

From: [Beacon CRC - Manager](#)
To: [John Nuttall](#)
Cc: [Brian & Marion Kirby \(bearznmouse@reachnet.com.au\)](mailto:bearznmouse@reachnet.com.au)
Subject: Wildflower Bus Tours - Request for Discount
Date: Thursday, 24 June 2021 12:52:07 PM
Attachments: [image001.png](#)

Dear John,

The Wild Flower Tour group has the newer bus booked for 9 Mondays, all of August and September. The trip we did last year was just over 100 kms so we are looking to do around 900 to 1000 kms. We had about 80 people on our trips and the numbers increased as word spread that we were good value. The largest tour was 19 people so the potential is 150 or so. We are requesting a discount on the hire of the bus as we try to keep our costs down. The morning tea and lunches operate with volunteers. Thank you for taking the time to consider our request. We hope we are giving the Shire a good name with the tourists.

Kind regards

Nancy Dease
Manager



11 Rowlands St Beacon WA 6472
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Fax: 08 96861064
Email: manager@beaconcrc.net.au
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WALGA Quarterly Overview Report

2021 Q2



Shire of Mount Marshall

This quarter saw a number of support materials released for Members to assist them in implementing new requirements under the Local Government Regulation Amendment 2021 which became effective in February this year. WALGA's Governance and Procurement Team has created template codes and standards and pro forma forms, Complaint Management Framework, delegation and declaration documentation to assist with Council Member Model Code of Conduct Regulations; CEO Standards for Recruitment, Performance Review and Termination; and Employee Code of Conduct requirements. These new resources are freely available to all Member Local Governments on the WALGA website <https://walga.asn.au/Policy-Advice-and-Avocacy/Governance-and-Organisational-Services>.

To further assist Members, a webinar is scheduled for Thursday, 8 July on the Council Member Code of Conduct, with a recording to be made available in the week after the webinar is held. This will also provide a valuable resource for the induction of newly-elected Councillors following the October 2021 elections. The Governance and Procurement team

continue to be available for enquiries regarding the impact of the new legislative and regulatory changes and WALGA maintains the advocacy position to not support the inclusion of local level complaints about alleged behavioural breaches and Local Governments dealing with complaints provisions, and support an external oversight body to manage local level complaints involving Council Members.

MEMBER SERVICES



1

One Roadwise activity was conducted in the Shire of Mount Marshall



5,131

5,131 page views from your councils main website through CouncilConnect

REGIONAL CLIMATE ALLIANCE PROGRAM - EXPRESSION OF INTEREST APPLICATIONS

Expressions of interest for the Regional Climate Alliance Program closed on Monday, 21 June. The Program is an initiative out of the WA Climate Policy, administered by WALGA, that aims to

establish two pilot groupings (Alliances) of Local Governments working together to strengthen adaptation and mitigation actions in response to climate change. Eight groupings of Local Governments across WA provided applications to be part of the Program and the two selected Alliances will be announced in early July 2021. The Shire of Mount Marshall submitted an expression of interest application.

SECTOR ADVOCACY RATES CAMPAIGN

WALGA joined with The West Australian newspaper in a campaign to encourage greater awareness about how Council rates are calculated. A competition, run over a two week period, offered readers the chance to win one of 10 prizes of having residential rates paid up to \$3500 by choosing the correct method of rates calculation from three options and was supported by print and digital advertising placements. The competition attracted 99,159 entries and it is anticipated this will assist in educating the community to better understand rates form a portion of each Local Government's annual budget and are not calculated similar to stamp duty or linked directly to the housing market.

MEETINGS AND EVENTS FIRE WEATHER DISTRICT REVIEW WEBINAR

WALGA partnered with Bureau of Meteorology and Department of Fire and Emergency Services to hold a webinar on Friday, 21 May to inform Local Governments about the consultation on Fire Weather Districts review. This webinar was aimed at Local Government Emergency Management Officers, Rangers and Chief Executive Officers.

1 Local Government Officer from the Shire of Mount Marshall attended.

STATE NRM AND COASTAL CONFERENCE STRATEGIC COMMITTEE MEETING

This annual conference is overseen by a Strategic Committee made up of senior Officers from WALGA, the Department of Planning, Lands and Heritage, and the State Natural Resource Management Office within the Department of Primary Industries and Regional Development. Three expressions of interest to host the Conference were received, and the Committee met on Thursday, 25 March to assess these bids. It was determined that the City of Mandurah in partnership with the Shires of Murray and Waroona be appointed

Attachment 12.1.17

WALGA Quarterly Overview Report

2021 Q2



the host for the next conference, which is planned to be held in Mandurah in September 2022.

MISCONCEPTIONS ABOUT EMPLOYEE CONDITIONS WEBINAR

WALGA Employee Relations delivered a webinar on 23 April 2021 titled Misconceptions about Employment Conditions. The Webinar debunked common HR misconceptions and were driven by the types of queries WALGA receives from Local Governments. There were 82 registered attendees who virtually participated in the webinar by engaging with poll questions and contributing to the live Q&A session.

1 Local Government Officer from the Shire of Mount Marshall attended.

SEDIMENT TASKFORCE MEETING

The taskforce seeks to address the problem of sediment from urban sources entering the drainage and ending up in drainage basins and natural wetlands. Taskforce Members include representatives from key government agencies, Local Government, WALGA and the building and housing industry, which generates sediment. The taskforce

met on Tuesday, 20 April and discussed the barriers to Local Government developing by-laws to regulate the building sector. It was agreed that most Local Governments would not have the resources to monitor and enforce such bylaws, and that industry based measures are more appropriate.

WALGA LOCAL GOVERNMENT URBAN FOREST WORKING GROUP

In May, WALGA facilitated the quarterly urban forest working group meeting, hosted by the City of Stirling. The meeting focussed on opportunities and barriers within the State planning system for retaining trees. Representatives from the Department of Planning, Lands and Heritage attended and spoke to the recent consultation on the medium density policy and the Town of Bassendean spoke about their approach to retaining trees through local planning amendments. Currently 30 Local Governments sit on the working group with over 60 Officers involved.

RESOURCES

The following resources have been made available this quarter:

- 2019-20 Local Government Road Assets and Expenditure Report
- Local Government Regulation Amendments Guidance Note
- Template Code of Conduct for Council Members, Committee Members and Candidates
- Template Standards for CEO Recruitment, Employment and Termination
- Policy Development Framework – Code of Conduct Behaviour Complaints Management Policy
- Template Code of Conduct Behaviour Complaint Form
- Template Behaviour Complaints Committee Terms of Reference
- Template Behaviour Complaints Committee Delegation
- Template Behaviour Complaint Statutory Declaration

CONTACTS

Chief Executive Officer

Nick Sloan
9213 2025

Executive Manager Strategic, Policy & Planning

Narelle Cant
9213 2078

Executive Manager Commercial & Communications

Zac Donovan
9213 2038

Executive Manager Governance and Organisational Services

Tony Brown
9213 2051

Executive Manager Infrastructure

Ian Duncan
9213 2031



Shire of Mt Marshall

— THE SANDALWOOD SHIRE —

BUSINESS CONTINUITY PLAN

SHIRE OF MT MARSHALL
Monger Street
Bencubbin

VERSION 0.0.1

20 July 2021

VERSION HISTORY

| VERSION | APPROVED BY | REVISION DATE | DESCRIPTION OF CHANGE | AUTHOR |
|---------|-------------|---------------|-----------------------|--------|
| | | | | |
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PREPARED BY

TITLE

DATE

APPROVED BY

TITLE

DATE

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1. BUSINESS FUNCTION RECOVERY PRIORITIES

Disaster recovery teams use this strategy to recover essential business operations at an alternate location site. The information system and IT teams restore IT functions based on critical business functions.

Access to email - **Critical**

Access to 'T' Drive - **Important**

Access to Synergy - **Critical**

Access to IT systems off site – **Critical**

During emergency & Pandemic

Communication is vital:

1. Within the staff in order to ensure safety, welfare and availability of personnel.
2. With the community in order to be able to provide information, messages, warnings and other.
3. Must ensure ways of communication remain. Issues such as power and telecommunication outage we must use radio, internet message (if available eg Crisp)

In relation to the spread of information it will be done through the following mediums:

- Facebook
- Twitter
- Website
- Local newspaper
- Email (to pre prepared list)

2. RELOCATION STRATEGY

In case of inability to access office (Bencubbin) it is likely that there is an emergency situation. In that case the Bencubbin Recreation Centre is the Emergency Management Relocation point.

In case of office only access (ie fire, flood) then it will be possible to work remotely. This could be at home, at the depot office, or at the CRC.

In the case of pandemic, the ability to work from home for critical staff.

3. ALTERNATE BUSINESS SITE

An organization uses the alternate business site and relocation strategy in the event of a disaster or disruption that inhibits the continuation of the business processes at the original business site. This strategy should include both short-term and long-term relocation sites in the case of both types of disruptions.

Should there be need for the Shire office to close for a short time it would be possible for most staff to either work from home or be redeployed.

In relation to an 'office' site then it would be possible to use the depot which has both a small office and a large work-space and canteen facility which could be utilized,

In the case of an inability for individuals to work from the usual premises (for example due to pandemic) then arrangements will be made for those for who it is possible to work from home. This will require each person to have secure access to the system and the ability to carry out their usual IT based functions from a remote location. Market Creations should be contacted if this situation occurs in order that the appropriate arrangements are made.

In the case of non office-based staff then their work is unlikely to be able to be conducted from home. In that case only the vital services will be maintained by those staff fit for work.

4. RECOVERY PLAN

This will depend upon the type of emergency:

For Natural Disaster:

Ensure safety of offices.

Ensure wellbeing of staff.

Arrange any repairs/make safe as necessary.

Restore IT services

Implement back up recovery process (Utilising Market Creations)

Resume work practices as best as possible – limited to necessary operations until all external issues are resolved.

For Pandemic Type Disaster:

Determine extent of staff wellness and welfare.

Ability for critical staff to work from home.

Ability to maintain critical services – such as finance, waste collection.

5. RECOVERY PHASES

These are the activities most needed for the business to continue, and the recovery plan should target these essential business functions. The recovery plan should proceed as follows:

A. DISASTER OCCURRENCE

The company declares a disaster and makes the decision to activate the rest of the recovery plan.

B. PLAN ACTIVATION

During this phase, the company puts the business continuity plan into effect. This phase continues until the company secures the alternate business site and relocates the business operations.

C. ALTERNATE SITE OPERATION

This phase continues until the business can restore the primary facility.

D. TRANSITION TO PRIMARY SITE

This phase continues until the company can appropriately move business operations back to the original business site.

6. RECORDS BACKUP

This is currently undertaken via a hard drive system.

Cloud based back up should be implemented as soon as practical. It is already utilised for the Beacon library.

7. RESTORATION PLAN

Disaster recovery/IT teams maintain, control, and periodically check on all the records that are vital to the continuation of business operations and that would be affected by facility disruptions or disasters. The teams periodically back up and store the most critical files at an offsite location.

We would rely upon Market Creations (our IT provider) to assist with the restoration.

This could be done either on site or off site.

8. RECOVERY TEAMS

The company establishes recovery teams and divides the participants into appropriate groups based on job role and title. The organization designates a team leader for each team. It assigns a specific role or duty to each remaining member of the team.

A. TEAM ROLES

TBA when required.

B. TEAM CONTACTS

Stored in the Contact List Appendix

C. TEAM RESPONSIBILITIES

Incident Commander, HR/PR Officer, Information Technology, Finance/Admin, Legal/Contacts

D. DEPARTMENTAL RECOVERY TEAMS

Business Continuity Coordinator, EOC Communications Team, EOC Human Resources Team, EOC Administration Team, Emergency Response Team, Information Technology Recovery Team

9. RECOVERY PROCEDURES

The company details the specific activities or tasks needed to recover normal and critical business operations. It describes each strategy by enumerating the specific set of activities and tasks needed to recover appropriately.

As below

RECOVERY PROCEDURE

- i.** Disaster Occurrence
- ii.** Notification of Management
- iii.** Preliminary Damage and Welfare Assessment
- iv.** Declaration of Disaster
- v.** Plan Activation
- vi.** Relocation to Alternate Site
- vii.** Implementation of Temporary Procedure
- viii.** Establishment of Communication
- ix.** Restoration of Data Process and Communication with Backup Location
- x.** Commencement of Alternate Site Operations
- xi.** Management of Work
- xii.** Transition Back to Primary Operations
- xiii.** Cessation of Alternate Site Procedures
- xiv.** Relocation of Resources Back to Primary Site

10. APPENDICES

This section lists all the appendices needed to carry out a BCP. These appendices include the following:

A. EMPLOYEE CONTACT LIST

| Name | Position | Contact Number |
|-----------------------|--------------------------------|----------------|
| <i>Administration</i> | | |
| John Nuttall | Chief Executive Officer | 0427 851 202 |
| Tanika McLennan | Finance and Admin Manager | 0428 980 988 |
| Nadine Richmond | Executive Assistant | 0430 054 393 |
| Rebecca Watson | Community Development Officer | 0427 095 608 |
| Meg Wyatt | Regulatory Officer | 0429 851 318 |
| Sandy Wyatt | Finance Officer | 0427 968 511 |
| Cheyenne Bland | Family Daycare Co-Ordinator | 0427 851 376 |
| Chloe Bell | Family Daycare Educator | 0473 118 182 |
| | | |
| <i>Works Staff</i> | | |
| Aaron Wootton | Works Supervisor | 0499 851 111 |
| Dallas Pierpoint | Parks and Gardens Leading Hand | 0417 851 888 |
| Marg Rowling | Cleaner – Bencubbin | 0498 760 890 |
| Jim Boyd | Town Maintenance - Beacon | 0488 025 853 |
| Jens Dierks | Grader Operator | 0448 851 029 |
| Michael Kett | Plant Operator | 0428 848 014 |
| Peter Walker | Plant Operator | 0448 851 080 |

B. COMMUNICATION PLAN

Nil

C. IT PROVIDER CONTACT INFORMATION

Integrated ICT

Geraldton
08 9920 8550
7 Chapman Rd
Geraldton WA 6530
hello@integratedict.com.au

Perth
08 6374 8200
Level 2
23 Ventnor Ave
West Perth WA 6005
hello@integratedict.com.au



Shire of Mt Marshall

Economic Development Guide

2021



Introduction

The Shire of Mt Marshall outlined the need for an Economic Development Strategy in the 2017/18 – 2020/21 Corporate Business Plan and the 2017/18 -2026/27 Strategic Community Plan. This guide is the first step towards establishing an Economic Development Strategy and allows Council to establish clear guidelines and strategies in the development and promotion of the local economy.

Local Government's role in Economic Development of the Shire includes infrastructure works, business assistance programs, local promotional campaigns and the awarding of Economic Development Grant funding to local groups and businesses, all in the aim of increasing economic activity and growth within the Shire.

The purpose of this Economic Development Guide is to provide a framework for Council initiatives, projects and activities that will contribute to the growth of the Shire of Mt Marshall's economy. The guide applies to Bencubbin and Beacon - the two major towns within the Shire of Mt Marshall, as well as the smaller localities of Gabbin, Welbungin, Cleary and Wialki.

The timeframe for this guide is "short term", being zero to five years.

This Economic Development Guide:

- Provides demographic information about Bencubbin, Beacon and the Shire as a whole.
- Provides economic statistics
- Outlines key economic strategies identified in the Corporate Business Plan and Strategic Community Plan.
- Identifies appropriate strategies, actions and projects that will assist in furthering economic development within the Shire.
- Detailed actions including responsible council / staff member, time frames and required resources.

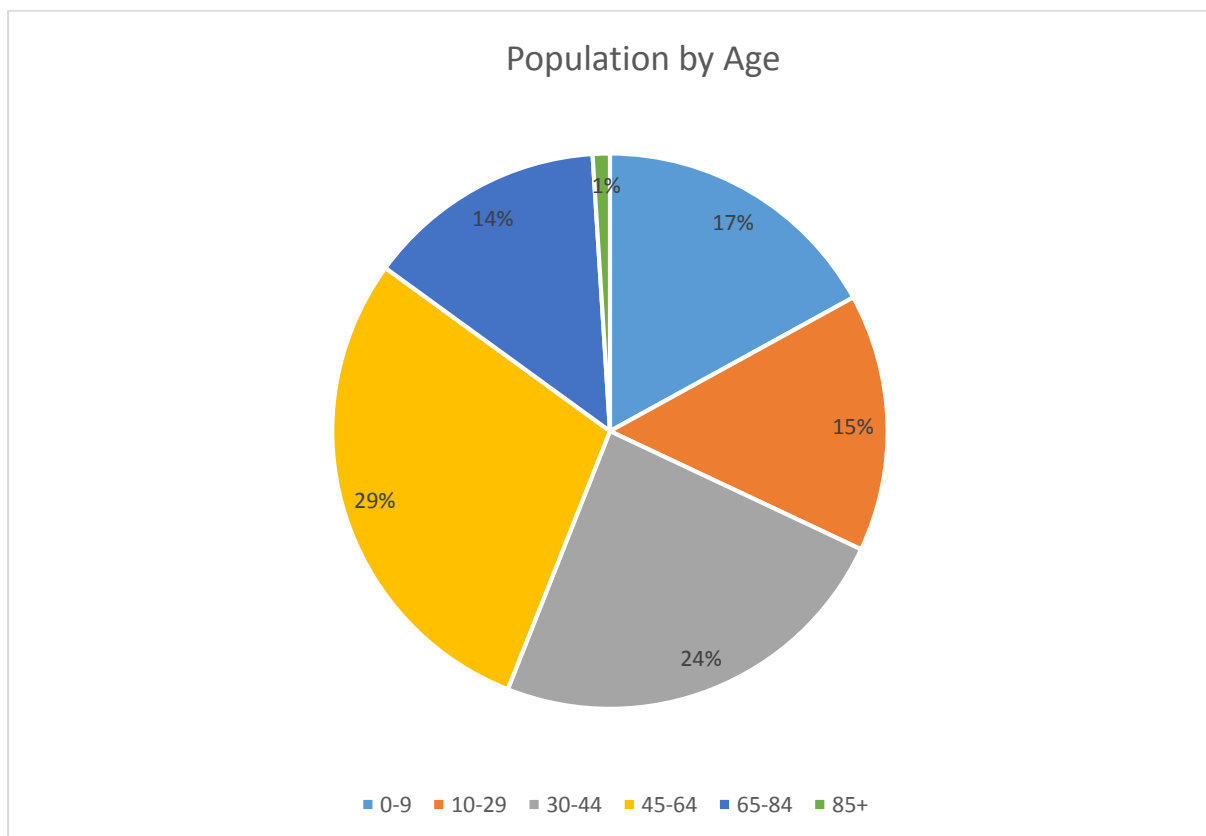
Profile of Mt Marshall

Population Figures

Population data from the 2016 census shows the Shire's population has increased from 486 to 527 (6.25%). Of the 527 people 54.1% were male and 45.9% were female. Aboriginal and/or Torres Strait Islander people made up 1.0% of the population. The median age has risen from 35 to 42 in the last 10 years.

There are 142 families within the Shire with an average of 1.7 children per household. The medium weekly household income is \$1,227. As a comparison note, the weekly household income of a family in Joondalup is \$1,957 and \$1,664 in Mundaring.

| Age | Bencubbin | Beacon | TOTAL | % of population |
|-------|-----------|--------|-------|-----------------|
| 0-9 | 41 | 30 | 71 | 17% |
| 10-29 | 33 | 20 | 53 | 13% |
| 30-44 | 59 | 37 | 96 | 23% |
| 45-64 | 65 | 52 | 117 | 29% |
| 65-84 | 39 | 24 | 63 | 15% |
| 85+ | 8 | 3 | 11 | 3% |

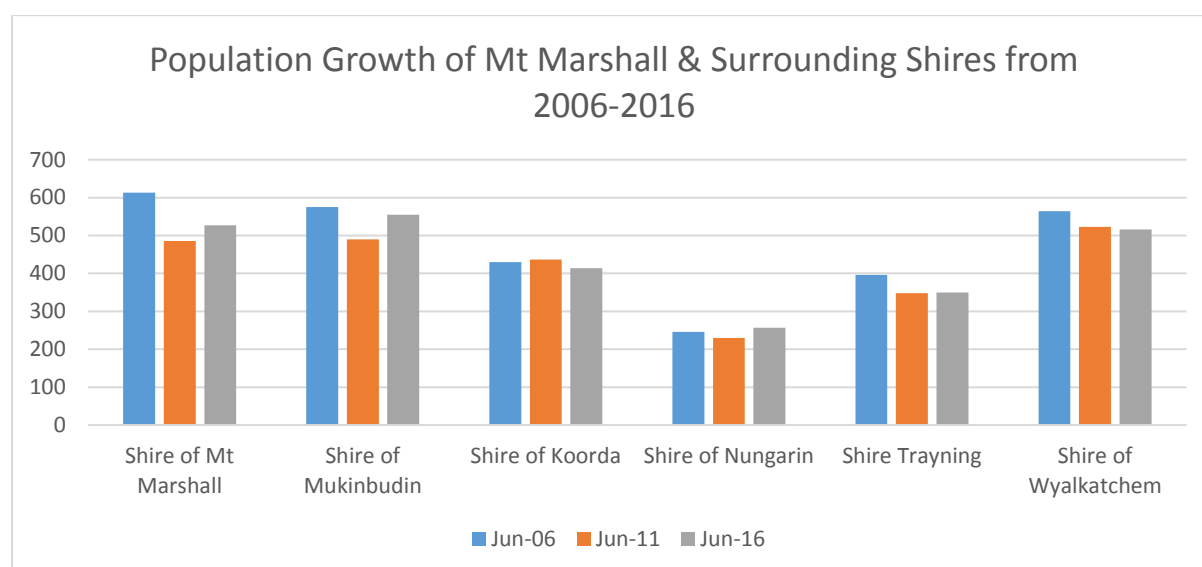


Population Growth / Decline within the Shire of Mt Marshall and surrounding areas

According to Australian Bureau of Statistics, The Shire of Mt Marshall saw a significant decrease in population in the ten years from 2006-2016. This was a strong trend amongst surrounding Shires; however, Mt Marshall had the highest fall in population.

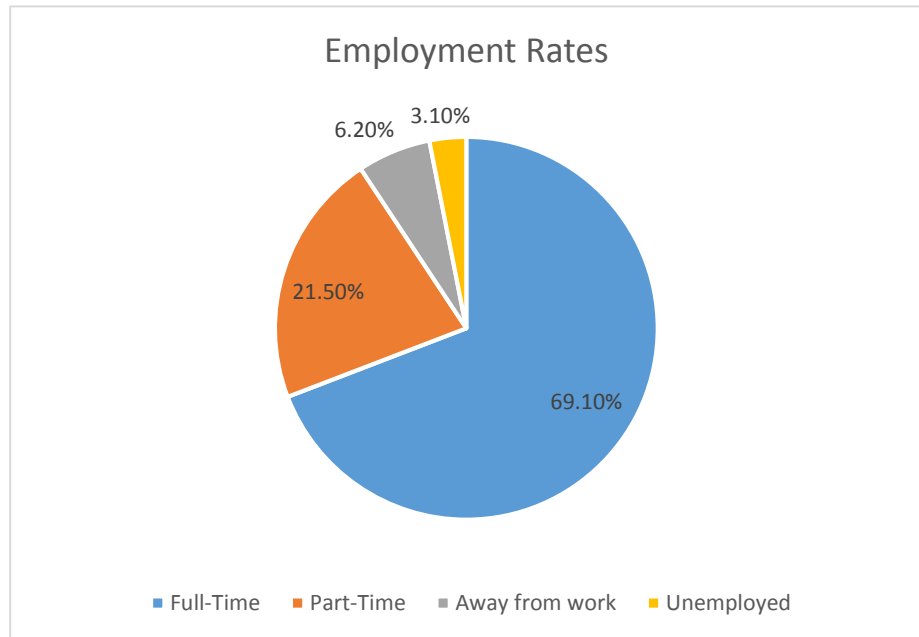
The 2016 Census statistics revealed a slight reversal in the long-term trend of population decline, with an increase of 41 people from 2011-2016. This trend was common within the region, with all Shires except Koorda experiencing small scale growth over the past five years.

| Town | June 2006 | June 2011 | June 2016 | Difference 2006 - 2016 |
|----------------------|-----------|-----------|-----------|------------------------|
| Shire of Mt Marshall | 613 | 486 | 527 | - 86 |
| Shire of Mukinbudin | 575 | 490 | 555 | - 20 |
| Shire of Koorda | 430 | 437 | 414 | - 16 |
| Shire of Nungarin | 246 | 230 | 257 | + 10 |
| Shire of Trayning | 396 | 348 | 350 | - 46 |
| Shire of Wyalkatchem | 564 | 523 | 516 | - 48 |



Workforce and Un-Employment Rates

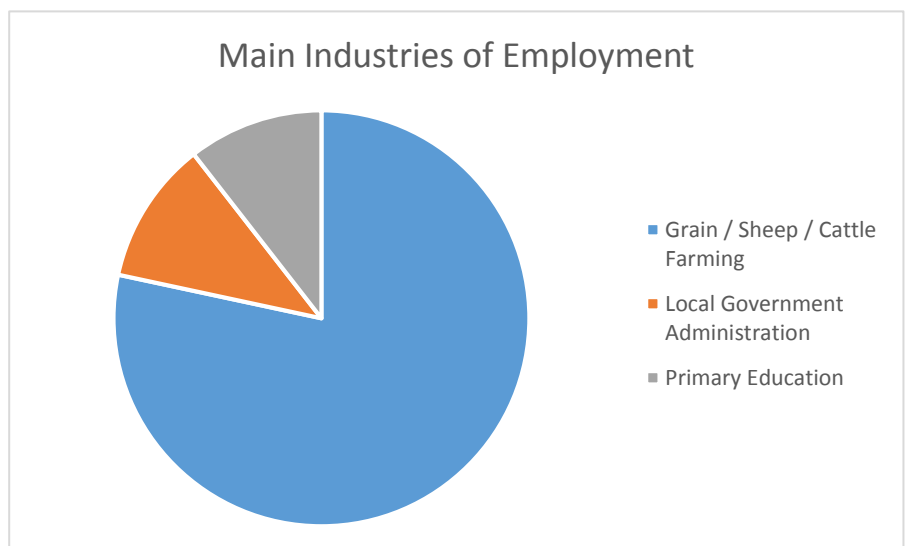
According to the 2016 Census, 288 people aged 15 years and over reported being in the labour force. Of the 288 people, 69.1% worked fulltime, 21.5% worked part-time, 6.2% were away from work and 3.1% were unemployed.



Economic Sectors

The main economic sector within the Shire of Mt Marshall is Grain / Sheep Farming, followed by Local Government Administration and then Primary Education. These statistics indicate the importance of the Shire and Primary Schools as a major provider of employment within the Shire, other than farming. The positions available at the Shire and Primary school often provide complimentary income to farming households or

provide a job for one half of a partnership involved within the farming industry. It is crucial to have jobs available outside of the farming industry to attract families and young people to the community.



Education

- Bencubbin Primary School as of June 2021 has 25 Children and employs 8 staff (full-time and part-time).
- Beacon Primary School as of June 2021 has 15 Children and employs 5 staff (full-time and part-time).

Day-care Service

The Little Bees Day-care was established in July 2015 and operates in Bencubbin on Monday, Tuesday, Wednesday and Thursday each week. In October 2016 Little Bees extended its services to Beacon and is now operating on a Wednesday, Thursday and Friday. The service is provided by the Shire of Mt Marshall under the guidance of Great Beginnings Family Day-care.

Little Bee's is a great asset to community members and allows mothers to return to work after having a baby, provides both part-time and full-time employment for a community member and is a great incentive for families considering a move to the Shire.

Corporate Business Plan

The following key priorities, relevant to this guide, were identified in the Shire of Mt Marshall Corporate Business Plan;

Deliver programs and services that engage with the wider community and engender community spirit

- Support community run events such as the annual Mt Marshall Show in conjunction with the Mt Marshall Agricultural Society
- Collaborate with community groups and schools to deliver activities that reflect the Shire's culture and heritage and enhance community spirit

Support and maintain facilities that connect people, promote a healthy community and are appropriate for residents

- Support and promote the local CRC's to provide business support and help them to deliver business, healthcare and tourism services

Encourage and support volunteers and community groups to grow an active volunteer base that feels valued

- Actively support local volunteer groups by providing information and assistance to help them achieve their goals and deliverables

Work with local businesses and other stakeholders to attract investment; create jobs and support business growth

- Ongoing employment of an Economic Development Officer to support and grow local business
- Provide an annual economic development grant fund to support local business
- Work with local business to source relevant training and promote the 'buy local' message

Encourage, promote, and deliver activities and events that promote our region and have a positive economic and social benefit

- Work with regional partners to source events and programs that bring people to the Shire
- Continue to be an active member of NEWTRAVEL with the aim of attracting visitors into the region

- Find innovative ways to promote the Shire as a great place to visit to different demographic groups

Continue to work with regional partners to advocate for improved energy reliability and telecommunications coverage

- Work with the NEWROC alliance to investigate energy reliability and telecommunication options
- Continue to engage with the Federal Telecommunications Black Spot program to improve coverage for Shire residents and visitors

Strategic Community Plan

The following key priorities, relevant to this guide were identified in the Shire of Mt Marshall Strategic Community Plan;

Community

- Deliver programs and services that engage with the wider community and engender community spirit
- Encourage and support volunteers and community groups to grow an active volunteer base that feels valued

Economy

- Work with local businesses and other stakeholders to attract investment; create jobs and support business growth
- Encourage, promote, and deliver activities and events that promote our region and have a positive economic and social benefit

Key Strategic Directions

| Actions | Background Information | Specific Actions | Responsible | Timeline | COMMENTS JUNE 2021 |
|---------------------------------|--|--|-----------------------------|----------------|---|
| Economic Development Grant Fund | The 2020/21 budget allocated \$40,000 in funds to this grant initiative. This fund aims to provide businesses and community groups an opportunity to receive financial assistance for projects that will be of benefit to the Mt Marshall Community and economy. | | | | |
| | | Promote and advertise future rounds of funding. | EDO | Ongoing | |
| | | Review funding guidelines, marking matrix and acquittal processes. Make appropriate amendments / improvements. Advertise grant via local newspapers, social media, and contact businesses directly to notify of upcoming Rounds. Present examples to businesses and groups of what projects have been successful in the past to inspire ideas and future projects. Acknowledge successful projects via social media and in the Shire newsletter. | EDO / CEO / FAM and Council | Ongoing | Email sent out to businesses and community groups of previous successful projects for inspiration. All promotional material and documentation updated. \$30,000 available this year due to \$10,000 being awarded to Bencubbin Truck N' Auto's in Round 2 of 2019/20. BTNA - \$9945.22 Awarded and Acquitted. Round 1: Beacon Central Community Resource Centre – Wildflower Tours Equipment Pack - \$1077.72 – Awarded and acquitted Hands On Therapeutic Massage – Launch Party for GIFTED - \$635.18 – Awarded and acquitted Beacon Country Club – Shade Sail for front of venue - \$1479.50 – Awarded and withdrawn Silver Chain Branch Committee Beacon – Generator Upgrade - \$7320.00 – Awarded and acquitted |

| | | | | | |
|--|--|---|------------|---------|--|
| | | | | | <p>Lake McDermott Catchment Group Inc. – Community Shade Shelter - \$3635.50 – Awarded and acquitted</p> <p>Beacon Co-Op – Computer Upgrade - \$403.98 – Unsuccessful</p> <p>Foley Admin Services – Bubbles N Brew - \$3359.75 – Awarded, application withdrawn.</p> <p>Round 2:</p> <p>Beacon Co-Operative – Office equipment upgrade - \$796.00 – Awarded and acquitted</p> <p>Bencubbin Sports Club – Bar Fridge - \$669.92 – Awarded and withdrawn</p> |
| Review the Economic Development Grant Fund | There have been guidelines written for the EDGF, in the hope that potential applicants will have a better understanding of what is required for a successful application. Guidelines updated March 2020. | Review the EDGF structure and purpose when required. Update and/or change EDGF guidelines if required. Total funds available have been lowered – review the amount awarded after Round 2. Does it need to be lowered again? | EDO CEO | Ongoing | <p>Signage Renewal – Should we be specific with what we are targeting each round?</p> <p>Economic Development Grant Fund Policy has been reviewed and changed. Dates of grant availability changed to suit end of financial year. Included instructions for acquittals and that each application will be assessed on a case by case basis at the discretion of Council.</p> <p>To review and update information regarding any 'In-Kind' contributions – include in policy, application for and guidelines.</p> |

| | | | | | |
|---|---|--|-----|---------|---|
| | | | | | Develop a scoring matrix for assessing each application. |
| Promote the Shire as a place to live, work and visit. | The Shire of Mt Marshall is a safe and quiet place to live, with small but prosperous communities. Bencubbin is just three hours from Perth and both towns have a wide range of services available. Housing is limited but very affordable, as is residential land. | EDO to build relationship with NEWROC and Wheatbelt Way. | EDO | Ongoing | <p>Positive and ongoing relationship with Linda Vernon; currently supporting and publishing social media posts, updating any information required, and collaborating in as many promotional campaigns as possible.</p> <p>Birding – Met with members from BirdLife WA on August 24th, 2020, some local community members attended and the meeting itself was very positive. Hope to promote our native birdlife in the future, in the hope to conserve the population of native birds and attract tourists to the area.</p> <p>BirdLife WA to visit Mt Marshall for a 2-night excursion, they will stay at Marshall Rock and Billiburning Rock. To be advertised to encourage any local community members.</p> <p>Nest Box Building Workshop – educate and encourage conservation. Hope to run alongside the school or as a community event. Boxes will be put around town in suitable locations to encourage nesting. Both local schools are interested in participating.</p> |

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| | | | | | Road Trip Country – Premium spot on their website. To apply and purchase a premium spot online when new promotional photos are received. |
| | | Ensure tourist information is up to date on website and Facebook page. Promote Mt Marshall on social media as a place to visit – Facebook and Instagram. | EDO | Ongoing | <p>New, more cohesive brochure has been written and designed. Professionally printed. Will be updated to include Waddouring Dam once accessible to visitors. Distributed throughout the Wheatbelt.</p> <p>Wildflower Guide – published last year, will be an ongoing document that can be updated as and when required.</p> <p>Social Media Campaign – 4 per year, previous adverts have proved to be successful and will continue to promote popular seasons to visit, wildflowers, school holidays etc. Will continue to collaborate with the Wheatbelt Way with our promotion.</p> <p>Compendiums for accommodation – ensure information displayed is correct and up to date. All business listings added.</p> <p>Update Instagram regularly, be on board with any relevant campaigns and promote.</p> |

| | | | | | |
|--|--|--|-----|---------|---|
| | | | | | <p>TripAdvisor – Add our accommodation and places of interest. Giving visitors the opportunity to review and find out about what we have on offer. Will start with the caravan parks first to see if there is any benefit.</p> <p>Wildflower Tracker – for the Western Australian Visitor Centre. Send updates of all wildflowers spotted locally. Include the Central Wheatbelt Visitor Centre in Merredin as well. They are promoting the Beacon Wildflower Tours.</p> <p>Heritage Trail leaflet – to design and professionally print a leaflet that will inform locals and visitors the route of the trail and what information may be found along the trail. Basic rules and housekeeping included.</p> |
| | | Ensure the Shire Office, Resource Centre's and surrounding towns stock the Mt Marshall Tourist Brochure. | EDO | Ongoing | <p>New visitors guide brochure has been professionally printed and has been distributed locally and to other Wheatbelt towns. To be continually re-stocked. Brochures requested from Mukinbudin CRC, Merredin Shire and Dowerin Shire. To distribute to all neighbouring towns. 14/06/2021 – Check-in with neighbouring Shires and Wheatbelt towns to re-stock, Koorda and Wyalkatchem have responded so far – posted out.</p> |

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| | | | | | More copies to be printed of the brochure in the future as stocks are low. |
| | | Advertise vacant land online; <ul style="list-style-type: none"> - Website - NEWROC - Gumtree - Realestate.com.au | EDO | Underway and ongoing. | Currently advertised on Gumtree and the Mt Marshall website. Plan to advertise the serviced vacant blocks in Bencubbin on realestate.com.au, which will also mean they are advertised on four other websites. Peter Sippe from Mukinbudin is a real estate agent and has provided a quote for this. |
| | | Complete water tank handover and promote as tourist attraction when complete. | CDO/EDO/CEO | August 2018 | Ongoing |
| Forge Relationships with Local Businesses – including small, home based businesses | The Shire of Mt Marshall hasn't employed an Economic Development Officer since late 2014. There has been no thorough liaising between local businesses and the Shire since this time. It is imperative for the EDO to build communication channels and relationships with the local businesses quickly. | Set-up a 'Business After Hours' at least twice yearly. Liaise with WBN. Liaise with RSM Business Local. | EDO | Ongoing | To source topics of interest from local businesses. Will continue to source other workshops and information sessions that may be relevant. Workshop events promote networking between local businesses. 'Facebook for Small Business' event held on 14/09/2020 – not all who registered attended. Informative and hands-on workshop, Willy Regan is super |

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| | | | | | <p>knowledgeable. Will source interest from community for topic of workshop.</p> <p>Trying a different approach to engage local businesses, in the lead up to WA Small Business Day (October), I have invited Willy Regan to come over for a day possibly two, depending on interest to travel to one on one appointments with interested local businesses – to address any issues or topics personal to them and their business. Some examples of what Willy can cover include; a business health check, social media, business planning, marketing, cash flow and sales forecasting, hiring of staff and many more.</p> <p>Regular check-ins with businesses to remind them they can update their contact details and information on the Shire website.</p> <p>In the future I am looking to check-in with businesses every 3 months, to see if there is any training they would benefit from, even just to have a chat to see how they are going. I would like to do as many in person as possible, and the rest phone calls or emails. Each business will have the option to opt out of these check-ins.</p> <p>Forward relevant information and training to businesses when it arises.</p> |
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| Promote Local Businesses. | Assist local businesses with the promotion of their business and the services that they offer to the community. | Encourage small businesses to liaise with one another in developing relationships and business deals. | EDO | Ongoing | <p>Aim to hold 1 x Business After Hours events per year. 1 x in Bencubbin and 1 x in Beacon if possible, depending on interest. These events will present opportunities to network with other businesses.</p> <p>Promote Small Business Day WA – Encourage local businesses to support this initiative and each other.</p> <p>Information of what businesses supply – I would like to gather the information of what each business can stock and supply, as many people are unaware of just how much we can source locally.</p> |
| | | 'Shop Local This Christmas', Competition. | EDO | October 2020 – December 2020 | <p>A great incentive for our local businesses to take part in. Always received with a great response. Promotes local spending</p> <p>Hoping to run this festive incentive again this year, after receiving such a great response last year. This campaign encourages locals and visitors to spend their money locally. CRC to provide the vouchers. To adhere to 'Trade Promotion Lottery' guidelines.</p> |
| | | Business In Focus Campaign | EDO | Ongoing – re-opened | This campaign has previously been run, I have contacted businesses again in the hope that they may want to participate or |

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| | | | | | <p>want to run an article for their business again. Businesses contacted 23/06/2020</p> <p>27/07/2020 – The Body Coach – Article complete and has been published.</p> <p>3/08/2020 – Mrs. Munns Music Studio, article complete and published.</p> <p>10/08/2020 – Ninghan Spraying & Ag Services, article complete and published.</p> <p>15/09/2020 – KC's Café complete.</p> <p>20/10/2020 – Bencubbin Sports Club complete.</p> <p>9/11/2020 – Gifted by Hands On Therapeutic Massage complete.</p> <p>I would like to think of alternative ways to do this. Produce a written publication to promote services and products.</p> |
| Provide Commercial and Industrial Land aligned to economic need and growth | The need for industrial land in Beacon has been identified. LandCorp has recently advised that they cannot assist with the development. | Shire of Mt Marshall to investigate the option of developing industrial land in Beacon. Information that may assist the Shire with this has been requested from LandCorp. Council to decide if this is a viable pursuit. | EDO / CEO | Ongoing | Ongoing |
| | | Re-advertise Bencubbin Industrial lots online – website, Gumtree, other appropriate websites. | | | <p>Currently advertised on Gumtree and the Mt Marshall website.</p> <p>Due to the effects of COVID-19 we have been informed that all industrial land has been reduced to \$23,000.</p> |

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| | | | | | <p>New advertisement poster made by Development WA, promoted in local newspapers and social media.</p> <p>Contacted to see if the faded signage to promote industrial lots can be replaced and updated. Signage updated.</p> <p>Advertise to surrounding towns? Do they have available vacant blocks in their own area?</p> |
| Investigate potential new sectors / jobs. | As technology expands, so do the opportunities for alternative sectors to be developed in rural areas. | Investigate Smart Shade Houses / Aquaculture and how to use the greenhouse in Bencubbin. | EDO/CDO | Ongoing | CDO is going to be used for a community development project. |
| | | Engage with Australian Apprenticeship Pathways and provide local businesses with information about employing apprentices / trainees. | | | <p>Contacted Peter Lowen at CCI Apprenticeship Support – recommended by Caroline Robinson.</p> <p>Also contacted Australian Apprenticeship Pathways and they have sent over lots of information.</p> <p>To research in more detail to see if this is a viable option for businesses within the Shire.</p> <p>Contact the Wheatbelt Business Network to source advice on how to encourage tradesmen to the area. A trade that we don't currently have, such as a plumber. What would it take? Offering industrial land? Is there a particular 'package' we</p> |

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| | | | | | could offer to make a move to the country a more attractive prospect? |
| Town Beautification | <p>Both Bencubbin and Beacon are maintained to a high standard, though Beacon is lacking curbing which would significantly improve the aesthetics of the streetscape.</p> <p>Item 12.5.6 from February 2017 Minutes highlights the equity imbalance and should be referred to.</p> <p>Close community consultation should take place before pursuing any high cost town beautification works.</p> | <p>Investigate street curbing in Beacon.</p> <p>Investigate the installation of an Art Trail / Public Art, Swings and grassed playgrounds in both towns.</p> | CEO EDO | Ongoing | <p>Ongoing – CEO</p> <p>Ongoing – CEO</p> <p>Liaise with CDO – What grants may be available.</p> <p>Botanic Garden Bridge – The bridge at the Botanic Garden is narrow and does not accommodate prams or wheelchairs – I would like to update the bridge and make it look more aesthetically pleasing.</p> <p>Botanic Garden Benches – I was informed that in 2010 there were plans to put benches in the centennial mural area, after attending the Dowerin Do-Over it was discussed many times about the importance of main street beautification and also the need for more seating areas. I would like to have three benches constructed and installed.</p> |

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| Affordable housing | In order to attract people to the communities, there needs to be affordable housing available. | Promote and encourage the construction of more family sized homes in the towns of Bencubbin and Beacon. | EDO / CDO | Ongoing | Any suggestions on how to promote this issue is much appreciated. |
| Business Workshops | It was highlighted in the BAH's that local businesses would benefit from workshops / training. | RSM Wheatbelt provide free business focused workshops. WBN provide business focused workshops. | EDO | Ongoing | To organise 2 x BAH workshops per year. To source topics of interest from locals and small business owners. Bring awareness of any relevant online webinars to the attention of small business owners. Any local business owners who can host a workshop relevant to small businesses? |
| <p>The Small Business Friendly Local Governments initiative aims to recognise government authorities in Western Australia that are committed to actively supporting small businesses in their local area.</p> <p>Participating local governments will provide the Small Business Development Corporation with updates on how they are meeting</p> | The Small Business Friendly Local Governments Initiative Report Card has been completed and received recently, so we have now put forward four new initiatives to focus on for the upcoming year. We will be required to update our progress in 6 months. | <p>Our four new initiatives are:</p> <ol style="list-style-type: none"> 1. The promotion of small businesses in the lead up to WA Small Business Day. 2. Co-ordinate networking events and facilitate workshops for small business. 3. Run a 'shop local' campaign and market the economic benefits of spending locally. 4. Continue marketing to improve our tourism and area promotion. <p>We were advised to choose three, but I have gone with four as I think these will be achievable within the time frame.</p> | EDO | August 2020 and February 2021 | <p>'Shop Local This Christmas' to be run again from October 2021.</p> <p>Business After Hours – Will aim to run 2 – 4 workshops per year, depending on interest from local businesses.</p> <p>Currently researching the prospect of offering one to one business consults for any business who is interested. I have contacted Willy Regan from RSM and Caroline Robinson from Wheatbelt Business Network.</p> <p>Visitors Guide – continually restocked and distributed. Support any promotion and marketing campaigns that are suggested by Linda Vernon of the Wheatbelt Way. Developing a new information leaflet and map of the Bencubbin Heritage Trail. Beacon Tourist Information Bay sign has been reviewed and updated and will be installed once it has been printed.</p> |

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| these commitments. | | | | | |
| Staff Development | Relevant training to be completed when the opportunity arises. | Enrol in online training, courses and information sessions where relevant. | EDO | Ongoing | <p>Grant Writing Course – will attend 26th July 2021 – Hosted at Wongan Hills CRC.</p> <p>Communication Skills in Business – Online Course with the Small Business Development Corporation – to attend on 1st June 2021.</p> <p>The Small Business Development Corporation regularly offer online courses relevant to managing small business, these usually cost \$20.00 and are very informative.</p> |

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| Actions | Background Information | Specific Actions | Responsible | Timeline | COMMENTS JUNE 2021 |
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| Prepare an Economic Development Strategy (EDS) | This guide is the first step in the development of an EDS. An EDS will be developed within the next 5 years once financial provisions have been made to employ a consultancy company. | Develop an Economic Development Guide (EDG) followed by an Economic Development Strategy. | EDO | EDG Complete EDS by June 2020/2021 – discuss with CEO | Guide complete. Reviewed June 2021. Will update information when 2020 Census is complete. |
| Economic Development Grant Fund | The 2020/21 budget allocated \$40,000 in funds to this grant initiative. This fund aims to provide businesses and community groups an opportunity to receive financial assistance for projects that will be of benefit to the Mt Marshall Community and economy. | Promote and advertise future rounds of funding. Review funding guidelines, marking matrix and acquittal processes. Make appropriate amendments / improvements. Advertise grant via local newspapers, social media, and contact businesses directly to notify of upcoming Rounds. Present examples to businesses and groups of what projects have been successful in the past to inspire ideas and future projects. Acknowledge successful projects via social media and in the Shire newsletter. | EDO | October 2021 | Guidelines for the EDGF have been written and put into place, so that there were clear criteria and requirements for Round 1 2019. These have recently been updated to ensure that applicants provide evidence of any 'in kind' contributions needed for the project completion. 21/10/2019. Acquittal Form – Updated. 16/03/2020 – EDGF Policy and Procedures document updated, sent to John Nuttall for approval. Round 1: Beacon Central Community Resource Centre – Wildflower Tours Equipment Pack - \$1077.72 – Awarded and acquitted Hands On Therapeutic Massage – Launch Party for GIFTED - \$635.18 – Awarded and acquitted Beacon Country Club – Shade Sail for front of venue - \$1479.50 – Awarded, application withdrawn |

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| | | | | | <p>Silver Chain Branch Committee Beacon – Generator Upgrade - \$7320.00 – Awarded and acquitted</p> <p>Lake McDermott Catchment Group Inc. – Community Shade Shelter - \$3635.50 – Awarded and acquitted</p> <p>Beacon Co-Op – Computer Upgrade - \$403.98 – Unsuccessful</p> <p>Foley Admin Services – Bubbles N Brew - \$3359.75 – Awarded, application withdrawn.</p> <p>Round 2:</p> <p>Beacon Co-Operative – Office equipment upgrade - \$796.00 – Awarded and acquitted.</p> <p>Bencubbin Sports Club – Bar Fridge - \$669.92 – Awarded, application withdrawn.</p> |
| Promote the Shire as a place to live, work and visit. | | <p>Liaise with NEWtravel to correct, develop and expand information specific to the Shire of Mt Marshall on the Wheatbelt Way App and Website on annual basis.</p> <p>Liaise with Linda Vernon of the Wheatbelt Way and</p> | EDO | Ongoing | <p>Wheatbelt Way – All caravan park information reviewed and updated in June 2021.</p> <p>Wheatbelt Weekend Itinerary – Completed and due to be published in July on the Wheatbelt Way website. One for Bencubbin, one for Beacon. A step-by-</p> |

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| | | support any tourism related campaigns. | | | <p>step guide for visitors on how they should spend the weekend in both towns.</p> <p>Heritage Trail Signage all updated; we have included a Wheatbelt Way sign on the trail with the assistance of Linda Vernon.</p> |
| | | <p>Ensure tourist information is up to date on website and Facebook page.</p> <p>Promote Mt Marshall on social media as a place to visit – Facebook and Instagram.</p> | EDO | Ongoing | <p>Wildflower social media campaign run in August 2018. \$105 spent which reached over 8,000 people and 400 website clicks.</p> <p>Wildflower Guide completed and distributed in July 2019. Advice sought from Linda Vernon and Dylan Copeland in regard to advertising tourist sites that do not belong to the Shire. Agreed to only promote areas that belong to the Shire - health and safety. This guide will be a 'work in progress', it can be updated on a regular basis and it will include information that will allow visitors to share their photos and experiences. Information obtained from Marian Kirby and Donna</p> |

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| | | | | | <p>Cooper – to identify flower types in our areas. Wildflower guides have been displayed in various places around the Shire. Wall mounted document holders have been put up in each caravan park. Wildflower guide has been uploaded onto the Shire's website.</p> <p>A Wildflower 'pin board' – displayed in the Bencubbin CRC and the Beacon Co-Op, this will be updated weekly to inform visitors of which flowers have been spotted at the different sites. Ongoing project, seasonal.</p> <p>Compendiums for accommodation – ensure information displayed is correct and up to date. All business listings added. Completed October 2019.</p> <p>Instagram regularly updated. Have received a lot of positive feedback for all published. A number of new followers.</p> <p>Caravan Park Voucher Incentive – All businesses contacted to seek interest in their participation. Two more businesses have joined this scheme. Laminated signs and Social Media Promotion have been sent out to all businesses who are involved.</p> <p>#awindowinthewheatbelt campaign – encouraging locals to share their</p> |
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| | | | | | <p>photographs of the Wheatbelt. This will run through the month of May. The hope is to encourage local and regional travel due to travel restrictions currently in place.</p> <p>Wheatbelt Weekend Itinerary – Completed and due to be published in July on the Wheatbelt Way website. One for Bencubbin, one for Beacon. A step-by-step guide for visitors on how they should spend the weekend in both towns.</p> <p>17/08/2020 – New brochure has been designed and printed professionally. Has been distributed to neighbouring towns as well as other Wheatbelt Way towns. Sent to Mukinbudin, Koorda, Nungarin, Wyalkatchem, Westonia, Dowerin, Trayning, Merredin, Southern Cross, Kellerberrin. Cross promotion of the Wheatbelt Way included, more cohesive in its advertising and approach.</p> <p>Wildflower Social Media Campaign – Run throughout August 2020 and positively received. A reach of 7124, 1040 engagements and 885 link clicks. An effective way to promote both our area to potential visitors and to advertise the Shire website.</p> <p>Lake McDermott Social Media Campaign – Reach of 8725, 707 engagements, 522</p> |
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| | | | | | <p>link clicks. Great response, positive method of promoting our area.</p> <p>Ready 4 Adventure – Contacted and asked to provide a ‘blurb’ about Beacon to be published in their tourism magazine.</p> <p>Easter School Holidays – Social Media Campaign – a successful reach of over 15,000 views.</p> <p>Promotion Photographs of Lake McDermott purchased and used in a number of social media campaigns.</p> <p>Beacon Tourist Information Bay – Updated signage, input from the Beacon Tourism Community groups. Signage installed on 14/06/2021</p> |
| | | <p>Advertise vacant land online;</p> <ul style="list-style-type: none"> - Website - NEWROC - Gumtree - Realestate.com.au | EDO | <p>November 2021 – to be advertised on realestate.com.au</p> | <p>Advertised on Gumtree – Ad recently updated as displayed incorrect information.</p> <p>Advertised on the Mt Marshall website – cost of each block removed and updated.</p> |

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| | | Investigate online accommodation booking system. | EDO | February / March 2018 October 2019 | Operating. Bencubbin is fully online now. Beacon Caravan Park is now being managed by the Shire, all promotional contact details for this has been updated. New Beacon Units have been added to our booking site. |
| | | Compendiums for accommodation units. | EDO | July 2020 | All information was outdated so all the compendiums have been updated and refreshed. Distributed in Bencubbin and Beacon. All business listings added. |
| | | Vacant Blocks For Sale | EDO | NOVEMBER 2019 | Advertisements on Mt Marshall website for vacant land were displaying incorrect information. They have been updated and refreshed. Quote received from Peter Sippe from realestate.com.au |
| | | Feedback forms for visitors. | EDO | October 2019 | Wall mounted displays and ballot box put in each caravan park to encourage visitors to leave feedback that we can use to promote and improve our facilities. |
| | | Canva – to be used to design advertisements, Facebook posts, newspaper articles and so on. | EDO | September 2020 | Annual subscription paid for, enables access to all areas of Canva. |
| Forge Relationships with Local Businesses – | | Conduct a 'Business Brainstorm' or survey at the first meeting to get a sense of what the local businesses | EDO | First BAH in March 2018 - Ongoing | Complete. Businesses owners requested - More workshops, in particular social media. Business Plan |

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| including small, home based businesses | | within the Shire need and want, and to get some ideas to boost the local economy. | | | <p>writing workshop to be held in November 2018. Social Media workshops next year – Mukinbudin and Merredin both running ones this year.</p> <ul style="list-style-type: none"> - Marketing Campaigns - Further tourism promotions – working on group tourism, will develop further wildflower marketing material in the hope for another great season in 2019. Will improve brochure. <p>Business after hours held in April and May 2018. Both had a good turn out with good conversation generated.</p> <p>Very helpful having Tara from Bendigo Bank representing Wheatbelt Business Network attend.</p> <p>BAH held in Bencubbin March 2019.</p> <p>RSM – Facebook Essentials For Small Business workshop – hosted at the Bencubbin CRC on 14/09/2020 – not all who registered attended but the session was very informative and hands-on.</p> <p>All businesses offered the opportunity to join the Caravan Park Voucher Incentive. Three more businesses are participating. Promotion for this has been sent to all businesses to display at their establishment, and also a digital version so that they can use it via social media.</p> |
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| | | Become a member of WBN / Heartlands and begin an E-Newsletter to small businesses in the Shire with relevant and interesting information. | EDO | Membership complete | Heartlands no longer operating. Membership of WBN began in Feb 2018. Have decided against the idea of an E-newsletter as I feel it will be time consuming without great benefits and may not reach the audience as I would hope – people are inundated with emails now days. |
| | | Run a 'Business in Focus' Campaign – use our website, social media and local newspapers to advertise one local business per week. Offer some interesting information about the owner, staff and what services they offer. Try to coincide with any specials they might have running. | EDO | March 2018 and ongoing until March 2019 or until all willing businesses have been showcased. November 2020 | Complete. Had approx. 7 business sign up to be a part of the campaign. It was well received. Jaci Smith opened The Bencubbin Shop this year. Business in Focus article is complete. 27/07/2020 – The Body Coach – Article complete and has been published. 3/08/2020 - Mrs. Munns Music Studio, article complete and published. 10/08/2020 – Ninghan Spraying & Ag Services, article complete and published. 15/09/2020 – KC's Café complete and published. 20/10/2020 – Bencubbin Sports Club. |
| Bendigo Bank Agency | There is currently no bank agency in Bencubbin. Some basic banking services are offered by the Post Office. | Investigate community demand for Bendigo Bank Agency in Bencubbin. If a need is identified, liaise with Bendigo Bank in Mukinbudin | EDO | | Approached Bendigo Bank and they were not obliging to open an agency in Bendigo due to the proximity to Mukinbudin and Beacon already having an agency. |

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| | Bendigo Bank reinvest money spent at agencies back into the communities. | to establish what the requirements of opening an agency (security etc.) are. Write to the Bencubbin Community Resource Centre President presenting this information and encourage them to open a Bendigo Bank Agency. If this is not a viable option, investigate the option of opening a branch at the Shire Office. Also, re-brand ATM machine once agency is running. | | | I sent the Bencubbin CRC information about becoming a referral agency but never received any response. |
| Starting an online business is becoming increasingly easier with the use of the internet, social media and the likes. Opportunities to start an online business are endless if people have the motivation, skills and resources in place. | Look at holding a 'women in business' conference (or the likes) to encourage women within the Shire and surrounding towns to start their own small businesses or to provide them with the skills to grow or develop a current small business. | EDO / CDO | March / April 2019 | Event held on 19 March 2019 and was a great success. 21 tickets sold. Meg Coffey & Jay Crow attended as main speakers. The event was reviewed really positively and is defiantly something that could occur again in the future should funding be obtained. | |
| The Bencubbin and Beacon Community Resource Centre's will be holding various training sessions in 2018 all aimed at giving local business the opportunities to learn new skills. | Assist the Community Resource Centres in promoting any business focused initiatives, training, information etc. EDO to attend all sessions. | EDO | Ongoing | EDO attended Wheatbelt Way session. Not necessary to attend the excel workshops – completely booked out which is great! | |

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| Buy Local / Shop Local Campaign – develop an interesting campaign to encourage local people to buy local. | EDO | October 2018 – December 2018 | October will be 'Buy Local, Be Local' month. I will run an advertising campaign throughout October (once school is back), educating locals on how important shopping local is for the future of our communities. I have encouraged all local businesses to sign up to 'Small Biz Matters' campaign which offers their shoppers the chance to win a \$1000 prize (without having to financially contribute). For more info please go to www.smallbusinessmatters.net.au | |
| | | December 2019 | December 2019 – Shop Local This Christmas – Competition to encourage local spending. Prizes were donated by local businesses and The Shire. Hundreds of entries received. Received extremely well, lots of positive feedback given from community members. WA Small Business Day – Promotions designed and published via social media and also the local newspapers. | |
| | | December 2020 | Shop Local Christmas Campaign – 2020, even more local businesses participated, 19 in total. Fabulous response. | |
| Promote the Bencubbin complex upgrades as a venue for hire for conferences, meetings etc. | The Bencubbin Community Resource Centre currently manage bookings for the Complex and will continue to do so with the new upgraded building. The upgrades will provide an excellent, modern venue to hold meetings, functions etc. | Advertise the venue on the Shire website and direct bookings to the Bencubbin Community Resource Centre. | EDO | Complex expected to be complete by June 2018. October 2018 |
| | | Encourage the Bencubbin Community Resource Centre to promote the building as a venue for hire on their website. | | Complex now complete. Will touch base with CRC about how they are promoting and advertising the building. |
| | | | | Spoke to the Bencubbin CRC about advertising on their website in March 2019. |

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| Business Workshops | It was highlighted in the BAH's that local businesses would benefit from workshops / training. | RSM Wheatbelt provide free business focused workshops and I plan to work with Sally Putt to run Canva (web-based design program) workshops. I also hope to run a social media workshop in the new year. | EDO | November 2018 ongoing | <ul style="list-style-type: none"> - How to Write a Business Plan Bencubbin November 2018 - CANVA Workshop Beacon November 2018 - How to Write a Business Plan Beacon March 2019 - CANVA Workshop Bencubbin April 2019 - Facebook Essentials for Small Business – RSM Workshop, September 2020. |
| Promote local Businesses | 'Shop Local This Christmas' Campaign. | | EDO | <p>October 2019 – December 2019</p> <p>October 2020 and December 2020</p> | <p>A festive incentive to encourage locals and visitors alike to spend their money locally. A minimum spend of \$40.00 will provide each customer with one entry to be in with a chance to win. \$500.00 provided by the Shire as \$300.00, \$150.00 and \$50.00 to be used as prizes – these will be used as cash vouchers with participating businesses. Other prizes will be contributed by those willing. A great way to promote local businesses and have people spend their money within our Shire.</p> <p>This competition was great fun and such a good way to involve and promote local businesses. Hundreds of entries received, and prizes drawn via video on social media. Would run this again, or a similar competition.</p> |

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| | Assist local businesses with the promotion of their business and the services that they offer to the community. | Add a business directory to the Shire of Mt Marshall Website. | EDO/EA | Complete July 2020 | Both Bencubbin and Beacon Business Directories have been updated. All businesses contacted with the opportunity to review, change and/or update the information already available. Response to this was good, most businesses updated their information. New Business Directory by Market Creations, accessible via Shire website. I have informed businesses of the process to independently access their business information for if they need to update any details. |
| Supporting local businesses in time of crisis. | COVID-19 and the restrictions put into place have affected many of our local businesses. Some have had to close and/or change and limit their operating hours. | Provide support, advice and updates relevant to the effects of the pandemic on small business and sole traders. This includes any resources relating to Mental Health Awareness during this time. | EDO/CDO | Complete May/June 2020 | Information from the Australian Government, RSM, WBN has been circulated and shared regularly, as soon as updates are released. Assistance offered from Shire staff regarding promotion of operational changes of businesses. Relevant webinars and online workshops offered to businesses. |
| Business Online Presence Funding. | This funding was advertised in May 2020 to help support businesses during COVID-19. The purpose of the funding was to provide financial support to any business wanting to establish or improve their online presence. | A maximum of \$1,000 could be awarded to each applicant to support their business online. | EDO | Complete June 2020 | 12 successful applications, 1 withdrawn. All invoices received Wild Orange Wellbeing Bencubbin Truck N' Auto's Luxe and Luna Linen Mrs. Munns Music Studio Beacon Bulletin Inc. The Body Coach Beacon Central CRC |

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| | | | | | Table and Taste Hands On Therapeutic Massage Fire and Slice Mobile Pizza ICS Carpentry |
| Supporting vulnerable community members during times of crisis. | COVID-19 has resulted in our supermarkets struggling to get stock as required. Many of our community members are unable to travel elsewhere for their shopping. | Trolleys put in place at local supermarkets in the hope of donations which can be distributed to the most vulnerable members of our community. | EDO | Completed May 2020 | Food donations divided and handed out, very well received. All recipients showed much gratitude and seemed to enjoy the visit from Shire staff. Positive write-up in the Gimlet. |
| Town Beautification | <p>The Power House display was erected in 2017. Previously had no information or signage about the display, history or the restoration.</p> <p>The Bencubbin Heritage Trail was originally established in 2005/2006. It is a great tourist area for walking and wildflower spotting. The trail itself was very worn and slippery in many areas, the signage had also faded and chipped and most were unreadable.</p> | <p>Three local businesses were used in the production of the new signage; Sally J Design, Wheatbelt Signs and Heavy Metal Welding and Custom Fabrication. Information researched from local history books.</p> <p>A number of local businesses have been utilised and promoted in the update and repair of the Heritage Trail, including; Sally J Design, Wheatbelt Signs, Murray Bennett and Ron Collins.</p> | EDO | <p>Completed June 2020</p> <p>Completed June 2021</p> | <p>Completion of the new signage was published on social media and received lots of positive interaction from the local communities. Also increased the 'reach' of the people who viewed the post, reached 581 people, almost 75% more than the usual audience.</p> <p>36 information signs have been updated and attached. There are still 2 that will need to be redone – will research appropriate content.</p> <p>22 Trail Route Markers have been installed around the trail, making it much easier to follow the track, especially visitors who are unfamiliar with the trail.</p> <p>A large opening sign has been redone and updated.</p> |

| | | | | | |
|-------------------|--|--|-----|--|---|
| | | | | | The track itself has been graded, gravelled and trees from the result of Cyclone Seroja have been removed. |
| Staff Development | Relevant training to be completed when the opportunity arises. | | EDO | Completed September 2020 October 2020 February 2021 May 2021 | <p>'Smart Tourism Marketing in 2020' – Webinar attended 7/09/2020</p> <p>Australian Regional Tourism Convention 2020 – 27th – 29th October 2020. Virtual Convention. Complete, interesting content, useful information to be used for future tourism/marketing/advertising.</p> <p>WALGA – Introduction to Local Government – Online Course completed.</p> <p>Communication In Business – Online Workshop – Small Business Development Corporation.</p> |

CS.3.2 ECONOMIC DEVELOPMENT GRANTS FUND

Objective:

The Shire of Mt Marshall has established an Economic Development Fund to provide discretionary grants to commercial business and community groups to assist those groups with projects or improvements that will provide a significant benefit to the community of Mt Marshall. Individual amounts will be limited in line with this policy and will require co- contribution from the applicant organisation.

Provide guidelines for staff and elected members when considering economic development grant fund applications from businesses or community groups.

Council Policy:

Commercial Business

Commercial businesses are eligible to apply for funding. The maximum individual application can be for \$15000. In order for a commercial business to be eligible there needs to be a co-contribution of at least \$2 for every \$1 requested. The minimum amount requested must be \$500.

It will be for the commercial business to demonstrate that the project they are applying for funding will provide a significant benefit to the community. If the project may provide benefit to both the community and the business the applicant must demonstrate a significant benefit to the community and that the community benefit significantly outweighs the benefit to the business.

Note: An application which only brings benefit to the business is unlikely to qualify for grant funding.

Community Groups

Community groups and similar type organisations are also able to apply for funding. To be classed as a community group, the organisation must demonstrate that they do not operate for profit. The maximum individual application can be for \$10000. In order for a community group to be eligible there needs to be a co-contribution of at least \$1 for every \$1 requested. The minimum amount requested must be \$300.

All applications will be judged on their individual merits, and Council reserves the right to use its discretion in accepting projects which may not fit all of the criteria when it is felt the project provides significant community benefit.

Operational Guidelines:

To be eligible the business or organisation must be wholly located within the Shire of Mt Marshall boundaries. The proposed project, work or improvements must be of benefit to the community.

There will be two rounds of grants available during the year. These rounds will be September/October and March/April. Only one application per organisation will be awarded each financial year.

It is up to each applicant to provide the necessary information for Council to be able to make a considered determination. Therefore if plans, sketches, quotes etc. would

improve the application, they should be provided.

Please note: If the project involves building or improvement works, a Development Application may also need to be obtained from Council. It is for the individual applicant to obtain any planning and building approvals. Grant approval DOES NOT constitute development approval.

Closing dates for each grant round will be publicised in the local papers and on the Shire website. Applications should be lodged on the application form which will be made available, and should be signed and submitted with supporting documentation by the advertised closing date. Each application will be judged on merit.

A Council appointed panel will assess the applications and recommend successful applicants to the next ordinary Council meeting for approval. They will be processed as quickly as possible and applicants informed of the outcome by letter. There will be no appeal process available.

Applications must be lodged with the CEO by the closing date, on the correct application form and contain all necessary documentation to allow the panel to assess your request. If the applicant wishes to discuss the application in advance please contact the CEO or the CDO in person or by phone.

Date Resolved: 15 August 2017 (Resolution 2017/08-5)

Amendment: 2018/2 – 012 March 2018

CS.3.2 ECONOMIC DEVELOPMENT GRANTS FUND

Objective:

The Shire of Mt Marshall has established an Economic Development Fund to provide discretionary grants to commercial business and community groups to assist those groups with projects or improvements that will provide a significant **economic** benefit to the community of Mt Marshall. Individual amounts will be limited in line with this policy and will require **co-contribution** from the applicant organisation.

The purpose of this policy is to provide guidelines for staff and elected members when considering economic development grant fund applications from businesses or community groups.

Council Policy:

Commercial Business

Commercial businesses are eligible to apply for funding. The maximum individual application can be for \$15000. In order for a commercial business to be eligible there needs to be a co-contribution of at least \$2 for every \$1 requested. The minimum amount requested must be \$500.

It will be for the commercial business to demonstrate that the project they are applying for funding will provide a significant benefit to the community. If the project may provide benefit to both the community and the business the applicant must demonstrate a significant benefit to the community and that the community benefit significantly outweighs the benefit to the business.

Note: An application which only brings benefit to the business is unlikely to qualify for grant funding.

Community Groups

Community groups and similar type organisations are also able to apply for funding. To be classed as a community group, the organisation must demonstrate that they do not operate for profit. The maximum individual application can be for \$10000. In order for a community group to be eligible there needs to be a co-contribution of at least \$1 for every \$1 requested. The minimum amount requested must be \$300.

Community groups and similar type organisations are required to submit the two most recent audited financial statements in support of their application.

The Economic Development Committee will use the following clarification:

‘An applicant will fall into the commercial stream if they operate with the sole or main purpose of selling goods or services, or are in receipt of ongoing external or government funding’.

All applications will be judged on their individual merits, and Council reserves the right to use its discretion in accepting projects which may not fit all of the criteria when it is felt the project provides significant community benefit.

Operational Guidelines:

To be eligible the business or organisation must be wholly located within the Shire of Mt Marshall boundaries. The proposed project, work or improvements must be of benefit to the community.

There will be two rounds of grants available during the year. These rounds will be September/October and February/March. Only one application per organisation will be awarded each financial year. Applicants must acquit funds within 30 days of completion of their project, or by 30 June of the financial year, whichever is sooner.

It is up to each applicant to provide the necessary information for Council to be able to make a considered determination. Therefore, if plans, sketches, quotes etc. would improve the application, they should be provided.

In-kind contribution, whilst valued will not be assessed as providing financial co-contribution.

Please note: If the project involves building or improvement works, a Development Application may also need to be obtained from Council. It is for the individual applicant to obtain any planning and building approvals. Grant approval DOES NOT constitute development approval.

Opening and closing dates for each grant round will be publicised in the local papers and on the Shire website. Applications should be lodged on the application form which will be made available and should be signed and submitted with supporting documentation by the advertised closing date. Each application will be judged on merit.

A Council appointed panel will assess the applications and recommend successful applicants to the next ordinary Council meeting for approval. **Assessment will be undertaken against the Economic Development Fund Scoring Matrix (as attached to this policy), a copy of which is provided with the guidelines and application form.** They will be processed as quickly as possible and applicants informed of the outcome by letter. There will be no appeal process available.

At the discretion of Council, milestones, payments and any further conditions for each application will be assessed on a case by case basis.

Applications must be lodged with the CEO by the closing date, on the correct application form and contain all necessary documentation to allow the panel to assess your request. If the applicant wishes to discuss the application in advance, please contact the EDO or the CDO in person or by phone.

Date Resolved: 15 August 2017 (Resolution 2017/08-5)

**Amendment: 2018/2 – 012 March 2018
2020/4 – 003 – 21 April 2020**



Shire of Mt Marshall

— THE SANDALWOOD SHIRE —

Economic Development Grant Fund Scoring Matrix

| Scoring Guide: | | |
|---|----------------------|---------------------|
| 0 – Not met at all 1 – Meets requirements 2 – Exceeds requirements | | |
| Criteria | Total Points Awarded | Additional Comments |
| The proposed project or program will have a positive economic impact on the communities in Mt Marshall | | |
| The proposed project or program will provide significant benefits to the Mt Marshall community | | |
| The proposed project or program will provide long term benefits to the Mt Marshall community | | |
| The proposed project or program aligns with the Strategic Community Plan and/or Corporate Business Plan | | |
| The proposed project or program is in alignment with the Economic Development Guide | | |
| The applicant has demonstrated community support of the proposed project or program | | |

Attachment 12.1.20c

Mr John Nuttall
CEO
Shire of Mount Marshall
Monger Street
Bencubbin WA 6477

5th July 2021

Hello John,

Re: Lot 233 Baxter Street, Bencubbin, WA 6477

The above property is currently listed as being for sale on the Shire's website. We would like to submit an offer to purchase the property. The purpose is to build a residence for staff housing. Any construction will meet current building code requirements, and will, of course, have the necessary planning approval. We understand the property is fully serviced. We are unsure if the sale includes a survey by a licensed surveyor with boundary pegs. A survey is required to conform with planning requirements and for constructing a boundary fence. With this in mind we are submitting an offer with the land being surveyed and an offer if the land is to be sold unsurveyed.

The entity purchasing the said land is Sachse Farming Pty Ltd ACN 009177235.

Our offer for the land being sold with survey is Ten Thousand Dollars (\$10,000.00).

Our offer for the land being sold without survey is Eight Thousand Five Hundred Dollars (\$8,500.00).

Payment would be cash, and a suitable deposit could be made if required. This offer is not subject to finance approval.

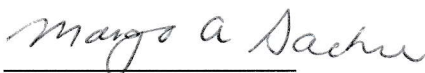
Our intended build timeframe once the transfer of land took place would be:

| | |
|---|-----------|
| Design, quotation and acceptance of quote | 3 months |
| Planning permission and other regulatory requirements | 3 months |
| Construction (dependent on build type) | 12 months |

Please note: Condition that any delay in commencement or completion due to the supply of materials, workforce availability, natural disasters, pandemics or anything that could not have reasonably been able to be foreseen, to be taken into account in these indicated timeframes.

Thank you for your consideration of this offer to purchase.

Regards



Margo A Sachse
Director/Secretary
Sachse Farming Pty Ltd
PO Box 30
Bencubbin WA 6477

Email amsachse@bigpond.com
Phone (08) 96851257 or 0428 851257

Attachment 12.1.21

| CHIEF EXECUTIVE OFFICER - JOHN NUTTALL | | | | |
|---|---|-----------------|---|-----------------------------|
| REF | DECISION | STATUS | COMMENT | ESTIMATED COMPLETION |
| 2021/5-006 June 2021 | That Council direct the Chief Executive Officer to write to the Shire of Mukinbudin indicating that the Shire of Mt Marshall have no objection to the proposed renaming of a portion of Barbalin North Road to Seaby Road. | Complete | | |
| 2021/5-005 June 2021 | That Council subject to section 6.12 Local Government Act 1995 waive the charge of \$294 to Avongro Inc. for the hire of two portable toilets for the weekend of 3 and 4 July 2021. | Complete | | |
| 2020/3-009 March 2020 | <p>That Council:</p> <ol style="list-style-type: none"> 1. Resolve that correspondence should be sent to Telstra head office expressing the displeasure of Council and the community at the telecommunication outages which continue to occur; 2. Resolve that correspondence be sent to Western Power inviting them to meet with the Shire President and Chief Executive Officer to discuss any potential solutions, such as the one installed at Perenjori for the town of Beacon which suffers the worst and longest lasting power outages; 3. Resolve that copies of the above correspondence be sent to appropriate State and Federal politicians with an invitation to them to assist with the issues; 4. Subject to the Local Government Act 1995, Section 6.8(1)(b) authorise non budgeted expenditure of \$4,000 to install battery back-up systems for the Crisp Wireless service at Bencubbin Multipurpose Complex and Beacon Town Hall; and 5. Subject to the Local Government Act 1995, Section 6.8(1)(b) reduce 1433001 Shed Gates Bencubbin Depot by \$4,000 to allow for the expenditure authorised in resolution 4 above. | Ongoing | Delayed due to COVID-19 crisis. Will undertake further work in the near future. Awaiting confirmation of a meeting date with Western Power. Meeting was held in August 2020 and potential solutions discussed. | |
| | | Complete | Awaiting Western Power to provide further details. | |

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL

| REF | DECISION | STATUS | COMMENT | ESTIMATED COMPLETION |
|------------------------------|---|---------|---|----------------------|
| 2019/3-003 April 2019 | <p>That Council:</p> <ol style="list-style-type: none">1. Direct the Chief Executive Officer to arrange for the preparation of an agreement between the Shire of Mt Marshall and the Bencubbin Golf Club for the use of the Bencubbin Golf Course. The agreement is to set the annual lease fee at \$1 payable on demand; and2. Authorise the Chief Executive Officer to undertake the necessary arrangements to effect and complete the agreement, including the use of the Shire Common Seal if necessary. | Ongoing | Discussions with lawyers are being had. | |
| 2018/11-004 December 2018 | <p>That Council accept the offer from Water Corporation of the transfer of ownership from the Water Corporation to the Shire of Mt Marshall of the following AA Dams:</p> <ul style="list-style-type: none">• Warkutting Tank• Gabbining Tank• Marindo Rocks• Beebeegnying Tank• Sand Soak Dam• Snake Soak Dam | Ongoing | <p>Application made to the Department of Lands regarding Snake Soak Dam.</p> <p>Awaiting Native Title Clearance</p> | |

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL

| REF | DECISION | STATUS | COMMENT | ESTIMATED COMPLETION |
|------------------------------|--|---------|---|----------------------|
| 2017/022 February 2017 | <p>That:</p> <ol style="list-style-type: none">1. Council Acknowledge an historic equity imbalance in the provision of facilities between the towns of Beacon and Bencubbin;2. A desktop review be undertaken on proposed infrastructure upgrades for Beacon and that a further report be made to Council with a view to implementing a 5 year development program for the town;3. That the Shire's Community Development Officer investigate and report on other local government models for the development and support of volunteers in both communities; and4. That any agreed infrastructure development program and volunteer support program be incorporated into the Shire's Community Strategic Plan | Ongoing | Strategic Community Plan to be adopted in December and the Corporate Business Plan in 2021. | |

| ENVIRONMENTAL HEALTH OFFICER – PETER TOBOSS | | | | |
|---|--|---------|---|----------------------|
| REF | DECISION | STATUS | COMMENT | ESTIMATED COMPLETION |
| 2009/081 April 2009 | That the dwelling located on Lot 94, Lindsay St, Beacon being of weather board walls over wooden stud frames, suspended timber floors and timber framed iron clad roof be declared unfit for human habitation from immediate effect of date of notification and also the Council place a work order on the said dwelling to bring the dwelling up to a standard deemed by the Environmental Health Officer/Building Surveyor to be compliant with the Health Act 1911, Shire of Mt Marshall Health Local Laws 2007 and Local Government (Miscellaneous Provisions) 1960 and that a period of time being 90 days of notification of dwelling unfit for habitation to be allowed to do such works and in the event of works not commenced to bring the dwelling to the said standard that a demolition order be placed on the said dwelling. | Ongoing | <p>Works inspected by EHO/BS and are acceptable. House Unfit for habitation to stay in effect until rear plumbing is confirmed done. Discussions with Ruth DeJong said they were keen to fix plumbing so they could get workers into the house BUT were out on jobs Statewide. House inspected on 10/08/2016. The house remains unfit for habitation by the owner's workers. The owner has been informed that the house needs to be made good before the order can be lifted and used for habitation.</p> <p>November 2017 - PEHO conducted site inspection; property is vacant with no person living in it. Health Notice on the door at the time of inspection. PEHO is yet to establish contact with the owner/owners.</p> <p>Owner has been identified. Property remains unoccupied so no additional input from Officers at this time (Oct 2020). Will be monitored</p> | Ongoing. |

FINANCE AND ADMINISATRATION MANAGER – TANIKA MCLENNAN

| REF | DECISION | STATUS | COMMENT | ESTIMATED COMPLETION |
|---------------------------------------|--|-----------------|---|----------------------|
| 2021/5-012 June 2021 | That effective 1 July 2021: 1) Pursuant to sections 6.32, 6.33, 6.34, 6.35 of the Local Government Act 1995, the following charges be imposed: <i>Schedule of Fees and Charges 2021-2022 - Please see Minutes for full resolution</i> | Complete | New Fees and Charges available on Shire's website. | |

REGULATORY OFFICER – MEG WYATT

| REF | DECISION | STATUS | COMMENT | ESTIMATED COMPLETION |
|--------------------------|--|-----------------|---|----------------------|
| 2021/3-012 April 2021 | That expenditure of \$16,476.00 from account 0513021 be approved in the 2020/2021 financial year for the purpose of funding a new water tank at the Wialki Bush Fire Brigade facilities. | Complete | Works have commenced. The water tank has been delivered. Minor delays with plumber still aim to have project completed before the end of June. Tank installed | June 2021 |
| 2021/1-010 Feb 2021 | That Council: 1. Resolve that the new Bencubbin Fire Shed be located at the Bencubbin Industrial Land Site 2. Resolve that the purchase of a block of land at the Bencubbin Industrial Land Site be included in the 2021/22 annual budget for the purposes of building the new Bencubbin Fire Shed 3. Resolve that the new Welbungin Fire Shed be located at the site of the existing Welbungin Fire Shed. 4. Resolve that \$5,000 towards site works at the new Welbungin Fire Shed be budgeted for in the Shire's 2021/2022 annual budget. | Ongoing | Development WA has been contacted regarding the purchase of Lot 905 Welbungin Road Bencubbin for the Bencubbin Fire Shed. | |

REGULATORY OFFICER – MEG WYATT

| REF | DECISION | STATUS | COMMENT | ESTIMATED COMPLETION |
|-----------------------------------|---|---------|---|----------------------|
| 2020/10-013 October 2020 | That: <ol style="list-style-type: none"> 1. Council reject the recommendation from the Bush Fire Advisory Committee meeting regarding campfire signage. 2. Council resolve that all Camping and Cooking fires be prohibited in the Shire of Mt Marshall during the Prohibited Burning Period (1 November to 31 January) with the exception of wood & charcoal fuelled BBQ's and wood fired pizza ovens which are only prohibited if the fire danger index for the day is very high or above. 3. Council's Firebreak Order be amended to include cooking and campfire restrictions and the notice be advertised in the Government Gazette. 4. appropriate signage be installed at all known popular camping sites. | Ongoing | Signage has been delivered. Signage will start to be installed when possible. | |
| 2016/155 Oct 2016 Continued | h) Consent is given to the Department of Fire and Emergency Services to issue identity cards to Mt Marshall Fire Brigade members. | Ongoing | <p>Instructions as how to process photos has been obtained and staff will commence the process.</p> <p>Commence project in February during Bush Fire training. Photos of members are required.</p> <p>Letters have been written and sent to all volunteers requesting they attend the Shire office to have their photo taken.</p> <p>Waiting for DFES to provide new instructions as the system has changed for loading photos.</p> | |

REGULATORY OFFICER – MEG WYATT

| REF | DECISION | STATUS | COMMENT | ESTIMATED COMPLETION |
|------------------------|--|---------|--|----------------------|
| 2008/083 April 2008 | <p>That the Shire of Mt Marshall Local Law Relating to Dogs be amended as follows:</p> <p>15 2) Remove (e) Beacon Recreation Reserve No 36172</p> <p>15 (2) Remove (f) Bencubbin Recreation Reserve No 21535</p> <p>15 (2) Amend (g) to be denoted (e)</p> <p>Insert 15 (3) Fouling of Streets and Public Places</p> <p>Any person liable for the control of a dog as defined in Section 3(1) of the Act, who permits the dog to excrete on any street or public place or on any land within the District without the consent of the occupier commits an offence unless the excreta is removed forthwith and disposed of either on private land with the consent of the occupier or in such other manner as the local government may approve.</p> <p>16 (2) Remove (a) All freehold land owned by the Shire of Mt Marshall.</p> <p>16 (2) Remove (b) All reserves owned by the Shire of Mt Marshall or under the care control and management of the Shire.</p> <p>Insert 16 (2) (a) Beacon Recreation Reserve No 36172 (outside the fenced oval area) providing there are no organised activities upon this reserve.</p> <p>Insert 16 (2) (b) Bencubbin Recreation Reserve No 29824.</p> | Ongoing | <p>Proposed changes to be advertised.</p> <p>This item never progressed. CEO will undertake a review of current local laws in conjunction with contract ranger services and if any changes are required this will be progressed.</p> | September 2009 |

| EXECUTIVE ASSISTANT – NADINE RICHMOND | | | | |
|--|--|-----------------|-------------------------------------|-----------------------------|
| REF | DECISION | STATUS | COMMENT | ESTIMATED COMPLETION |
| 2021/5-009 June 2021 | That the Shire of Mt Marshall Freedom of Information Statement 2021 as attached (12.3.9) be endorsed. | Complete | Updated Statement on Website | |
| 2021/5-004 June 2021 | That Council adopt the amended Policy E&E 2.2 Own Accommodation Allowance as attached (12.1.13b). | Complete | Policy Manual updated | |

COMMUNITY DEVELOPMENT OFFICER – REBECCA WATSON

| REF | DECISION | STATUS | COMMENT | ESTIMATED COMPLETION |
|------------------------|--|-----------------|--|----------------------|
| 2021/4-011 May 2021 | <p>That</p> <ol style="list-style-type: none"> the attached memorandum of understanding between the Beacon Community Recreation Council and Shire of Mt Marshall for the Beacon Community Recreation Grounds be endorsed; the Fees and Charges Schedule be amended to include the following fees: *Note all prices are inclusive of GST <i>See Minutes for fee details</i> | Complete | Signed agreement received and fees and charges amended. | June 2021 |
| 2021/4-010 May 2021 | That Council waive the casual use fee of \$5.00 per session at the Beacon Community Gym for the participants of the Healthy Eating Activity and Lifestyle Program to use the facility for five one-hour sessions from 9 June 2021 to the 7 July 2021. | Complete | Sessions have commenced. | |

COMMUNITY DEVELOPMENT OFFICER – REBECCA WATSON

| REF | DECISION | STATUS | COMMENT | ESTIMATED COMPLETION |
|------------------------------|---|---------|--|----------------------|
| 2017/022 February 2017 | <p>That:</p> <ol style="list-style-type: none"> 1. Council Acknowledge an historic equity imbalance in the provision of facilities between the towns of Beacon and Bencubbin; 2. A desktop review be undertaken on proposed infrastructure upgrades for Beacon and that a further report be made to Council with a view to implementing a 5 year development program for the town; 3. That the Shire's Community Development Officer investigate and report on other local government models for the development and support of volunteers in both communities; and 4. That any agreed infrastructure development program and volunteer support program be incorporated into the Shire's Community Strategic Plan | Ongoing | CDO liaising with Volunteers WA Wheatbelt Hub to source information that will assist with the development of the report. | |

| ECONOMIC DEVELOPMENT OFFICER – SARAH MOUG | | | | |
|---|---|-----------------|--|----------------------|
| REF | DECISION | STATUS | COMMENT | ESTIMATED COMPLETION |
| 2021/3-005 April 2021 | <p>That Council:</p> <ol style="list-style-type: none"> 1. Receive the minutes from the Economic Development Committee of 2 March 2021 at attachment 11.1.1a; 2. Endorse the recommendations (as detailed above) of the Economic Development Committee by making the following awards: <ol style="list-style-type: none"> a) Beacon Co-Operative be awarded \$796.00 towards the purchase of office equipment; and b) Bencubbin Sports Club be awarded \$669.92 towards the purchase of a new fridge (subject to the club supplying audited financial statements). | Complete | <p>Both applicants have been informed in writing of their successful applications.</p> <p>Bencubbin Sports Club have withdrawn their application.</p> <p>Beacon Co-Op acquittal has been received.</p> | |

| ECONOMIC DEVELOPMENT OFFICER – SARAH MOUG | | | | |
|---|--|-----------------|--|----------------------|
| REF | DECISION | STATUS | COMMENT | ESTIMATED COMPLETION |
| 2020/10-003 Oct 2020 | <p>That Council:</p> <ol style="list-style-type: none"> 3. Receive the minutes from the Economic Development Committee of 13 October 2020 at attachment 11.1.1a; 4. Endorse the recommendations (as detailed above) of the Economic Development Committee by making the following awards: <ol style="list-style-type: none"> a) Beacon Central be awarded \$1,077.72 towards the purchase of catering type equipment for the wildflower tour; b) Hands on Therapeutic Massage be awarded \$635.18 towards a launch event for the new gifts business; c) Beacon Country Club be awarded \$986.33 towards the purchase of a shade sail (the Committee feels in line with redefined guidelines Beacon Country Club be classed under commercial stream); d) Lake McDermott Catchment Group be awarded \$3,635.50 towards the installation of a shelter at Lake McDermott; e) Beacon Co-Operative not receive any award as their application did not meet the minimum benefit amount; f) Foley Admin Services be awarded \$3,359.75 towards the purchase of various equipment to set up the “Bubbles and Brew Liquor Store” to be awarded only on condition that a liquor licence is granted; and g) Beacon Silver Chain Branch Committee be awarded \$7,320.00 towards the purchase of a generator for the remote area nurse clinic. | Complete | <p>Lake McDermott Catchment Group have submitted their acquittal document.</p> <p>Beacon Silver Chain Branch Committee have submitted their acquittal document.</p> <p>Hands On Therapeutic Massage – Acquittal document has been received.</p> <p>Beacon Central acquittal has been received.</p> <p>Beacon Country Club has withdrawn their application.</p> <p>Foley Admin Services has withdrawn their application.</p> | |



SHIRE OF MT MARSHALL

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 30 June 2021

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Items of Significance

The material variance adopted by the Shire for the 2020/21 year is \$10,000 and 10%. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of significant/material variance is disclosed in Note 15.

| | % Collected / Completed | Amended Annual Budget | Amended YTD Budget | YTD Actual | Variance (Under)/Over |
|---|-------------------------------|--------------------------|-----------------------|------------|--------------------------|
| Significant Projects | | | | | |
| Bencubbin Community Recreation Centre Capital Expenditure | 96% | 101,100 | 101,100 | 97,004 | 4,096 |
| Bencubbin Bowling Green Capital Expenditure | 139% | 130,000 | 130,000 | 180,854 | (50,854) |
| Beacon Bowling Green Capital Expenditure | 0% | 130,000 | 130,000 | 0 | 130,000 |
| Beacon Recreation Centre Capital Expenditure | 64% | 67,100 | 67,100 | 42,863 | 24,237 |
| Swimming Pool Redevelopment | 108% | 1,130,996 | 1,130,996 | 1,223,704 | (92,708) |
| Beacon Workers Camp - Capital Expenditure | 12% | 45,000 | 45,000 | 5,232 | 39,768 |
| Welbungin Wialki Rd SLK 39.83 - 41.54 | 100% | 140,838 | 140,838 | 141,263 | (425) |
| Gabbin Cleary Rd SLK 8.73 - 10.83 | 105% | 61,623 | 61,623 | 64,426 | (2,803) |
| Gabbin Cleary Rd SLK 12.41 - 14.02 | 103% | 47,400 | 47,400 | 48,613 | (1,213) |
| Andrews Tank Rd SLK 21.47 - 22.70 | 102% | 41,100 | 41,100 | 41,836 | (736) |
| Mandiga Marindo Rd SLK 19.22 - 21.62 | 127% | 64,000 | 64,000 | 81,384 | (17,384) |
| Gillett Rd SLK 36.26 - 39.03 | 102% | 88,000 | 88,000 | 89,957 | (1,957) |
| Hiscox Rd SLK 0.00 - 3.00 | 159% | 76,300 | 76,300 | 121,338 | (45,038) |
| Job Rd SLK 9.60 - 11.76 | 103% | 54,000 | 54,000 | 55,656 | (1,656) |
| Koorda Bullfinch Rd SLK 19.29 - 22.61 | 94% | 365,200 | 365,200 | 342,629 | 22,571 |
| Bencubbin Beacon Rd SLK 17.91 - 20.44, 20.81 - 21.85, 31.64 | 84% | 154,080 | 154,080 | 128,802 | 25,278 |
| Burakin Wialki Rd SLK 21.43 - 22.17 | 102% | 32,100 | 32,100 | 32,778 | (678) |
| Burakin Wialki Rd SLK 42.55 - 53.55 | 126% | 31,270 | 31,270 | 39,328 | (8,058) |
| Scotsmans Rd SLK 23.09 - 25.11 | 134% | 222,200 | 222,200 | 298,551 | (76,351) |
| Burakin Wialki Rd SLK 4.90 - 6.03 | Unbudgeted | 0 | 0 | 0 | 0 |
| Bimbijy Rd SLK 0.20 - 0.94 | Unbudgeted | 0 | 0 | 0 | 0 |
| Burakin Wialki Rd SLK 6.12 - 8.49 | Unbudgeted | 0 | 0 | 0 | 0 |
| Brown St SLK 0.38 - 0.72 | Unbudgeted | 0 | 0 | 0 | 0 |
| Mandiga Marindo Rd SLK 36.00 - 38.00 | Unbudgeted | 0 | 0 | 0 | 0 |
| Bencubbin Kununoppin Rd SLK 8.20 - 9.36 | Unbudgeted | 0 | 0 | 0 | 0 |
| Gabbin Cleary Rd SLK 3.25 - 3.79 | 106% | 14,000 | 14,000 | 14,882 | (882) |
| Maroubra Rd SLK 9.19 - 11.14 | 59% | 45,000 | 45,000 | 26,668 | 18,332 |
| Wialki North East Rd SLK 0.00 - 3.46 | 101% | 83,000 | 83,000 | 83,777 | (777) |
| Beacon Back Rd SLK 0.00 - 1.23 | 112% | 30,000 | 30,000 | 33,471 | (3,471) |
| Perry Rd SLK 2.18 - 2.62 | 0% | 20,000 | 20,000 | 0 | 20,000 |
| Calderwood Drive SLK 0.00 - 1.14 | 76% | 38,100 | 38,100 | 28,778 | 9,322 |
| Medlin St | 110% | 15,000 | 15,000 | 16,537 | (1,537) |
| Cook St SLK 0.00 - 0.95 | 71% | 32,000 | 32,000 | 22,564 | 9,436 |
| Dalgouring Snake Soak Rd SLK 2.05 - 3.00 | 105% | 97,000 | 97,000 | 101,980 | (4,980) |
| Waddouring Dam | 174% | 115,000 | 115,000 | 200,203 | (85,203) |
| Grants, Subsidies and Contributions | | | | | |
| Operating Grants, Subsidies and Contributions | 181% | 1,504,296 | 1,504,296 | 2,724,514 | 1,220,218 |
| Non-operating Grants, Subsidies and Contributions | 90% | 1,811,913 | 1,811,913 | 1,629,624 | (182,289) |
| | 131% | 3,316,209 | 3,316,209 | 4,354,138 | 1,037,929 |
| Rates Levied | 99% | 1,474,508 | 1,474,508 | 1,452,598 | (21,910) |

% Compares current ytd actuals to annual budget

| Financial Position | | Prior Year 30 June 2020 | Current Year 30 June 2021 |
|------------------------------------|------|----------------------------|------------------------------|
| Adjusted Net Current Assets | 87% | \$ 1,735,346 | \$ 1,503,656 |
| Cash and Equivalent - Unrestricted | 93% | \$ 2,123,692 | \$ 1,969,767 |
| Cash and Equivalent - Restricted | 44% | \$ 1,458,563 | \$ 644,246 |
| Receivables - Rates | 98% | \$ 123,891 | \$ 121,511 |
| Receivables - Other | 78% | \$ 109,135 | \$ 85,512 |
| Payables | 107% | \$ 471,395 | \$ 505,900 |

% Compares current ytd actuals to prior year actuals at the same time

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 June 2021
Prepared by: Tanika McLennan (Finance and Admin Manager)
Reviewed by: John Nuttall (CEO)

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), 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.

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 14.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

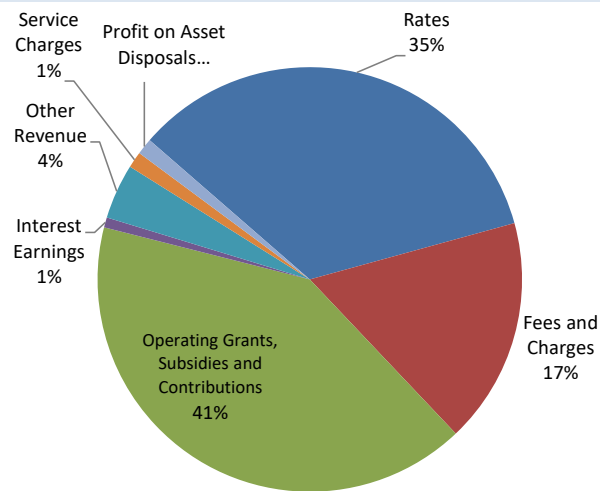
CRITICAL ACCOUNTING ESTIMATES

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

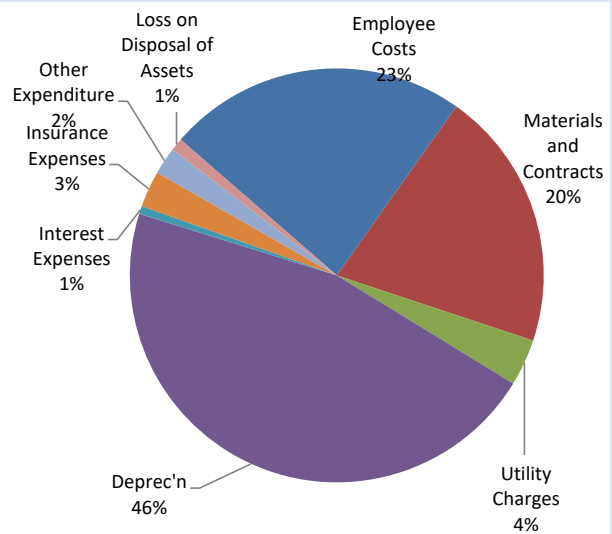
ROUNDING OFF FIGURES

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

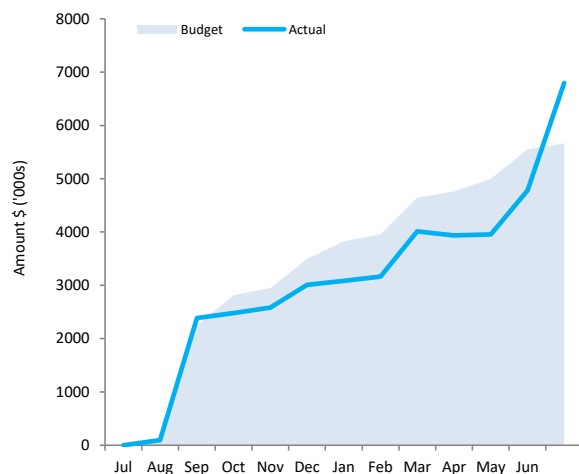
OPERATING REVENUE



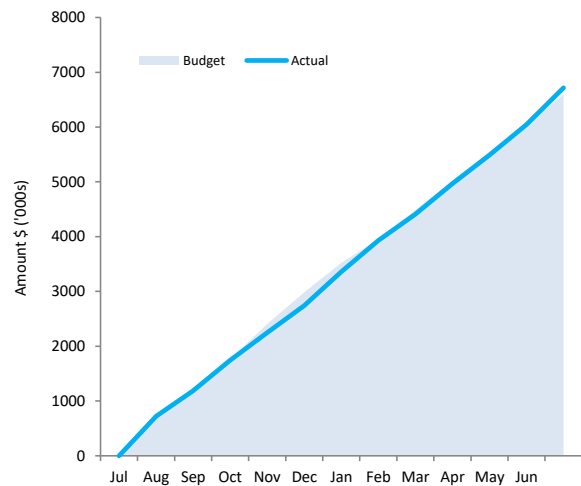
OPERATING EXPENSES



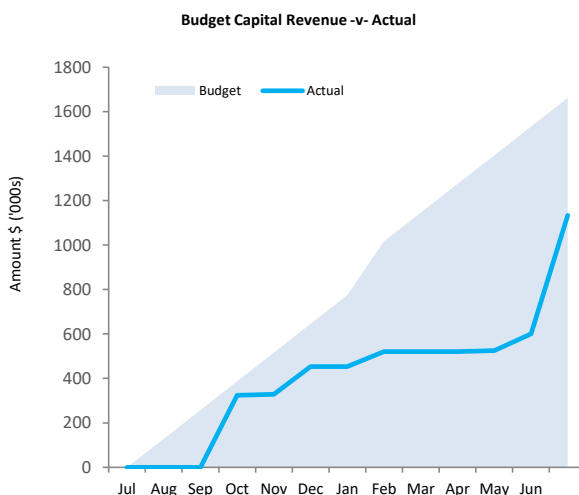
Budget Operating Revenues -v- Actual



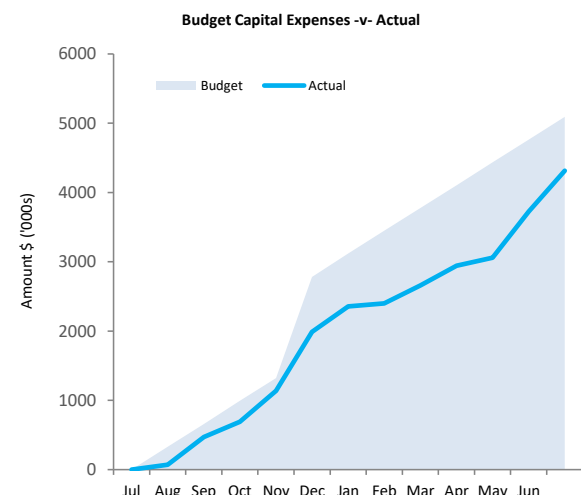
Budget Operating Expenses -v- YTD Actual



CAPITAL REVENUE



CAPITAL EXPENSES



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

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

| | ACTIVITIES |
|--|---|
| GOVERNANCE To provide a decision making process for the efficient allocation of scarce resources. | Administration and operation of facilities and services to members of the Council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which are which are not directly related to specific shire services. |
| GENERAL PURPOSE FUNDING To collect revenue to allow for the provision of services. | Rates, general purpose government grants and interest revenue. |
| LAW, ORDER, PUBLIC SAFETY To provide services to help ensure a safer community. | Supervision of various by-laws, fire prevention, emergency services and animal control. |
| HEALTH To provide an operational framework for good community health. | Food and water quality, pest control, immunisation services, child health services and health education. |
| EDUCATION AND WELFARE To meet the needs of the community in these areas. | Management and support for families, children, youth and the aged within the community by providing Youth, Aged and Family Centres, Home and Community Aged Care Programs and assistance to schools. |
| HOUSING To help ensure adequate housing. | Provision of residential housing for council staff. Provision of housing for aged persons, low income families, government and semi government employees. |
| COMMUNITY AMENITIES Provide services required by the community. | Rubbish collection services and disposal of waste, stormwater drainage, protection of the environment, town planning and regional development and other community amenities (cemeteries and public toilets). |
| RECREATION AND CULTURE To establish and manage efficiently infrastructure and resources which will help the social wellbeing of the community. | Public halls, recreation and aquatic centres, parks and reserves, libraries, heritage and culture. |
| TRANSPORT To provide effective and efficient transport services to the community. | Construction and maintenance of roads, footpaths, bridges, street cleaning and lighting, road verges, streetscaping and depot maintenance. |
| ECONOMIC SERVICES To help promote the Shire and its economic wellbeing. | The regulation and provision of tourism, area promotion, building control, noxious weeds, vermin control and standpipes. |
| OTHER PROPERTY AND SERVICES To monitor and control Shire's overhead operating accounts. | Private works, public works overheads, plant and equipment operations, town planning schemes and activities not reported in the above programs. |

SHIRE OF MT MARSHALL
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021

STATUTORY REPORTING PROGRAMS

| | | Adopted Annual Budget | Amended Annual Budget (d) | Amended YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) | Var. ▲▼ | Significant Var. S |
|--|------|-----------------------------|------------------------------------|------------------------------|----------------------|--------------------|-----------------------|------------|--------------------------|
| | Note | \$ | \$ | \$ | \$ | \$ | % | | |
| Opening Funding Surplus(Deficit) | 1 | 1,795,546 | 1,735,346 | 1,735,346 | 1,735,346 | 0 | 0% | | |
| Revenue from operating activities | | | | | | | | | |
| Governance | | 34,299 | 34,299 | 34,299 | 48,700 | 14,401 | 42% | ▲ | S |
| General Purpose Funding - Rates | 6 | 1,474,508 | 1,474,508 | 1,475,208 | 1,452,598 | (22,610) | (2%) | ▼ | |
| General Purpose Funding - Other | | 1,217,439 | 1,217,439 | 1,216,739 | 2,451,360 | 1,234,621 | 101% | ▲ | S |
| Law, Order and Public Safety | | 34,845 | 34,845 | 34,845 | 47,474 | 12,629 | 36% | ▲ | S |
| Health | | 200,740 | 200,740 | 200,740 | 71,984 | (128,756) | (64%) | ▼ | S |
| Education and Welfare | | 106,194 | 106,194 | 106,194 | 119,266 | 13,072 | 12% | ▲ | S |
| Housing | | 123,800 | 123,800 | 123,800 | 145,943 | 22,143 | 18% | ▲ | S |
| Community Amenities | | 162,419 | 162,419 | 162,419 | 114,858 | (47,561) | (29%) | ▼ | S |
| Recreation and Culture | | 45,928 | 45,928 | 45,928 | 32,237 | (13,692) | (30%) | ▼ | S |
| Transport | | 226,883 | 226,883 | 226,883 | 255,557 | 28,674 | 13% | ▲ | S |
| Economic Services | | 174,225 | 174,225 | 174,225 | 371,460 | 197,235 | 113% | ▲ | S |
| Other Property and Services | | 51,900 | 51,900 | 51,900 | 55,985 | 4,085 | 8% | ▲ | |
| | | 3,853,181 | 3,853,181 | 3,853,181 | 5,167,421 | | | | |
| Expenditure from operating activities | | | | | | | | | |
| Governance | | (419,832) | (419,832) | (419,832) | (363,261) | 56,570 | 13% | ▲ | S |
| General Purpose Funding | | (79,901) | (79,901) | (79,901) | (77,881) | 2,020 | 3% | ▲ | |
| Law, Order and Public Safety | | (191,912) | (191,912) | (191,912) | (202,855) | (10,943) | (6%) | ▼ | |
| Health | | (329,206) | (329,206) | (329,206) | (220,036) | 109,170 | 33% | ▲ | S |
| Education and Welfare | | (369,373) | (369,373) | (369,373) | (317,112) | 52,261 | 14% | ▲ | S |
| Housing | | (289,845) | (289,845) | (289,845) | (313,243) | (23,398) | (8%) | ▼ | |
| Community Amenities | | (320,200) | (320,200) | (320,200) | (270,948) | 49,252 | 15% | ▲ | S |
| Recreation and Culture | | (1,250,849) | (1,250,849) | (1,250,849) | (1,245,278) | 5,571 | 0% | ▲ | |
| Transport | | (2,828,152) | (2,828,152) | (2,828,152) | (3,147,880) | (319,729) | (11%) | ▼ | S |
| Economic Services | | (497,137) | (497,137) | (497,137) | (543,730) | (46,593) | (9%) | ▼ | |
| Other Property and Services | | (20,570) | (20,570) | (20,570) | (14,449) | 6,121 | 30% | ▲ | |
| | | (6,596,977) | (6,596,977) | (6,596,977) | (6,716,675) | | | | |
| Operating activities excluded from budget | | | | | | | | | |
| Add back Depreciation | | 2,826,170 | 2,826,170 | 2,826,170 | 3,093,488 | 267,318 | 9% | ▲ | |
| Adjust (Profit)/Loss on Asset Disposal | 7 | 2,000 | 2,000 | 2,000 | 13,489 | 11,489 | 574% | ▲ | S |
| Movement in Leave Reserve (Added Back) | | 747 | 747 | 747 | 436 | (311) | (42%) | ▼ | |
| Movement in Deferred Pensioner Rates/ESL | | 0 | 0 | 0 | (659) | (659) | | ▼ | |
| Movement in Employee Benefit Provisions | | 0 | 0 | 0 | (9,129) | (9,129) | | ▼ | |
| Rounding Adjustments | | 0 | 0 | 0 | 0 | 0 | | | |
| Movement Due to Changes in Accounting Standards | | 0 | 0 | 0 | 0 | 0 | | | |
| Loss on Asset Revaluation | | 0 | 0 | 0 | 0 | 0 | | | |
| Adjustment in Fixed Assets | | 0 | 0 | 0 | 0 | 0 | | | |
| Amount attributable to operating activities | | 85,121 | 85,121 | 85,121 | 1,548,372 | | | | |
| Investing Activities | | | | | | | | | |
| Non-operating Grants, Subsidies and Contributions | 13 | 1,811,913 | 1,811,913 | 1,811,913 | 1,629,624 | (182,289) | (10%) | ▼ | S |
| Proceeds from Disposal of Assets | 7 | 383,000 | 383,000 | 383,000 | 303,918 | (79,082) | (21%) | ▼ | S |
| Land Held for Resale | 8 | 0 | 0 | 0 | 0 | 0 | | | |
| Land and Buildings | 8 | (2,438,696) | (2,438,696) | (2,438,696) | (1,864,112) | 574,584 | 24% | ▲ | S |
| Plant and Equipment | 8 | (600,000) | (600,000) | (600,000) | (249,155) | 350,845 | 58% | ▲ | S |
| Motor Vehicles | 8 | (263,000) | (263,000) | (263,000) | (229,015) | 33,985 | 13% | ▲ | S |
| Furniture and Equipment | 8 | 0 | 0 | 0 | 0 | 0 | | | |
| Infrastructure Assets - Roads | 8 | (1,752,211) | (1,752,211) | (1,752,211) | (1,898,894) | (146,683) | (8%) | ▼ | |
| Infrastructure Assets - Footpaths | 8 | (20,000) | (20,000) | (20,000) | (20,160) | (160) | (1%) | ▼ | |
| Infrastructure Assets - Parks & Ovals | 8 | (190,000) | (190,000) | (190,000) | (200,853) | (10,853) | (6%) | ▼ | |
| Infrastructure Assets - Playground Equipmant | 8 | 0 | 0 | 0 | 0 | 0 | | | |
| Infrastructure Assets - Airports | 8 | (25,000) | (25,000) | (25,000) | (19,781) | 5,219 | 21% | ▲ | |
| Infrastructure Assets - Other | 8 | 0 | 0 | 0 | 0 | 0 | | | |
| Amount attributable to investing activities | | (3,093,994) | (3,093,994) | (3,093,994) | (2,548,428) | | | | |
| Financing Activities | | | | | | | | | |
| Proceeds from New Debentures | 9 | 450,000 | 450,000 | 450,000 | 0 | (450,000) | (100%) | ▼ | S |
| Repayment of Debentures | 9 | (44,720) | (44,720) | (44,720) | (44,720) | 0 | 0% | | |
| Repayment of Lease Financing | 9 | (10,533) | (10,533) | (10,533) | (10,755) | (222) | (2%) | ▼ | |
| Advances to Community Groups | | 0 | 0 | 0 | 0 | 0 | | | |
| Proceeds from Advances | | 0 | 0 | 0 | 0 | 0 | | | |
| Self-Supporting Loan Principal | | 9,524 | 9,524 | 9,524 | 9,524 | 0 | 0% | | |
| Transfer to Restricted Cash - Other | | 0 | 0 | 0 | 0 | 0 | | | |
| Transfer from Restricted Cash - Other | | 0 | 0 | 0 | 0 | 0 | | | |
| Transfer from Reserves | 10 | 819,996 | 819,996 | 819,996 | 819,996 | 0 | 0% | ▲ | |
| Transfer to Reserves | 10 | (10,939) | (10,939) | (10,939) | (5,678) | 5,261 | 48% | ▲ | |
| Amount attributable to financing activities | | 1,213,328 | 1,213,328 | 1,213,328 | 768,366 | | | | |
| Closing Funding Surplus(Deficit) | 1 | 1 | (60,199) | (60,199) | 1,503,656 | | | | |

KEY INFORMATION

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

Refer to Note 15 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2020/21 year is \$10,000 and 10%.

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

SHIRE OF MT MARSHALL

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 JUNE 2021

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

SHIRE OF MT MARSHALL
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021

BY NATURE OR TYPE

| | Note | Adopted Annual Budget \$ | Amended Annual Budget \$ | Amended YTD Budget (a) \$ | YTD Actual (b) \$ | Var. \$ (b)-(a) | Var. % (b)-(a)/(a) | Var. ▲▼ | Significant Var. \$ |
|--|------|-----------------------------------|-----------------------------------|---------------------------------------|----------------------------|--------------------|-----------------------|------------|---------------------------|
| Opening Funding Surplus (Deficit) | 1 | 1,795,546 | 1,735,346 | 1,735,346 | 1,735,346 | \$ 0 | 0% | | |
| Revenue from operating activities | | | | | | | | | |
| Rates | 6 | 1,474,508 | 1,474,508 | 1,474,508 | 1,452,598 | (21,910) | (1%) | ▼ | |
| Operating Grants, Subsidies and Contributions | 12 | 1,504,296 | 1,504,296 | 1,504,296 | 2,724,514 | 1,220,218 | 81% | ▲ | \$ |
| Fees and Charges | | 526,405 | 526,405 | 526,405 | 727,945 | 201,540 | 38% | ▲ | \$ |
| Service Charges | | 0 | 0 | 0 | 0 | 0 | | | |
| Interest Earnings | | 44,954 | 44,954 | 44,954 | 32,463 | (12,491) | (28%) | ▼ | \$ |
| Other Revenue | | 303,018 | 303,018 | 303,018 | 177,533 | (125,485) | (41%) | ▼ | \$ |
| Profit on Disposal of Assets | 7 | 0 | 0 | 0 | 52,369 | 52,369 | | ▲ | \$ |
| Gain FV Valuation of Assets | | 0 | 0 | 0 | 0 | 0 | | | |
| | | 3,853,181 | 3,853,181 | 3,853,181 | 5,167,421 | | | | |
| Expenditure from operating activities | | | | | | | | | |
| Employee Costs | | (1,799,987) | (1,799,987) | (1,799,987) | (1,572,596) | 227,391 | 13% | ▲ | \$ |
| Materials and Contracts | | (1,392,607) | (1,392,607) | (1,392,607) | (1,363,351) | 29,256 | 2% | ▲ | |
| Utility Charges | | (253,357) | (253,357) | (253,357) | (245,408) | 7,949 | 3% | ▲ | |
| Depreciation on Non-Current Assets | | (2,826,170) | (2,826,170) | (2,826,170) | (3,093,488) | (267,318) | (9%) | ▼ | |
| Interest Expenses | | (41,993) | (41,993) | (41,993) | (41,704) | 289 | 1% | ▲ | |
| Insurance Expenses | | (184,763) | (184,763) | (184,763) | (190,786) | (6,023) | (3%) | ▼ | |
| Other Expenditure | | (96,100) | (96,100) | (96,100) | (143,483) | (47,383) | (49%) | ▼ | \$ |
| Loss on Disposal of Assets | 7 | (2,000) | (2,000) | (2,000) | (65,859) | (63,859) | (3193%) | ▼ | \$ |
| Loss FV Valuation of Assets | | 0 | 0 | 0 | 0 | 0 | | | |
| | | (6,596,977) | (6,596,977) | (6,596,977) | (6,716,675) | | | | |
| Operating activities excluded from budget | | | | | | | | | |
| Add back Depreciation | | 2,826,170 | 2,826,170 | 2,826,170 | 3,093,488 | 267,318 | 9% | ▲ | |
| Adjust (Profit)/Loss on Asset Disposal | 7 | 2,000 | 2,000 | 2,000 | 13,489 | 11,489 | 574% | ▲ | \$ |
| Movement in Leave Reserve (Added Back) | | 747 | 747 | 747 | 436 | (311) | (42%) | ▼ | |
| Movement in Deferred Pensioner Rates/ESL | | 0 | 0 | 0 | (659) | (659) | | ▼ | |
| Movement in Employee Benefit Provisions | | 0 | 0 | 0 | (9,129) | (9,129) | | ▼ | |
| Rounding Adjustments | | 0 | 0 | 0 | 0 | 0 | | | |
| Movement Due to Changes in Accounting Standards | | 0 | 0 | 0 | 0 | 0 | | | |
| Loss on Asset Revaluation | | 0 | 0 | 0 | 0 | 0 | | | |
| Adjustment in Fixed Assets | | 0 | 0 | 0 | 0 | 0 | | | |
| Amount attributable to operating activities | | 85,121 | 85,121 | 85,121 | 1,548,372 | | | | |
| Investing activities | | | | | | | | | |
| Non-Operating Grants, Subsidies and Contributions | 13 | 1,811,913 | 1,811,913 | 1,811,913 | 1,629,624 | (182,289) | (10%) | ▼ | \$ |
| Proceeds from Disposal of Assets | 7 | 383,000 | 383,000 | 383,000 | 303,918 | (79,082) | (21%) | ▼ | \$ |
| Land Held for Resale | 8 | 0 | 0 | 0 | 0 | 0 | | | |
| Land and Buildings | 8 | (2,438,696) | (2,438,696) | (2,438,696) | (1,864,112) | 574,584 | 24% | ▲ | \$ |
| Plant and Equipment | 8 | (600,000) | (600,000) | (600,000) | (249,155) | 350,845 | 58% | ▲ | \$ |
| Motor Vehicles | 8 | (263,000) | (263,000) | (263,000) | (229,015) | 33,985 | 13% | ▲ | \$ |
| Furniture and Equipment | 8 | 0 | 0 | 0 | 0 | 0 | | | |
| Infrastructure Assets - Roads | 8 | (1,752,211) | (1,752,211) | (1,752,211) | (1,898,894) | (146,683) | (8%) | ▼ | |
| Infrastructure Assets - Footpaths | 8 | (20,000) | (20,000) | (20,000) | (20,160) | (160) | (1%) | ▼ | |
| Infrastructure Assets - Parks & Ovals | 8 | (190,000) | (190,000) | (190,000) | (200,853) | (10,853) | (6%) | ▼ | |
| Infrastructure Assets - Playground Equipment | 8 | 0 | 0 | 0 | 0 | 0 | | | |
| Infrastructure Assets - Airports | 8 | (25,000) | (25,000) | (25,000) | (19,781) | 5,219 | 21% | ▲ | |
| Infrastructure Assets - Other | 8 | 0 | 0 | 0 | 0 | 0 | | | |
| Amount attributable to investing activities | | (3,093,994) | (3,093,994) | (3,093,994) | (2,548,428) | | | | |
| Financing Activities | | | | | | | | | |
| Proceeds from New Debentures | | 450,000 | 450,000 | 450,000 | 0 | (450,000) | (100%) | ▼ | \$ |
| Repayment of Debentures | 9 | (44,720) | (44,720) | (44,720) | (44,720) | 0 | 0% | | |
| Repayment of Lease Financing | 9 | (10,533) | (10,533) | (10,533) | (10,755) | (222) | (2%) | ▼ | |
| Advances to Community Groups | | 0 | 0 | 0 | 0 | 0 | | | |
| Proceeds from Advances | | 0 | 0 | 0 | 0 | 0 | | | |
| Self-Supporting Loan Principal | 9 | 9,524 | 9,524 | 9,524 | 9,524 | 0 | 0% | | |
| Transfer to Restricted Cash - Other | | 0 | 0 | 0 | 0 | 0 | | | |
| Transfer from Restricted Cash - Other | | 0 | 0 | 0 | 0 | 0 | | | |
| Transfer from Reserves | 10 | 819,996 | 819,996 | 819,996 | 819,996 | 0 | 0% | ▲ | |
| Transfer to Reserves | 10 | (10,939) | (10,939) | (10,939) | (5,678) | 5,261 | 48% | ▲ | |
| Amount attributable to financing activities | | 1,213,328 | 1,213,328 | 1,213,328 | 768,366 | | | | |
| Closing Funding Surplus (Deficit) | 1 | 1 | (60,199) | (60,199) | 1,503,656 | | | | |

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

Refer to Note 15 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2020/21 year is \$10,000 and 10%.

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

ADJUSTED NET CURRENT ASSETS

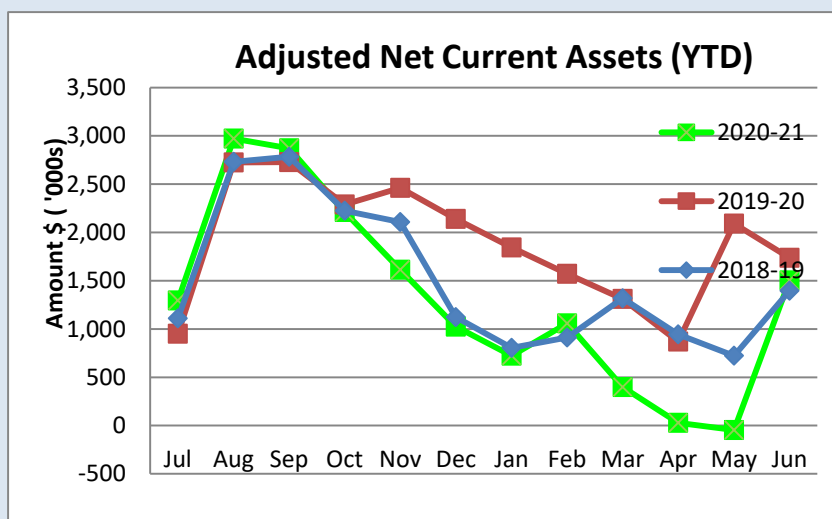
| Adjusted Net Current Assets | Note | Last Years Closing 30/06/2020 | This Time Last Year 30/06/2020 | Year to Date Actual 30/06/2021 |
|---|------|-------------------------------------|--------------------------------------|--------------------------------------|
| | | \$ | \$ | \$ |
| Current Assets | | | | |
| Cash Unrestricted | 2 | 2,123,692 | 2,123,692 | 1,969,767 |
| Cash Restricted - Reserves | 2 | 1,458,563 | 1,458,563 | 644,246 |
| Cash Restricted - General | 2 | 0 | 0 | 0 |
| Cash Restricted - Bonds & Deposits | 2 | 16,183 | 16,183 | 13,905 |
| Receivables - Rates | 3 | 123,891 | 123,891 | 121,511 |
| Receivables - Other | 3 | 109,135 | 109,135 | 85,512 |
| Inventories | 4 | 14,385 | 14,385 | 5,582 |
| | | 3,845,849 | 3,845,849 | 2,840,523 |
| Less: Current Liabilities | | | | |
| Payables | 5 | (471,395) | (471,395) | (505,900) |
| Contract Liabilities | 11 | (5,129) | (5,129) | (17,418) |
| Bonds & Deposits | 14 | (16,183) | (16,183) | (13,905) |
| Loan and Lease Liability | 9 | (55,253) | (55,253) | 222 |
| Provisions | 11 | (249,325) | (249,325) | (255,449) |
| | | (797,285) | (797,285) | (792,450) |
| Less: Cash Reserves | 10 | (1,458,563) | (1,458,563) | (644,246) |
| Add Back: Component of Leave Liability not Required to be funded | | 99,615 | 99,615 | 100,051 |
| Add Back: Loan and Lease Liability | | 55,253 | 55,253 | (222) |
| Less : Loan Receivable - clubs/institutions | | (9,524) | (9,524) | 0 |
| Net Current Funding Position | | 1,735,346 | 1,735,346 | 1,503,656 |

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.

**This Year YTD****Surplus(Deficit)****\$1.5 M****Last Year YTD****Surplus(Deficit)****\$1.74 M**

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

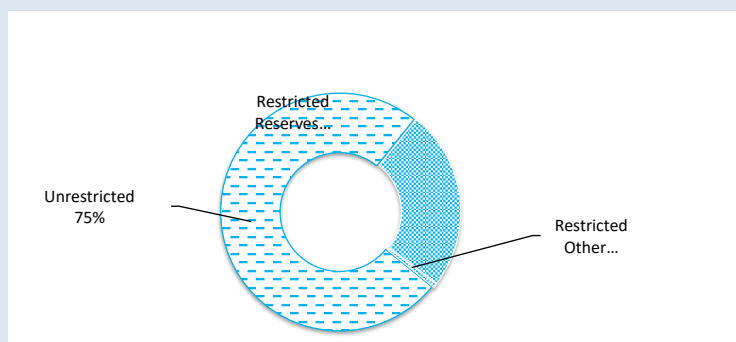
| | Unrestricted | Restricted Reserves | Restricted Muni | Total Amount | Institution | Interest Rate | Maturity Date |
|---|------------------|------------------------|--------------------|------------------|----------------|------------------|------------------|
| | \$ | \$ | \$ | \$ | | | |
| Cash on Hand | | | | | | | |
| Cash Floats | 300 | | | 300 | Cash on Hand | Nil | On Hand |
| At Call Deposits | | | | | | | |
| Municipal Cash at Bank | 1,880,008 | | | 1,880,008 | Bendigo | 0.35% | Ongoing |
| Little Bees of Bencubbin - Bendigo Bank Account | 49,459 | | | 49,459 | Bendigo | 0.00% | Ongoing |
| Bendigo Bank ATM Float Account | 14,040 | | | 14,040 | Bendigo | 0.00% | Ongoing |
| DC: ATM Float | 25,960 | | | 25,960 | ATM Cash Float | Nil | On Hand |
| Bonds & Deposits Held in Municipal Bank | | | 13,905 | 13,905 | Bendigo | 0.00% | Ongoing |
| Term Deposits | | | | | | | |
| Cash at Bank Reserve Funds | | 644,246 | | 644,246 | Bendigo | 0.10% | 30/06/21 |
| Investments | | | | | | | |
| Total | 1,969,767 | 644,246 | 13,905 | 2,627,918 | | | |

SIGNIFICANT ACCOUNTING POLICIES

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.

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments 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.



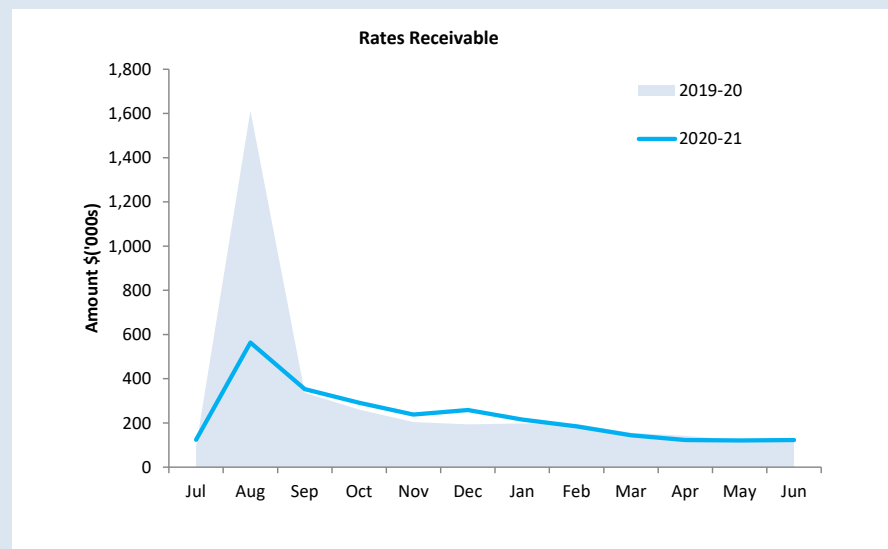
| Total Cash | Unrestricted |
|-----------------|----------------|
| \$2.63 M | \$.64 M |

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

| Receivables - Rates & Rubbish | 30 June 2020 | 30 Jun 21 |
|--------------------------------|----------------|----------------|
| | \$ | \$ |
| Opening Arrears Previous Years | 103,768 | 124,969 |
| Levied this year | 1,513,288 | 1,499,241 |
| Less Collections to date | (1,492,086) | (1,500,963) |
| Equals Current Outstanding | 124,969 | 123,248 |
| Net Rates Collectable | 124,969 | 123,248 |
| % Collected | 92.27% | 92.41% |

KEY INFORMATION

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

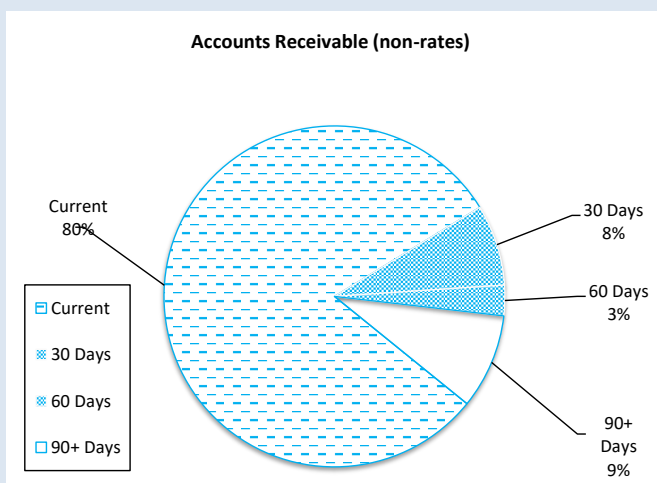


| Collected | Rates Due |
|------------|------------------|
| 92% | \$123,248 |

| Receivables - General | Current | 30 Days | 60 Days | 90+ Days | Total |
|--|---------|---------|---------|----------|---------------|
| | \$ | \$ | \$ | \$ | \$ |
| Receivables - General | 10,578 | 1,012 | 380 | 1,185 | 13,154 |
| Percentage | 80% | 8% | 3% | 9% | |
| Balance per Trial Balance | | | | | |
| Sundry Debtors | | | | | 13,154 |
| Receivables - Other | | | | | 72,358 |
| Total Receivables General Outstanding | | | | | 85,512 |
| Amounts shown above include GST (where applicable) | | | | | |

SIGNIFICANT ACCOUNTING POLICIES

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



Debtors Due

\$85,512

Over 30 Days

20%

Over 90 Days

9%

| | Opening Balance 1 Jul 2020 | Asset Increase | Asset Reduction | Closing Balance 30 Jun 2021 |
|--|----------------------------------|-------------------|--------------------|-----------------------------------|
| Other Current Assets | \$ | \$ | \$ | \$ |
| Other Financial Assets at Amortised Cost | | | | |
| Financial assets at amortised cost - self supporting loans | 9,524 | 0 | (9,524) | 0 |
| Inventory | | | | |
| Fuel, Visitor and Rec Centres stock on hand | 14,385 | 0 | (8,803) | 5,582 |
| Accrued income and prepayments | | | | |
| Accrued income and prepayments | 5,476 | 0 | (5,476) | 0 |
| Contract assets | | | | |
| Contract assets | 0 | 0 | 0 | 0 |
| Total Other Current assets | | | | 5,582 |
| Amounts shown above include GST (where applicable) | | | | |

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

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

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

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Borrowing costs and holding charges incurred after development is completed are expensed.

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

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

CONTRACT ASSETS

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

SHIRE OF MT MARSHALL
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021

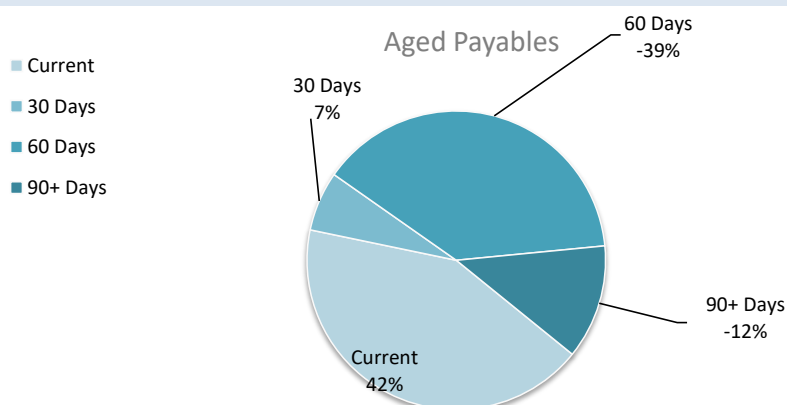
OPERATING ACTIVITIES
NOTE 5
Payables

| Payables - General | Current | 30 Days | 60 Days | 90+ Days | Total |
|---|----------|---------|---------|----------|----------------|
| | \$ | \$ | \$ | \$ | \$ |
| Payables (Sundry Creditors) - General | 8,434 | 1,285 | (7,698) | (2,459) | (438) |
| Percentage | -1926.2% | -293.5% | 1758.1% | 561.6% | |
| Balance per Trial Balance | | | | | |
| Sundry creditors - General | | | | | 412,349 |
| Other creditors | | | | | (168) |
| Accrued salaries and wages | | | | | (616) |
| ATO liabilities | | | | | 63,266 |
| Other accruals/payables | | | | | 31,069 |
| Total Payables General Outstanding | | | | | 505,900 |

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Creditors Due

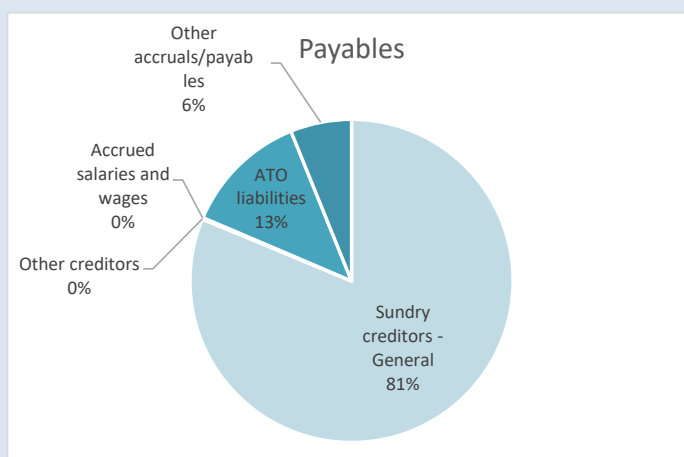
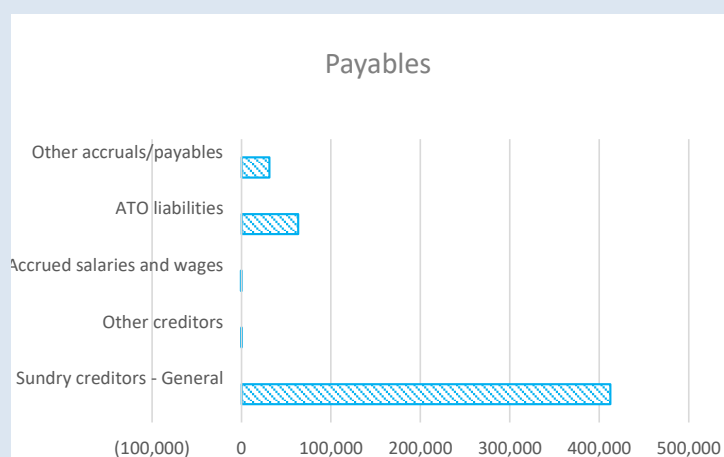
\$505,900

Over 30 Days

2026%

Over 90 Days

561.6%



OPERATING ACTIVITIES

NOTE 6

RATE REVENUE

| RATE TYPE | Budget | | | | | | | YTD Actual | | | |
|----------------------------------|----------------|----------------------|-------------------|------------------|--------------|-----------|------------------|------------------|---------------|-----------------|------------------|
| | Rate in | Number of Properties | Rateable Value | Rate Revenue | Interim Rate | Back Rate | Total Revenue | Rate Revenue | Interim Rates | Back Rates | Total Revenue |
| | \$ | | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| General Rate | | | | | | | | | | | |
| GRV | 0.133328 | 106 | 569,520 | 75,933 | 0 | 0 | 75,933 | 75,933 | 922 | 0 | 76,855 |
| UV | 0.018350 | 311 | 74,587,587 | 1,368,682 | 0 | 0 | 1,368,682 | 1,368,682 | 243 | (23,995) | 1,344,931 |
| Mining | 0.018350 | 1 | 47,718 | 876 | 0 | 0 | 876 | 876 | 697 | 0 | 1,572 |
| Sub-Totals | | 418 | 75,204,825 | 1,445,491 | 0 | 0 | 1,445,491 | 1,445,491 | 1,862 | (23,995) | 1,423,358 |
| Minimum Rate | Minimum | | | | | | | | | | |
| | \$ | | | | | | | | | | |
| GRV | 416 | 38 | 28,033 | 15,808 | 0 | 0 | 15,808 | 15,808 | 0 | 0 | 15,808 |
| UV | 416 | 24 | 164,160 | 9,984 | 0 | 0 | 9,984 | 9,984 | 0 | 0 | 9,984 |
| Mining | 416 | 11 | 45,907 | 4,576 | 0 | 0 | 4,576 | 4,576 | 0 | 0 | 4,576 |
| Sub-Totals | | 73 | 238,100 | 30,368 | 0 | 0 | 30,368 | 30,368 | 0 | 0 | 30,368 |
| | | 491 | 75,442,925 | 1,475,859 | 0 | 0 | 1,475,859 | 1,475,859 | 1,862 | (23,995) | 1,453,726 |
| Discounts | | | | | | | (53,300) | | | | (54,098) |
| Rates Written Off | | | | | | | (700) | | | | (1,508) |
| Amount from General Rates | | | | | | | 1,421,859 | | | | 1,398,120 |
| Ex-Gratia Rates | | | | | | | 17,200 | | | | 16,772 |
| Movement in Excess Rates | | | | | | | 0 | | | | 0 |
| Specified Area Rates | | | | | | | 35,449 | | | | 37,706 |
| Total Rates | | | | | | | 1,474,508 | | | | 1,452,598 |

SHIRE OF MT MARSHALL

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 30 JUNE 2021

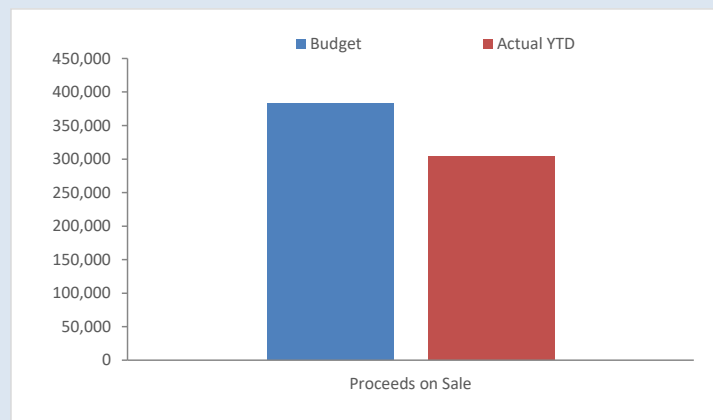
OPERATING ACTIVITIES

NOTE 7

DISPOSAL OF ASSETS

| Asset Number | Asset Description | Amended Budget | | | | YTD Actual | | | | |
|---------------------|---|----------------|----------|---------|---------|----------------|----------|---------|----------|----------|
| | | Net Book Value | Proceeds | Profit | (Loss) | Net Book Value | Proceeds | Profit | (Loss) | |
| | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | |
| Plant and Equipment | | | | | | | | | | |
| P14005 | Volvo L90F Wheel Loader With Rhino Bt | MM5150 | 80,000 | 80,000 | | 85,124 | 113,636 | 28,513 | | |
| MM3330 | 22M3 Tri-Axle Side Tipping Trailer | MM3330 | 20,000 | 20,000 | | | | | | |
| P12062 | 2008 Hino Fs1Elkd T/A Tip Truck | MM5035 | 40,000 | 40,000 | | | | | | |
| P12042 | 2004 Hino Ranger Primemover | MM3900 | 29,000 | 29,000 | | 26,733 | 13,400 | | (13,332) | |
| P11046 | Toro Z580D Ride On Mower | | 25,000 | 25,000 | | | | | | |
| P12107 | 2014 Mitsubishi Triton Utility With Tippi | MM286 | 10,000 | 10,000 | | 11,539 | 15,609 | 4,071 | | |
| P12092 | 2013 Mitsubishi Triton Glx 4X2 (Mm254 | MM254 | 10,000 | 10,000 | | 10,407 | 7,273 | | (3,134) | |
| P12104 | Mitsubishi Mn Triton 4X2X Gl (Mm5185 | MM5185 | 10,000 | 10,000 | | 11,065 | 8,182 | | (2,883) | |
| 0011 | Mitsubishi Triton Glx 4X2 Diesel | | 10,000 | 10,000 | | 16,106 | 10,909 | | (5,197) | |
| P059 | Suzuki Apv - Cleaner | MM5183 | 6,000 | 6,000 | | 9,681 | 9,000 | | (681) | |
| 0039 | New Health Toyota Fortuner 2019 | | 30,000 | 30,000 | | 40,632 | 0 | | (40,632) | |
| 0037 | Toyota Prado 2019 | | 48,000 | 47,000 | (1,000) | 50,727 | 51,364 | 636 | | |
| 0040 | 2019 Toyota Landcruiser 200 Glx Mm00 | | 67,000 | 66,000 | (1,000) | 55,396 | 74,545 | 19,150 | | |
| | | | 385,000 | 383,000 | 0 | (2,000) | 317,408 | 303,918 | 52,369 | (65,859) |

KEY INFORMATION



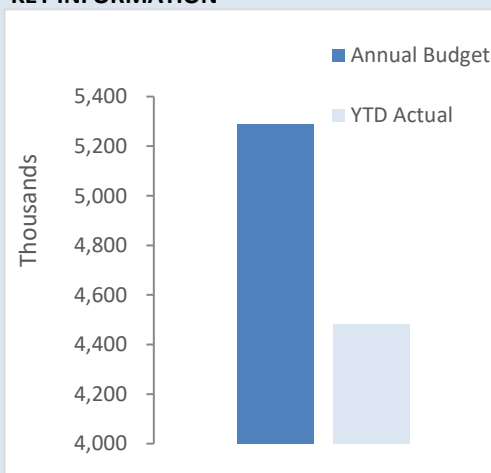
| Proceeds on Sale | | |
|------------------|------------|-----|
| Budget | YTD Actual | % |
| \$383,000 | \$303,918 | 79% |

| Capital Acquisitions | Adopted | | Amended | | YTD Budget Variance |
|---|------------------|------------------|------------------|------------------|---------------------|
| | Annual Budget | YTD Budget | Annual Budget | YTD Actual Total | |
| | \$ | \$ | \$ | \$ | \$ |
| Land Held for Resale | 0 | 0 | 0 | 0 | 0 |
| Land and Buildings | 2,438,696 | 2,438,696 | 2,438,696 | 1,864,112 | (574,584) |
| Plant and Equipment | 600,000 | 600,000 | 600,000 | 249,155 | (350,845) |
| Motor Vehicles | 263,000 | 263,000 | 263,000 | 229,015 | (33,985) |
| Furniture and Equipment | 0 | 0 | 0 | 0 | 0 |
| Infrastructure Assets - Roads | 1,752,211 | 1,752,211 | 1,752,211 | 1,898,894 | 146,683 |
| Infrastructure Assets - Footpaths | 20,000 | 20,000 | 20,000 | 20,160 | 160 |
| Infrastructure Assets - Parks & Ovals | 190,000 | 190,000 | 190,000 | 200,853 | 10,853 |
| Infrastructure Assets - Playground Equipmen | 0 | 0 | 0 | 0 | 0 |
| Infrastructure Assets - Airports | 25,000 | 25,000 | 25,000 | 19,781 | (5,219) |
| Infrastructure Assets - Other | 0 | 0 | 0 | 0 | 0 |
| Capital Expenditure Totals | 5,288,907 | 5,288,907 | 5,288,907 | 4,481,970 | (806,937) |
| Capital acquisitions funded by: | | | | | |
| | \$ | \$ | \$ | \$ | \$ |
| Capital Grants and Contributions | 1,811,913 | 1,811,913 | 1,811,913 | 1,629,624 | (182,289) |
| Borrowings | 450,000 | 450,000 | 450,000 | 0 | (450,000) |
| Other (Disposals & C/Fwd) | 383,000 | 383,000 | 383,000 | 303,918 | (79,082) |
| Council contribution - Cash Backed Reserves | | | | | |
| Various Reserves | | 819,996 | 819,996 | 819,996 | 0 |
| Council contribution - operations | | 1,823,998 | 1,823,998 | 1,728,432 | (95,567) |
| Capital Funding Total | | 5,288,907 | 5,288,907 | 4,481,970 | (806,937) |

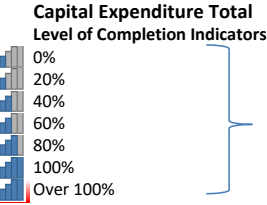
SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION




| Acquisitions | Annual Budget | YTD Actual | % Spent |
|---------------|-----------------|-----------------|------------|
| | \$5.29 M | \$4.48 M | 85% |
| Capital Grant | Annual Budget | YTD Actual | % Received |
| | \$1.81 M | \$1.63 M | 90% |

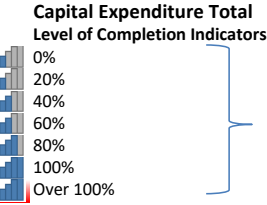


Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

% of
Completion


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






























| Level of completion indicator, please see table at the top of this note for further detail. | | | | Adopted | | Amended | | Total YTD | Total Forecast | Variance (Under)/Over |
|---|---|----------------|------------------------|------------|---------------|---------------|-------------|-------------|----------------|-----------------------|
| Assets | | Account Number | Balance Sheet Category | Job Number | Annual Budget | Annual Budget | YTD Budget | | | |
| | | | | | \$ | \$ | \$ | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| Buildings | | | | | | | | | | |
| Law Order & Public Safety | | | | | | | | | | |
| | WIALKI FIRE TENDER SHED | 0513001 | 9233 | 8345 | 0 | 0 | 0 | (12,443) | 0 | (12,443) |
| Total - Law Order & Public Safety | | | | | 0 | 0 | 0 | (12,443) | 0 | (12,443) |
| Other Health | | | | | | | | | | |
| | Lot 15 Lindsay St, Beacon - Capital Expenditure | 0763002 | 9233 | BC0701 | (25,000) | (25,000) | (25,000) | (18,880) | (25,000) | 6,120 |
| Total - Other Health | | | | | (25,000) | (25,000) | (25,000) | (18,880) | 0 | 6,120 |
| Education & Welfare | | | | | | | | | | |
| | Purchase Land & Buildings - Welfare Aged | 0823041 | 9233 | | (8,000) | (8,000) | (8,000) | (10,890) | (8,000) | (2,890) |
| Total - Education & Welfare | | | | | (8,000) | (8,000) | (8,000) | (10,890) | (8,000) | (2,890) |
| Housing | | | | | | | | | | |
| | Lot 156 Brown St, Bencubbin - Capital Expenditure | 0913041 | 9233 | BC0913 | (40,000) | (40,000) | (40,000) | (45,766) | (40,000) | (5,766) |
| | Lot 161 Brown Street, Bencubbin Capital Works | 0913041 | 9233 | BC0914 | (7,000) | (7,000) | (7,000) | (5,358) | (7,000) | 1,642 |
| | Lot 247 Brown St, Bencubbin - Capital Expenditure | 0913041 | 9233 | BC0915 | (10,000) | (10,000) | (10,000) | (2,002) | (10,000) | 7,998 |
| | Lot 248 Brown Street Bencubbin Capital Works | 0913041 | 9233 | BC0916 | (6,000) | (6,000) | (6,000) | (3,775) | (6,000) | 2,225 |
| | Lot 179 Hammond St, Bencubbin - Capital Expenditure | 0913041 | 9233 | BC0918 | (410,000) | (410,000) | (410,000) | 0 | (410,000) | 410,000 |
| | Lot 5 Hammond Street, Bencubbin - Capital Expenditure | 0913041 | 9233 | BC0919 | (15,000) | (15,000) | (15,000) | (19,124) | (15,000) | (4,124) |
| | Lot 6 Hammond Street, Bencubbin - Capital Expenditure | 0913041 | 9233 | BC0920 | (15,000) | (15,000) | (15,000) | (6,986) | (15,000) | 8,014 |
| | Unit 97A Monger Street, Bencubbin - Capital Expenditure | 0933041 | 9233 | 8569 | (20,000) | (20,000) | (20,000) | 0 | (20,000) | 20,000 |
| | Lot 101 Broadbent St, Beacon - Capital Expenditure | 0933041 | 9233 | 8572 | (18,000) | (18,000) | (18,000) | (19,068) | (18,000) | (1,068) |
| | Lot 86 Dunne St, Beacon - Capital Expenditure | 0933041 | 9233 | 8573 | (6,000) | (6,000) | (6,000) | (5,499) | (6,000) | 501 |
| | Lot 30 Rowlands St, Beacon - Capital Expenditure | 0933041 | 9233 | 8575 | (7,000) | (7,000) | (7,000) | (3,731) | (7,000) | 3,269 |
| Total - Housing | | | | | (554,000) | (554,000) | (554,000) | (111,309) | (554,000) | 442,691 |
| Community Amenities | | | | | | | | | | |
| | Cemetery & Memorial Works | 1043001 | 9233 | 8549 | (61,000) | (61,000) | (61,000) | (37,250) | (61,000) | 23,750 |
| Total - Community Amenities | | | | | (61,000) | (61,000) | (61,000) | (37,250) | (61,000) | 23,750 |
| Recreation And Culture | | | | | | | | | | |
| | Bencubbin Hall Capital Works | 1113041 | 9233 | BC1101 | (10,000) | (10,000) | (10,000) | (19,476) | (10,000) | (9,476) |
| | Beacon Hall/Community Centre Capital Expenditure | 1113041 | 9233 | BC1102 | (58,500) | (58,500) | (58,500) | (22,615) | (58,500) | 35,885 |
| | Bencubbin Community Recreation Centre Capital Expenditure | 1193041 | 9233 | 8275 | (101,100) | (101,100) | (101,100) | (97,004) | (101,100) | 4,096 |
| | Bencubbin Bowling Green Capital Expenditure | 1193041 | 9233 | 8455 | (130,000) | (130,000) | (130,000) | (180,854) | (130,000) | (50,854) |
| | Beacon Bowling Green Capital Expenditure | 1193041 | 9233 | 8459 | (130,000) | (130,000) | (130,000) | 0 | (130,000) | 130,000 |
| | Beacon Recreation Centre Capital Expenditure | 1193041 | 9233 | 8559 | (67,100) | (67,100) | (67,100) | (42,863) | (67,100) | 24,237 |
| | Wialki Golf Club Capital Expenditure | 1193041 | 9233 | 9997 | (10,000) | (10,000) | (10,000) | (5,859) | (10,000) | 4,141 |
| | Swimming Pool Redevelopment | 1123050 | 9233 | 8188 | (1,130,996) | (1,130,996) | (1,130,996) | (1,223,704) | (1,130,996) | (92,708) |
| | Sturt Pea House Improvements | 1113044 | 9233 | | (20,000) | (20,000) | (20,000) | (15,829) | (20,000) | 4,171 |
| Total - Recreation And Culture | | | | | (1,657,696) | (1,657,696) | (1,657,696) | (1,608,204) | (1,657,696) | 49,492 |
| Economic Services | | | | | | | | | | |
| | Sandalwood Shops Capital Expenditure | 1353041 | 9233 | 8193 | (20,000) | (20,000) | (20,000) | (15,298) | (20,000) | 4,703 |
| | Bencubbin Community Resource Centre Capital Expenditure | 1353041 | 9233 | 8351 | (7,000) | (7,000) | (7,000) | (2,840) | (7,000) | 4,160 |
| | Set Up Workers Camp Bencubbin | 1379000 | 9233 | 8538 | (7,000) | (7,000) | (7,000) | (6,707) | (7,000) | 293 |
| | Beacon Workers Camp - Capital Expenditure | 1389000 | 9233 | | (45,000) | (45,000) | (45,000) | (5,232) | (45,000) | 39,768 |
| Total - Economic Services | | | | | (79,000) | (79,000) | (79,000) | (30,076) | (79,000) | 48,924 |
| Other Property & Services | | | | | | | | | | |
| | Beacon Community Bus Shed | 1433001 | 9233 | BC1401 | 0 | 0 | 0 | (35,060) | 0 | (35,060) |
| Total - Other Property & Services | | | | | 0 | 0 | 0 | (35,060) | 0 | (35,060) |
| Total - Buildings | | | | | (2,384,696) | (2,384,696) | (2,384,696) | (1,864,112) | (2,359,696) | 520,584 |
| Plant & Equipment | | | | | | | | | | |
| Transport | | | | | | | | | | |
| | Plant Purchases | 1223041 | 9239 | | (600,000) | (600,000) | (600,000) | (249,155) | (600,000) | 350,845 |
| Total - Transport | | | | | (600,000) | (600,000) | (600,000) | (249,155) | (600,000) | 350,845 |
| Total - Plant & Equipment | | | | | (600,000) | (600,000) | (600,000) | (249,155) | (600,000) | 350,845 |
| Motor Vehicles | | | | | | | | | | |
| Governance | | | | | | | | | | |
| | Purchase Vehicle - Admin | 0423031 | 9237 | | (133,000) | (133,000) | (133,000) | (135,124) | (133,000) | (2,124) |
| Total - Governance | | | | | (133,000) | (133,000) | (133,000) | (135,124) | (133,000) | (2,124) |
| Other Health | | | | | | | | | | |
| | NEW Health Purchase of Motor Vehicle | 0773001 | 9237 | | (45,000) | (45,000) | (45,000) | 0 | (45,000) | 45,000 |
| Total - Other Health | | | | | (45,000) | (45,000) | (45,000) | 0 | (45,000) | 45,000 |
| Transport | | | | | | | | | | |
| | Motor Vehicle Purchases | 1223042 | 9237 | | (85,000) | (85,000) | (85,000) | (93,891) | (85,000) | (8,891) |
| Total - Transport | | | | | (85,000) | (85,000) | (85,000) | (93,891) | (85,000) | (8,891) |
| Total - Motor Vehicles | | | | | (263,000) | (263,000) | (263,000) | (229,015) | (263,000) | 33,985 |
| Infrastructure - Roads | | | | | | | | | | |
| Transport | | | | | | | | | | |
| | Monger Street SLK 0.00 to 0.860 Reseal (R2R4) | 1223021 | 9243 | 8536 | 0 | 0 | 0 | (49) | 0 | (49) |
| | Welbungin Wialki Rd SLK 39.83 - 41.54 | 1223021 | 9243 | R2R047 | (140,838) | (140,838) | (140,838) | (141,263) | (140,838) | (425) |
| | Gabbin Cleary Rd SLK 8.73 - 10.83 | 1223021 | 9243 | R2R048 | (61,623) | (61,623) | (61,623) | (64,426) | (61,623) | (2,803) |
| | Gabbin Cleary Rd SLK 12.41 - 14.02 | 1223021 | 9243 | R2R049 | (47,400) | (47,400) | (47,400) | (48,613) | (47,400) | (1,213) |
| | Andrews Tank Rd SLK 21.47 - 22.70 | 1223021 | 9243 | R2R050 | (41,100) | (41,100) | (41,100) | (41,836) | (41,100) | (736) |
| | Mandiga Marindo Rd SLK 19.22 - 21.62 | 1223021 | 9243 | R2R051 | (64,000) | (64,000) | (64,000) | (81,384) | (64,000) | (17,384) |
| | Gillett Rd SLK 36.26 - 39.03 | 1223021 | 9243 | R2R052 | (88,000) | (88,000) | (88,000) | (89,957) | (88,000) | (1,957) |



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

% of
Completion

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

| Level of completion indicator, please see table at the top of this note for further detail. | | | | | Adopted | | Amended | | | | |
|---|---|---|------------------------|------------|---------------|---------------|-------------|-------------|----------------|-----------------------|----------|
| Assets | | Account Number | Balance Sheet Category | Job Number | Annual Budget | Annual Budget | YTD Budget | Total YTD | Total Forecast | Variance (Under)/Over | |
| | | | | | \$ | \$ | \$ | \$ | \$ | \$ | |
| 1.59 |  | Hiscox Rd SLK 0.00 - 3.00 | 1223021 | 9243 | R2R053 | (76,300) | (76,300) | (76,300) | (121,338) | (76,300) | (45,038) |
| 1.03 |  | Job Rd SLK 9.60 - 11.76 | 1223021 | 9243 | R2R054 | (54,000) | (54,000) | (54,000) | (55,656) | (54,000) | (1,656) |
| 0.94 |  | Koorda Bullfinch Rd SLK 19.29 - 22.61 | 1223031 | 9243 | RRG013 | (365,200) | (365,200) | (365,200) | (342,629) | (365,200) | 22,571 |
| 0.84 |  | Bencubbin Beacon Rd SLK 17.91 - 20.44, 20.81 - 21.85, 31.64 - 32.90 | 1223031 | 9243 | RRG014 | (154,080) | (154,080) | (154,080) | (128,802) | (154,080) | 25,278 |
| 1.02 |  | Burakin Wialki Rd SLK 21.43 - 22.17 | 1223031 | 9243 | RRG015 | (32,100) | (32,100) | (32,100) | (32,778) | (32,100) | (678) |
| 1.26 |  | Burakin Wialki Rd SLK 42.55 - 53.55 | 1223031 | 9243 | RRG016 | (31,270) | (31,270) | (31,270) | (39,328) | (31,270) | (8,058) |
| 1.34 |  | Scotsmans Rd SLK 23.09 - 25.11 | 1223031 | 9243 | RRG017 | (222,200) | (222,200) | (222,200) | (298,551) | (222,200) | (76,351) |
| 1.06 |  | Gabbin Cleary Rd SLK 3.25 - 3.79 | 1223051 | 9243 | RCC033 | (14,000) | (14,000) | (14,000) | (14,882) | (14,000) | (882) |
| 0.59 |  | Maroubra Rd SLK 9.19 - 11.14 | 1223051 | 9243 | RCC034 | (45,000) | (45,000) | (45,000) | (26,668) | (45,000) | 18,332 |
| 1.01 |  | Wialki North East Rd SLK 0.00 - 3.46 | 1223051 | 9243 | RCC035 | (83,000) | (83,000) | (83,000) | (83,777) | (83,000) | (777) |
| 1.12 |  | Beacon Back Rd SLK 0.00 - 1.23 | 1223051 | 9243 | RCC036 | (30,000) | (30,000) | (30,000) | (33,471) | (30,000) | (3,471) |
| 0.00 |  | Perry Rd SLK 2.18 - 2.62 | 1223051 | 9243 | RCC037 | (20,000) | (20,000) | (20,000) | 0 | (20,000) | 20,000 |
| 0.76 |  | Calderwood Drive SLK 0.00 - 1.14 | 1223051 | 9243 | RCC038 | (38,100) | (38,100) | (38,100) | (28,778) | (38,100) | 9,322 |
| 1.10 |  | Medlin St | 1223051 | 9243 | RCC039 | (15,000) | (15,000) | (15,000) | (16,537) | (15,000) | (1,537) |
| 0.71 |  | Cook St SLK 0.00 - 0.95 | 1223051 | 9243 | RCC040 | (32,000) | (32,000) | (32,000) | (22,564) | (32,000) | 9,436 |
| 1.05 |  | Dalgouring Snake Soak Rd SLK 2.05 - 3.00 | 1223051 | 9243 | RCC041 | (97,000) | (97,000) | (97,000) | (101,980) | (97,000) | (4,980) |
| 1.00 |  | Murray Street Reseal | 1223051 | 9243 | RCC042 | 0 | 0 | 0 | (8,904) | 0 | (8,904) |
| 1.00 |  | Hammond Street Reseal | 1223051 | 9243 | RCC043 | 0 | 0 | 0 | (31,516) | 0 | (31,516) |
| 1.00 |  | Lindsay Street Reseal | 1223051 | 9243 | RCC044 | 0 | 0 | 0 | (43,207) | 0 | (43,207) |
| Total - Transport | | | | | (1,752,211) | (1,752,211) | (1,752,211) | (1,898,894) | (1,752,211) | (146,683) | |
| 1.08 |  | Total - Infrastructure - Roads | | | (1,752,211) | (1,752,211) | (1,752,211) | (1,898,894) | (1,752,211) | (146,683) | |
| Infrastructure - Footpaths | | | | | | | | | | | |
| Transport | | | | | | | | | | | |
| 1.01 |  | Footpaths Construction | 1223055 | 9245 | 8552 | (20,000) | (20,000) | (20,000) | (20,160) | (20,000) | (160) |
| Total - Transport | | | | | (20,000) | (20,000) | (20,000) | (20,160) | (20,000) | (160) | |
| 1.01 |  | Total - Infrastructure - Footpaths | | | (20,000) | (20,000) | (20,000) | (20,160) | (20,000) | (160) | |
| Infrastructure - Parks & Ovals | | | | | | | | | | | |
| Recreation & Culture | | | | | | | | | | | |
| 1.74 |  | Waddouring Dam | 1183050 | 9249 | PC001 | (115,000) | (115,000) | (115,000) | (200,203) | (115,000) | (85,203) |
| 0.00 |  | Beacon Rock Reserve | 1183050 | 9249 | PC002 | (30,000) | (30,000) | (30,000) | 0 | (30,000) | 30,000 |
| 0.01 |  | Bencubbin Gazebo Area | 1183050 | 9249 | PC003 | (45,000) | (45,000) | (45,000) | (650) | (45,000) | 44,350 |
| Total - Recreation & Culture | | | | | (190,000) | (190,000) | (190,000) | (200,853) | (190,000) | (10,853) | |
| 1.06 |  | Total - Infrastructure - Parks & Ovals | | | (190,000) | (190,000) | (190,000) | (200,853) | (190,000) | (10,853) | |
| Infrastructure - Other | | | | | | | | | | | |
| Transport | | | | | | | | | | | |
| 0.79 |  | Beacon Airstrip Upgrade | 1253001 | 9259 | | (25,000) | (25,000) | (25,000) | (19,781) | (25,000) | 5,219 |
| Total - Transport | | | | | (25,000) | (25,000) | (25,000) | (19,781) | (25,000) | 5,219 | |
| 0.79 |  | Total - Infrastructure - Other | | | (25,000) | (25,000) | (25,000) | (19,781) | (25,000) | 5,219 | |
| | | | | | | | | | | | |
| 0.86 |  | Grand Total | | | (5,234,907) | (4,971,907) | (4,971,907) | (4,252,955) | (4,946,907) | 718,952 | |

(a) Information on Loan Debenture Borrowings

| Particulars/Purpose | 01 Jul 2020 | New Loans | | | Principal Repayments | | | Principal Outstanding | | | Interest & Guarantee Fee Repayments | | |
|--|--------------|-----------|----------------|----------------|----------------------|----------------|----------------|-----------------------|----------------|----------------|-------------------------------------|----------------|----------------|
| | | Actual | Amended Budget | Adopted Budget | Actual | Amended Budget | Adopted Budget | Actual | Amended Budget | Adopted Budget | Actual | Amended Budget | Adopted Budget |
| | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Housing | | | | | | | | | | | | | |
| Loan 124 - Staff House | 0 | 0 | 410,000 | 410,000 | 0 | 0 | 0 | 0 | 410,000 | 410,000 | 0 | 0 | 0 |
| Recreation and Culture | | | | | | | | | | | | | |
| Loan 120 - Bencubbin Multipurpose Complex Redevelopm | 386,768.20 | 0 | 0 | 0 | 16,480 | 16,480 | 16,480 | 370,288 | 370,288 | 370,288 | 14,623 | 14,733 | 14,733 |
| Loan 121 - Bencubbin Multipurpose Complex Redevelopm | 439,249.21 | 0 | 0 | 0 | 18,716 | 18,716 | 18,716 | 420,533 | 420,533 | 420,533 | 16,607 | 16,733 | 16,733 |
| Loan 123 - Aquatic Centre | 0.00 | 0 | 40,000 | 40,000 | 0 | 0 | 0 | 0 | 40,000 | 40,000 | 0 | 0 | 0 |
| | 826,017.41 | 0 | 450,000 | 450,000 | 35,196 | 35,196 | 35,196 | 790,821 | 1,240,821 | 1,240,821 | 31,229 | 31,466 | 31,466 |
| Self supporting loans | | | | | | | | | | | | | |
| Recreation and Culture | | | | | | | | | | | | | |
| Loan 122 - Bencubbin Multipurpose Complex Redevelopm | 223,513.73 | 0 | 0 | 0 | 9,524 | 9,524 | 9,524 | 213,990 | 213,990 | 213,990 | 8,450 | 8,514 | 8,514 |
| | 223,513.73 | 0 | 0 | 0 | 9,524 | 9,524 | 9,524 | 213,990 | 213,990 | 213,990 | 8,450 | 8,514 | 8,514 |
| Total | 1,049,531.14 | 0 | 450,000 | 450,000 | 44,720 | 44,720 | 44,720 | 1,004,811 | 1,454,811 | 1,454,811 | 39,680 | 39,981 | 39,981 |
| Current loan borrowings | 44,720.09 | | | | | | | 0 | | | | | |
| Non-current loan borrowings | 1,004,811.05 | | | | | | | 1,004,811 | | | | | |
| | 1,049,531.14 | | | | | | | 1,004,811 | | | | | |

All debenture repayments were financed by general purpose revenue except the Self Supporting Loan.

(b) Information on Financing

| Particulars/Purpose | 01 Jul 2020 | New Financing | | | Lease Financing Principal Repayments | | | Lease Financing Principal Outstanding | | | Lease Financing Interest Repayments | | |
|-----------------------------------|-------------|---------------|----------------|----------------|--------------------------------------|----------------|----------------|---------------------------------------|----------------|----------------|-------------------------------------|----------------|----------------|
| | | Actual | Amended Budget | Adopted Budget | Actual | Amended Budget | Adopted Budget | Actual | Amended Budget | Adopted Budget | Actual | Amended Budget | Adopted Budget |
| | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Governance | | | | | | | | | | | | | |
| Lease 1 - Fuji Xerox Docucentre | 8,330 | 0 | 0 | 0 | 2,443 | 2,221 | 2,221 | 5,888 | 6,110 | 6,110 | 137 | 124 | 124 |
| Community Amenities | | | | | | | | | | | | | |
| Lease 2 - Bencubbin Landfill Site | 44,612 | 0 | 0 | 0 | 4,156 | 4,156 | 4,156 | 40,456 | 40,456 | 40,456 | 944 | 944 | 944 |
| Lease 2 - Beacon Landfill Site | 44,612 | 0 | 0 | 0 | 4,156 | 4,156 | 4,156 | 40,456 | 40,456 | 40,456 | 944 | 944 | 944 |
| | 97,554 | 0 | 0 | 0 | 10,755 | 10,533 | 10,533 | 86,799 | 87,021 | 87,021 | 2,025 | 2,012 | 2,012 |
| Total | 97,554 | 0 | 0 | 0 | 10,755 | 10,533 | 10,533 | 86,799 | 87,021 | 87,021 | 2,025 | 2,012 | 2,012 |
| Current financing borrowings | 10,533 | | | | | | | -222 | | | | | |
| Non-current financing borrowings | 87,021 | | | | | | | 87,021 | | | | | |
| | 97,554 | | | | | | | 86,799 | | | | | |

SHIRE OF MT MARSHALL
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021

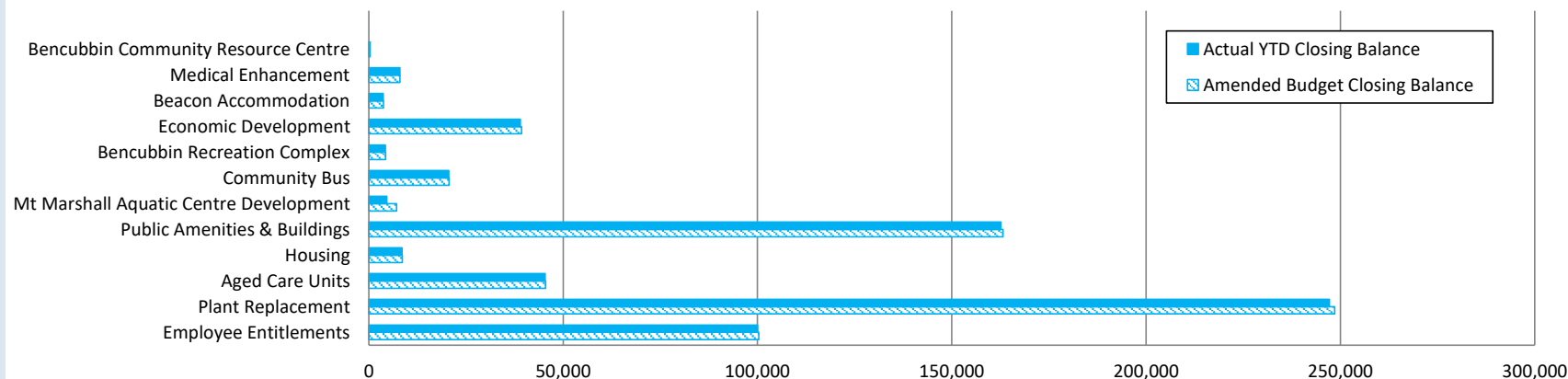
OPERATING ACTIVITIES
NOTE 10
CASH BACKED RESEVES

Cash Backed Reserve

| Reserve Name | Opening Balance | Amended Budget Interest Earned | Actual Interest Earned | Amended Budget Transfers In (+) | Actual Transfers In (+) | Amended Budget Transfers Out (-) | Actual Transfers Out (-) | Amended Budget Closing Balance | Actual YTD Closing Balance |
|--|-----------------|--------------------------------|------------------------|---------------------------------|-------------------------|----------------------------------|--------------------------|--------------------------------|----------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Employee Entitlements | 99,615 | 747 | 436 | 0 | 0 | 0 | 0 | 100,362 | 100,051 |
| Plant Replacement | 353,280 | 2,650 | 1,293 | 0 | 0 | (107,400) | (107,400) | 248,530 | 247,173 |
| Aged Care Units | 45,170 | 339 | 198 | 0 | 0 | 0 | 0 | 45,509 | 45,368 |
| Housing | 8,531 | 64 | 37 | 0 | 0 | 0 | 0 | 8,595 | 8,569 |
| Public Amenities & Buildings | 161,939 | 1,215 | 709 | 0 | 0 | 0 | 0 | 163,154 | 162,648 |
| Mt Marshall Aquatic Centre Development | 674,642 | 5,060 | 2,594 | 0 | 0 | (672,596) | (672,596) | 7,106 | 4,640 |
| Community Bus | 20,468 | 154 | 90 | 0 | 0 | 0 | 0 | 20,621 | 20,557 |
| Bencubbin Recreation Complex | 4,252 | 32 | 19 | 0 | 0 | 0 | 0 | 4,284 | 4,271 |
| Economic Development | 78,720 | 590 | 250 | 0 | 0 | (40,000) | (40,000) | 39,311 | 38,971 |
| Beacon Accommodation | 3,703 | 28 | 16 | 0 | 0 | 0 | 0 | 3,731 | 3,719 |
| Medical Enhancement | 7,946 | 60 | 35 | 0 | 0 | 0 | 0 | 8,006 | 7,981 |
| Bencubbin Community Resource Centre | 296 | 2 | 1 | 0 | 0 | 0 | 0 | 298 | 297 |
| | 1,458,563 | 10,939 | 5,678 | 0 | 0 | (819,996) | (819,996) | 649,507 | 644,246 |

KEY INFORMATION

Note 9 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF MT MARSHALL
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021

OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

| Other Current Liabilities | Note | Opening Balance 1 Jul 2020 | Liability Increase | Liability Reduction | Closing Balance 30 Jun 2021 |
|---|------|----------------------------------|-----------------------|------------------------|-----------------------------------|
| | | \$ | \$ | \$ | \$ |
| Contract Liabilities | | | | | |
| Unspent grants, contributions and reimbursements | | | | | |
| - operating | 12 | 1,129 | 85,881 | (74,811) | 12,199 |
| - non-operating | 13 | 4,000 | 1,514,385 | (1,513,166) | 5,219 |
| Total unspent grants, contributions and reimbursements | | 5,129 | 1,600,266 | (1,587,977) | 17,418 |
| Provisions | | | | | |
| Annual leave | | 135,494 | 0 | (17,671) | 117,823 |
| Long service leave | | 113,831 | 23,794 | 0 | 137,625 |
| Total Provisions | | 249,325 | 23,794 | (17,671) | 255,449 |
| Total Other Current Liabilities | | | | | 272,867 |
| Amounts shown above include GST (where applicable) | | | | | |

KEY INFORMATION

PROVISIONS

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

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

EMPLOYEE BENEFITS

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

SHIRE OF MT MARSHALL
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021

NOTE 12
OPERATING GRANTS AND CONTRIBUTIONS

| Provider | Unspent Operating Grant, Subsidies and Contributions Liability | | | | | Operating Grants, Subsidies and Contributions Revenue | | | |
|--|--|-----------------------------|--|--------------------------|-------------------------------------|---|-----------------------------|--------------------------|--------------------------|
| | Liability 1 Jul 2020 | Increase in Liability | Liability Reduction (As revenue) | Liability 30 Jun 2021 | Current Liability 30 Jun 2021 | Adopted Budget Revenue | Amended Annual Budget | Amended YTD Budget | YTD Actual Revenue |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Operating Grants and Subsidies | | | | | | | | | |
| General purpose funding | | | | | | | | | |
| Grants Commission - Roads (WALGGC) | 0 | 0 | 0 | 0 | 0 | 400,000 | 400,000 | 400,000 | 891,886 |
| Grants Commission - General (WALGGC) | 0 | 0 | 0 | 0 | 0 | 770,000 | 770,000 | 770,000 | 1,519,358 |
| Law, order, public safety | | | | | | | | | |
| DFES Grant - Operating Bush Fire Brigade | 0 | 24,259 | (24,259) | 0 | 0 | 32,345 | 32,345 | 32,345 | 44,481 |
| Dept of Communities Family Support Grant | 0 | 41,194 | (41,194) | 0 | 0 | 41,194 | 41,194 | 41,194 | 41,194 |
| Community amenities | | | | | | | | | |
| State NRM Grants - Combat Vegetation Decline | 674 | 0 | (674) | 0 | 0 | 0 | 0 | 0 | 674 |
| State NRM Grants - Community Stewardship | 0 | 17,429 | (5,230) | 12,199 | 12,199 | 35,674 | 35,674 | 35,674 | 5,230 |
| Container Deposit Scheme | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 279 |
| Recreation and culture | | | | | | | | | |
| NADC National Australia Day Income | 0 | 3,000 | (3,000) | 0 | 0 | 0 | 0 | 0 | 3,000 |
| Watch Around Water Grant Income | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 500 |
| Transport | | | | | | | | | |
| Direct Grant (MRWA) | 0 | 0 | 0 | 0 | 0 | 223,083 | 223,083 | 223,083 | 216,457 |
| Economic services | | | | | | | | | |
| Scitech Starry Weekend Grant | 455 | 0 | (455) | 0 | 0 | 0 | 0 | 0 | 455 |
| | 1,129 | 85,881 | (74,811) | 12,199 | 12,199 | 1,502,296 | 1,502,296 | 1,502,296 | 2,723,514 |
| Operating Contributions | | | | | | | | | |
| Governance | | | | | | | | | |
| Community Event Contributions | 0 | 0 | 0 | 0 | 0 | 2,000 | 2,000 | 2,000 | 1,000 |
| | 0 | 0 | 0 | 0 | 0 | 2,000 | 2,000 | 2,000 | 1,000 |
| TOTALS | 1,129 | 85,881 | (74,811) | 12,199 | 12,199 | 1,504,296 | 1,504,296 | 1,504,296 | 2,724,514 |

SHIRE OF MT MARSHALL
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021

NOTE 13

NON-OPERATING GRANTS AND CONTRIBUTIONS

| Provider | Unspent Non Operating Grants, Subsidies and Contributions Liability | | | | | Non Operating Grants, Subsidies and Contributions Revenue | | | |
|--|---|-----------------------------|--|--------------------------|-------------------------------------|---|-----------------------------|--------------------------|--------------------------|
| | Liability 1 Jul 2020 | Increase in Liability | Liability Reduction (As revenue) | Liability 30 Jun 2021 | Current Liability 30 Jun 2021 | Adopted Budget Revenue | Amended Annual Budget | Amended YTD Budget | YTD Actual Revenue |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Non-Operating Grants and Subsidies | | | | | | | | | |
| Law, order, public safety | | | | | | | | | |
| DFES Capital Grant | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 11,666 |
| Community amenities | | | | | | | | | |
| DVA Grant - War Memorial Grant | 4,000 | 0 | (4,000) | 0 | 0 | 4,000 | 4,000 | 4,000 | 4,000 |
| Recreation and culture | | | | | | | | | |
| DLGSC CSRFF Swimming Pool Grant | 0 | 122,161 | (122,161) | 0 | 0 | 122,161 | 122,161 | 122,161 | 122,161 |
| LRCIP Aquatic Centre Income | 0 | 121,000 | (121,000) | 0 | 0 | 113,000 | 113,000 | 113,000 | 121,000 |
| LRCIP Waddouring Dam Income | 0 | 75,000 | (75,000) | 0 | 0 | 75,000 | 75,000 | 75,000 | 75,000 |
| LRCIP Bencubbin Community Recreation Centre Income | 0 | 35,000 | (35,000) | 0 | 0 | 38,000 | 38,000 | 38,000 | 35,000 |
| LRCIP Beacon Recreation Centre Income | 0 | 12,000 | (12,000) | 0 | 0 | 62,000 | 62,000 | 62,000 | 12,000 |
| LRCIP Bencubbin Bowling Green Income | 0 | 150,000 | (150,000) | 0 | 0 | 130,000 | 130,000 | 130,000 | 150,000 |
| LRCIP Beacon Bowling Green Income | 0 | 0 | 0 | 0 | 0 | 130,000 | 130,000 | 130,000 | 0 |
| Transport | | | | | | | | | |
| Welbungin Wialki Rd SLK 39.83 - 41.54 (R2R) Income | 0 | 140,838 | (140,838) | 0 | 0 | 140,838 | 140,838 | 140,838 | 140,838 |
| Gabbin Cleary Rd SLK 8.73 - 10.83 (R2R) Income | 0 | 61,622 | (61,622) | 0 | 0 | 61,623 | 61,623 | 61,623 | 61,622 |
| Gabbin Cleary Rd SLK 12.41 - 14.02 (R2R) Income | 0 | 43,091 | (43,091) | 0 | 0 | 47,400 | 47,400 | 47,400 | 43,091 |
| Andrews Tank Rd SLK 21.47 - 22.70 (R2R) Income | 0 | 41,100 | (41,100) | 0 | 0 | 41,100 | 41,100 | 41,100 | 41,100 |
| Mandiga Marindo Rd SLK 19.22 - 21.62 (R2R) Income | 0 | 64,000 | (64,000) | 0 | 0 | 64,000 | 64,000 | 64,000 | 64,000 |
| Gillett Rd SLK 36.26 - 39.03 (R2R) Income | 0 | 88,000 | (88,000) | 0 | 0 | 88,000 | 88,000 | 88,000 | 88,000 |
| Hiscox Rd SLK 0.00 - 3.00 (R2R) Income | 0 | 69,364 | (69,364) | 0 | 0 | 76,300 | 76,300 | 76,300 | 69,364 |
| Job Rd SLK 9.60 - 11.76 (R2R) Income | 0 | 36,923 | (36,923) | 0 | 0 | 36,924 | 36,924 | 36,924 | 36,923 |
| Koorda Bullfinch Rd SLK 19.29 - 22.61 (RRG) Income | 0 | 194,774 | (194,774) | 0 | 0 | 243,467 | 243,467 | 243,467 | 220,795 |
| Bencubbin Beacon Rd Various SLK's (RRG) Income | 0 | 84,729 | (84,729) | 0 | 0 | 102,720 | 102,720 | 102,720 | 83,567 |
| Burakin Wialki Rd SLK 21.43 - 22.17 (RRG) Income | 0 | 16,590 | (16,590) | 0 | 0 | 21,400 | 21,400 | 21,400 | 19,622 |
| Burakin Wialki Rd SLK 42.55 - 53.55 (RRG) Income | 0 | 14,688 | (14,688) | 0 | 0 | 20,847 | 20,847 | 20,847 | 14,688 |
| Scotsmans Rd SLK 23.09 - 25.11 (RRG) Income | 0 | 118,506 | (118,506) | 0 | 0 | 148,133 | 148,133 | 148,133 | 195,407 |
| LRCIP Beacon Airstrip Income | 0 | 25,000 | (19,781) | 5,219 | 5,219 | 25,000 | 25,000 | 25,000 | 19,781 |
| Economic services | | | | | | | | | |
| LRCIP Sandalwood Shops Income | 0 | 0 | 0 | 0 | 0 | 20,000 | 20,000 | 20,000 | 0 |
| | 4,000 | 1,514,385 | (1,513,166) | 5,219 | 5,219 | 1,811,913 | 1,811,913 | 1,811,913 | 1,629,624 |
| Total Non-operating grants, subsidies and contributions | 4,000 | 1,514,385 | (1,513,166) | 5,219 | 5,219 | 1,811,913 | 1,811,913 | 1,811,913 | 1,629,624 |

SHIRE OF MT MARSHALL

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021NOTE 14
BONDS & DEPOSITS AND TRUST FUNDS

In previous years, bonds and deposits were held as trust monies. They are still reported in this Note but also included in Restricted Cash - Bonds and Deposits and as a current liability in the books of Council.


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

| Description | Opening Balance 01 Jul 2020 | Amount Received | Amount Paid | Closing Balance 30 Jun 2021 |
|---|-----------------------------------|--------------------|---------------------|--------------------------------|
| | \$ | \$ | \$ | \$ |
| Restricted Cash - Bonds and Deposits | | | | |
| Police Licensing | 10,624.82 | 135,029.30 | (134,817.50) | 10,836.62 |
| Aged Care Beautification | 828.83 | 0.00 | 0.00 | 828.83 |
| Unclaimed Monies | 1,239.90 | 0.00 | 0.00 | 1,239.90 |
| Tree Planting Nursery | 1,000.00 | 0.00 | 0.00 | 1,000.00 |
| Emergency Services Levy Payments | 0.30 | 0.00 | (0.30) | 0.00 |
| Sub-Total | 13,693.85 | 135,029.30 | (134,817.80) | 13,905.35 |
| Trust Funds | | | | |
| Housing Bonds | 11,800.00 | 1,140.00 | (2,920.00) | 10,020.00 |
| Staff Social Club | 2,113.63 | 2,719.20 | (3,628.67) | 1,204.16 |
| Bonds Other | 10,700.00 | 320.00 | (70.00) | 10,950.00 |
| Sub-Total | 24,613.63 | 4,179.20 | (6,618.67) | 22,174.16 |
| | 38,307.48 | 139,208.50 | (141,436.47) | 36,079.51 |

KEY INFORMATION

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

The material variance adopted by Council for the 2020/21 year is \$10,000 and 10%.

| Reporting Program | Var. \$ | Var. % | Var.   | Significant Var.   | Timing/ Permanent | Explanation of Variance |
|---|----------------|---------------|--|--|------------------------------|--|
| Revenue from operating activities | \$ | % | | | | |
| Health | (128,756) | (64%) |  |  | Permanent | NEW Health wound up as at 31/12/20 |
| Housing | 22,143 | 18% |  |  | Permanent | Change in policy relating to recording of housing subsidy |
| Community Amenities | (47,561) | (29%) |  |  | Permanent | Bin Charges under budget due to removal of Shire properties |
| Transport | 28,674 | 13% |  |  | Permanent | Final R2R payment carried over to 2021/22 |
| Economic Services | 197,235 | 113% |  |  | Permanent | Caravan park and short term accommodation income higher than budgeted |
| Expenditure from operating activities | | | | | | |
| Governance | 56,570 | 13% |  |  | Permanent | Audit fees budgeted for Sept - not yet paid |
| Health | 109,170 | 33% |  |  | Permanent | NEW Health wound up as at 31/12/20 |
| Education and Welfare | 52,261 | 14% |  |  | Permanent | CDO & Little Bees Salaries under budget |
| Community Amenities | 49,252 | 15% |  |  | Timing | Landcare projects carried forward to 2021/22 |
| Investing Activities | | | | | | |
| Non-operating Grants, Subsidies and Contributions | (182,289) | (10%) |  |  | Timing | Final payment for LRCIP funding round 1 will not be received until 2021/22 |
| Proceeds from Disposal of Assets | (79,082) | (21%) |  |  | Permanent | Profit and loss unbudgeted |
| Land and Buildings | 574,584 | 24% |  |  | Permanent | Proposed house was not constructed |
| Plant and Equipment | 350,845 | 58% |  |  | Timing | Timing of purchases, carried forward to 2021/22 |
| Financing Activities | | | | | | |
| Proceeds from New Debentures | (450,000) | (100%) |  |  | Permanent | Borrowings not going ahead as house not being constructed |
| Reporting Nature or Type | Var. \$ | Var. % | Var.  | Significant Var.  | Timing/ Permanent | Explanation of Variance |
| Revenue from operating activities | | | | | | |
| Fees and Charges | 201,540 | 38% |  |  | Permanent | Caravan Parks and Short Term accommodation higher than budgeted |
| Other Revenue | (125,485) | (41%) |  |  | Permanent | NEW Health wound up as at 31/12/20 |
| Profit on Disposal of Assets | 52,369 | |  |  | Permanent | Unbudgeted |
| Gain FV Valuation of Assets | 0 | | | | | |
| Expenditure from operating activities | | | | | | |
| Other Expenditure | (47,383) | (49%) |  |  | Permanent | |
| Loss on Disposal of Assets | (63,859) | (3193%) |  |  | Timing | Unbudgeted |

F&R.2.5 PURCHASING POLICY

Council Policy: Disclaimers (where appropriate) shall be used when providing advice or information to either the public or other statutory bodies.

Objective:

- To provide compliance with the Local Government Act 1995; the Local Government Act (Functions and General) Regulations 1996 (as amended in March 2007); State Records Act 2000 (WA) and associated records management practices and procedures of the Shire of Mt Marshall; relevant legislation, regulations and requirements consistent with the Shire of Mt Marshall's policies and Code of Conduct.
- To deliver a best practice approach and procedures to internal purchasing for the Shire of Mt Marshall.
- To ensure efficiency and consistency for all purchasing activities that integrates within all the Local Government operational areas.
- To ensure openness, transparency, fairness and equity through the purchasing process to all potential suppliers.

1.1. WHY DO WE NEED A PURCHASING POLICY?

The Shire of Mt Marshall is committed to setting up efficient, effective, transparent, economical and sustainable procedures in all purchasing activities. This policy:

- Provides the Shire of Mt Marshall with a more effective way of purchasing goods and services.
- Ensures that purchasing transactions are carried out in a fair and equitable manner.
- Strengthens integrity and confidence in the purchasing system.
- Ensures that the Shire of Mt Marshall receives value for money in its purchasing.
- Ensures that the Shire of Mt Marshall considers the environmental impact of the procurement process across the life cycle of goods and services.
- Ensures the Shire of Mt Marshall is compliant with all regulatory obligations.
- Promotes effective governance and definition of roles and responsibilities.
- Uphold respect from the public and industry for the Local Government's purchasing practices that withstands probity.

Operational Guidelines:

1.2. ETHICS & INTEGRITY

All officers and employees of the Local Government shall observe the highest standards of ethics and integrity in undertaking purchasing activity and act in an honest and professional manner that supports the standing of the Local Government.

Levels of expenditure restrictions imposed upon individual staff with sub-delegated purchasing authority are to be at the discretion of the Chief Executive Officer.

The following principles, standards and behaviours must be observed and enforced through all stages of the purchasing process to ensure the fair and equitable treatment of all parties:

- full accountability shall be taken for all purchasing decisions and the efficient, effective and proper expenditure of public monies based on achieving value for money;
- all purchasing practices shall comply with relevant legislation, regulations, and requirements consistent with the Local Government policies and code of conduct;
- purchasing is to be undertaken on a competitive basis in which all potential suppliers are treated impartially, honestly and consistently;
- all processes, evaluations and decisions shall be transparent, free from bias and fully documented in accordance with applicable policies and audit requirements;
- any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed; and
- any information provided to the Local Government by a supplier shall be treated as commercial-in-confidence and should not be released unless authorised by the supplier or relevant legislation.

1.3. VALUE FOR MONEY

Value for money is an overarching principle governing purchasing that allows the best possible outcome to be achieved for the Local Government. It is important to note that compliance with the specification is more important than obtaining the lowest price, particularly taking into account user requirements, quality standards, sustainability, life cycle costing, and service benchmarks.

An assessment of the best value for money outcome for any purchasing should consider:

- all relevant whole-of-life costs and benefits whole of life cycle costs (for goods) and whole of contract life costs (for services) including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as but not limited to holding costs, consumables, deployment, maintenance and disposal.
- the technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality;
- financial viability and capacity to supply without risk of default. (Competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history);
- a strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable.

Where a higher priced conforming offer is recommended, there should be clear and demonstrable benefits over and above the lowest total priced, conforming offer.

1.4. SUSTAINABLE PROCUREMENT

Sustainable Procurement is defined as the procurement of goods and services that have less environmental and social impacts than competing products and services.

The Shire of Mt Marshall is committed to sustainable procurement and where appropriate shall endeavour to design Requests for Quotations and Tenders to provide an advantage to goods, services and/or processes that minimise environmental and negative social impacts and who embrace Corporate Social Responsibility.

Sustainable considerations must be balanced against value for money outcomes in accordance with the Local Government's sustainability objectives.

Practically, sustainable procurement means the Local Government shall endeavour at all times to identify and procure products and services that:

- Have been determined as necessary;
- Demonstrate environmental best practice in energy efficiency / and or consumption which can be demonstrated through suitable rating systems and eco-labelling.
- Demonstrate environmental best practice in water efficiency.
- Are environmentally sound in manufacture, use, and disposal with a specific preference for products made using the minimum amount of raw materials from a sustainable resource, that are free of toxic or polluting materials and that consume minimal energy during the production stage;
- Products that can be refurbished, reused, recycled or reclaimed shall be given priority, and those that are designed for ease of recycling, re-manufacture or otherwise to minimise waste.
- For motor vehicles – select vehicles featuring the highest fuel efficiency available, based on vehicle type and within the designated price range;
- For new buildings and refurbishments – where available use renewable energy and technologies.

1.5. PURCHASING THRESHOLDS

Where the value of procurement (excluding GST) for the value of the contract over the full contract period (including options to extend) is, or is expected to be:-

| Amount of Purchase | Model Policy |
|----------------------|---|
| Up to \$2,000 | Direct purchase from suppliers requiring only one verbal quotation. |
| \$2,001 - \$5,000 | Obtain at least one written quotation or estimate (as appropriate) |
| \$5,001 - \$30,000 | Obtain at least two written quotations if possible (see Note 1) |
| \$30,001 - \$249,999 | Obtain at least three written quotations containing price and specification of goods and services (with procurement decision based on all value for money considerations). See Note 1 |
| \$250,000 and above | Conduct a public tender process. |

Where it is considered beneficial, tenders may be called in lieu of seeking quotations for purchases under the \$250,000 threshold (excluding GST). If a decision is made to seek public tenders for Contracts of less than \$250,000, a Request for Tender process that entails all the procedures for tendering outlined in this policy must be followed in full.

Note 1: If it is not possible to get the required number of written quotations, a supplier's written "decline to quote" will be sufficient.

EXEMPTIONS

1. Freight: All freight is exempt from seeking quotations but where possible attain the best price for the required freight service.
2. Renewals: Existing annual subscriptions and renewals
3. LGIS: Insurance renewals
4. WALGA: Annual subscriptions
5. Some Local Purchasing:
 - a. Newspapers, books & periodicals – Those purchased locally for in-house provision and for the library are exempt from seeking quotations.
 - b. Catering of Food – catering from local suppliers for in-house meetings (not external events) are exempt from quotation (but purchases should be alternated between local suppliers where possible/appropriate).
 - c. Catering of Alcoholic and Non-Alcoholic Drinks: this includes milk and water from local suppliers for in-house provision.

1.5.1. Up to \$2,000

Where the value of procurement of goods or services does not exceed \$2,000, purchase on the basis of at least one verbal quotations is permitted. However it is recommended to use professional discretion and occasionally undertake market testing with a greater number or more formal forms of quotation to ensure best value is maintained.

This purchasing method is suitable where the purchase is relatively small and low risk.

When purchasing small items from a local store the price shown as the sale price is acceptable as a 'verbal quote'.

Record keeping requirements must be maintained in accordance with record keeping policies, although it is acknowledged that when purchasing a small item from a local store the receipt will be sufficient record.

1.5.2. \$2,001 to \$5,000

This category is for the procurement of goods or services where the value of such procurement ranges between \$2,001 and \$5,000.

At least 1 written quotation is required. Where this is not practical, e.g. due to limited suppliers, it must be noted through records relating to the process.

The general principles for obtaining written quotations are:

- An appropriately detailed specification should communicate requirement(s) in a clear, concise and logical fashion.
- The request for written quotation should include as a minimum:

- Written Specification
- Selection Criteria to be applied
- Price Schedule
- Conditions of responding
- Validity period of offer
- Invitations to quote (if more than one is being sought) should be issued simultaneously to ensure that all parties receive an equal opportunity to respond.
- Offer to all prospective suppliers at the same time any new information that is likely to change the requirements.
- Responses should be assessed for compliance, then against the selection criteria, and then value for money and all evaluations documented.
- Respondents should be advised in writing as soon as possible after the final determination is made and approved.

The Local Government Purchasing and Tender Guide produced by the Western Australian Local Government Association (WALGA) should be consulted for further details and guidance.

1.5.3. \$5,001 to \$30,000

For the procurement of goods or services where the value exceeds \$5,000 but is less than \$30,000, it is required to obtain at least two written quotes (commonly a sufficient number of quotes would be sought according to the type and nature of purchase).

The responsible officer is expected to demonstrate due diligence seeking quotes and to comply with any record keeping and audit requirements. Record keeping requirements must be maintained in accordance with record keeping policies.

NOTES: The general principles relating to written quotations are;

- An appropriately detailed specification should communicate requirement(s) in a clear, concise and logical fashion.
- The request for written quotation should include as a minimum:
 - Written Specification
 - Selection Criteria to be applied
 - Price Schedule
 - Conditions of responding
 - Validity period of offer
- Invitations to quote should be issued simultaneously to ensure that all parties receive an equal opportunity to respond.
- Offer to all prospective suppliers at the same time any new information that is likely to change the requirements.
- Responses should be assessed for compliance, then against the selection criteria, and then value for money and all evaluations documented.
- Respondents should be advised in writing as soon as possible after the final determination is made and approved.

The Local Government Purchasing and Tender Guide produced by the Western Australian Local Government Association (WALGA) should be consulted for further details and guidance.

1.5.4. \$30,000 to \$249,999

For the procurement of goods or services where the value exceeds \$30,000 but is less than \$249,999, it is required to obtain at least three written quotations containing price and a sufficient amount of information relating to the specification of goods and services being purchased.

The Local Government Purchasing and Tender Guide has a series of forms including a Request for Quotation Template which can assist with recording details. Record keeping requirements must be maintained in accordance with record keeping policies.

For this procurement range, the selection should not be based on price alone, and it is strongly recommended to consider some of the qualitative factors such as quality, stock availability, accreditation, time for completion or delivery, warranty conditions, technology, maintenance requirements, organisation's capability, previous relevant experience and any other relevant factors as part of the assessment of the quote.

1.6. REGULATORY COMPLIANCE

1.6.1. Tender Exemption

In the following instances public tenders or quotation procedures are not required (regardless of the value of expenditure):

- An emergency situation as defined by the Local Government Act 1995;
- The purchase is under a contract of WALGA (Preferred Supplier Arrangements), Department of Treasury and Finance (permitted Common Use Arrangements), Regional Council, or another Local Government;
- The purchase is under auction which has been authorised by Council;
- The contract is for petrol, oil, or other liquid or gas used for internal combustion engines;
- Any of the other exclusions under Regulation 11 of the Functions and General Regulations apply.

1.6.2. Sole Source of Supply (Monopoly Suppliers)

The procurement of goods and/or services available from only one private sector source of supply, (i.e. manufacturer, supplier or agency) is permitted without the need to call competitive quotations provided that there must genuinely be only one source of supply. Every endeavor to find alternative sources must be made. Written confirmation of this must be kept on file for later audit.

Note: The application of provision "sole source of supply" should only occur in limited cases and procurement experience indicates that generally more than one supplier is able to provide the requirements.

1.6.3. Anti-Avoidance

The Local Government shall not enter two or more contracts of a similar nature for the purpose of splitting the value of the contracts to take the value of consideration below the level of \$250,000, thereby avoiding the need to publicly tender.

1.6.5. Tender Criteria

The Local Government shall, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.

The evaluation panel shall be established prior to the advertising of a tender and include a mix of skills and experience relevant to the nature of the purchase.

For Requests with a total estimated (Ex GST) price of:

- Between \$40,000 and \$249,999, the panel must contain a minimum of 2 members; and
- \$250,000 and above, the panel must contain a minimum of 3 members.

1.6.6. Advertising Tenders

Tenders are to be advertised in a state wide publication e.g. "The West Australian" newspaper, Local Government Tenders section, preferably on a Wednesday or Saturday.

The tender must remain open for at least 14 days after the date the tender is advertised. Care must be taken to ensure that 14 full days are provided as a minimum.

The notice must include;

- a brief description of the goods or services required;
- information as to where and how tenders may be submitted;
- the date and time after which tenders cannot be submitted; and
- particulars identifying a person from whom more detailed information as to tendering may be obtained.

A reference to detailed information includes a reference to:

- such information as the local government decides should be disclosed to those interested in submitting a tender;
- detailed specifications of the goods or services required;
- the criteria for deciding which tender should be accepted;
- whether or not the local government has decided to submit a tender; and
- whether or not the CEO has decided to allow tenders to be submitted by facsimile or other electronic means, and if so, how tenders may so be submitted,
After a notice has been given under subregulation (1) or (2), a local government may vary the information referred to in subregulation (3) by taking reasonable steps to give each person who has sought copies of the tender documents or each acceptable tenderer, as the case may be, notice of the variation.

1.6.7. Issuing Tender Documentation

Tenders will not be made available (counter, mail, internet, referral, or other means) without a robust process to ensure the recording of details of all parties who acquire the documentation.

This is essential as if clarifications, addendums or further communication is required prior to the close of tenders, all potential tenderers must have equal access to this information in order for the Local Government not to compromise its duty to be fair.

1.6.8. Tender Deadline

A tender that is not received in full in the required format by the advertised Tender Deadline shall be rejected.

1.6.8. Opening of Tenders

No tenders are to be removed from the tender box, or opened (read or evaluated) prior to the Tender Deadline.

Tenders are to be opened in the presence of the Chief Executive Officer's delegated nominee and preferably at least one other Council Officer. The details of all tenders received and opened shall be recorded in the Tenders Register.

Tenders are to be opened in accordance with the advertised time and place. There is no obligation to disclose or record tendered prices at the tender opening, and price information should be regarded as commercial-in-confidence to the Local Government. Members of the public are entitled to be present.

The Tenderer's Offer form, Price Schedule and other appropriate pages from each tender shall be date stamped and initialed by at least two Local Government Officers present at the opening of tenders.

1.6.9. No Tenders Received

Where the Local Government has invited tenders, however no compliant submissions have been received, direct purchases can be arranged on the basis of the following:

- a sufficient number of quotations are obtained;
- the process follows the guidelines for seeking quotations between \$40,000 & \$249,999 (listed above);
- the specification for goods and/or services remains unchanged;
- purchasing is arranged within 6 months of the closing date of the lapsed tender.

1.6.10. Tender Evaluation

Tenders that have not been rejected shall be assessed by the Local Government by means of a written evaluation against the pre-determined criteria. The tender evaluation panel shall assess each tender that has not been rejected to determine which tender is most advantageous.

1.6.11. Addendum to Tender

If, after the tender has been publicly advertised, any changes, variations or adjustments to the tender document and/or the conditions of tender are required, the Local Government may vary the initial information by taking reasonable steps to give each person who has sought copies of the tender documents notice of the variation.

1.6.12. Minor Variation

If after the tender has been publicly advertised and a successful tenderer has been chosen but before the Local Government and tenderer have entered into a Contract, a minor variation may be made by the Local Government.

A minor variation will not alter the nature of the goods and/or services procured, nor will it materially alter the specification or structure provided for by the initial tender.

1.6.13. Notification of Outcome

Each tenderer shall be notified of the outcome of the tender following Council resolution. Notification shall include:

- The name of the successful tenderer
- The total value of consideration of the winning offer

The details and total value of consideration for the winning offer must also be entered into the Tenders Register at the conclusion of the tender process.

1.6.14. Records Management

All records associated with the tender process or a direct purchase process must be recorded and retained. For a tender process this includes:

- Tender documentation;
- Internal documentation;
- Evaluation documentation;
- Enquiry and response documentation;
- Notification and award documentation.

For a direct purchasing process this includes:

- Quotation documentation;
- Internal documentation;
- Order forms and requisitions.

Record retention shall be in accordance with the minimum requirements of the State Records Act, and the Local Government's internal records management policy.

1.7. PROCUREMENT OF GOODS AND SERVICES FROM FAMILY MEMBERS

A situation may arise where the Shire of Mt Marshall purchases goods or services from a family member of an employee (or, in the case of a business, is owned, run or managed by an employee's family member). In order to avoid any actual or perceived conflict of interest, an employee must:

- Disclose that they are related to a prospective supplier, by informing their supervisor or manager prior to any order being placed.
- Not participate in the recommendation of, the drafting of specifications for, or the decision to purchase the goods or services involved (this does not include the nomination of potential works or goods required).
- Not submit or authorise a purchase order for the goods or services involved.
- This does not prevent an entity associated with an employee's family member from being selected for supply of goods or services, where this supply would be the most advantageous to the Shire; and the Shire's Code of Conduct and Purchasing Policy has been complied.

1.8. PURCHASING FROM WA DISABILITY ENTERPRISES

Pursuant to State Government policy, Local Governments are encouraged to invite relevant WA Disability Enterprises to respond to a Request for Quotation or Tender for goods or services. Determining the purchasing process to be followed is based on the actual or expected value of each purchase by the Local Government as outlined above. There are seven (7) Disability Enterprises registered in Western Australia. A complete list of approved organisations is available from the following website: www.wade.org.au

Date Resolved:

Amendment: **13 August 2019 (Resolution 2019/7-004)**
 12 February 2019 (Resolution 2019/1-004)
 26 May 2020 (Resolution 2020/5-007)