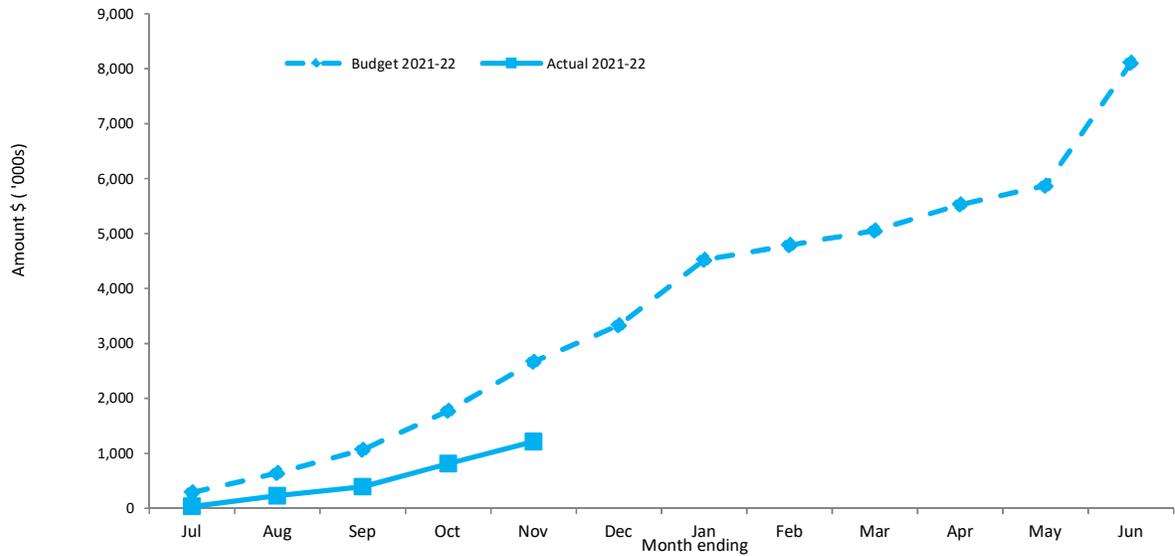
SHIRE OF YILGARN
Information Summary
For the Period Ended 30 November 2021

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 30 November 2021

	Note	Original Annual Budget	Original YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3	4,139,858	4,139,858	5,319,249	1,179,391	28%	
Revenue from operating activities							
General Purpose Funding - Rates	9	4,070,680	4,070,680	4,108,821	38,141	1%	
General Purpose Funding		1,589,716	786,820	963,541	176,721	22%	▲
Law, Order and Public Safety		82,776	28,134	23,802	(4,332)	(15%)	
Health		1,500	625	296	(329)	(53%)	
Education and Welfare		176,489	86,213	86,869	656	1%	
Housing		75,920	31,615	30,810	(805)	(3%)	
Community Amenities		649,459	616,976	687,692	70,716	11%	▲
Recreation and Culture		24,816	10,475	19,738	9,263	88%	
Transport		805,068	289,950	281,577	(8,373)	(3%)	
Economic Services		994,770	516,565	670,092	153,527	30%	▲
Other Property and Services		66,442	(22,423)	99,100	121,523	(542%)	
		8,537,636	6,415,630	6,972,336			
Expenditure from operating activities							
Governance		(470,913)	(259,391)	(186,335)	(73,056)	(28%)	▼
General Purpose Funding		(325,351)	(116,215)	(97,463)	(18,752)	(16%)	
Law, Order and Public Safety		(358,153)	(173,660)	(153,685)	(19,975)	(12%)	
Health		(313,734)	(125,932)	(113,874)	(12,058)	(10%)	
Education and Welfare		(395,524)	(163,645)	(158,328)	(5,317)	(3%)	
Housing		(137,546)	(54,322)	(51,661)	(2,661)	(5%)	
Community Amenities		(1,196,649)	(379,168)	(388,895)	9,727	3%	
Recreation and Culture		(1,709,582)	(695,506)	(694,189)	(1,317)	(0%)	
Transport		(5,406,805)	(2,242,705)	(2,054,126)	(188,579)	(8%)	
Economic Services		(1,563,635)	(642,876)	(679,395)	36,519	6%	
Other Property and Services		(74,370)	(180,630)	(87,408)	(93,222)	(52%)	▼
		(11,952,262)	(5,034,050)	(4,665,361)			
Operating activities excluded from budget							
Add back Depreciation		3,822,408	1,590,837	1,625,943	35,106	2%	
(Profit)/Loss on Asset Disposal	8	(162,180)	60,579	(8,178)	(68,757)	(114%)	▼
Provisions and Accruals		-	-	-	-		
Revaluation losses		-	-	-	-		
Amount attributable to operating activities		245,602	3,032,996	3,924,740			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	3,599,775	1,245,581	821,697	(423,884)	(34%)	▼
Proceeds from Disposal of Assets	8	351,818	104,354	101,818	(2,536)	(2%)	
Land and Buildings	13	(329,195)	(131,897)	(107,024)	(24,873)	(19%)	
Infrastructure Assets - Roads	13	(3,226,022)	(1,658,846)	(1,043,122)	(615,724)	(37%)	▼
Infrastructure Assets - Other	13	(603,380)	(407,227)	(277,132)	(130,095)	(32%)	▼
Plant and Equipment	13	(1,498,200)	(698,850)	(123,943)	(574,907)	(82%)	▼
Furniture and Equipment	13	(29,500)	(15,540)	(13,591)	(1,949)	(13%)	
Amount attributable to investing activities		(1,734,704)	(1,562,425)	(641,296)			
Financing Activities							
Proceeds from New Debentures		-	-	-	-		
Transfer from Reserves	7	15,000	-	-	-		
Repayment of Debentures	10	(47,752)	(47,752)	-	(47,752)	(100%)	▲
Transfer to Reserves	7	(2,884,563)	(15,400)	(8,336)	(7,064)	(46%)	
Amount attributable to financing activities		(2,917,315)	(63,152)	(8,336)			
Closing Funding Surplus(Deficit)	3	(266,559)	5,547,277	8,594,357			

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

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

SHIRE OF YILGARN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 November 2021

	Note	Original Annual Budget	Original YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	4,139,858	4,139,858	5,319,249	1,179,391	28%	
Revenue from operating activities							
Rates	9	4,070,680	4,070,680	4,108,821	38,141	1%	
Operating Grants, Subsidies and Contributions	11	1,994,276	1,052,572	1,173,172	120,600	11%	▲
Fees and Charges		1,708,492	1,071,130	1,338,082	266,952	25%	▲
Interest Earnings		74,875	31,195	26,173	(5,023)	(16%)	
Reimbursements		69,234	24,815	28,354	3,539	14%	
Other Revenue		608,092	153,252	286,443	133,191	87%	▲
Profit on Disposal of Assets	8	11,987	11,986	11,292	(695)	(6%)	
		8,537,636	6,415,630	6,972,337			
Expenditure from operating activities							
Employee Costs		(3,066,059)	(1,241,285)	(1,086,972)	(154,313)	(12%)	▼
Materials and Contracts		(2,879,824)	(1,086,072)	(866,447)	(219,625)	(20%)	▼
Utility Charges		(864,715)	(358,381)	(443,140)	84,759	24%	▲
Depreciation on Non-Current Assets		(3,822,408)	(1,590,837)	(1,625,943)	35,106	2%	
Interest Expenses		(10,589)	(5,294)	(5,854)	560	11%	
Insurance Expenses		(317,697)	(277,610)	(310,510)	32,900	12%	▲
Other Expenditure		(816,803)	(402,006)	(323,382)	(78,624)	(20%)	▼
Loss on Disposal of Assets	8	(174,167)	(72,565)	(3,113)	(69,452)	(96%)	▼
		(11,952,262)	(5,034,050)	(4,665,361)			
Operating activities excluded from budget							
Add back Depreciation		3,822,408	1,590,837	1,625,943	35,106	2%	
Adjust (Profit)/Loss on Asset Disposal	8	(162,180)	60,579	(8,178)	(68,757)	(114%)	▼
Adjust Provisions and Accruals		-	-	-	-		
Amount attributable to operating activities		245,602	3,032,996	3,924,740			
Investing activities							
Grants, Subsidies and Contributions	11	3,599,775	1,245,581	821,697	(423,884)	(34%)	▼
Proceeds from Disposal of Assets	8	351,818	104,354	101,818	(2,536)	(2%)	
Land Held for Resale		-	-	-	-		
Land and Buildings	13	(329,195)	(131,897)	(107,024)	(24,873)	(19%)	
Infrastructure Assets - Roads	13	(3,226,022)	(1,658,846)	(1,043,122)	(615,724)	(37%)	▼
Infrastructure Assets - Other	13	(603,380)	(407,227)	(277,132)	(130,095)	(32%)	▼
Plant and Equipment	13	(1,498,200)	(698,850)	(123,943)	(574,907)	(82%)	▼
Furniture and Equipment	13	(29,500)	(15,540)	(13,591)	(1,949)	(13%)	
Amount attributable to investing activities		(1,734,704)	(1,562,425)	(641,296)			
Financing Activities							
Proceeds from New Debentures		-	-	-	-		
Proceeds from Advances		-	-	-	-		
Self-Supporting Loan Principal		-	-	-	-		
Transfer from Reserves	7	15,000	-	-	-		
Advances to Community Groups		-	-	-	-		
Repayment of Debentures	10	(47,752)	(47,752)	-	47,752	100%	▲
Transfer to Reserves	7	(2,884,563)	(15,400)	(8,336)	7,064	46%	
Amount attributable to financing activities		(2,917,315)	(63,152)	(8,336)			
Closing Funding Surplus (Deficit)	3	(266,559)	5,547,277	8,594,356			

▲▼ 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.

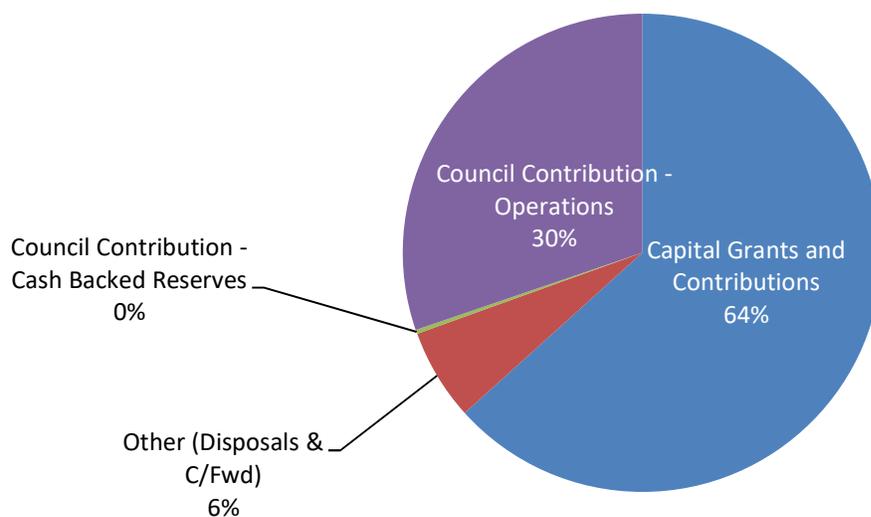
This statement is to be read in conjunction with the accompanying Financial Statements and notes.



SHIRE OF YILGARN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 November 2021

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Original YTD Budget (d)	Original Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	107,024	-	131,897	329,195	107,024	24,873
Infrastructure Assets - Roads	13	1,043,122	-	1,658,846	3,226,022	1,043,122	615,724
Infrastructure Assets - Footpaths	13	19,361	-	25,175	60,453	19,361	5,814
Infrastructure Assets - Refuse	13	-	-	1,250	7,500	-	1,250
Infrastructure Assets - Sewerage	13	4,000	-	11,665	28,000	4,000	7,665
Infrastructure Assets - Drainage	13	-	-	5,995	14,427	-	5,995
Infrastructure Assets - Parks & Ovals	13	140,584	-	267,942	374,000	140,584	127,358
Infrastructure Assets - Other	13	113,187	-	95,200	119,000	113,187	(17,987)
Plant and Equipment	13	123,943	-	698,850	1,498,200	123,943	574,907
Furniture and Equipment	13	13,591	-	15,540	29,500	13,591	1,949
Capital Expenditure Totals		1,564,812	-	2,912,360	5,686,297	1,564,812	1,347,548
Capital acquisitions funded by:							
Capital Grants and Contributions				1,245,581	3,599,775	862,967	
Other (Disposals & C/Fwd)				104,354	351,818	101,818	
Council Contribution - Cash Backed Reserves				15,000	15,000	-	
Council Contribution - Operations				1,547,425	1,719,704	600,026	
Capital Funding Total				2,912,360	5,686,297	1,564,812	

Budgeted Capital Acquisitions Funding





SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 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 30 November 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 30 November 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 30 November 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 30 November 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 30 November 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.

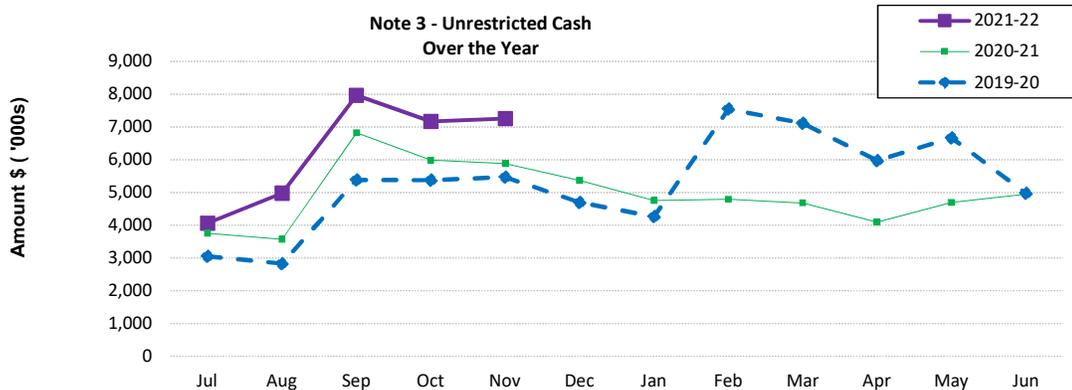
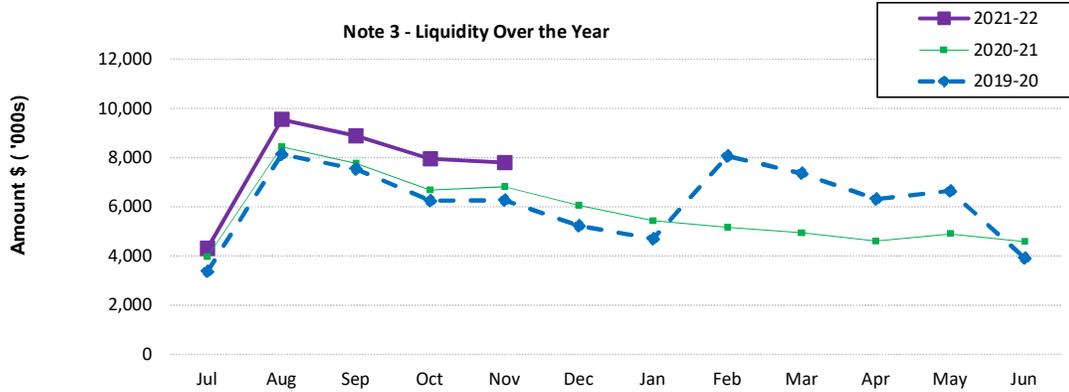
The material variance adopted by Council for the 2021/22 Year is \$30,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
General Purpose Funding - Other	176,721	22%	▲	Timing	Higher than budgeted Federal Assistance Grants
Community Amenities	70,716	11%	▲	Permanent	Higher than budgeted waste disposal fees.
Economic Services	153,527	30%	▲	Timing	Higher than budgeted caravan park and standpipe income.
Operating Expense					
Governance	(73,056)	(28%)	▼	Timing	Schedule wide expenditure unders, including no eventuating election expenses.
Other Property and Services	(93,222)	(52%)	▼	Timing	Schedule wide expenditure unders
Capital Revenues					
Grants, Subsidies and Contributions	(423,884)	(34%)	▼	Timing	Delay in receipt of Regional Road Group grants due to audit delays
Capital Expenses					
Infrastructure - Roads	(615,724)	(37%)	▼	Timing	Roadworks on track; November invoices received in December.
Infrastructure - Other	(130,095)	(32%)	▼	Permanent	Actually on budget, however budgeted costs for SX skate park were instead accrued as at 30 June 2021 in the preparation of the 2021 annual financial statements. Other over/unders are immaterial.
Plant and Equipment	(574,907)	(82%)	▼	Timing	Delay in delivery of budgeted side-tipper trailers due to supplier issues.



SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

	Note	Positive=Surplus (Negative=Deficit)		
		Last Years Closing 30 Jun 2021	This Time Last Year 30 Nov 2020	Current 30 Nov 2021
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	4,953,984	5,879,837	7,251,850
Cash Restricted	4	5,678,524	4,553,080	5,686,860
Receivables - Rates	6	1,509,216	2,935,134	2,447,820
Receivables - Trade	6	134,206	304,669	257,156
Receivable - Other		51,905	35,867	(1,173)
GST receivable		95,988	(2,459)	73,238
Inventories		21,516	23,713	52,818
		<u>12,445,338</u>	<u>13,729,840</u>	<u>15,768,570</u>
Less: Current Liabilities				
Payables		(816,622)	(43,921)	(425,243)
Provisions		(495,945)	(267,239)	(495,945)
Borrowings		(95,494)	-	(47,883)
Right of Use Assets		(14,210)	(14,218)	(9,507)
Contract Liabilities		(321,233)	(32,820)	(261,821)
		<u>(1,743,503)</u>	<u>(358,198)</u>	<u>(1,240,400)</u>
Less: Cash-Backed Reserves	7	(5,678,524)	(4,553,080)	(5,686,860)
Add back Leave Reserve		295,938	295,237	296,372
Net Current Funding Position		5,319,249	9,113,800	9,137,683





SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Muni Funds - Bank Working Acc	390,608			390,608	Westpac	0.00%	At Call
Muni Funds - Bank Investment Acc	1,114,777			1,114,777	Westpac	0.01%	At Call
Trust Fund Bank			231,870	231,870	Westpac	0.00%	At Call
Cash On Hand	1,350			1,350			
(b) Term Deposits							
Muni Funds - Notice Saver (31 Days)	5,745,115			5,745,115	Westpac	0.25%	31 Days from Call
Reserve Funds - Notice Saver (90 Days)		5,686,860		5,686,860	Westpac	0.35%	90 Days from Call
Total	7,251,850	5,686,860	231,870	13,170,580			

Comments/Notes - Investments



SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 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	Original Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption						
	Resurfacing of Southern Cross netball courts		Capital Expenses	-	-	29,500	-
	Remedial works to community cropping paddock fencing		Capital Expenses	-	-	20,000	-
	New server and desktop computers for Southern Cross medical centre		Capital Expenses	-	-	27,700	-
	Transfer from capital reserves (Health Services)		Capital Revenue	-	27,700	-	-
	Changes Due to Timing						
	Nil						



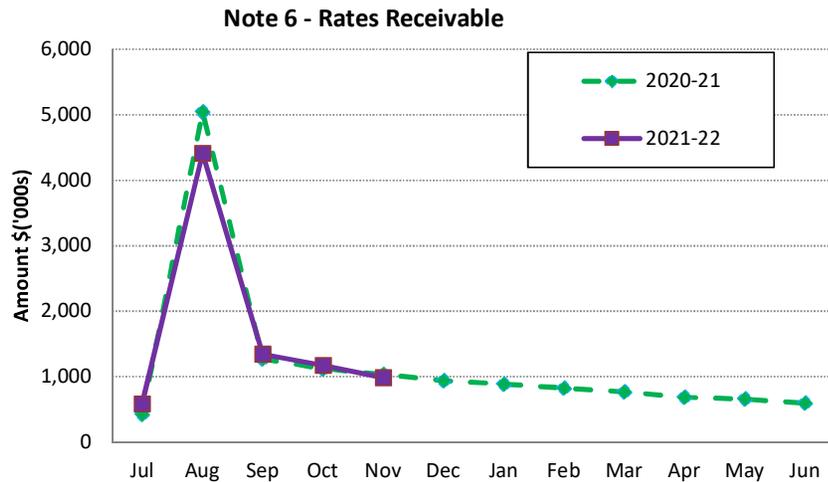
SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 6: Receivables

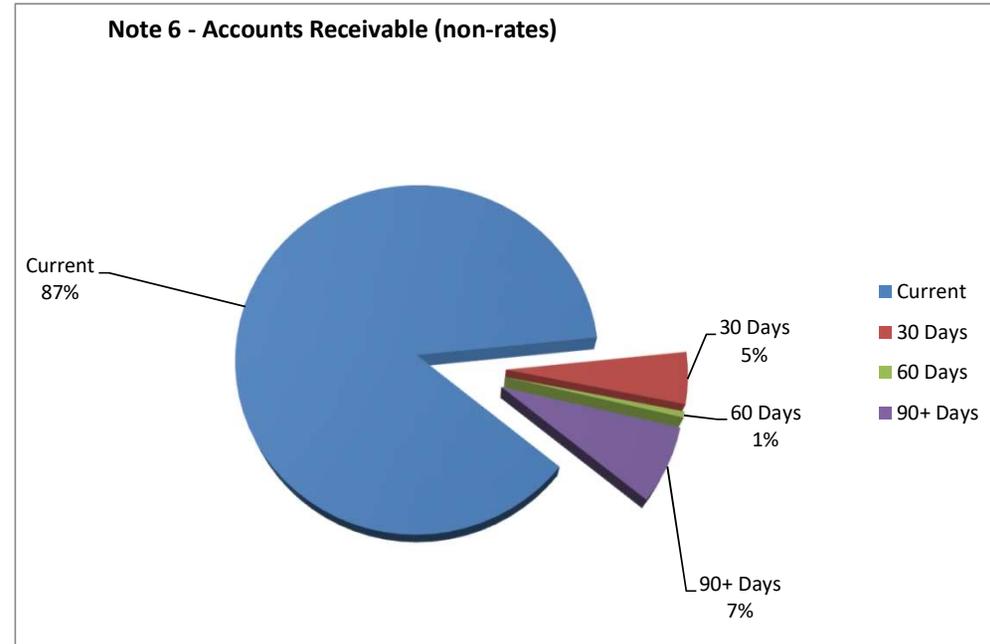
Receivables - Rates Receivable	30 Nov 2021	30 June 2021
	\$	\$
Opening Arrears Previous Years	544,449	495,976
Add: Levied this year	4,108,821	3,970,906
	4,653,270	
Less: Collections to date	(3,172,225)	(3,922,433)
Equals Current Outstanding	1,481,045	544,449
Net Rates Collectable	1,481,045	544,449
% Collected	68.17%	87.81%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	237,501	12,952	1,494	19,359	271,305
Provision for impairment					(14,149)
Balance per Trial Balance					257,156
Sundry Debtors					257,156
Receivables - Other					73,238
Total Receivables General Outstanding					330,395

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates



Comments/Notes - Receivables General



SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 7: Cash Backed Reserve

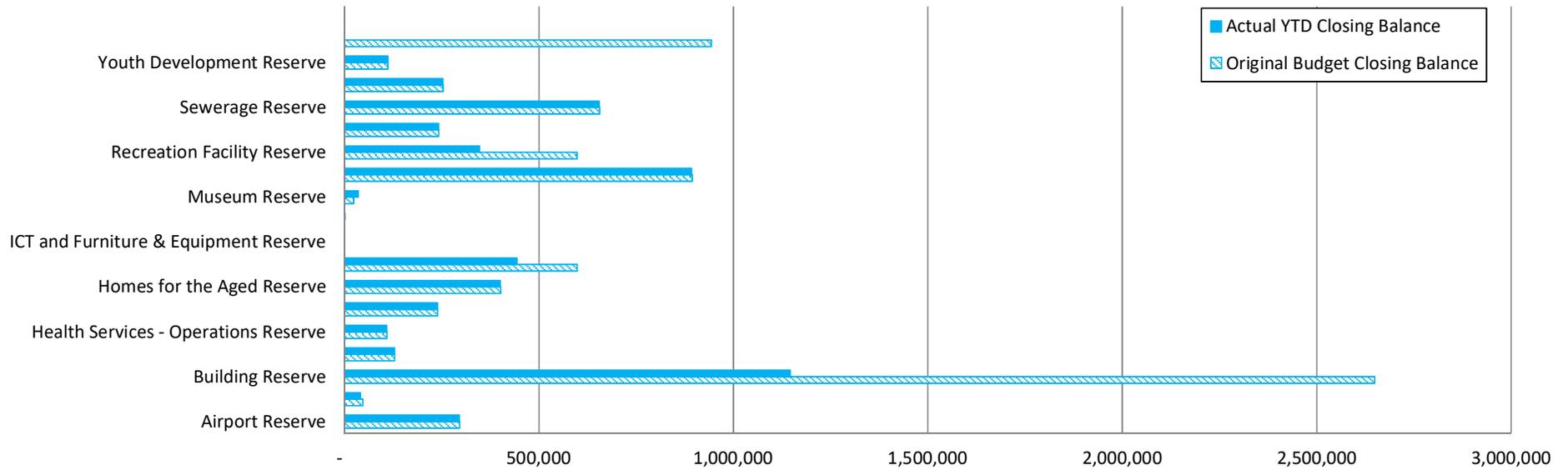
Name	Opening Balance	Original Budget Interest Earned	Actual Interest Earned	Original Budget Transfers In (+)	Actual Transfers In (+)	Original Budget Transfers Out (-)	Actual Transfers Out (-)	Original Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Airport Reserve	295,244	-	433	1,033	-	-	-	296,277	295,678
Yilgarn Bowls & Tennis Club Sinking Fund Reserve	40,575	-	60	6,808	-	-	-	47,383	40,634
Building Reserve	1,144,951	-	1,714	1,504,007	-	-	-	2,648,958	1,146,665
Community Bus Reserve	128,567	-	189	450	-	-	-	129,017	128,756
Health Services - Operations Reserve	108,571	-	126	380	-	-	-	108,951	108,697
Health Services - Capital Reserve	238,970	-	351	836	-	-	-	239,806	239,321
Homes for the Aged Reserve	400,304	-	588	1,401	-	-	-	401,705	400,891
HVRIC Reserve	443,296	-	-	155,551	-	-	-	598,847	443,296
ICT and Furniture & Equipment Reserve	-	-	-	-	-	-	-	-	-
Land Development Reserve	-	-	651	-	-	-	-	-	651
Museum Reserve	35,431	-	52	3,124	-	(15,000)	-	23,555	35,483
Plant Replacement Reserve	891,301	-	1,308	3,120	-	-	-	894,421	892,609
Recreation Facility Reserve	346,483	-	509	251,213	-	-	-	597,696	346,992
Refuse Disposal Site Reserve	241,958	-	355	847	-	-	-	242,805	242,313
Sewerage Reserve	654,121	-	960	2,290	-	-	-	656,411	655,081
Tourism Reserve	252,883	-	371	885	-	-	-	253,768	253,254
Youth Development Reserve	111,089	-	163	389	-	-	-	111,478	111,252
Unspent Grants Reserve	-	-	-	943,522	-	-	-	943,522	-
	5,678,524	-	8,336	2,884,563	-	(15,000)	-	8,548,087	5,686,860



SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 7: Cash Backed Reserve - Continued

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





SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Original Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Plant and Equipment									
#12 Transport									
	1865 - Side Tipper Semi Trailer (YL7059)	-	-	-	-	47,908	35,000	-	(12,908)
	1866 - Side Tipper Semi Trailer (YL7016)	-	-	-	-	46,984	35,000	-	(11,984)
	P5141 - 2013 John Deere 670 Grader (YL296)	-	-	-	-	137,553	65,000	-	(72,553)
	1893 - Cat 950H Front-End Loader (YL324)	-	-	-	-	148,598	80,000	-	(68,598)
	2048 - Toyota Hilux SR5 4x4 (YL150)	-	-	-	-	40,588	35,000	-	(5,588)
#14 Other property and services									
	2038 - Toyota Prado (YL1)	50,527	61,818	11,292	-	61,818	61,818	-	-
	2047 - Toyota Kluger (YL50)	43,113	40,000	-	(3,113)	42,536	40,000	-	(2,536)
		93,640	101,818	11,292	(3,113)	525,985	351,818	-	(174,167)



SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 9: Rating Information

RATE TYPE	Rate in	Number of Properties	Rateable Value	YTD Actual			Original Budget				
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
Non - Rateable	-	124	293,644	-	-	-	-	-	-	-	-
GRV - Residential/Industrial	11.28940	389	3,399,109	383,739	-	-	383,739	383,739	-	-	383,739
GRV - Commercial	7.94690	34	981,205	77,975	-	-	77,975	77,975	-	-	77,975
GRV - Minesite	15.89380	4	529,565	84,168	-	-	84,168	84,168	-	-	84,168
GRV - Single Persons Quarters	15.89380	10	816,219	129,728	-	-	129,728	129,729	-	-	129,729
UV - Rural	1.76630	353	103,935,117	1,880,750	-	-	1,880,750	1,835,806	-	-	1,835,806
UV - Mining Tenement	17.47930	340	8,648,469	1,515,150	-	-	1,515,150	1,511,692	-	-	1,511,692
Sub-Totals		1,254	118,603,328	4,071,510	-	-	4,071,510	4,023,109	-	-	4,023,109
Minimum Payment	\$										
GRV - Residential/Industrial	500.00000	116	152,317	58,000	-	-	58,000	58,000	-	-	58,000
GRV - Commercial	400.00000	7	20,061	2,800	-	-	2,800	2,800	-	-	2,800
GRV - Minesite	400.00000	3	2,408	1,200	-	-	1,200	1,200	-	-	1,200
GRV - Single Persons Quarters	400.00000	2	1,075	800	-	-	800	800	-	-	800
UV - Rural	400.00000	40	282,645	16,000	-	-	16,000	16,000	-	-	16,000
UV - Mining Tenement	400.00000	233	259,902	90,000	-	-	90,000	93,200	-	-	93,200
Sub-Totals		401	718,408	168,800	-	-	168,800	172,000	-	-	172,000
		1,655	119,321,736	4,240,310	-	-	4,240,310	4,195,109	-	-	4,195,109
Concession							(167,360)				(160,000)
Amount from General Rates							4,072,950				4,035,109
Ex-Gratia Rates							35,871				33,104
							4,108,821				4,068,213



SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars	Actual		Original Budget	
	Principal	Interest	Principal	Interest
	\$	\$	\$	\$
Recreation and Culture				
Loan 98 - Yilgarn Aquatic Centre	47,611	5,443	47,752	5,294
	47,611	5,443	47,752	5,294

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 11: Grants and Contributions

			Opening	Original Budget		YTD	Annual	Post	Expected	YTD Actual		Unspent
			Balance	Operating	Capital	Budget	Budget	Variations	(d)+(e)	Revenue	(Expended)	Grant
			(a)				(d)	(e)		(c)	(a)+(b)+(c)	
				\$	\$	\$				\$	\$	\$
General Purpose Funding												
Grants Commission - General	WALGGC	Operating	-	810,013.00	-	405,006.00	810,013.00	-	810,013.00	565,829.00	(565,829.00)	-
Grants Commission - Roads	WALGGC	Operating	-	671,828.00	-	335,914.00	671,828.00	-	671,828.00	366,800.00	(366,800.00)	-
Local Roads & Community Infrastructure	Fed. Dept. Infra	Non-operating	130,300.00	-	1,512,847.00	-	1,512,847.00	-	1,512,847.00	-	(130,300.00)	-
Law, Order and Public Safety												
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating	-	64,176.00	-	16,044.00	64,176.00	-	64,176.00	17,889.00	(17,889.00)	-
Education & Welfare												
DRD Grant - Community Resource Centre Operations	Regional Development	Operating	-	103,959.00	-	51,978.00	103,959.00	-	103,959.00	52,655.00	(52,655.00)	-
Centrelink Commissions	Centrelink	Operating	-	5,750.00	-	5,750.00	5,750.00	-	5,750.00	-	-	-
CRC Professional Development & Training		Operating	-	2,500.00	-	2,500.00	2,500.00	-	2,500.00	-	-	-
Senior Citizens Centre	Council on the Aged	Operating	-	800.00	-	800.00	800.00	-	800.00	-	-	-
Community Amenities												
Grants - Various Community Development Programs	Various	Operating	-	1,000.00	-	415.00	1,000.00	-	1,000.00	-	-	-
Transport												
Main Roads Direct	Main Roads WA	Non-operating	-	-	372,140.00	372,140.00	372,140.00	-	372,140.00	372,140.00	(372,140.00)	-
Heavy Vehicle Road Improvement Contributions	Various	Operating	-	154,000.00	-	64,165.00	154,000.00	-	154,000.00	-	-	-
Roads To Recovery	Roads to Recovery	Non-operating	220,000.00	-	906,164.00	226,541.00	906,164.00	-	906,164.00	-	(220,000.00)	-
Regional Road Groups	Regional Road Group	Non-operating	-	-	808,624.00	646,900.00	808,624.00	-	808,624.00	490,827.00	(490,827.00)	-
Street Light Operations	Main Roads WA	Operating	-	10,250.00	-	-	10,250.00	-	10,250.00	-	-	-
Economic Services												
Skeleton Weed LAG Program	State Skeleton Weed Committee	Operating	-	170,000.00	-	170,000.00	170,000.00	-	170,000.00	170,000.00	(34,279.63)	135,720.37
TOTALS			350,300.00	1,994,276.00	3,599,775.00	2,298,153.00	5,594,051.00	-	5,594,051.00	2,036,140.00	(2,250,719.63)	135,720.37
SUMMARY												
Operating	Operating Grants, Subsidies and Contributions		-	1,994,276.00	-	1,052,572.00	1,994,276.00	-	1,994,276.00	1,173,173.00	(1,037,452.63)	135,720.37
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		-	-	-	-	-	-	-	-	-	-
Non-operating	Non-operating Grants, Subsidies and Contributions		350,300.00	-	3,599,775.00	1,245,581.00	3,599,775.00	-	3,599,775.00	862,967.00	(1,213,267.00)	-
TOTALS			350,300.00	1,994,276.00	3,599,775.00	2,298,153.00	5,594,051.00	-	5,594,051.00	2,036,140.00	(2,250,719.63)	135,720.37



SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 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 2021	Amount Received	Amount Paid	Closing Balance 30 Nov 2021
	\$	\$	\$	\$
Police Licensing	(44)	44	-	-
Builders Levy	28,143	494	(12,482)	16,155
Transwa Bookings	3,575	3,186	(6,364)	397
Council Nomination Deposit	-	240	(240)	-
Staff Personal Dedns	45,770	14,638	(32,460)	27,948
Housing Tenancy Bonds	7,280	-	(2,100)	5,180
Hall Hire Bonds And Deposits	1,115	-	(250)	865
Security Key System - Key Bonds	1,830	-	(300)	1,530
Clubs & Groups	219	5,017	-	5,236
Third Party Contributions	6,338	-	(508)	5,830
Rates Overpaid	17,711	6,200	(8,216)	15,695
Retention Monies	153,034	-	-	153,034
Medical Services Provision	-	-	-	-
YBTC Sinking Fund	6,667	-	(6,667)	-
	271,638	29,819	(69,587)	231,870

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Note 13: Capital Acquisitions
For the Period Ended 30 November 2021

Job / Account	YTD Actual			Original Budget		
	New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance
	\$	\$	\$	\$	\$	\$

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

Land & Buildings

Education & Welfare

 Homes For The Aged - Units 1 & 2 - Capital Works	J08401	-	-	-	(3,973)	(2,976)	2,976
 Homes For The Aged - Units 3 & 4 - Capital Works	J08402	-	-	-	(3,973)	(2,976)	2,976
 Homes For The Aged - Units 5 & 6 - Capital Works	J08403	-	-	-	(3,973)	(2,976)	2,976
 Homes For The Aged - Units 7 & 8 - Capital Works	J08404	-	-	-	(8,973)	(6,726)	6,726
 Homes For The Aged - Units 9 & 10 - Capital Works	J08405	-	-	-	(14,752)	(11,058)	11,058
 Homes For The Aged - Units 11 & 12 - Capital Works	J08406	-	-	-	(11,156)	(8,361)	8,361
Education & Welfare Total		-	-	-	(46,800)	(35,073)	35,073

Housing

 Rented housing - 103 Altair Street	J09753	(11,927)	-	(11,927)	(7,000)	-	(11,927)
 Rented housing - 3 Libra Plance	J09754	(10,152)	-	(10,152)	-	-	(10,152)
 Rented housing - 6 Libra Plance	J09752	(17,240)	-	(17,240)	(15,868)	-	(17,240)

Recreation And Culture

Public Halls and Civic Centres

 Southern Cross Community Centre, Capital Works	E11151	(65,929)	0	(65,929)	-	-	(65,929)
 Bodallin Hall, Capital Works	J11154	-	-	-	(8,000)	(8,000)	8,000

Swimming Areas and Beaches

 Southern Cross Swimming Pool, Capital Works	E11250	-	-	-	(30,000)	(30,000)	30,000
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Other Recreation & Sport

 LRCI Rnd 2 - Southern Cross Recreation Complex, Audio/Visual System	J11335	-	-	-	(3,500)	(3,500)	3,500
 LRCI Rnd 2 - Southern Cross Recreation Complex, Reverse Cycle Airconditioner	J11340	-	-	-	(4,000)	(4,000)	4,000
 LRCI Rnd 2 - Southern Cross Sporting Complex, Capital Works	SPRT10	-	-	-	(36,821)	(5,258)	5,258
 Southern Cross Golf Club, Capital Works	E11359	-	-	-	(34,500)	(27,600)	27,600

Heritage

 Yilgarn History Museum, Capital Works	J11502	(306)	-	(306)	(15,000)	(2,142)	1,836
Recreation And Culture Total		(105,554)	-	(105,554)	(154,689)	(80,500)	(25,054)



SHIRE OF YILGARN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 Note 13: Capital Acquisitions
 For the Period Ended 30 November 2021

	Job / Account	YTD Actual			Original Budget			
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Transport								
	Depot, Capital Works	J14602	-	-	-	(50,000)	-	-
	Depot (Yard Surfaces), Capital Works	J14604	-	-	-	(18,885)	(7,855)	7,855
	Transport Total		-	-	-	(68,885)	(7,855)	7,855
Economic Services								
	Caravan Park, Capital Works	J13203	(1,470)	-	(1,470)	(26,821)	(4,469)	2,999
	Economic Services Total		(1,470)	-	(1,470)	(26,821)	(4,469)	2,999
Other Property & Services								
Public - Administration								
	Administration Centre, Capital Works	J14601	-	-	-	(32,000)	(4,000)	4,000
	Public - Administration Total		-	-	-	(32,000)	(4,000)	4,000
	Land & Building Total		(107,024)	-	(107,024)	(329,195)	(131,897)	24,873



SHIRE OF YILGARN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 Note 13: Capital Acquisitions
 For the Period Ended 30 November 2021

	Job / Account	YTD Actual			Original Budget			
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Furniture & Office Equip.								
Health								
	Medical Practice, Furniture and Equipment	E07453	(20,100)	-	(20,100)	(27,700)	(27,700)	7,600
	Health Total		(20,100)	-	(20,100)	(27,700)	(27,700)	7,600
Community Amenities								
	Cemetery, Furniture & Equipment	E10653	(5,851)	-	(5,851)	(7,000)	(7,000)	1,149
	Community Amenities Total		(5,851)	-	(5,851)	(7,000)	(7,000)	1,149
Transport								
	Depot, Furniture & Equipment	E12352	-	-	-	(20,500)	(8,540)	8,540
	Transport Total		-	-	-	(20,500)	(8,540)	8,540
Economic Services								
	Caravan Park, Furniture & Equipment	J13206	(7,740)	-	(7,740)	-	-	(7,740)
	Skeleton Weed, Furniture & Equipment	E13751	-	-	-	(2,000)	-	-
			(7,740)	-	(7,740)	(2,000)	-	(7,740)
Furniture & Office Equip Total			(13,591)	-	(13,591)	(29,500)	(15,540)	1,949



SHIRE OF YILGARN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 Note 13: Capital Acquisitions
 For the Period Ended 30 November 2021

	Job / Account	YTD Actual			Original Budget			
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Plant , Equip. & Vehicles								
Community Amenities								
	LRCI Rnd 2 - Southern Cross Recreation Centre, Trailer Mounted Backup Generator	E10755	-	-	-	(9,500)	-	-
	Community Amenities Total		-	-	-	(9,500)	-	-
Recreation And Culture								
	LRCI Rnd 2 - Southern Cross Recreation Centre, Trailer Mounted Backup Generator	J11336	-	-	-	(3,000)	(2,400)	2,400
	Recreation And Culture Total		-	-	-	(3,000)	(2,400)	2,400
Transport								
	Side Tipper Trailer (Replace Asset 1865, YL 7059)	E12350	-	-	-	(1,353,000)	(563,750)	563,750
	Transport Total		-	-	-	(1,353,000)	(563,750)	563,750
Economic Services								
	LRCI Rnd 2 - Southern Cross Caravan Park, New Backup Generator	J13205	(8,945)	-	(8,945)	(17,500)	(17,500)	8,555
	Economic Services Total		(8,945)	-	(8,945)	(17,500)	(17,500)	8,555
Other Property & Services								
	Toyota Kluger GXL AWD 3.5L (replace asset 2047) - YL 50	E14656	(53,180)	-	(53,180)	(53,200)	(53,200)	20
	Toyota Prado (replace asset 2038) YL 1	E14656	(61,818)	-	(61,818)	(62,000)	(62,000)	182
	Other Property & Services Total		(114,998)	-	(114,998)	(115,200)	(115,200)	202
	Plant , Equip. & Vehicles Total		(123,943)	-	(123,943)	(1,498,200)	(698,850)	574,907



SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Note 13: Capital Acquisitions
For the Period Ended 30 November 2021

	Job / Account	YTD Actual			Original Budget		
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance
		\$	\$	\$	\$	\$	\$
Infrastructure - Roads (Non Town)							
 R2030 - Koolyanobbing Rd SLK 14.0 - 17.0, Construct To 7M Seal	RRG18	(320,518)	-	(320,518)	(627,651)	(502,124)	181,606
 R2030 - Koolyanobbing Rd SLK 11.0 - 14.0, 10mm Bitumen Reseal	RRG19	(42,027)	-	(42,027)	(104,729)	(69,820)	27,793
 R2030 - Moorine South Rd SLK 25.5 - 41.0, 10mm Bitumen Reseal	RRG20	(207,419)	-	(207,419)	(480,555)	(320,370)	112,951
 R2R22 - Cramphorne Rd SLK 8.5 - 10.0, Construct To 7M Seal	R2R22	(120,042.65)	-	(120,043)	(220,225)	(176,180)	56,137
 R2R23 - Bodallin South Rd SLK 6.5 - 7.7, Construct To 7M Seal	R2R23	-	-	-	-	-	-
 R2R27 - Bodallin North Rd SLK 0.0 - 11.0, 10mm Bitumen Reseal	R2R27	(82,490)	-	(82,490)	(328,576)	(219,054)	136,564
 R2R28 - Bodallin South Rd SLK 7.7 - 9.2, Construct To 7M Seal	R2R28	(820)	-	(820)	(388,463)	-	(820)
 R2R29 - Bodallin South Rd SLK 6.5 - 7.7, 10mm Bitumen Reseal	R2R29	(19,785)	-	(19,785)	(42,157)	(28,104)	8,319
 R2R30 - Southern Cross South Rd SLK 19.6 - 21.1, Formation & Gravel Overlay	R2R30	(59,095)	-	(59,095)	(71,812)	-	(59,095)
 R2R31 - Gatley Rd SLK 0.0 - 2.0 - Formation & Gravel Overlay	R2R31	(69,973)	-	(69,973)	(96,766)	(96,765)	26,792
 RRU12 - Kent Rd SLK 18.3 - 20.3 - Formation & Gravel Overlay	RRU12	(220)	-	(220)	(92,784)	-	(220)
 RRU17 - Nulla Nulla South Rd SLK 30.0 - 32.5 - Formation & Gravel Overlay	RRU17	(220)	-	(220)	(98,401)	-	(220)
 LRCI Rnd 2 - Beaton Rd (Bullfinch Rd To Three Boys Rd), Construct To 7M Seal	RRU22	(21,408)	-	(21,408)	(19,330)	(19,330)	(2,078)
 RRU24 - Moorine Rocks Rd SLK 0.0 - 2.0, Formation & Gravel Overlay	RRU24	(220)	-	(220)	(82,268)	-	(220)
 RRU25 - Emu Fence Rd SLK 139.5 - 141.5, Formation & Gravel Overlay	RRU25	(220)	-	(220)	(84,756)	-	(220)
 RRU26 - Koolyanobbing Rd SLK 34.6 - 36.6, 10Mm Bitumen Reseal	RRU26	(1,924)	-	(1,924)	(56,406)	-	(1,924)
 RRU27 - Brennand Rd SLK 11.5 - 13.5 - Formation & Gravel Overlay	RRU27	(220)	-	(220)	(106,360)	-	(220)
 RRU28 - Southern Cross South Rd SLK 0.0 - 2.6, 10Mm Bitumen Reseal	RRU28	(38,230)	-	(38,230)	(97,684)	-	(38,230)
Infrastructure - Roads (Non Town) Total		(984,832)	-	(984,832)	(2,998,923)	(1,431,747)	446,915
Infrastructure - Roads (Non Town) Total		(984,832)	-	(984,832)	(2,998,923)	(1,431,747)	446,915

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Note 13: Capital Acquisitions
For the Period Ended 30 November 2021

	Job / Account	YTD Actual			Original Budget			
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Infrastructure - Roads (Town)								
	Acheneer St (Antares St to Sirius St), Bitumen Reseal	TRU05	(243)	-	(243)	(49,772)	(49,772)	49,529
	Beaton Rd (Southern Cross Rd To Three Boys Rd), Bitument Reseal	TRU09	(7,017)	-	(7,017)	(42,450)	(42,450)	35,433
	Arcturus St SLK 0.0 - 1.2, Bitumen Reseal	TRU10	(35,691)	-	(35,691)	(52,412)	(52,412)	16,721
	Pegasi St & Arcturus St Car Parks, Bitumen Reseal	TRU11	(15,339)	-	(15,339)	(14,924)	(14,924)	(415)
	Sirius St & Truck Parking Bay, Bitumen Reseal	TRU12	-	-	-	(67,541)	(67,541)	67,541
	Infrastructure - Roads (Town) Total		(58,290)	-	(58,290)	(227,099)	(227,099)	168,809
	Infrastructure - Roads (Town) Total		(58,290)	-	(58,290)	(227,099)	(227,099)	168,809
	Infrastructure - Road Total		(1,043,122)	-	(1,043,122)	(3,226,022)	(1,658,846)	615,724
Infrastructure - Footpaths								
	Transport							
	LRCI Rnd 2 - Beaton Rd (Antares St to Cemetary), Concrete Footpath	J12102	-	-	-	-	-	-
	LRCI Rnd 2 - Spica St (Centaur St to Phoenix St), Concrete Footpath	J12104	(19,361)	-	(19,361)	(60,453)	(25,175)	5,814
	Infrastructure - Footpaths Total		(19,361)	-	(19,361)	(60,453)	(25,175)	5,814
	Infrastructure - Footpaths Total		(19,361)	-	(19,361)	(60,453)	(25,175)	5,814
Infrastructure - Refuse								
	Community Amenities							
	Southern Cross, Refuse Disposal Site Improvements	J10107	-	-	-	(7,500)	(1,250)	1,250
	Infrastructure - Refuse Total		-	-	-	(7,500)	(1,250)	1,250
	Infrastructure - Refuse Total		-	-	-	(7,500)	(1,250)	1,250

SHIRE OF YILGARN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Note 13: Capital Acquisitions
For the Period Ended 30 November 2021

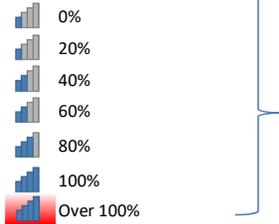
	Job / Account	YTD Actual			Original Budget			
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Infrastructure - Sewerage								
Community Amenities								
	Southern Cross, Sewerage Scheme	E10350	(4,000)	-	(4,000)	(17,500)	(7,290)	3,290
	Marvel Loch, Sewerage Access Chamber Upgrades	E10450	-	-	-	(10,500)	(4,375)	4,375
	Infrastructure - Sewerage Total		(4,000)	-	(4,000)	(28,000)	(11,665)	7,665
	Infrastructure - Sewerage Total		(4,000)	-	(4,000)	(28,000)	(11,665)	7,665
Infrastructure - Drainage								
Community Amenities								
	Southern Cross, Drainage Improvements	J10901	-	-	-	(14,427)	(5,995)	5,995
	Infrastructure - Drainage Total		-	-	-	(14,427)	(5,995)	5,995
	Infrastructure - Drainage Total		-	-	-	(14,427)	(5,995)	5,995
Infrastructure - Parks & Ovals								
Recreation & Culture								
	LRCI Rnd 2 - Southern Cross Skate Park, Construction	J11321	(10,155)	-	(10,155)	(146,000)	(146,000)	135,845
	Constellation Park, Playground Equipment	J11330	(22,975)	-	(22,975)	(92,000)	(13,142)	(9,833)
	LRCI Rnd 2 - Southern Cross Recreation Ground, Lighting Tower	J11333	(51,900)	-	(51,900)	(65,000)	(52,000)	100
	LRCI Rnd 2 - Constellation Park, Perimeter Fencing	J11337	(2,656)	-	(2,656)	(11,000)	(8,800)	6,144
	LRCI Rnd 2 - Constellation Park, Shade Shelters & Seating	J11338	(52,898)	-	(52,898)	(60,000)	(48,000)	(4,898)
	Infrastructure - Parks & Ovals Total		(140,584)	-	(140,584)	(374,000)	(267,942)	127,358
	Infrastructure - Parks & Ovals Total		(140,584)	-	(140,584)	(374,000)	(267,942)	127,358



SHIRE OF YILGARN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 Note 13: Capital Acquisitions
 For the Period Ended 30 November 2021

	Job / Account	YTD Actual			Original Budget		
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance
		\$	\$	\$	\$	\$	\$
Infrastructure - Other							
Other Recreation And Sport							
LRCI Rnd 2 - Yilgarn Bowls & Tennis Club, Renew Synthetic Surface	J11334	(113,187)	-	(113,187)	(119,000)	(95,200)	(17,987)
LRCI Rnd 2 - Yilgarn Bowls & Tennis Club, Renew Synthetic Surface Total		(113,187)	-	(113,187)	(119,000)	(95,200)	(17,987)
Infrastructure - Other Total		(113,187)	-	(113,187)	(119,000)	(95,200)	(17,987)
Capital Expenditure Total		(1,564,812)	-	(1,564,812)	(5,686,297)	(2,912,360)	1,347,548

Level of Spending Indicators



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

Attachment 9.2.2

Date: 29/11/2021
Time: 3:47:54PM

SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st November 2021 to 30th November 2021 Presented to Council, 16th December 2021

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
41081	05/11/2021	LGRCEU	PAYROLL DEDUCTIONS	A		20.50
41082	05/11/2021	SHIRE OF YILGARN	PAYROLL DEDUCTIONS	A		1,180.00
41083	05/11/2021	SHIRE OF YILGARN	CHEMIST LEASE - RETAINED IN TRUST (T13) OCTOBER 2021	A		550.00
41084	23/11/2021	LGRCEU	PAYROLL DEDUCTIONS	A		20.50
41085	23/11/2021	SHIRE OF YILGARN	PAYROLL DEDUCTIONS	A		1,180.00
41086	23/11/2021	WHEATBELT AGCARE	ANNUAL CONTRIBUTION - WHEATBELT AGCARE 2021/2022	A		1,100.00

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	4,051.00
TOTAL		4,051.00

Date: 29/11/2021
Time: 2:40:15PM

SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st November 2021 to 30th November 2021 Presented to
Council, 16th December 2021

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT11966	05/11/2021	WA Distributors Pty Ltd	CLEANING CONSUMABLES	A		481.60
EFT11967	05/11/2021	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT COLLECTION SERVICES	A		116.90
EFT11968	05/11/2021	AUSTRALIA POST	POSTAL CHARGES - OCTOBER 2021	A		693.62
EFT11969	05/11/2021	ALLWOOD TIMBER SUPPLIES	BUILDING SUPPLIES	A		560.28
EFT11970	05/11/2021	BEV MARTIN TEXTILES	CARAVAN PARK - LINEN	A		2,403.72
EFT11971	05/11/2021	BGC QUARRIES	GRAVEL SUPPLY	A		56,237.28
EFT11972	05/11/2021	BOC GASES	GAS CONTAINER HIRE & GAS SUPPLY - OCTOBER 2021	A		50.59
EFT11973	05/11/2021	B & RM QUADRIO & SON	GRAVEL CARTAGE	A		43,490.59
EFT11974	05/11/2021	BUNNINGS GROUP LTD	BUILDING SUPPLIES	A		3,068.65
EFT11975	05/11/2021	AUST. GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	A		523.44
EFT11976	05/11/2021	BRYAN CLOSE	REIMBURSEMENT OF MEALS AND ACCOMMODATION WALGA CONFERENCE	A		755.96
EFT11977	05/11/2021	COPIER SUPPORT	PHOTOCOPIER READINGS - OCTOBER 2021	A		1,945.25
EFT11978	05/11/2021	COURIER AUSTRALIA	TOLL FREIGH	A		146.15
EFT11979	05/11/2021	DRAEGER AUSTRALIA PTY LTD	VEHICLE PARTS	A		804.21
EFT11980	05/11/2021	DUN DIRECT PTY LTD	BULK DIESEL	A		29,450.08
EFT11981	05/11/2021	EASTERN WHEATBELT BIOSECURITY GROUP INC	ANNUAL MEMBERSHIP	A		110.00

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SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st November 2021 to 30th November 2021 Presented to Council, 16th December 2021

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT11982	05/11/2021	GILBA DOWNS	ROADTRAIN HIRE	A		9,306.00
EFT11983	05/11/2021	CHIHARU CLARK T/AS THE GOOD LIFE B & B	STAFF TRAINING EXPENSES	A		370.00
EFT11984	05/11/2021	GREAT EASTERN FREIGHTLINES	FREIGHT	A		1,720.42
EFT11985	05/11/2021	WESFARMERS KLEENHEAT GAS PTY LTD	GAS SUPPLIED - LPG BULK	A		1,027.43
EFT11986	05/11/2021	LANDGATE	VALUATION EXPENSES	A		54.40
EFT11987	05/11/2021	LOCK, STOCK & FARRELL LOCKSMITH PTY LTD	SECURITY KEYS	A		348.00
EFT11988	05/11/2021	MARKETFORCE	ADVERTISING	A		301.48
EFT11989	05/11/2021	MISMATCH WORKSHOP	LANDFILL OPERATIONS	A		3,600.00
EFT11990	05/11/2021	IXOM OPERATIONS PTY LTD	CHLORINE BOTTLE RENTAL - OCTOBER 2021	A		422.84
EFT11991	05/11/2021	PAYWISE PTY LTD	PAYROLL DEDUCTIONS - NOVATED LEASE	A		483.21
EFT11992	05/11/2021	RAILWAY TAVERN	REFRESHMENTS	A		50.00
EFT11993	05/11/2021	WA CONTRACT RANGER SERVICES	RANGER SERVICES - OCTOBER 2021	A		981.75
EFT11994	05/11/2021	SHAC ELECTRICAL SERVICES	ELECTRICAL SERVICES - INCLUDING REPLACE FESTOON XMAS LIGHTING - MAIN STREET	A		18,025.80

Date: 29/11/2021
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SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st November 2021 to 30th November 2021 Presented to
Council, 16th December 2021

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT11995	05/11/2021	Sheqsy PTY LTD	GPS PACKAGE - NOVEMBER 2021	A		197.84
EFT11996	05/11/2021	SHIRE OF MERREDIN	ANNUAL CONTRIBUTION TO MERREDIN CRC AS PER MOU	A		2,500.00
EFT11997	05/11/2021	YILGARN SHIRE SOCIAL CLUB	PAYROLL DEDUCTIONS	A		114.00
EFT11998	05/11/2021	SONIC BOOMSPRAYS	SKELETON WEED - EQUIPMENT	A		2,697.69
EFT11999	05/11/2021	FOODWORKS - SRI DEVESH PTY LTD	FOODWORKS PURCHASES SHIRE - OCTOBER 2021	A		400.66
EFT12000	05/11/2021	SPECIALISED BUILDING SOLUTIONS PTY LTD	BUILDING APPROVALS - CONSTELLATION PARK	A		990.00
EFT12001	05/11/2021	EAGLE PETROLEUM TRADING AS STALLION FUELS	FUEL CARD - OCTOBER 2021	A		187.84
EFT12002	05/11/2021	SOUTHERN CROSS VOLUNTEER FIRE & RESCUE SERVICES	FIRE MITIGATION SERVICES	A		1,250.00
EFT12003	05/11/2021	SOUTHERN CROSS HARDWARE AND NEWS	HARDWARE PURCHASES - OCTOBER 2021	A		3,939.27
EFT12004	05/11/2021	B & S CLOSE FAMILY INVESTMENTS PTY LTD T/AS SOUTHERN CROSS TYRE & AUTO SERVICES	VEHICLE PARTS AND SERVICES	A		12,674.80
EFT12005	05/11/2021	SYNERGY	POWER - OCTOBER 2021	A		22,164.44
EFT12006	05/11/2021	TOTAL EDEN WATERING SYSTEMS PTY LTD	GARDENING EQUIPMENT	A		3,073.72
EFT12007	05/11/2021	T-QUIP	GRADER PARTS	A		6,276.27
EFT12008	05/11/2021	VIBRA INDUSTRIAL FILTRATION AUSTRALIA	VEHICLE PARTS	A		115.50
EFT12009	05/11/2021	BOB WADDELL & ASSOCIATES PTY LTD	CONSULTANCY SERVICES	A		1,188.00
EFT12010	05/11/2021	WATER CORPORATION.	WATER - NOVEMBER 2021 - INCLUDING GHOOOLI HONESTY STANDPIPE	A		10,641.43

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SHIRE OF YILGARN
Payments made from the Municipal Account for the Period 1st November 2021 to 30th November 2021 Presented to Council, 16th December 2021

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT12011	05/11/2021	WESTRAC EQUIPMENT PTY LTD	GRADER PARTS	A		603.31
EFT12012	05/11/2021	THE WORKWEAR GROUP PTY LTD	STAFF UNIFORMS - 21/22	A		334.93
EFT12013	05/11/2021	AIM NEDIA GROUP PTY LTD T/AS YILGARN PLUMBING AND GAS	PLUMBING SERVICES - INCLUDING REPLACEMENT BACKFLOW PREVENTION DEVICES - SX, MARVEL LOCH AND STANDPIPES	A		20,404.04
EFT12014	19/11/2021	GOWILD PTY LTD AS TRUSTEE FOR SM & LK MARAFIOTI FAMILY TRUST T/AS AARRANS TIMBER FLOORING SOLUTIONS	TOWN HALL FLOORING UPGRADE	A		9,790.00
EFT12015	19/11/2021	WA Distributors Pty Ltd	CLEANING CONSUMABLES	A		327.40
EFT12016	19/11/2021	ANDERSONS TECHNICAL SERVICES	RADIO COMMUNICATIONS MAINTENANCE	A		1,287.00
EFT12017	19/11/2021	BANNER EXCAVATIONS & ROCKBREAKING	GRAVEL PUSH-UP	A		40,810.00
EFT12018	19/11/2021	BGC QUARRIES	GRAVEL SUPPLY	A		5,499.12
EFT12019	19/11/2021	BITUTEK PTY LTD	SUPPLY AND SPRAY BITUMEN	A		41,830.31
EFT12020	19/11/2021	R DELLA BOSCA FAMILY TRUST	GRADER HIRE	A		14,437.50
EFT12021	19/11/2021	B & RM QUADRIO & SON	GRAVEL CARTAGE	A		4,576.00
EFT12022	19/11/2021	BROOKS HIRE SERVICES PTY LTD	ROLLER HIRE	A		996.34
EFT12023	19/11/2021	BRONSON SAFETY	FIRE MITIGATION SUPPLIES	A		3,836.36
EFT12024	19/11/2021	EMCS	PHONE BUNDLE REIMBURSEMENT - OCTOBER 2021	A		95.00
EFT12025	19/11/2021	AUST. GOVERNMENT CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	A		523.44
EFT12026	19/11/2021	CIVIC LEGAL PTY LTD	LEGAL SERVICES	A		3,025.00

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EFT12027	19/11/2021	COMMERCIAL AQUATICS AUSTRALIA PTY LTD	POOL MAINTENANCE	A		1,710.50
EFT12028	19/11/2021	AUSTRALIAN TAXATION OFFICE	OCTOBER 2021 BAS	A		8,368.00
EFT12029	19/11/2021	CORSIGN	ROAD SIGNAGE	A		4,675.00
EFT12030	19/11/2021	COURIER AUSTRALIA	TOLL FREIGHT	A		1,786.03
EFT12031	19/11/2021	C R KENNEDY & COMPANY PTY LTD	SURVEYING EQUIPMENT	A		3,408.90
EFT12032	19/11/2021	GILBA DOWNS	ROADTRAIN HIRE	A		1,980.00
EFT12033	19/11/2021	BAYLEY, CHRISTOPHER MARK T/AS CRPM SERVICES HIGH PRESSURE CLEANING	SKATE PARK MAINTENANCE	A		4,056.80
EFT12034	19/11/2021	GRANICH CONTRACTORS	GRAVEL HAULAGE	A		45,785.64
EFT12035	19/11/2021	IAN DEREK CHRISTIE	BUILDING SERVICES - PART PAYMENT - CONCRETE PATHWAY	A		20,183.50
EFT12036	19/11/2021	SPECIAL CHILDRENS BIG DAY OUT LIONS CANCER INSTITUTE (INC.)	LIONS SPECIAL CHILDREN'S CHRISTMAS BIG DAY OUT 2021 - CONTRIBUTION	A		300.00
EFT12037	19/11/2021	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	ANNUAL STATE CONFERENCE - CEO	A		1,200.00
EFT12038	19/11/2021	MAPIEN	PREPERATION AND IMPLIMENTATION OF A NEW ENTERPRISE AGREEMENT - PROGRESS PAYMENT	A		2,887.50
EFT12039	19/11/2021	LEE WELHAM T/AS MAVERICK CANVAS	SHADE SAIL REPAIR	A		231.00
EFT12040	19/11/2021	MISMATCH WORKSHOP	LANDFILL OPERATIONS	A		2,430.00
EFT12041	19/11/2021	MOORINE ROCK PRIMARY SCHOOL	DONATION TO MOORINE ROCK PRIMARY SCHOOL AWARD NIGHTS 2021	A		100.00

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EFT12042	19/11/2021	MOORINE ROCK BUILDERS	BUILDING SERVICES - 103 ALTAIR	A		3,195.82
EFT12043	19/11/2021	MURRAY HOTEL PTY LTD	STAFF TRAINING - ACCOMODATION	A		264.00
EFT12044	19/11/2021	OFFICE NATIONAL	STATIONERY	A		1,097.61
EFT12045	19/11/2021	THE TRUSTEE FOR PARKER TRUST T/AS D&E PARKER LAWN SERVICES	LAWN SUPPLY - CONSTELLATION PARK	A		7,012.50
EFT12046	19/11/2021	PAYWISE PTY LTD	PAYROLL DEDUCTIONS - NOVATED LEASE	A		483.21
EFT12047	19/11/2021	CEO	REIMBURSEMENT OF REMOVAL EXPENSES	A		3,125.00
EFT12048	19/11/2021	PRECISION ACOUSTIC	MEDICAL CENTRE INSTRUMENT MAINTENANCE	A		1,383.00
EFT12049	19/11/2021	RAILWAY TAVERN	REFRESHMENTS - INCLUDING ROBERT'S LEAVING	A		1,726.00
EFT12050	19/11/2021	WA CONTRACT RANGER SERVICES	RANGER SERVICES 2021 - OCTOBER/NOVEMBER	A		1,215.50
EFT12051	19/11/2021	EMI	REIMBURSEMENT OF REMOVAL EXPENSES	A		5,922.00
EFT12052	19/11/2021	SHAC ELECTRICAL SERVICES	ELECTRICAL SERVICES	A		3,456.00
EFT12053	19/11/2021	YILGARN SHIRE SOCIAL CLUB	PAYROLL DEDUCTIONS	A		108.00
EFT12054	19/11/2021	FOODWORKS - SRI DEVESH PTY LTD	FOODWORKS PURCHASES - OCTOBER 2021 - MUSEUM	A		52.77
EFT12055	19/11/2021	STEWART & HEATON CLOTHING CO. P/L	FIREFIGHTING EQUIPMENT	A		897.25

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EFT12056	19/11/2021	P & D STEPHEN TRANSPORT PTY LTD	GRAVEL HAULAGE	A		4,811.94
EFT12057	19/11/2021	SUNNY BRUSHWARE SUPPLIES	VEHICLE EQUIPMENT	A		5,621.88
EFT12058	19/11/2021	SOUTHERN CROSS MOTOR MART	VEHICLE PARTS	A		692.15
EFT12059	19/11/2021	TOTAL EDEN WATERING SYSTEMS PTY LTD	GARDENING EQUIPMENT	A		298.40
EFT12060	19/11/2021	TRUCK MOVES AUSTRALIA PTY LIMITED	CARAVAN PARK REFUND	A		95.00
EFT12061	19/11/2021	VIBRA INDUSTRIAL FILTRATION AUSTRALIA	VEHICLE PARTS	A		181.50
EFT12062	19/11/2021	WB CONTRACTING	EXCAVATOR HIRE	A		165.00
EFT12063	19/11/2021	TELSTRA	SMS SERVICE - OCTOBER 2021	A		400.64
EFT12064	19/11/2021	WREN OIL	OIL REFUSE	A		357.50
EFT12065	19/11/2021	THE WORKWEAR GROUP PTY LTD	STAF UNIFORMS - 2021/2022	A		2,611.65
EFT12066	19/11/2021	YILGARN AGENCIES	DEPOT SUPPLIES	A		2,082.80
EFT12067	19/11/2021	AIM NEDIA GROUP PTY LTD T/AS YILGARN PLUMBING AND GAS	PLUMBING SERVICES	A		1,086.80
EFT12068	26/11/2021	AURUMIN MT DIMER PTY LTD	RATES REFUND - 2021/2022	A		6,770.00
EFT12069	26/11/2021	BROOKS HIRE SERVICES PTY LTD	ROLLER MOBILISATION	A		2,483.25
EFT12070	26/11/2021	WESTRAC EQUIPMENT PTY LTD	GRADER PARTS	A		113.36

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
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REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	551,130.26
TOTAL		551,130.26

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
1816	03/11/2021	SHIRE OF YILGARN	BSL PAYMENT FOR MUSEUM HERITAGE DISPLAY SHELTER	A		61.65
1817	03/11/2021	SHIRE OF YILGARN	BSL CONSTELLATION PARK AND BBQ SHADE SHELTERS	A		61.65
1818	03/11/2021	SHIRE OF YILGARN	BSL SOUTHERN CROSS BASKETBALL COURT SHADE SHELTERS	A		61.65
1819	01/11/2021	SOUTHERN CROSS GENERAL PRACTICE	MONTHLY PAYMENT TO THE DOCTOR - NOVEMBER 2021	A		6,600.00
1820	08/11/2021	CANON FINANCE AUSTRALIA PTY LTD	CANON PHOTOCOPIER LEASE - NOVEMBER 2021	A		333.96
1821	08/11/2021	MOTORCHARGE LIMITED	FUEL CARD - OCTOBER 2021	A		1,572.94
1822	05/11/2021	DEPARTMENT OF TRANSPORT	DOT LICENSING FROM 01/11/2021 TO 05/11/2021	A		16,413.05
1823	10/11/2021	WESTPAC BANKING CORPORATION	NET PAYROLL PPE - 09/11/2021	A		85,581.07
1824	12/11/2021	TELCO CHOICE - COMMANDER CENTRE NORTH PERTH	COMMANDER TELEPHONE FEES - BONDER HIRE NOVEMBER 2021	A		250.00
1825	15/11/2021	TELSTRA	PHONE - OCTOBER 2021 - SHIRE	A		1,018.63
1826	12/11/2021	DEPARTMENT OF TRANSPORT	DOT LICENSING FROM 08/11/2021 TO 12/11/2021	A		6,955.20
1827	17/11/2021	TELCO CHOICE - COMMANDER CENTRE NORTH PERTH	COMMANDER TELEPHONE FEES - DATA, EQUIPMENT, VOICE, OCTOBER 2021	A		1,362.31
1828	11/11/2021	TELSTRA	PHONE - OCTOBER 2021 - SKELETON WEED MOBILE	A		125.21
1829	22/11/2021	TELSTRA	PHONE - OCTOBER 2021 - MANAGER MOBILES	A		687.21
1830	15/11/2021	WESTPAC BANKING CORPORATION	EMCS CREDIT CARD - OCTOBER 2021	A		1,367.54

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
1831	15/11/2021	WESTPAC BANKING CORPORATION	CEO CREDIT CARD - OCTOBER 2021	A		2,096.04
1832	19/11/2021	DEPARTMENT OF TRANSPORT	DOT LICENSING 15/11/2021 TO 19/11/2021	A		8,472.30
1833	24/11/2021	WESTPAC BANKING CORPORATION	NET PAYROLL PPE - 23/11/2021	A		86,549.71
1834	25/11/2021	CANON FINANCE AUSTRALIA PTY LTD	PHOTOCOPIER LEASE - NOVEMBER 2021	A		127.62
1835	29/11/2021	AUSTRALIAN TAXATION OFFICE (SGC)	SUPERANNUATION GUARANTEE CHARGE (SGC) LIABILITY 2021	A		22,358.29
1836	26/11/2021	DEPARTMENT OF TRANSPORT	DOT LICENSING FROM 22/11/2021 TO 26/11/2021	A		5,049.05

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	247,105.08
TOTAL		247,105.08

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD16291.1	09/11/2021	The Trustee for AWARE SUPER	PAYROLL DEDUCTIONS	A		12,960.19
DD16291.2	09/11/2021	PRIME SUPER	PAYROLL DEDUCTIONS	A		451.80
DD16291.3	09/11/2021	BT SUPER FOR LIFE ACCOUNT	PAYROLL DEDUCTIONS	A		1,299.37
DD16291.4	09/11/2021	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	SUPERANNUATION CONTRIBUTIONS	A		630.00
DD16291.5	09/11/2021	BEATON FARMING CO SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	A		687.10
DD16291.6	09/11/2021	BT PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	A		2,310.75
DD16291.7	09/11/2021	THE TRUSTEE FOR MACQUARIE SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	A		538.70
DD16291.8	09/11/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	A		1,046.53
DD16291.9	09/11/2021	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	A		373.65
DD16291.10	09/11/2021	HOSTPLUS EXECUTIVE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	A		313.95

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	20,612.04
TOTAL		20,612.04

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD16332.1	23/11/2021	The Trustee for AWARE SUPER	PAYROLL DEDUCTIONS	A		13,381.24
DD16332.2	23/11/2021	PRIME SUPER	PAYROLL DEDUCTIONS	A		459.04
DD16332.3	23/11/2021	BT SUPER FOR LIFE ACCOUNT	PAYROLL DEDUCTIONS	A		1,266.23
DD16332.4	23/11/2021	REST (RETAIL EMPLOYEES SUPERANNUATION TRUST)	SUPERANNUATION CONTRIBUTIONS	A		626.93
DD16332.5	23/11/2021	BEATON FARMING CO SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	A		687.10
DD16332.6	23/11/2021	BT PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	A		2,348.97
DD16332.7	23/11/2021	THE TRUSTEE FOR MACQUARIE SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	A		538.70
DD16332.8	23/11/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	A		1,046.53
DD16332.9	23/11/2021	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	A		370.56
DD16332.10	23/11/2021	HOSTPLUS EXECUTIVE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	A		308.95

REPORT TOTALS

Bank Code	Bank Name	TOTAL
A	MUNICIPAL FUND	21,034.25
TOTAL		21,034.25

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
402613	10/11/2021	PUBLIC TRANSPORT AUTHORITY	TRANSWA TICKET SALES OCTOBER 2021	E		599.85
402614	10/11/2021	SHIRE OF YILGARN	TRANSWA COMMISSION OCTOBER 2021	E		121.00
402615	10/11/2021	EMI	RETURNING PAYROLL DEDUCTION MONIES FOR RATES TO EMI AS HE IS LEAVING THE SHIRE	E		1,004.46

REPORT TOTALS

Bank Code	Bank Name	TOTAL
E	TRUST FUND	1,725.31
TOTAL		1,725.31